

# MINUTES

## EXECUTIVE BOARD MEETING

*Greene-Sullivan Special Education Cooperative*

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

July 10, 2018

### 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 July 10, 2018. President, Mr. Chris Stitzle, called the Board to order at 9:58 AM and called the roll with the following members present:

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

### REGULAR SESSION

9:30 AM

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

The minutes from the May 8, 2018 meeting were read beginning with "The minutes from the March 13, 2018 meeting were read..." through "...motion was passed unanimously."

Mr. Chris Stitzle noted that the June information was received through email from Ms. Sarah Sparks.

*Dr. Robert Hacker made a motion to approve the May 8, 2018 Board of Superintendents meeting minutes. The motion was seconded by Mr. Jeff Gibboney. The motion passed unanimously.*

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

The Claim Docket (written vouchers #7257-7280); and pre-written vouchers #95408-95424); and electronic vouchers #20304-20307) was reviewed. Payroll dates and amounts since last Board meeting are as follows:

|               |             |
|---------------|-------------|
| June 15, 2018 | \$54,921.97 |
| June 29, 2018 | \$54,188.76 |

Ms. Sarah Sparks noted that the Claim Docket for June 2018 was emailed to the Board of Superintendents and approved. The information is as follows:

The Claim Docket (written vouchers #7218-7256); and pre-written vouchers #95390-95407); and

electronic vouchers #20286-20303) was reviewed. Payroll dates and amounts since last Board meeting are as follows:

|              |             |
|--------------|-------------|
| May 18, 2018 | \$94,094.38 |
| May 30, 2018 | \$92,859.14 |

*Mr. Jeff Gibboney 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) Katelin Milam – Sullivan Elementary Life Skills Teacher

#### **Positions to Hire**

- a) Paraprofessional – Linton Elementary Life Skills Paraprofessional (Move Position to Bloomfield)
- b) Paraprofessional – Bloomfield Schools
- c) Paraprofessional – Sullivan Elementary Life Skills Paraprofessional
- d) Paraprofessional – White River Valley Elementary School
- e) Teacher – Sullivan Elementary Life Skills
- f) Speech and Language Pathologist Maternity Leave – Southwest Sullivan Preschool and Life Skills
- g) School Psychologist/School Psychologist Intern/Educational Diagnostician – (2018-2019 Only)
- h) Teacher for Deaf/Hard of Hearing – All Districts (Part Time)

#### **Transfers**

- a) Dianna England – Bloomfield Middle School Life Skills to Bloomfield High School Life Skills
- b) Roberta Pierce – White River Valley Elementary to Bloomfield Middle School Life Skills
- c) Cindy Thomas – Middle School Life Skills to Bloomfield Schools

#### **Recommendations to Hire**

- a) Katie McCammon – Teacher
- b) Christin Sylvester – Bloomfield Paraprofessional (Position Moved from Linton)

*Dr. Robert Hacker made a motion to accept all resignations, transfers, and recommendations to hire. The motion was seconded by Dr. Kathryn Goad. The motion passed unanimously.*

### **5. DOE Information**

- a. Part B Grant Applications  
-611 & 619

Ms. Sarah Sparks stated that when the next section of the Part B Grant Application is due, there will be a quick turnaround for the information needed from each school district's treasurers. Ms. Sarah Sparks suggests the school treasurers join the Learning Connection Community for Part B Grants to be updated as the announcements come out.



- b. Indiana's Alternate Assessment – I AM
- 2018-2019 Academic Year
- Assessment Committee Members

Ms. Sarah Sparks commented that Kelly Cochren had requested to participate in the development of the assessment. She noted that Dana Williams had participated in the development of the ISTAR assessment and it was a good experience. Participation dates for I AM may be at the beginning of August.

## **6. Program Information**

- a. Life Skills
- b. Early Childhood
- First Steps Agency Training
- Increased First Steps Participants
- c. Speech Services
- d. Life After School Program

Ms. Sarah Sparks mentioned that Beth would send the preschool transportation lists. She also noted that First Steps numbers have almost doubled. Therefore, preschool evals and number of students entering preschool may be on the rise.

The speech services have been working well and assignments will remain the same.

Ms. Sarah Sparks stated that because students from multiple districts in Greene County attend the Life Skills program in Bloomfield, the Life After School Program numbers for Shakamak and Linton are down. As needed, the Linton/Shakamak Job Coach will assist with the students in the WRV/Bloomfield LASP program.

## **7. Unfinished Business**

- a. Ricoh
- Fortis (Data Management System)

Ms. Sarah Sparks stated there has been several problems with Fortis. With the current program, GSSEC must have a completely different server for Fortis. A maintenance fee is charged yearly, however, it only applies to upgrades. Ms. Sarah Sparks would like to look at changing to companies that will house the data on their own server. Quotes have been requested and Ms. Sarah Sparks would like to discuss options further at the next Board meeting. Mr. Jeff Gibboney asked if Five Star has been helping with the issues. Ms. Sarah Sparks replied that Five Star has been great with helping.

## **8. New Business**

- a. Board Elections for 2018-2019

Mr. Chris Stitzle stated positions have been rotated in the past. If past practice is followed, the office would be the following: President – Dr. Robert Hacker, Vice President – Mr. Jeff Gibboney, Secretary – Dr. Kathryn Goad.

*Dr. Mark Baker made a motion to continue past practice and elect the nominated members into office. The motion was seconded by Mr. Dan Noel. The motion passed unanimously.*

- b. Boyce  
-Komputrol Update  
-\$4,500.00

*Dr. Mark Baker made a motion to approve the Komputrol update fee. Dr. Robert Hacker seconded the motion. The motion passed unanimously.*

#### c. Semi-Annual Certification Reports

Ms. Sarah Sparks noted that the reports have been completed and were provided for review. The reports reflect which employees are paid with federal funds in each district.

#### d. CPI Training Schedule

Refresher- July 31, 2018 @ Southwest Sullivan Middle School

Initial- August 3, 2018 @ White River Valley High School

Ms. Sarah Sparks stated that an email with the scheduled CPI information was sent in June. There will also be an additional bus driver training on July 30 at WRV high school.

#### e. GSSEC Beginning of Year Meeting Schedule

Certified – August 1, 2018

Life Skills Paraprofessionals – August 2, 2018

Preschool and Student Specific paraprofessionals – August 3, 2018

### 9. Director's Notes

- a. Request Approval to Hire
- b. Notice of Destruction of Records
- c. Notice of Destruction of Checks

Ms. Sarah Sparks requested approval to hire for positions that will need filled before the start of school. She also noted that records were due to be destroyed. Dr. Mark Baker inquired about the records being destroyed. Ms. Sarah Sparks stated that records could be destroyed after 3 years of a student exiting school.

*Dr. Robert Hacker made a motion to give permission to hire after discussion with the superintendent and principal of the school district. The motion was seconded by Mr. Jeff Gibboney. The motion passed unanimously.*

### 10. Board Member Comments and Concerns

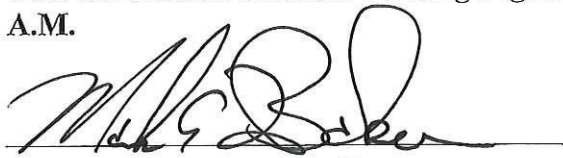
Mr. Jeff Gibboney requested a list of names and contact numbers for all GSSEC employees working in Bloomfield that will need to be added to the call list for closing and cancellations. Please send the list to Mr. Jeff Gibboney directly.

Mr. Chris Stitzle would like to welcome Dr. Kathy Goad and Mr. Dan Noel. He looks forward to working with them this year and many years to come.

### 11. Adjourn

*Dr. Mark Baker made a motion to adjourn the meeting at 10:18 AM. The motion was seconded by Dr. Kathryn Goad. The motion passed unanimously.*

The Next GSSEC Board of Superintendents' Meeting is scheduled for Tuesday, August 14, 2018 with the executive session meeting beginning at 9:30 A.M. and public meeting beginning at 10:30 A.M.

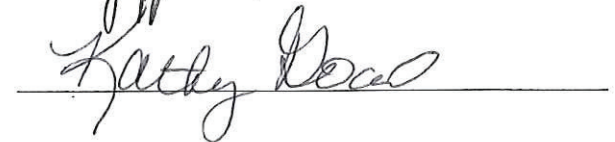
  
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