

**Mid-Valley Special Education Cooperative
Finance Committee Minutes
February 26, 2018**

1. Present: Tony, Lisa P., Mike, Daina, Fran, Tressa, Seth, Patti, Karen, Todd, Anne, Lisa S., Marianne, and Nancy
2. Transportation
 - a. SAIL: Field trips will continue to be billed by percentages using the December 1 Child Count
 - b. Vocational – Work program: Receive invoices from First Student with exact amounts due by each district. Will bill districts the exact amount shown on invoices.
3. Tuition Billing
 - a. Percentages Billed: First tuition invoice due to districts by July with 70% due over 4 months (Aug – Nov). Wait until after second semester has started (mid-January) to bill for second semester. Districts and MV will have more accurate enrollment numbers by waiting to see which students have exited and which students have enrolled at 2nd semester. Districts will receive 2nd semester invoices by mid-February. Bill the remaining 30% over 4 months (Feb – May). Send reminder invoices each of the semesters for the last three months.
4. Budget Assumptions: Salaries 3%, Benefits 6%, TRS 10.50%, IMRF 10.92%. No retirements in 2018 that qualify for an incentive in FY19.
5. Administration Budget: 12.42% decrease
 - a. Distributed to each budget by FTE
 - b. Instructional Support, distributed to all FTEs with the exception of OT/PTs)
6. O & M: Percent change increase 42.89%; Capital outlay increase of \$100,000. Want to complete painting and science labs while there is no ESY in building.
 - a. Billed by population formula
 - b. Capital Projects Update
7. Technology: 45 iPads and cases for a total of \$17,150 which will be direct billed by the percentages in the Articles of Agreement.
8. Related Services: Distributed Costs by Enrollment
 - a. Psychology (All): Budget decrease, \$188 per student
 - b. Health (All): Continue to contract for .50 FTE, slight increase
 - c. Assistive Technology (All except ECHI & 12+): Budget decrease but slight increase in per student due to lower enrollment numbers.
 - d. Adaptive Physical Education (NP, ABLE, ELS): 1.20 FTE, will revisit and change if needed. Slight increase in budget.
 - e. Vocational (ELS 9-12, ABLE 9-12, NP 9-12, and SAIL): Slight increase in budget, a few less students at this time.

9. Itinerant Services: Billed by Minutes
 - a. Hearing Impaired: Will look at supervisor percentage to see where it is needed. Will be looking at all supervisor percentages in all services and programs before final budget. Decrease in budget.
 - b. Visually Impaired: Additional .50 FTE. Added O & M in FY18 so more staff is needed. Will be looking at minutes before final budget. Budget decrease due to hiring newer, less experienced staff members.

10. Services by FTE in Programs or Minutes
 - a. Speech-Language (NP, ELS, SAIL, 12+, leftover billed by minutes): Slight budget increase.
 - b. Social Work (NP, ND, SAIL, SS, ELS, 12+, leftover billed by minutes): Reduction of .25 FTE. Budget decrease.
 - c. Occupational Therapy (NP, ELS, leftover by minutes): Added .20 FTE during the FY18 school year. Budget for 3.1 FTE's. Budget increase.
 - d. Physical Therapy (All programs billed by minutes): No changes in staff. Slight budget increase. Average salary & benefit cost \$92,810.

11. Program Budgets
 - a. ECHI: Early Childhood Hearing Impaired: Projection for FY19: 2 students with possibility of 2 more. Increase in budget. Early yet for known EC students.
 - b. ELS: Educational Life Skills (Cognitive Delays, K-12): Budget increase. Added RN for FY18 for tube feedings. Will still need RN for FY19.
 - c. NP: New Pathways (Autism EC-10): Closing Early Childhood program. Need a new elementary section due to most of the EC students moving up to Kindergarten and other projections. Will need space for new classroom. Budget increase.
 - d. ABLE: Ability-Based Learning and Education (Multiple Disabilities K-12): Budget decrease due to hiring new, less experienced staff. Projected students: 12.
 - e. SAIL: Transition (18-22): No changes from current year. Slight increase in budget.
 - f. Twelve Plus (18-22): Slight increase in budget. Lower per student cost with higher enrollment. Projecting 29 with a possibility of 2 more.
 - g. ND: New Directions (Alternative Program; Behavior/Emotional Needs, K-12): Added an elementary classroom at FY18 second semester which will also be needed for FY19. Slight budget increase; decrease in per student cost (\$22,208) with more students projected.
 - h. SS: Safe Schools, Alternative to Expulsion (7-12); Budget for 12 students. Per student cost with ROE reimbursement: \$4,662

12. IDEA: Added .20 FTE of Director of Professional Learning. Decided to remove the .20 FTE from IDEA and add .20 FTE to Behavior Coach budget. Once done, MV's allocation will be under 2%, approximately \$115,000 close to amount from last year.

13. Behavioral Coaching: Had 1.80 FTE. Will be changing it to 2.0 FTE (moving .20 from IDEA) with a possibility of an additional .50 FTE in order to accommodate the days requested by the districts. Behavior Coach budget is direct billed by district based on usage of days.

14. Medicaid: Budget of \$46,283. Shelby rent and curriculum.

15. ALOP: Presented ALOP budget showing fund balance of \$181,969. Discussed how to fairly spend down the FB. Districts want to offset the Administrative budget by \$181,000 if approved by

Superintendents. Will need to reallocate some of the expenses in the FY19 ALOP budget back to New Directions.

16. FY19 Tentative Budget Summary: With first projections students have decreased from 272 to 235. The overall cost per student in programs with reimbursement is \$38,197. There has been an increase over FY18 in the HI and VI students for FY19. With this increase the total number of students in programs, HI, and VI are 394 compared to 399 in FY18. This cost per student in FY19 with reimbursement is \$22,782 compared to \$22,593 in FY18. The total budget percent change from FY18 to FY19 with reimbursement is -3.79%.