

MINUTES

EXECUTIVE BOARD MEETING

Greene-Sullivan Special Education Cooperative

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

November 13, 2018

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, November 13, 2018. President, Robert Hacker, called the Board to order at 10:35 AM and called the roll with the following members present:

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

REGULAR SESSION

10:30 AM

1. Approval of Minutes

The minutes from the October 9, 2018 meeting were read beginning with "The minutes from the September 18, 2018 meeting were read..." through "...motion was passed unanimously."

Dr. Mark Baker made a motion to approve the October 9, 2018 Board of superintendents meeting minutes. The motion was seconded by Mr. Chris Stitzle. The motion passed unanimously.

2. Treasurer's Report and Claim Docket

The Claim Docket (written vouchers #7393, 7395-7431); and pre-written vouchers #95485-95491, 95493-95505); and electronic vouchers #20349-20368) was reviewed. Payroll dates and amounts since last Board meeting are as follows:

October 19, 2018	\$98,029.37
November 2, 2018	\$83,190.05

Mr. Jeff Gibboney made a motion to approve the Treasurer's Report and payment of claims. Dr. Kathryn Goad 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. Whittney Reed – Sullivan Middle School Life Skills Paraprofessional
- b. Rebecca Wagler– Bloomfield Middle School Life Skills Teacher

Positions to Hire

- d) Teacher – Bloomfield Middle School Life Skills
- e) Paraprofessional – Sullivan Middle School Life Skills
- f) Paraprofessional – Sullivan Elementary Life Skills
- g) Paraprofessional – Bloomfield High School Life Skills
- h) Paraprofessional – White River Valley Elementary
- i) Paraprofessional – Linton Elementary Life Skills

Recommendations to Hire

- a) Raeanna Norris – Bloomfield High School Life Skills Paraprofessional
- b) Sarah Ray – White River Valley Elementary Paraprofessional
- c) Lindsay Green – Linton Elementary Life Skills Paraprofessional

Ms. Sarah Sparks noted that a sub will be starting in the Sullivan Middle School position. An interview is being held for the Bloomfield teacher position.

Mr. Dan Noel made a motion to accept all resignations and recommendations to hire. Mr. Jeff Gibboney seconded the motion. The motion passed unanimously.

5. DOE Information

- a. EV Report Data Verification
- b. Internal Control Policy and Required Certification
- c. FY 2019 Part B 611 Grant Applications
 - Part 1 Complete (Received Approval)
 - Part 2 Initial Submission, Revisions Submitted

Ms. Sarah Sparks discussed the EV Report. All schools, with the exception of WRV, had data verification sent. The state included an unknown recipient in the email for Linton, Bloomfield, and Shakamak. Ms. Sarah Sparks noted that students had moved from the school district before the compliance date. She also noted there were possible discrepancies between the Harmony report, and the IIEP program. Other changes needed were due to the correct labeling of the year and a parent revoking consent and choosing a 504. Ms. Sarah Sparks spoke with Brandon Myers about the reporting and sent all verifications. Mr. Jeff Gibboney asked that any reporting questions be sent to Jessica Blazier. Ms. Sarah Sparks stated that Beth Gillan has contacted her and would be willing to provide any assistance if she has questions.

Ms. Sarah Sparks, Claudia Walker, and Stacie Lovelace completed the Internal Control Certification. The policies were reviewed. Ms. Sarah Sparks noted the procurement policy has not yet been added. Mr. Jeff Gibboney asked if she would like to view district policies. Ms. Sarah Sparks responded yes, and thanked him for the offer.

Ms. Sarah Sparks reviewed Part B Grant information. Part 1 was approved. Michelle made adjustments to Part 2. We are now waiting on Part 2 approval.

6. Program Information

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

Ms. Sarah Sparks stated that Life Skills numbers remain consistent. There are several evaluations for Early Childhood that should be complete before December 1. Ms. Sarah Sparks suggested that transportation directors be informed that there may be several additions. Ms. Sarah Sparks was pleased to report that SLPs have been working hard to complete RTI services while still providing IEP services. She also noted that Susie Wimmer has been invited to the monthly SLP meetings. The Life After School Program has lost a couple of students due to withdrawal and CCC decision.

7. Unfinished Business

- a. Preschool Screenings
 - January 25, 2019 @ Northeast East Elementary
 - February 22, 2019 @ Sullivan Elementary
 - April 12, 2019 @ White River Valley Elementary
- b. Fall CPI Training Schedule
 - Refresher – November 16, 2018
 - Spring Schedule will be provided in December
- c. Elementary Teacher IEP Training
 - Possible Dates

The assessment team will be meeting next week. They will create the CPI training schedule attempting to stay away from testing dates. Ms. Sarah Sparks noted that attendance for training is also down after Spring Break.

Ms. Sarah Sparks and Mrs. Dana Williams will offer Elementary Teacher of Record training on February 22. Dr. Kathryn Goad suggested the half day training occur in the morning and afternoon for teachers to choose the best time and have classroom coverage.

Dr. Mark Baker asked if a law training was available. Ms. Sarah Sparks will research available trainings through Indiana IEP Resource Center.

8. New Business

- a. Non-Certified Compensation
 - Occupational Therapists and Physical Therapist 185 Days
 - Brandy Toney
 - Julia Cruse
 - Jessica McKee
 - Paraprofessionals
 - Administrative Office 220 Days
 - Administrative Assistant, Kelly Gentry
 - Administrative Office 260 Days
 - Data Entry Specialist, Beth Gillan
 - Treasurer, Claudia Walker
 - Deputy Treasurer, Stacie Lovelace

Ms. Sarah Sparks would like to review the compensation for paraprofessionals, job coaches, and administrative office employees again in December. Ms. Sarah Sparks suggested the Physical Therapist

and both Occupational Therapists receive the same increase as the teacher contract levels based on their evaluations. In future years, the Physical Therapists and Occupational Therapists would receive increases based on their evaluations using the teacher contract salary schedule.

Mr. Dan Noel made a motion to approve the increase for related therapists. The motion was seconded by Mr. Jeff Gibboney. The motion passed unanimously.

9. Director's Notes

Ms. Sarah Sparks revisited the discussion of paraprofessional guidance for taking the ParaPro Assessment. She cited requirements from No Child Left Behind. She also noted that ESSA gave each state choice. Indiana chose to continue the Federal guidelines of requiring an assessment and to further name the ParaPro as the suggested assessment. Ms. Sarah Sparks will research resources to help with preparing to take the ParaPro Assessment. However, she noted the last 3 new hires have passed the assessment. Ms. Sarah Sparks mentioned the previous discussion of limited substitute days. The decision had been made to keep substitute hours under an average of 30 hours per week within a month.

10. Board Member Comments and Concerns

No comments or concerns were noted.

11. Adjourn

Dr. Mark Baker made a motion to adjourn the meeting and change the next GSSEC Board of Superintendents Meeting to December 18, with the executive session beginning at 8:30 AM and the public meeting to begin at 9:00 AM. Mr. Chris Stitzle seconded the motion. The motion passed unanimously.

The Next GSSEC Board of Superintendents' Meeting is scheduled for Tuesday, December 18, 2018 with the executive session meeting beginning at 8:30 A.M. and public meeting beginning at 9:00 A.M.







