

**MID VALLEY SPECIAL EDUCATION COOPERATIVE  
FINANCE COMMITTEE MEETING  
MINUTES**

**April 25, 2013**

- I. Present: Pam Long, D302; John Knewicz, D303; Donna Oberg, Jerel Waide, D304; Kris Monn, Jessica Nicholson, D101; Sarah Nolan, Greg Rabenhurst, D301; Carla Cumblad, Sue Caddy, MVSEC
  
- II. IDEA
  - a. MOE—everyone is OK this year. Good news.
  - b. Estimated allocations were provided based on last year's allocation (less 5% for sequestration). Yesterday afternoon, the estimated allocations were provided from the state. The information presented was not adjusted accordingly.
  
- III. Recommendations for Proposed Behavior Technical Assistance and Autism Technical Assistance
  - a. In order to keep Natalie's TRS costs out of the grant, it was proposed and accepted that 2% of MVSEC's portion of the grant will be returned to the district. The districts will be direct-billed for Natalie's services by the population formula. Districts may use their IDEA funds to purchase that portion of the entire bill to the district. The population formula aligns with the number of students per district that Natalie has seen.
  - b. A .5 Autism consultant was also proposed. D303 is the only district that is not interested in this service. Sue will recalculate the formula and see if the other districts are still interested in this service with the reconfiguration. If so, the position will be funded one year at a time.
  
- IV. Recommendation for Instructional/Assistive Technology
  - a. An increase of .5 of the Instructional/Assistive Technology facilitator was proposed. At an earlier finance committee meeting, it was suggested that we reduce the salary and open the full-time position. However, we are locked into this salary because of contractual obligations in the OT/PT (TASC) recognition clause.
  - b. The proposal included keeping .5 of the salary in IDEA where it is currently located. Another portion of the salary would be funded by ALOP. Another portion would be distributed to all the programs.
  - c. The budget also includes software and applications that had previously been located in all the program budgets. Having it in one budget will allow for better tracking.
  - d. Sue will explore alternative ways of funding this position and will get back to the committee before the board meeting. (See ALOP)

- V. ALOP
  - a. The ALOP proposal was presented with a pro-rated estimate of the foundational level of GSA.
  - b. Two proposed positions and some materials/supplies/professional development will come from these funds and will subsequently decrease the overall costs of New Directions by approximately \$100,000.
  - c. The committee encouraged Sue to consider transportation alternatives and other costs that may also be reallocated from New Directions, other budgets, or facilities, if possible.
  
- VI. Medicaid Administrative Outreach Budget
  - a. Sue presented a new budget for the Medicaid Outreach funds so they could be better tracked from year to year.
  - b. For the upcoming year, funds are committed to Shelby rent, curriculum, and technology.
  - c. Each year, this fund will be considered for curriculum and technology purchases.
  
- VII. Mid Valley Technology Replacement
  - a. Sue presented a memo from D303 Technology that reviewed the state of the desktops and laptops for MJC and for administration/itinerants. Some of the items exceed the 7 year cycle because we generally receive recycled student equipment from D303. These items will not be supported by IT.
  - b. It was proposed that an amount be added to the administration budget as a regular item to follow a replacement cycle or use 10,000-25,000 from ALOP funds for these purchases.
  - c. It was also suggested that MVSEC be included in D303's leasing agreement and replacement cycle.
  - d. For Safe Schools students, chromebooks were suggested as an alternative to desktops.
  
- VIII. 5-year CIP plan
  - a. Sue presented the 5-year Capital Improvement Plan for MJC and the Administration Center. The five priority areas are based on student safety and security systems and total approximately \$90,000 for this year.
  - b. It was recommended that we slowly create a building reserve for future building items. After the debt service is retired, the building fund could be built up without much impact. Adjusted costs should be sent back to the district this year until the debt service is retired.
  
- IX. Final Program Budgets and Estimated Tuition Bills
  - a. The estimated tuition bills were presented.
  - b. The projected fall referrals have increased over last year's projected enrollment.

- c. Even including the proposal for behavior/autism consulting, the increase of IT/AT, and the funding for the facilities improvement, the estimated tuition bills (compared to those presented mid-year) are declining for most districts.

X. Overall Budget

- a. The estimated budget includes tentative projections for salary and OT/PT positions that are pending due to contract negotiations.
- b. Budget to budget comparisons were not available at the time of the meeting, but will be emailed to the committee when complete.