

# MINUTES

## EXECUTIVE BOARD MEETING

*Greene-Sullivan Special Education Cooperative*

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

May 12, 2020

### 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 virtually using a Zoom platform on Tuesday, May 12, 2020. President, Jeff Gibboney, called the Board to order at 9:30 AM and called the roll with the following members present:

Jeff Gibboney, President - Bloomfield  
Kathryn Goad, Vice President - Linton-Stockton  
Nick Karazsia, 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 April 14, 2020 meeting were read beginning with "The minutes from the March 10, 2020 meeting were read..." through "...motion was passed unanimously."

*Mr. Chris Stitzle made a motion to approve the April 14, 2020 Board of Superintendents meeting minutes. The motion was seconded by Dr. Mark Baker. 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:

April 17, 2020	\$103,840.74
May 1, 2020	\$106,952.72

*Dr. Robert Hacker 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

#### **4. Personnel**

##### **Resignations**

- a. Kathy Strahle - Northeast East Preschool Paraprofessional May 2020

## **Positions to Hire**

- b) Director of Special Education (July 2020)
- c) Data Entry Specialist (August 2020)
- d) Speech and Language Pathologist– Linton (August 2020)
- e) Elementary Life Skills Teacher Maternity Leave - Linton (August 2020)
- f) Speech and Language Pathologist Maternity Leave – WRV (October 2020)
- g) Sullivan Elementary Life Skills Paraprofessional
- h) Northeast East Preschool Paraprofessional

## **Recommendations to Hire**

- a) Whitley Roessler – Sullivan Elementary Life Skills Teacher (August 2020)
- b) Kara Hollars – Linton Elementary Life Skills Substitute Teacher (Maternity Leave)

Ms. Sarah Sparks noted that Kathy Strahle has been a long time paraprofessional with GSSEC and is now retiring. Although there are paraprofessional positions open, Ms. Sarah Sparks recommends waiting to hire until closer to the start of school. Director information has been posted locally, through the Indiana Department of Education, and sent to Indiana Council for Administrators of Special Education. Ms. Sarah Sparks has received one application for a Speech and Language Pathologist. A maternity SLP will need to be hired for next year as well. Ms. Sarah Sparks will begin the interview process for Data Entry Specialist.

*Mr. Nick Karazsia made a motion to accept all recommendations. The motion was seconded by Dr. Kathryn Goad. The motion passed unanimously.*

## **5. DOE Information**

- a. Part B Grant Verification Submitted
- b. Covid-19 Updates/Procedure Changes
- First Steps Evaluations

Ms. Sarah Sparks stated the Part B Grant verification has been submitted. She and Claudia Walker are appreciative of the information turned in by the districts to complete that submission.

Ms. Sarah Sparks informed there is a Federal recommendation to waive the First Steps evaluation deadlines. This has not yet passed, but it would allow First Steps to continue with providing services to students past their third birthday.

## **6. Program Information**

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

Ms. Sarah Sparks stated she is interested in hearing about the information from Nancy Holsapple and committee on how Psychoeducational Services will look in the coming year.

Ms. Sarah Sparks is compiling First Steps lists and will share in June. First Steps numbers change frequently, however, this will help with determining the potential increase of preschool classes.

## **7. Unfinished Business**

- a. Board Policy for Public Comment (2<sup>nd</sup> Reading)
- b. Behavior Program
- c. 2019-2020 Preschool Screenings



- August 14, 2020 – Hymera
- August 21, 2020 – Carlisle
- September 18, 2020 - Worthington

Ms. Sarah Sparks presented the Board Policy for Public Comment for the second reading.

*Mr. Chris Stitzle made a motion to approve the Board Policy for Public Comment. The motion was seconded by Dr. Mark Baker. The motion carried unanimously.*

Ms. Sarah Sparks noted no participation in discussion this month. She would like to give another opportunity to meet to discuss the needs of the behavior program then move forward in June.

Ms. Sarah Sparks reviewed the dates of the preschool screenings anticipating a large number of participants.

## 8. New Business

- a. MOU on Director Employment Contract
- b. Non-Certified Support Staff Handbook (First Reading)
- Health Insurance Contribution

Ms. Sarah Sparks presented a Memorandum of Understanding to the Board of Superintendents on the Director Employment Contract.

*Dr. Kathryn Goad made a motion to approve the Memorandum of Understanding on Director Employment Contract for Ms. Sarah Sparks. Dr. Robert Hacker seconded the motion. The motion passed unanimously.*

Ms. Sarah Sparks presented the Non-Certified Support Staff Handbook for the first reading. Dr. Mark Baker commented if Amy Mathews has given approval of the document, he would be in agreement. Mr. Chris Stitzle concurred.

## 9. Director's Notes

Ms. Sarah Sparks offered her assistance helping the transition to the new director. She noted the first part of the grant is complete and she will continue to ensure the financial information is in order.

## 10. Board Member Comments and Concerns

None noted.

## 11. Adjourn

*Dr. Mark Baker made a motion to adjourn the meeting. The motion was seconded by Dr. Kathryn Goad. The motion passed unanimously.*

**The Next GSSEC Board of Superintendents' Meeting is scheduled for Tuesday, June 9, 2020 with the executive session meeting beginning at 9:00 A.M. and public meeting beginning at 9:30 A.M.**

*Chris Stitzle*  
*Mark Baker*  
*Nick Karas*

*Robert M. Hacker*  
*Jeff Goad*