

**Mid-Valley Special Education Cooperative**  
**Finance Committee Minutes**  
**April 12, 2017**

1. Present: Tony, Lisa, Julie Ann, Fran, Mike, Seth, Donna, Laurel, Nancy, Carla
2. MOE information was distributed.
3. Program Locations were distributed and discussed.
4. Free and Reduced Lunch Procedures were reviewed and edited.
5. District Billing Procedures were reviewed. There was a discussion about the billing for reintegration. The procedures will remain until they can be reviewed again next year. It was also noted that with the delays in state payments, the cooperative should have a procedure that assures a sufficient cash flow. This item was added to the future file.
6. Transportation – SAIL. Transportation will be billed by usage percentage with the addition of the number of miles and districts assigned to the front of the Community Trip Form. This form will be provided to the district for back-up for transportation reimbursement. The usage percentages will be based on the number of students attending at the December Child Count.
7. Budget Assumptions were the same with a salary increase of 3% for all staff.
8. Administration Budget. Overall 9.3%. which was a decrease since the last presentation.
  - a. Distributed to each budget by FTE
  - b. Instructional Support, distributed to all FTEs with the exception of OT/PTs)
9. O & M. Approximately the same with an overall decrease of 29.33%.
  - a. Billed by population formula
  - b. Capital Projects Update. Plans were shared for the two science labs.
10. Technology. No changes from the last presentation. Direct bills to the districts total \$21,195.
11. Related Services: Distributed Costs by Enrollment
  - a. Psychology (All). Decrease in psych services from 8 to .6.
  - b. Health (All). Decreased by a small amount.
  - c. Assistive Technology (All except ECHI & 12+) Cost per student decreased slightly.
  - d. Adaptive Physical Education (NP, ABLE, ELS) Decreased slightly from the last presentation.
  - e. Vocational (ELS 9-12, ABLE 9-12, NP 9-12, and SAIL) We anticipate more DORS revenue and have added it. Cost per student has decreased due to the increased revenue.
12. Itinerant Services: Billed by Minutes
  - a. Hearing Impaired. This cost per student has increased due to actual salaries.
  - b. Visually Impaired. The number of staff have increased.
13. Services by FTE in Programs or Minutes

- a. Speech-Language (NP, ELS, SAIL, 12+, leftover billed by minutes) The program costs have decreased due to needing to hire new, less experienced staff.
- b. Social Work (NP, CLASS, ND, SAIL, SS, ELS, 12+, leftover billed by minutes). This budget has increased slightly due to adding the .4 (RIF) back into the budget.
- c. Occupational Therapy (NP, ELS, leftover by minutes) The budget has decreased slightly since the last budget.
- d. Physical Therapy (All programs billed by minutes) No changes.

#### 14. Program Budgets

- a. ECHI: Early Childhood Hearing Impaired. No changes from last time. We anticipate that additional students will be added before the budget is presented to the Board which will decrease the per-student costs.
- b. ELS: Educational Life Skills (Cognitive Delays, K-12). The number of students have increased to the program and staff have been added. The cost per student remains the same.
- c. NP: New Pathways (Autism EC-10). At this time, we are presenting a decrease in sections. The cost per student has decreased. These enrollments may change in the next couple of weeks.
- d. ABLE: Ability-Based Learning and Education (Multiple Disabilities K-12). There are a few more students in the program, so an assistant was added. The cost per student is about the same.
- e. SAIL: Transition (18-22). There are a few more students, but no new staff. So, the cost per student has decreased.
- f. Twelve Plus (18-22). The student enrollment has increased. The staff remain the same. The cost per student is \$9,588.
- g. ND: New Directions (Alternative Program; Behavior/Emotional Needs, K-12). The number of students have increased. The cost per student has decreased to \$18,791.
- h. CLASS: Integrated Program for Behavior/Emotional Needs, K-5). The CLASS program is projected to 14-15 students. The cost per student has decreased dramatically.
- i. SS: Safe Schools, Alternative to Expulsion (7-12). Safe Schools has a slight increase from the last presentation.

15. IDEA. No changes. Districts should proceed with amendments due the third week of May for the current grant. For FY18, districts should estimate the same amount of funding that they received this year. MV will notify everyone as soon as the applications become available.

16. Behavioral Coaching. The estimated days are completed and were presented. They are approximately the same as last year.

17. Medicaid. There are slight increases due to curriculum purchases.

18. ALOP. The only significant change is the full salary and benefits for the GHS ALOP teacher.

19. FY18 Tentative Budget Summary. The students have increased from 239 to 268 with several unknowns still pending. The number of students from last year to this year are about the same. But, the overall budget change is a -.1%.

20. Salary Increases – Scattergrams were reviewed. With the addition of three vision teachers and retirements, the percentage increase is slightly over 3%. However, this change does not impact the overall budget.
21. Future file: A discussion of cash flow and emergency procedures in case the state continues to delay payments to the districts.

Thanks to everyone for their hard work and commitment to this committee and to the efforts of the cooperative!

