

MINUTES

EXECUTIVE BOARD MEETING

Greene-Sullivan Special Education Cooperative

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

May 9, 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 Tuesday, May 9, 2017. President, Dr. Mark Baker, called the Board to order at 10:35 AM and called the role with the following members present:

Mark Baker, President – Northeast
Chris Stitzle, Vice President - Southwest
Robert Hacker, Secretary – White River Valley
Nick Karazsia – Linton-Stockton
Mike Mogan - MSD Shakamak

REGULAR SESSION

10:30 AM

1. Approval of Minutes

The minutes from the April 11, 2017 meeting were read beginning with "The minutes from the March 14, 2017 meeting were read..." through "...motion was passed unanimously."

Mr. Mike Mogan made a motion to approve the April 11, 2017 Board of Superintendents meeting minutes. The motion was seconded by Dr. Bob Hacker. The motion passed unanimously.

2. Treasurer's Report and Claim Docket

The Claim Docket (written vouchers #6727- 6760); and pre-written vouchers #95158-95172); and electronic vouchers #20094-20103) was reviewed. Payroll dates and amounts since last Board meeting are as follows:

April 19, 2017	\$81,125.26
May 3, 2017	\$80,616.21

Ms. Sarah Sparks noted there are checks that have not been cashed. Claudia is working with Carla to take the proper steps to fix those transactions.

Mr. Chris Stitzle 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:

Debbie Ader – Sullivan Middle School Life Skills

Dr. Bob Hacker made a motion to accept the resignation of Sullivan Middle School Life Skills Paraprofessional. The motion was seconded by Mr. Chris Stitzle. The motion passed unanimously.

Transfer:

Whitney Reed – From Sullivan Elementary to Sullivan Middle School Life Skills

Jim Larger – Partial Day in Sullivan Middle School and Partial Day in Northeast Sullivan Schools

Mr. Nick Karazsia made a motion to accept the transfer of paraprofessionals. Mr. Mike Mogan seconded the motion. The motion passed unanimously.

Positions to Hire

- a) Paraprofessional – Hymera Preschool
- b) Paraprofessional – Sullivan Life Skills
- c) Worthington Preschool Teacher Maternity Leave – Begin August 2017
- d) Linton Life Skills Paraprofessional Maternity Leave – Begin August 2017
- e) Speech and Language Pathologist – Begin August 2017
- f) Speech and Language Pathologist – Begin August 2017 (New Position from Retirement of Southwest Schools Speech and Language Pathologist)

Recommendations to Hire:

- a) Speech and Language Pathologist – Erika Steele, Begin August 2017
- b) Speech and Language Pathologist – Krysten Moffitt, Begin August 2017
- c) Paraprofessional Sullivan Elementary Life Skills – Chelsie Sorrell

Ms. Sarah Sparks recommends hiring Erika Steele and Krysten Moffitt for Speech and Language Pathologist beginning August 2017 and Chelsie Sorrell for the Sullivan Elementary Life Skills for the current school year.

Dr. Bob Hacker made a motion to accept the recommendations to hire as presented. The motion was seconded by Mr. Chris Stitzle. The motion passed unanimously.

5. DOE Information

- a) Special Education Excess Cost (SEEC)
 - Application Process Updates

Ms. Sarah Sparks stated the Special Education Excess Cost funding is currently used for one student. Changes have been made in the application process. The application process is as follows: Multiple applications completed, Funds will go to the Cooperative/Corporation, Residential facility will be reimbursed. Ms. Sarah Sparks noted that a meeting at the end of May is scheduled to begin the application process.

- b) Course of Study
-Certificate of Completion

Ms. Sarah Sparks discussed the changes of requirements for a Certificate of Completion. The state will begin sharing detailed information this summer and will adopt the changes by the 2018-2019 school year.

6. Program Information

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

Ms. Sarah Sparks stated that numbers for typical peers will be reviewed to possibly add more to Hymera Preschool. Linton has grown in preschool numbers, therefore, there may be a need to move Bloomfield preschool time to afternoon.

Ms. Sarah Sparks also noted speech services are covered with the new hires for next year. Angela Drake will be transferring to Southwest. The current Speech and Language Pathologist on contract for Bloomfield will be moving. Erika Steele will provide services for Northeast School Corporation. Krysten Moffitt will provide service for Bloomfield School District.

7. Unfinished Business

- a) GSSEC Website
 - Mambo Schools (Includes Product Transfer and Setup Costs)
Year One - \$2,879.00
Year Two - \$1,439.50
 - School Info App (Includes Product Transfer)
Year One - \$4,000
Year Two - \$3,500
 - School Pointe (Does Not Include Product transfer)
Setup Costs - \$1,500
Annual Costs - \$2,600

Ms. Sarah Sparks referred to the company estimates included within the Board packet. Ms. Sparks recommends hiring Mambo Schools to update and maintain the GSSEC website.

Mr. Mike Mogan makes a motion to accept the recommendation to hire Mambo Schools. Dr. Bob Hacker seconded the motion. The motion passed unanimously.

- b) Life After School Program 2017-2018

Ms. Sarah Sparks noted the Life After School Program contract ends in June 2017. Ms. Sarah Sparks recommends the contract between Greene-Sullivan Special Education Cooperative and Four Rivers not be renewed.

Mr. Chris Stitzle makes a motion to accept the recommendation to not renew the contract. The motion was seconded by Dr. Bob Hacker. The motion passed unanimously.

- c) Grant Application Procedures
-DOE Proposed Schedule
 - February 20, 2017 – Application posted to Learning Connection

- March 8, 2017 – LEA review and verify data
- March 31, 2017 – Post Allocations and Application
- April 28, 2017 – Checklist for application review
- June 1, 2017 – Online submission platform available

8. New Business

- a) Policy Updates
 - Internal Controls Policy
 - Segregation of Duties
 - Ordering Policy

Ms. Sarah Sparks referred to the updated policies. The updated Policy 302- Reporting Losses, Shortages, Variances, or Thefts, Policy 303-Internal Control Policy and Segregation of Duties, and Policy 304 – Ordering Policy were reviewed.

Mr. Nick Karazsia made a motion to suspend the second reading of the updated policies. Dr. Bob Hacker seconded the motion. The motion passed unanimously.

Mr. Nick Karazsia made a motion to approve the policies as presented. Mr. Mike Mogan seconded the motion. The motion passed unanimously.

9. Director's Notes

- a) Summer Board Meeting Schedule

Ms. Sarah Sparks requested to look at the summer schedule to see if changes should be made. Mr. Chris Stitzle stated he has a conflict of time on June 13th. The Board of Superintendents agreed to change the meeting times. The summer Board of the Greene-Sullivan Special Education Cooperative meetings will be as follows:

June 13, 2017	Executive Session – 8:30AM	Regular Session – 9:30AM
July 11, 2017	Executive Session – 8:30AM	Regular Session – 9:30AM
August 15, 2017	Executive Session – 9:30AM	Regular Session – 10:30AM

Mr. Nick Karazsia noted the Collective Bargaining date has been changed to start September 15, 2017. The Board agrees there will not be a need to meet through the summer with the bargaining unit.

10. Board Member Comments and Concerns

Mr. Mike Mogan would like to congratulate Dr. Bob Hacker on completing his doctorate.

11. Adjourn

Mr. Mike Mogan made a motion to adjourn the meeting. Mr. Chris Stitzle seconded the motion. The motion passed unanimously.

The Next GSSEC Board of Superintendents' Meeting is scheduled for Tuesday, June 13, 2017 with the executive session meeting beginning at 8:30 A.M. and public meeting beginning at 9:30 A.M.

Mark Decker

Chris Stutz

Mike Morgan

Jeff Latta

Nick Karayannis