

MINUTES

EXECUTIVE BOARD MEETING

Greene-Sullivan Special Education Cooperative

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

October 8, 2019

EXECUTIVE SESSION

9:00 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 Tuesday, October 8, 2019. President, Jeff Gibboney, called the Board to order at 9:32 AM and called the roll with the following members present:

Jeff Gibboney, President - Bloomfield
Kathryn Goad, Vice President - Linton-Stockton
Dan Noel, Secretary - MSD Shakamak
Mark Baker, Northeast
Chris Stitzle, Southwest
Robert Hacker, White River Valley

REGULAR SESSION

9:30 AM

1. Approval of Minutes

The minutes from the September 10, 2019 meeting were read beginning with "The minutes from the August 13, 2019 meeting were read..." through "...motion was passed unanimously."

Mr. Chris Stitzle made a motion to approve the September 10, 2019 Board of Superintendents meeting minutes. The motion was seconded by Dr. Kathryn Goad. The motion passed unanimously.

2. Treasurer's Report and Claim Docket

The Claim Docket in the financial report was presented and reviewed. Payroll dates and amounts since last Board meeting are as follows:

September 20, 2019 \$102,022.92

October 04, 2019 \$108,702.05

Dr. Robert Hacker made a motion to approve the Treasurer's Report and payment of claims. Dr. Mark Baker 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. Christy Fagg – Shakamak Paraprofessional

Positions to Hire

- a) Speech and Language Pathologist Maternity Leave
- b) Bloomfield Middle School Paraprofessional Maternity Leave
- c) Carlisle Preschool Paraprofessional
- d) Sullivan Elementary Paraprofessional

Transfer

- a) Emeral Goff – Carlisle Preschool to Shakamak Elementary Paraprofessional
- b) Samantha Melchert – Sullivan High School to Sullivan Elementary School

Recommendations to Hire

- a) Stacie Wilkes – Carlisle Preschool Paraprofessional
- b) Jackie Ward – Sullivan High School Paraprofessional

Ms. Sarah Sparks made a recommendation to accept the resignation and positions to hire. When recommending the transfers, Ms. Sarah Sparks noted Samantha Melchert is currently on maternity leave and will return following Fall Break.

Mr. Jeff Gibboney clarified that new positions were not being added, but just filling those positions that were vacated.

Mr. Dan Noel made a motion to accept all recommended personnel changes. Dr. Mark Baker seconded the motion. The motion passed unanimously.

5. DOE Information

a) ISPROUT

Mrs. Dana Williams attended the Data Management Training. She stated she would need ongoing student data and requested a contact person for each school. Mrs. Dana Williams attended the Train the Trainer training and will now train the local Early Childhood Teachers and Speech and Language Pathologists to administer the ISPROUT assessment. Ms. Sarah Sparks informed there was a six week roll out, but the state assures their understanding of extended timelines. Mrs. Dana Williams noted that each teacher and SLP has received paper copies to begin collecting data and evidence.

b) EV Report Corrections Submitted

Ms. Sarah Sparks submitted corrections last month. The state was counting summer referrals as well as showing 20-day timelines when paperwork proved they should be 50-day timelines.

Brandon Meyers replied that he would notify Ms. Sarah Sparks if there were further concerns.

c) Parent Survey Results –

Ms. Sarah Sparks distributed the Parent Survey results. She explained that the survey reminder appears in the IIEP program when an IEP is finalized. If the IEP is finalized during a conference, it's easier for a parent to complete the survey. A computer or device should be available at the meeting for the parent to complete the survey. Mrs. Dana Williams stated the survey link is also available on the Greene-Sullivan Special Education Cooperative website. Mr. Jeff Gibboney asked if the results could be broken down by building. Ms. Sarah Sparks was unsure but would inquire about it. Dr. Kathryn Goad asked what the time frame was on the report. Ms. Sarah Sparks answered the information was from the 2018-2019 school year.

d) Transition Results

Ms. Sarah Sparks informed that Indicator 13 information has been received for White River Valley.

It was non-compliant, however the errors are “quick fixes”. These changes will be corrected and the IEPs will have an additional review. Indicator 13 results for other school districts have not yet been received.

e) Article 7 Revisions

Ms. Sarah Sparks discussed the Article 7 revisions. Cognitive disability has been renamed as intellectual disability. A request for a re-evaluation must be responded to within 10 days. This is a practice that has been in place, however, it has been added to Article 7. Mr. Jeff Gibboney asked for clarification of Intellectual Disability. Ms. Sarah Sparks clarified.

f) Procedural Safeguards Revisions

Ms. Sarah Sparks stated there is also a revised Procedural Safeguards with the updates pertaining to Article 7. Mr. Jeff Gibboney requested the newest version. Ms. Sarah Sparks will email the newest version to the Board of Superintendents and the teachers.

6. Program Information

- a. Life Skills
- b. Early Childhood
- c. Speech Services
- d. Life After School Program

The numbers for the Life Skills and Early Childhood programs were distributed. Speech and Language Pathologist, Kristen Witt, will be returning November 14, which begins the second SLP Maternity Leave. Mrs. Witt will be helping provide Life Skill services in Linton. The contracted employee will cover other areas. Erika Steele, SLP, will continue coverage for all Hymera preschool services.

7. Unfinished Business

- a. CPI Training Schedule
 - October 25, 2019 – Refresher 8:30-11:30
- b. 2019-2020 Preschool Screenings
 - October 25, 2019 – Carlisle
 - January 10, 2020 – Hymera
 - February 21, 2020 – Worthington
 - April 17, 2020 – Carlisle

Additional Crisis Prevention Intervention training dates will be added for Spring. Ms. Sarah Sparks stated there has been good attendance and gave appreciation to the school districts for getting the information out to the teachers.

8. New Business

- a. SLP Maternity Leave Contract Part Time – Melissa Chapel, IEP Therapy

Ms. Sarah Sparks recommended hiring Melissa Chapel from IEP Therapy. The estimated cost for 12 weeks is \$13,668.75, at 3 days per week. The tentative scheduled dates are November 11 through January 28.

Mr. Chris Stitzle made a motion to accept the recommendation to hire. Dr. Kathryn Goad seconded the motion. The motion passed unanimously.

- b. Behavior Program

Ms. Sarah Sparks shared her goal to visit three different sites with different behavior programs by February 2020. She will acquire information about cost and what programming would look like if changes were decided on for next year. She asked the Board of Superintendents if they had knowledge

of a program working well to share information so it can be added as a site to observe.

9. Director's Notes

- Dyslexia Information

Ms. Sarah Sparks distributed copies of the Newsletter developed by GSSEC School Psychologists. She requested notification of changes need to be made.

- Professional Development Opportunities

During individual meetings with principals, Ms. Sarah Sparks offered trainings for professional development. Mr. Gambill, MSD Shakamak Elementary Principal, requested training on providing special education services in the general education classroom. Ms. Sarah Sparks, Mrs. Dana Williams, and Mrs. Alisha Staples will be training later today. Ms. Sarah Sparks stated that if anyone sees a specific need or would like her to team with someone in their building, she is willing to provide training.

Ms. Sarah Sparks noted that Indiana Council for Administrators of Special Education (ICASE) had great information and some procedural changes that will need made, such as documentation of services received. She shared information for a complaint officer that if there is no documentation it didn't happen. Dr. Mark Baker asked if parent sign off forms were needed. Ms. Sarah Sparks shared ways that information can be sent to parents and documented. She noted that an IEP must be given to the parent within 10 days of the conference, and suggested teachers try to finalize the paperwork at the end of the meeting.

10. Board Member Comments and Concerns

Mr. Jeff Gibboney shared that Bloomfield is having a practice eLearning day on November 14. Ms. Sarah Sparks stated that eLearning days are taking place in other districts and will work with Sarah Riggins to discuss what eLearning days look like with her students. Ms. Sarah Sparks gave examples.

Ms. Sarah Sparks also stated that paraprofessionals will need to complete online training modules for the time of eLearning days and will receive pay for those hours. This time can be made up until June 1.

Mr. Chris Stitzle, Dr. Mark Baker, and Dr. Kathy Goad discussed what eLearning looks like in their school districts.

11. Adjourn

Dr. Mark Baker made a motion to adjourn the meeting. The motion was seconded by Dr. Robert Hacker. The motion passed unanimously.

The Next GSSEC Board of Superintendents' Meeting is scheduled for Tuesday, November 12, 2019 with the executive session meeting beginning at 9:00 A.M. and public meeting beginning at 9:30 A.M.

