

Mid-Valley Special Education Cooperative
Executive Advisory Board Meeting
Amended Minutes
Wednesday, December 5, 2012
1304 Ronzheimer Avenue
St. Charles, IL 60174

The Mid-Valley Special Education Cooperative Board met in Regular Session on Wednesday, December 5, 2012 at the Mid Valley Special Education Cooperative, Administrative Building.

1. Call to Order

Dr. Schlomann, Board Chairman called the meeting to order at 9:01 am

Roll Call

Upon roll call the following members were present: Mr. Greg Romanek representing Dr. Barshinger, Superintendent D101; Dr. Stirn, Superintendent D301; Dr. Mutchler, Superintendent D304; and Dr. Schuler, Superintendent D302.

Also present: Sue Caddy, Mid-Valley Director of Business and Human Resources Services; Fran Eggleston, Special Education Director D302; Dr. John Knewitz, Assistant Superintendent D303; Jerel Waide, Assistant Superintendent, Student Services D304; Jessica Nicholson, Director of Special Education D101; Melissa Jackson, Mid-Valley Program Coordinator; Linda Koch, Mid-Valley Program Coordinator; Natalie Assell, Mid-Valley Technical Assistant; Paige McNulty, Mid-Valley Program Coordinator, Mary Langan, MVSEA and Bonnie Carlson Mid-Valley Executive Assistant

Absent: Dr. Carla Cumblad, Mid-Valley Executive Director

2. Approval of Agenda

Dr. Schlomann called for the Approval of the Agenda without closed session due to Dr. Cumblad's absence. Dr. Schuler moved and Dr. Mutchler seconded the motion. Approval of the agenda was confirmed by unanimous roll call vote.

3. Public Comments

None

4. Consent Agenda

- 4.1 Approval of Minutes, Executive Board Meeting, November, 2012
- 4.2 Approval of Closed Session Minutes, November, 2012
- 4.3 Approval of Bills, November, 2012
- 4.4 Financial Report, November, 2012

Dr. Schlomann called for the Approval of the Consent Agenda. Dr. Schuler moved and Dr. Stirn seconded the motion. Dr. Mutchler abstained from 4.1 and 4.2 due to his absence at the November meeting.

5. Information

5.1 Student and Staff Enrollment, Enrolled for November, 2012

The enrollment and staffing report for November was presented. No changes were noted.

5.2 Administrative Liaison Minutes, November, 2012

Administrative Liaison Meeting Minutes, November, 2012 were shared. Highlights included a discussion of the strategic plan.

5.3 Finance Committee Meeting

Sue Caddy shared that the first meeting of the Finance Committee was held on November 15, 2012. The committee agreed they did not need to meet as often. The next meeting will be held in January to discuss the Administrative budget. The February meeting will include discussions on the tentative budget as a whole (all programs). The committee

also discussed the timing of final tuition bills, which will be sent out prior to the final audit.

5.4 MVSEC Curriculum and Instructional Materials

Paige McNulty shared that curriculum and instructional materials were completed by all programs and compiled into a major list.

5.5 Grant Update

Updated grant allocations, including carryover, were presented. Pre-school carryover was greater than normal due to past carryover not being allocated. Dr. Schuler inquired about discussion with the Finance Committee regarding the pending federal funding cuts and the impact of these cuts on the budget.

5.6 Holiday Hours

MVSEC will be closed from December 24, 2012 through January 1, 2013. During this time, asbestos removal will be completed in the MJC gymnasium.

6. For Discussion

6.1 Unified School Calendar

To date, only one district has submitted their school calendar for the FY 2012-2013. Dr. Mutchler distributed the draft calendar for D304. Dr. Mutchler suggested that each district review the calendar guidelines and discuss unified calendars at a later meeting.

6.2 Tentative Board Workshop Date

The Workshop date for February has been moved to March. It was agreed to hold the workshop on March 6, 2013 following the Executive Advisory Board meeting. The workshop will take place at 12:00 p.m. at Geneva High School.

6.3 Preliminary Notification of Program Withdrawal

Sue Caddy shared that the deadline for preliminary withdrawal notification was December 1, 2012. At this time one district has tentatively stated for possibly withdrawing from the ED and Transition programs. Another district has indicated that they are considering withdrawing occupational and physical therapy services.

6.4 Review of Executive Director's Goals, 2011-12

Due to Dr. Cumblad's absence Dr. Schlomann requested this item be held for the next board meeting. This will allow board members to review the information received in order to make any modifications or adjustments.

7. For Action

7.1 Approval of the Personnel Report, November 2012

Dr. Mutchler motioned and Mr. Romaneck seconded to approve the Personnel Report, November 2012. Motion was passed by unanimous roll call vote.

8. Adjournment

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

The meeting was adjourned at 9:24 am.

