

**TAZEWELL-MASON COUNTIES SPECIAL EDUCATION ASSOCIATION
MINUTES OF EXECUTIVE COMMITTEE
March 8, 2017**

The Executive Committee of Tazewell-Mason Counties Special Education Association held their monthly meeting on Wednesday, March 8, 2017, at the TMCSEA Administrative Office, Schramm Educational Center, Pekin, IL. Dr. Hellrigel called the meeting to order at 8:00am. Present at roll call were: Dr. Hellrigel, Dr. Allaman, Dr. Owens, Mr. Hinman, Dr. Hall and Dr. Link. Dr. Nagel and Mr. Ingold were absent from this month's meeting.

Others in attendance were Kristina Neville, Terrie Schappaugh and Leslie Fornoff.

Joint Consent – Open & Closed Session Minutes of February 8, 2017, Accounts Payable and Year to Date Expenditure Report:

The open & closed session minutes of the February 8, 2017 meeting were approved as written. The monthly accounts payable were approved as presented. The February Cash Flow Statement, Expenditure Report, Schramm Activity Fund Monthly Detail Report, and Imprest Fund Monthly Detail Report were available at the time of this meeting.

The motion was made by Dr. Link and seconded by Dr. Allaman to approve the Joint Consent items as presented. Roll call was taken and motion carried.

Audience Participation:

There were no requests for audience participation.

Old Business

A. Districts' Financial Payments:

All district financial payments are current.

B. IDEA Preschool and Flow Through Grant Amendments:

The FY17 Flow Through grant has been amended for the cooperative to update personnel and budget detail. There is no change to the total grant amount. The following districts have submitted changes to their IDEA Sub-Grants due to personnel updates and budget detail adjustments: #137 (Preschool) and #126 (Flow Through). There is no dollar increase to sub-grant amounts.

The motion was made by Mr. Hinman and seconded by Dr. Hall to approve the IDEA Preschool & Flow Through Grant Amendments. Roll call was taken and motion carried.

C. ED Program Discussion:

The Director has proceeded with the Executive Committee's recommendation to explore the development of a joint facility to house programs for ROE safe school students with and without disabilities as well as IEP students with emotional disabilities. Two Pekin locations have been explored: ICC South Campus and 200 South Second Street (office space adjacent to the Secretary of State and Department of Human Services). The Director has met with ROE and Woodford County representatives to discuss the development of a full continuum of service delivery to meet individual student needs with shared resources and on-site administrative support.

D. WCSEA ED Program Agreement – 2nd Reading (Exhibit #1):

Woodford County Special Education Association (WCSEA) will open a K-12 program for students with emotional disabilities at the Germantown Hills Elementary School building in August 2017. WCSEA will open this program to TMCSEA member districts that have students with moderate emotional disabilities in need of a therapeutic public day placement option. The Association's attorney has reviewed and revised this document. The Director asked for approval of this agreement.

The motion was made by Dr. Hall and seconded by Dr. Link to approve the WCSEA Program Agreement as presented. Roll call was taken and motion carried.

New Business:

A. Joint Consent:

1. Employment Status of Kim Lauer, Teacher of the Visually Impaired:

Kim Lauer is currently employed as a part-time Teacher of the Visually Impaired (.40 FTE), and she has applied for the additional .40 FTE position. The Director recommends approval to increase Ms. Lauer's part-time position from .40 FTE to .80 FTE beginning in the 2017-2018 school year.

The motion was made by Dr. Owens and seconded by Dr. Link to approve the New Business Joint Consent as presented. Roll call was taken and motion carried.

B. Informational:

1. Resignation of Carrie Brooks, Paraprofessional (Exhibit #2):

The Director informed the Executive Committee of the resignation of Mrs. Brooks as a Paraprofessional.

2. Resignation of Nikki Mitts, School Psychologist (Exhibit #3):

The Director informed the Executive Committee of the resignation of Mrs. Mitts as a School Psychologist.

C. TMCSEA Needs Assessment (Exhibit #4):

Exhibit #4 reflects member district responses regarding their needs, suggestions, and confirmation of services for the 2017-2018 school year. The Needs Assessment provides excellent data for review, discussion and continued improvement. The new addition of Behavior Specialist services have been well utilized in our member districts, and expansion of behavior supports may be considered in the future if this need continues to grow. The quality rating of our vision itinerant services increased over last year's ratings. Projected enrollment numbers for Schramm Educational Center remain stable for next year. Four additional member districts are requesting OT/PT services from TMCSEA, which will be reflected in next year's staffing pattern. Anticipated enrollment numbers for ED and Autism Programs were collected for future planning purposes to ensure sufficient placement options to meet member district needs. Part 3 of the Needs Assessment was conducted via online survey with 141 responses from 21 districts. The results will help TMCSEA plan staffing patterns to meet the projected training and professional development needs of our districts.

D. Extended School Year – First Look (Exhibit #5):

TMCSEA will provide an Extended School Year (ESY) Program at Schramm Educational Center for students with significant disabilities. The ESY Program will consist of 24 student attendance days (78 attendance hours), which meets the 60 clock hour ISBE requirement. A staff work day will be provided on June 9 to prepare for students' first day of attendance on June 12. We are recommending a staffing pattern to meet the needs of up to 73 students in this year's program. Districts need to refer students to the program by April 14 to ensure appropriate staffing patterns, space, materials and budgeting for the summer program. Mr. Kennedy will be coordinating the program. Exhibit #5 reflects first look at the FY17 extended school year program

The motion was made by Dr. Owens and seconded by Dr. Link to approve the ESY staffing pattern as presented. Roll call was taken and motion carried.

E. Wendelin Consulting Contract (Exhibit #6):

The enclosed Exhibit reflects a two-year agreement with Wendelin Consulting Group, Inc., who will no longer be a certified E-Rate provider. Contracted services have been combined into a single agreement to reflect technology support with no managed internal broadband services. Since Category II services have been discontinued, the contract amount reflects a reduction of approximately \$1,500 per year, with an annual contract rate of \$30,000. The total two-year contract cost is \$60,000 beginning on July 1, 2017 and ending on June 30, 2019.

The motion was made by Mr. Hinman and seconded by Dr. Owens to approve the Wendelin Consulting Contract as presented. Roll call was taken and motion carried.

F. Renewal of Infinitec Agreement (Exhibit #7):

TMCSEA and our member districts have been pleased with our membership in the Infinitec Coalition to support a variety of assistive technology initiatives, professional development opportunities and software group buys. We are utilizing ENGAGE with Infinitec for management of required mandated trainings. The cost is based on .60 cents per student times the fall enrollment, which is an increase of .05 cents per student from last year. This is the first increase Infinitec has proposed in 8 years. The cost for FY18 will be \$13,646. This amount will be incorporated into the inservice budget and covered by the IDEA Flow Through Grant for all districts.

The motion was made by Dr. Owens and seconded by Dr. Hall to approve the Infinitec agreement for FY18 as presented. Roll call was taken and motion carried.

G. State Alternate Assessment 1% CAP:

If more than 1% of a district's students in grades 3 through 8 and 11 are identified as significantly cognitively disabled and participate in the state alternate assessment, ISBE has previously required districts to submit an application by mid-May for an exception to the 1% cap. If the conditions for the exception were approved, then all "progressing" and "attaining" scores earned by students taking the state alternate assessment were counted as proficient in making determinations for school, district and state AYP. During the 2015-2016 school year, districts were no longer be required to submit an exception to the 1% waiver. Districts whose percentage was 2.4% through 1.0% were not required to submit documentation for the 1% exception. These districts were approved or denied based on the data collected for assessment. Districts whose calculations ranged from 2.5% through 2.9% were sent a letter requesting an explanation for the number of students with significant cognitive disabilities whose participation in the state testing through the DLM-AA for the current school year exceeded 1%. In addition, districts whose calculations exceeded 3.0% were sent a letter requesting Individualized Education Program (IEP) for a requested number of students to be reviewed and an explanation for the number of students with significant cognitive disabilities whose participation in the state testing through the DLM-AA for the current school year exceeded 1%. Districts were notified by letter if they were approved or denied based on the information requested for review. ISBE has not yet released new guidance for the 2017-2018 school year. It is anticipated that updated information will be forthcoming.

Closed Executive Session:

There were no items for this month's meeting.

Other Business/Information:

The Director reviewed the FYI portion of the Executive Committee material.

The next Executive Committee meeting is scheduled for **Wednesday, April 5, 2017** at the TMCSEA Administrative Offices, Schramm Educational Center, Pekin, IL, at **8:00am**.

Mr. Hinman motioned and Dr. Owens seconded to adjourn the meeting with all parties in attendance voting aye. The Executive Committee meeting ended at 8:55am.

Todd Hellrigel, Chairperson
TMCSEA Executive Committee

Terrie Schappaugh, Secretary
TMCSEA Executive Committee