

## **Mid-Valley Special Education Cooperative**

Executive Advisory Board Meeting

Wednesday, April 3, 2013

1304 Ronzheimer Avenue

St. Charles, IL 60174

The Mid-Valley Special Education cooperative Board met in Regular Session on Wednesday, April 3, 2013 at the Mid-Valley Special Education Cooperative, Administration Building.

### **Call to Order**

Dr. Schuller, Board Vice-Chairman called the meeting to order at 9:00 a.m.

### **Roll Call**

Upon roll call the following members were also present: Dr. Lisa Hichens for Dr. Barshinger, Superintendent D101; Dr. Stirn, Superintendent D301; Brad Cauffman for Dr. Schlomann, Superintendent D303; and Donna Oberg for Dr. Mutchler, Superintendent D304.

Also present: Special Education Administrative Liaisons/Designees from the member districts; MVSEC Coordinators; Dr. Carla Cumblad, Mid-Valley Executive Director; Sue Caddy, Mid-Valley Director of Business and Human Resources; Susan Glover, Attorney, Robbins, Schwartz, Nicholas, Lifton & Taylor; and Bonnie Carlson, Mid-Valley Executive Assistant.

### **Approval of Agenda**

Dr. Schlomann called for the Approval of the Agenda. Dr. Stirn moved and Brad Cauffman seconded the motion. Approval of the Agenda was confirmed by unanimous roll call vote.

### **Public Comment**

One person gave public comment regarding the opportunity for TASC to make a presentation during the public hearing.

### **Consent Agenda**

- 4.1 Approval of Minutes, Executive Board Meeting, March, 2013
- 4.2 Approval of Closed Session Minutes, March, 2013
- 4.3 Approval of Board Workshop Minutes, March, 2013
- 4.4 Approval of Bills, March, 2013
- 4.5 Approval of Payroll, March, 2013
- 4.6 Financial Report, March, 2013

Dr. Schuller called for the Approval of the Consent Agenda. Dr. Stirn moved and Dr. Lisa Hichens seconded the motion. Approval of the Consent Agenda was confirmed by unanimous roll call vote.

## Information

### **5.1 Student and Staff Enrollment, Enrolled for March, 2013**

Dr. Cumblad reported to the Board increases in the Early Childhood Hearing Impaired program, New Directions and Safe Schools programs. Increases in referrals to the OT/PT services in the spring were also noted.

### **5.2 Administrative Liaison Meeting Minutes, March 18, 2013**

Dr. Cumblad shared the minutes from the Administrative Liaison Meeting on March 18, 2013 with the Board. Highlights included a discussion of program options, OT/PT consultative services, and shared professional development.

### **5.3 Finance Committee has been postponed until April 25, 2013**

### **5.4 Attorney General Response**

Sue Caddy reported to the Board that Patty Lopuszanski had filed a complaint with the Attorney General office regarding the Open Meeting Act. The Attorney General Office replied to Ms. Lopuszanski and Susan Caddy stating that Mid-Valley was not in violation of OMA and thus no further action is warranted.

### **5.5 Freedom of Information Request for March**

Sue Caddy reported to the Board there was one Freedom of Information request filed in March by Patti Lopuszanski. There were no responsive documents to her request.

### **5.6 Freedom of Information Request Legal Fees Report to Date**

Sue Caddy presented the Board with a summary of the Freedom of Information Requests to date. Staff time was \$2,923. Attorney's fees for the same matters were \$12,408.

### **5.7 Comprehensive Needs Assessment Results, 2012-13**

Dr. Cumblad and Natalie Assell presented information regarding the annual needs assessment results. The top five areas were noted: (a) training for paraprofessionals, (b) behavior management, (c) instructional technology, (d) parent education, and (e) information on new trends, legal information. The Board will receive individual district results as well.

### **5.8 Behavior Technical Assistance Report**

Natalie Assell also presented information regarding the behavior technical assistance services. The staff and students served are similar to last year's numbers of students. Over 50% of the cases saw improvement in the student's performance. In the summer, an administrative academy will be offered for the principals of the schools where teams participated in the training series.

### **5.9 Recommended Administrator Academy Dates and Participants**

A flier will be emailed regarding this information.

### **5.10 Program Name Changes:**

**ELS (Educational Life Skills) for PALS/VIP for PALS/VIP at GHS**

**ABLE (Ability-Based Learning and Education) for Multiple Disabilities/VIP at BHS**

Dr. Cumblad shared the new site names with the Board members. By combining the programs and creating two new names this will bring Mid-Valley to a total of 5 program strands.

## **For Discussion**

### **6.1 Review of Proposals for Occupational and Physical Therapy Services**

Dr. Cumblad reported to the Board that six (6) proposals had been received. One proposal did not have the required components and will not be considered. The features of each were described to the Board. The Board presented a list of questions to ask of each vendor and a series of questions to ask each reference provided for each vendor. The Board suggested that a special meeting be held in late April to hear the presentations of 2-3 vendors that seem to best meet the needs of MVSEC. This meeting will be held at 8:00 a.m. at the Mid-Valley Administrative Office, Room 4.

### **6.2 Storage/Office Space**

Program locations and space options were discussed with the Board. (a) All program locations will remain the same with the exception of John Stewart and Grace McWayne. Those sections are being eliminated due to declining enrollment. There is no space for the possible high school New Pathways section and enrollment is not sufficient for a class at this time. The possible early childhood classroom has two possible locations. Those locations will be confirmed if there are sufficient students for the class. (b) Due to the razing of Coultrap, storage space is needed. The Board elected to move the items to a temporary storage space to allow for further discussion that may involve office space. (c) Office/desk space is needed for approximately 4-5 staff members. This item will be discussed at a later Board meeting.

### **6.3 Safe Schools Discussion**

Paige McNulty reported to the Board that the committee's work is nearly completed. The documents and next steps will be discussed at the May Board meeting.

## **For Action**

### **7.1 Resolution to Honorably Dismiss Select Certified Employees at the Close of the Current School Term**

Dr. Stirn motioned and Brad Cauffman seconded to approve the Resolution to Honorably Dismiss Select Certified Employees at the Close of the Current School Term. Motion was passed by unanimous roll vote.

### **7.2 Resolution to Non-Renew Select Probationary Employees at the Close of the Current School Term**

Dr. Stirn motioned and Dr. Hichens seconded to approve the Resolution to Non-Renew Select Probationary Employees at the Close of the Current School Term. Motion was passed by unanimous roll vote.

### **7.3 Approval of the Personnel Report, March, 2013**

Dr. Stirn motioned and Donna Oberg seconded to approve the Personnel Report, March, 2013. Motion was passed by unanimous roll vote.

## **Adjourn to Closed Session**

*(1) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.*

Motion to move to Closed Session: Motion was made by Dr. Stirn and seconded by Brad Cauffman at 10:38.

**Closed Session**

Dr. Schuller called for a motion to return to Open Session.

**Return to Open Session**

Open Session began at 11:38. Motion made by Dr. Stirn and seconded by Brad Cauffman. By consensus the motion carried 5-0 Ayes.

**Action Possible**

None

**Adjournment**

Motion made by Dr. Stirn and seconded by Brad Cauffman. By consensus the motion carried 5-0 Ayes.

The meeting was adjourned at 11:39 a.m.

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Chair of the Mid-Valley Board