

# MINUTES

## EXECUTIVE BOARD MEETING

*Greene-Sullivan Special Education Cooperative*

Administrative Offices 77 "A" Street N.E., Linton, IN

December 13, 2017

### EXECUTIVE SESSION

9:30 AM

#### **The purpose of this executive session will be:**

The discussion of confidential student records, [IC 5-14 -1.5-6.1 (b) (7), (8)],

To discuss before a placement decision an individual student's abilities, past performance, behavior and needs, [IC 5-14-1.5-6.1 (b) (8)],

To receive information about prospective employees, [I.C. 5-14 -1.5-6.1 (b) (5)],

To discuss a job performance evaluation of individual employees. This subdivision does not apply to a discussion of the salary, compensation, or benefits of employees during a budget process, [IC 5-14-1.5-6.1(b) (9)],

To receive or discuss information about the budget, [IC 5-14-1.5-2 (3) (A)].

The Executive Board of the Greene-Sullivan Special Education Cooperative met in the Cooperative Board Room, 77 "A" Street N.E., Linton, IN on Wednesday, December 13, 2017. President, Mr. Chris Stitzle, called the Board to order at 10:39 AM and called the roll with the following members present:

Chris Stitzle, President – Southwest

Robert Hacker, Vice President – White River Valley

Nick Karazsia, Linton-Stockton

Mike Mogan, MSD Shakamak

Mark Baker, Northeast

### REGULAR SESSION

10:30 AM

#### **1. Approval of Minutes**

The minutes from the November 14, 2017 meeting were read beginning with "The minutes from the October 10, 2017 meeting were read..." through "...motion was passed unanimously."

*Dr. Robert Hacker made a motion to approve the November 14, 2017 Board of Superintendents meeting minutes. The motion was seconded by Mr. Mike Mogan. The motion passed unanimously.*

#### **2. Treasurer's Report and Claim Docket**

The Claim Docket (written vouchers #6994-7024); and pre-written vouchers #95271-95287); and electronic vouchers #20188-20207) was reviewed. Payroll dates and amounts since last Board meeting are as follows:

November 17, 2017    \$90,649.91

December 1, 2017    \$80,909.96

December 8, 2017    \$6,389.70

*Dr. Mark Baker made a motion to approve the Treasurer's Report and payment of claims. Mr. Nick Karazsia seconded the motion. The motion passed unanimously.*

#### **3. Public Comments and Concerns**

None noted. No members of the public were present.

#### **4. Personnel**

## **Resignations**

- a) Shelby Criss – Linton Elementary School Paraprofessional

*Mr. Nick Karazsia made a motion to accept the resignation for Linton Elementary School Paraprofessional. The motion was seconded by Dr. Mark Baker. The motion passed unanimously.*

## **Positions to Hire**

- a) Paraprofessional – Linton Elementary School
- b) Maternity Leave Substitute Teacher – Sullivan Middle School Life Skills
- c) School Psychologist/School Psychologist Intern – 2018-2019

## **Transfers**

- a) None

## **Recommendations to Hire:**

- a) None

Mr. Nick Karazsia asked Ms. Sarah Sparks if she would need to hire before the next Board meeting. Ms. Sarah Sparks replied that positions will need to be offered and/or filled.

*Dr. Robert Hacker made a motion to grant permission to hire a Linton Elementary Paraprofessional and School Psychologist Intern. The motion was seconded by Mr. Nick Karazsia. The motion passed unanimously.*

## **5. DOE Information**

- a) Compliance on Federal Indicators for FFY 2016 (SY 16-17)  
-All Districts

Ms. Sarah Sparks shared the Compliance Indicator status for each district. She noted that some indicators were not in rotation for review, however, every district was compliant for Indicator 12. (Percent of children referred prior to age 3, found eligible, and had an IEP developed and implemented by their third birthday.)

## **6. Program Information**

- a) Life Skills

Ms. Sarah Sparks noted that programming and numbers have stayed consistent. She shared that Bloomfield high school has a goal of setting up a business within their school. They are currently making Christmas crafts to sell.

- b) Early Childhood

- c) Speech Services

Ms. Sarah Sparks stated that therapists have begun to look at the service delivery model. They see a need for some students to have classroom interventions.

- d) Life After School Program

Ms. Sarah Sparks shared that all districts now have students involved in the LASP program. There have been several reports that the program is positive and successful.



## **7. Unfinished Business**

- a) MedSled
  - Adult - \$395 - 36 inches wide
  - Pediatric - \$375 - 28 inches wide
  - Bariatric - \$425 - 48 inches wide
  - Free Training with Multiple Corporation Purchase

Mr. Nick Karazsia stated he will not need to purchase a MedSled. Mr. Chris Stitzle stated that he would need a MedSled for Sullivan High School. Ms. Sarah Sparks noted that Bloomfield will also need to purchase a MedSled. Therefore, free training will be provided.

- b) Preschool Screening Schedule
  - February 9, 2018 @ Sullivan Elementary School
  - March 16, 2018 @ Northeast East Elementary School
  - May 4, 2018 @ White River Valley Elementary
- c) CPI Training Schedule (Initial)
  - February 23, 2018 @ White River Valley High School 8:30am-3:00pm
- d) CPI Training Schedule (Refresher)
  - January 18, 2018 @ GSSEC Training Room 12:00pm-3:30pm
  - March 15, 2018 @ GSSEC Training Room 12:00pm-3:30pm

Ms. Sarah Sparks stated that attendance for CPI training is typically less in the Spring. However, dates could be added to the schedule if needed.

## **8. New Business**

- a) Non-Certified Compensation
  - Paraprofessionals
  - Occupational Therapists, Physical Therapist, and Educational Diagnostician
    - Brandy Toney
    - Julia Cruse
    - Jessica McKee
    - Brittany Burris
  - Administrative Office 220 Day Schedule
    - Administrative Assistant, Kelly Gentry
  - Administrative Office 260 Day Schedule
    - Data Entry Specialist/Beth Gillan
    - Treasurer/Claudia Walker
    - Deputy Treasurer/Stacie Lovelace

Proposed Increase:

Position	Employee	Current	Increase	Proposed
Paraprofessionals (180.5 days)	Hourly	\$11.79	\$0.21	\$12.00 an hour
Occupational Therapist (185 days)	Brandy Toney	\$44,536.80	\$3,463.20	\$48,000.00
Occupational Therapist (185 days)	Julia Cruse	\$58,000.00	\$2,000.00	\$60,000.00
Physical Therapist (185 days)	Jessica McKee	\$57,334.00	\$2,666.00	\$60,000.00
Educational Diagnostician (181 days)*	Brittany Burress	\$36,389.00	\$2,111.00	\$38,500.00
(160 days)	Actual Contract	\$28,949.76	\$1,850.24	\$30,800.00
% Related to Evaluation Rating				
Data Entry Specialist (260 days)	Beth Gillan	\$29,630.23	\$1,185.20	\$30,815.43
Deputy Treasurer (260 days)	Stacie Lovelace	\$27,994.10	\$839.82	\$28,833.92
Treasurer (260 days)	Claudia Walker	\$29,608.70	\$1,184.34	\$30,793.04
Administrative Assistant (220 days)	Kelly Gentry	\$20,862.60	\$834.50	\$21,697.10

Mr. Chris Stitzle noted Ms. Sarah Sparks has provided a proposed explanation of compensation. Mr. Nick Karazsia questioned if the increase is retroactive. Ms. Sarah Sparks noted increases have been retroactive in the past. Mr. Mike Mogan shared thoughts that it would be fair to make the increases retroactive.

*Mr. Nick Karazsia made a motion to accept the proposed increase for Non-Certified Compensation. Dr. Robert Hacker seconded the motion. The motion was passed unanimously. Mr. Nick Karazsia amended the motion to make the increases retroactive.*

## 9. Director's Notes

-Semi-Annual Certification

Ms. Sarah Sparks will sign off on the Semi-Annual Certification forms. Mrs. Claudia Walker will email those forms to each treasurer.

## 10. Board Member Comments and Concerns

Dr. Mark Baker stated he would like to discuss salaries for Ms. Sarah Sparks and Mrs. Dana Williams.

*Mr. Chris Stitzle made a motion to increase Ms. Sarah Sparks salary to \$72,000 retroactive and Mrs. Dana Williams salary to \$66,000 retroactive. The motion was seconded by Mr. Mike Mogan. The motion passed unanimously.*




Ms. Sarah Sparks and Mrs. Dana Williams thanked the Board of Superintendents. The Board of Superintendents stated that both Ms. Sarah Sparks and Mrs. Dana Williams were doing a good job.

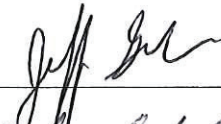

Mr. Nick Karazsia wished everyone a Merry Christmas.

## 11. Adjourn

*Mr. Mike Mogan made a motion to adjourn the meeting. Dr. Mark Baker seconded the motion. The motion passed unanimously.*

**The Next GSSEC Board of Superintendents' Meeting is scheduled for Tuesday, January 9, 2018 with the executive session meeting beginning at 9:30 A.M. and public meeting beginning at 10:30 A.M.**

  
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