

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

Executive Advisory Board Meeting

Wednesday, February 6, 2013

1304 Ronzheimer Avenue

St. Charles, IL 60174

The Mid-Valley Special Education cooperative Board met in Regular Session on Wednesday, February 6, 2013 at the Mid-Valley Special Education Cooperative, Administration Building.

### **Call to Order**

Dr. Schlomann, Board Chairman called the meeting to order at 9:04 a.m.

### **Roll Call**

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

Also present: Dr. Carla Cumblad, Mid-Valley Executive Director, 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; Natalie Assell, Mid-Valley Technical Assistant; Paige McNulty, Mid-Valley Program Coordinator, Terry Edwards, Mid-Valley MVSEA Representative and Bonnie Carlson Mid-Valley Executive Assistant.

### **Approval of Agenda**

Dr. Schlomann called for the Approval of the Agenda. Dr. Barshinger moved and Dr. Mutchler seconded the motion. Approval of the agenda was confirmed by unanimous roll call vote.

### **Public Comment**

None

### **Consent Agenda**

- 4.1 Approval of Minutes, Executive Board Meeting, January, 2013
- 4.2 Approval of Closed Session Minutes, January, 2013
- 4.3 Approval of Bills, January, 2013
- 4.4 Approval of Payroll, January, 2013
- 4.5 Financial Report, January, 2013
- 4.6 Approval of Waubensee College Contract
- 4.7 Approval of Donated Items

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

## **Information**

### **5.1 National Board Certified Teacher: Myra Stinson, New Directions**

Although not present, Ms. Stinson was announced and congratulated by the board.

### **5.2 Successful Completion of Doctoral Program: Joyce Laben, Psychologist**

Although not present, Dr. Laben was announced and congratulated by the board.

### **5.3 Student and Staff Enrollment, Enrolled for January, 2013**

The enrollment and staffing report for January was presented. Increases in referrals to the New Directions, New Pathways and Safe Schools Programs were noted.

Decreases in OT referrals were also noted.

### **5.4 Administrative Liaison Meeting Minutes, January 28, 2013**

Dr. Cumblad shared the minutes from the Administrative Liaison Meeting on January 28, 2013. Highlights included a discussion of program changes, OT/PT consultative services, shared professional development, excess costs, and extended school year.

### **5.5 Finance Committee Minutes, January 17, 2013**

Sue Caddy shared the minutes from the Finance Committee on January 17, 2013. Highlights included a discussion of administrative costs, the Safe Schools budget, and the Alternative Learning Opportunities grant.

### **5.6 Freedom of Information Request**

Four Freedom of Information requests were reported: (a) Patti Lopuszanski requested information regarding the short term emergency certificate for a staff member, highly qualified staff members, related Board discussions, parent communication, certification questions, requirements for teacher in the Safe Schools Program, personnel reimbursement requirements; (b) Patti Lopuszanski requested clarification of the cooperative's earlier response and included further requests for ROE correspondence, personnel information and Board discussions; (c) Brian Lopuszanski requested information regarding the vocational program and transition program, emails between and among many staff members regarding the same, notes of meetings regarding the same; and, (d) TASC requested itemized changes to each of the member districts for anything related to OT and PT services and projected changes for the same for the 2013-14 school years, minus Batavia. These FOIA requests cost approximately \$1,000 in staff costs and do not include legal fees applied to these matters. Legal fees will be reported at the next board meeting.

### **5.7 Mid-Valley's Website**

The Board was shown the new look of the Mid-Valley website and were appreciative of Bonnie Carlson's efforts.

### **5.8 Reminder Board Workshop: March 6, 11:30-2:30**

Dr. Cumblad reminded the Board that the Board workshop will be held on March 6 at 11:30 at the Geneva Administration Center.

### **5.9 ESY Program Locations: MJC, Shelby, Ferson Creek, St. Charles**

The Board was notified of the three ESY Locations.

### **For Discussion**

#### **6.1 Unified School Calendar**

The unified calendar guidelines were discussed and will be brought back as an action item at the next meeting.

#### **6.2 District 303 Administrative Fees**

Fees were discussed without changes.

#### **6.3 Storage Space**

The Board discussed necessary storage space when Coultrap is razed. Further discussion will occur at the Board Workshop.

#### **6.4 Public Hearing for the Discussion of Sub-Contracting Occupational and Physical Therapy Services, April 10, 2013**

The Board scheduled a public hearing at 8:00 a.m. April 10, prior to the regular Board meeting to hear comments about the possibility of subcontracting OT/PT services for the upcoming school year.

### **For Action**

#### **7.1 Approval of Increase in Occupational Therapy Services**

Dr. Stirn motioned and Dr. Schuler seconded to approve the increase in Occupational Therapy Services. Motion was passed by unanimous roll vote.

#### **7.2 Approval of Increase in Teaching Assistants for New Pathways, New Directions Programs**

Dr. Stirn motioned and Dr. Schuler seconded to approve the increase in Teaching Assistants for New Pathways, New Directions Programs. Motion was passed by unanimous roll vote.

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

Dr. Schuler motioned and Dr. Mutchler seconded to approve the Personnel Report, January 2013. Motion was passed by unanimous roll vote.

#### **7.4 Approval of Rotary Grant for Adapted Bicycle for the VIP Program at BHS**

Dr. Mutchler motioned and Dr. Stirn seconded. Motion was passed by unanimous roll vote.

### **Adjourn to Closed Session**

- (1) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. (ILCS 120/2(c)(12))*
- (2) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2 (c) (1)*

Motion to move to Closed Session: Motion was made by Dr. Mutchler and seconded by Dr. Stirn at 9:45.

**Closed Session**

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

**Return to Open Session**

Open Session began at 10:04. Motion made by Dr. Schuler and seconded by Dr. Mutchler. By consensus the motion carried 5-0: Ayes.

**Action Possible**

None

**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 10:05 am.

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Chair of the Mid-Valley Board