

**MACON PIATT SPECIAL EDUCATION DISTRICT (MPSED)**  
**BOARD MEETING MINUTES – THURSDAY, DECEMBER 17, 2020**  
Macon-Piatt Sp Ed District – Conference Room (Virtual attendees)  
335 E Cerro Gordo Street, Decatur IL 62523

Chairman Vic Zimmerman called the meeting to order at 7:32 a.m. Member roll call was taken.

**Members Present:** Damian Jones (Vice-Chair), Sheila Greenwood, DeAnn Heck, Brett Robinson, Paul Fregeau, Amanda Geary, John Ahlemeyer, Andy Pygott, Vic Zimmerman (Chairperson), Travis Roundcount, Bob Meadows, Cheryl Warner  
*(12 virtual attendees)*

**Members Absent:**

**Also Present:** Kathy Horath, Vickie Vieth (Secretary), *Online Attendance:* Travis Friedrich, Matt Snyder, Jill Reedy, Bret Hitchings

**Public Participation:**

Chairperson Zimmerman entertained a motion to approve the minutes.

**Motion** by Supt Roundcount to approve the Executive Board minutes from the 11/19/2020 meeting as presented, seconded by Supt Robinson. Chairperson Zimmerman called for a Roll Call Vote.

(12) Ayes: Jones, Greenwood, Heck, Robinson, Fregeau, Geary, Ahlemeyer, Pygott, Zimmerman, Roundcount, Meadows, Warner.

Call to **CLOSED Session** at 7:35 a.m. by Supt Jones' **motion** to discuss possible litigation, appointment, employment, compensation, discipline, performance or dismissal of specific employees, seconded by Supt Geary. Chairperson Zimmerman called for a Roll Call Vote to go into closed session. (12) Ayes: Jones, Greenwood, Heck, Robinson, Fregeau, Geary, Ahlemeyer, Pygott, Zimmerman, Roundcount, Meadows, Warner.

Return to **Open Session** at 7:39 a.m. by Supt Fregeau's **motion**, seconded by Supt Greenwood. Voice Vote: All in favor.

**Roll Call Action Items**

**A. Personnel and Administrative Appointments**

Attention was drawn to the personnel sheet. A new LifeSkills teacher will be starting in January along with one resignation and one individual returning from study leave. No further questions.

**Motion** by Supt Pygott to recommend the Executive Board advise Decatur Public Schools, as administrative district for the Macon-Piatt Special Education District, that the employees presented be recommended as listed, seconded by Supt Heck. Chairperson Zimmerman called for a Roll Call Vote. The motion carried with (12) Ayes: Jones, Greenwood, Heck, Robinson, Fregeau, Geary, Ahlemeyer, Pygott, Zimmerman, Roundcount, Meadows, Warner. (0) Nay; (0) Absent.

**B. Contract with Urbana School District for Temporary Interpreter Service**

This contract is to hire one of their employees as educational interpreter at the service billing rate of \$40.75 per hour. This contract is post since this person needed to start services. No questions. **Motion** by Supt Robinson to recommend the approval of the agreement for service with Urbana School District as presented, seconded by Supt Geary. Chairperson Zimmerman called for a Roll Call Vote. The motion carried with (12) Ayes: Jones, Greenwood, Heck, Robinson, Fregeau, Geary, Ahlemeyer, Pygott, Zimmerman, Roundcount, Meadows, Warner. (0) Nay; (0) Absent.

**C. MPSED Procedures**

No change from the first reading – only removal of the red font and underlining for the final version. **Motion** by Supt Jones to recommend the approval of the amended MPSED Special Education Procedures as presented, seconded by Supt Pygott. Chairperson Zimmerman called for a Roll Call Vote. The motion carried with (12) Ayes: Jones, Greenwood, Heck, Robinson, Fregeau, Geary, Ahlemeyer, Pygott, Zimmerman, Roundcount, Meadows, Warner. (0) Nay; (0) Absent.

**D. MPSED Job Descriptions**

Kathy publically thanked Supt Sheila Greenwood for catching an error on one of the secretarial job descriptions. In the job description, Secretary – Data Analyst, the high school qualification appeared twice – this error will be corrected. Dialogue and clarification was given regarding the usage of FLSA (Fair Labor Standards Act) exemption. Most positions are already exempt but Kathy will be checking with Merry Rhoades making sure certain positions meet the exemption criteria. Two job descriptions are ‘future’ positions. The Coordinator of Budgets and Accounting is for the replacement of one of our secretarial positions after retiring. Another new position, Speech Language Coordinator is a position that helps facilitate the speech language personnel. We currently have a person who facilitates this but the role and title of ‘coordinator’ will be added to that position. Hearing no further questions or concerns, Chairperson Zimmerman entertained a motion to accept the job descriptions and the amendments. **Motion** by Supt Greenwood to recommend the approval of the Macon Piatt SpEd District’s job descriptions for MPSED administration, administrative support, teachers, teaching assistants, and secretaries as presented, seconded by Supt Fregeau. Chairperson Zimmerman called for a Roll Call Vote. The motion carried with (12) Ayes: Jones, Greenwood, Heck, Robinson, Fregeau, Geary, Ahlemeyer, Pygott, Zimmerman, Roundcount, Meadows, Warner. (0) Nay; (0) Absent.

**Director’s Report**

- A. Finance Update – November Treasurer Report is in your packet. The fund balance is back to a healthy level. This is the time of year that we would be looking at IDEA amendments for grants. If your district needs a grant amendment, please let Kathy know – she will be happy to write one. We are assuming each district is submitting their own reports in IWAS – we have not been monitoring your expenditures. IWAS pushed out your excess cost worksheets so yesterday each district received child counts to use in your formulas at the end of the page. In January, the Finance Committee meetings will convene starting January 28 at 7:30 a.m. Zoom format is the assumption but Kathy will send out a calendar invite for anybody who wants to participate. This will be the first work of checking our finance formula making sure it is acceptable for the following fiscal year. We will also start looking at enrollment projections and recommendations for the next fiscal year budget.
- B. Alternative Assessment (DLM) – We are getting those students in a student list and working on rostering them. They do have to be updated in the SIS in IWAS before they can be rostered in the DLM portal. IASA sent a letter to the membership regarding the appeal to the state superintendent – not to conduct standardized assessments this spring based on the pandemic. Kathy is hopeful this goes through even though it would be 2 years of no standardized testing for us.
- C. Process Timeline for Withdrawal of a Member District from MPSED – Included in your packet is last year’s timeline that our attorney, Merry Rhoades, put together. It’s called Timeline for Withdrawal and Dissolution. If you are a member district that is entertaining the idea of withdrawing from the cooperative, please consult this document and add one year to the dates provided on this timeline. It feels as though this is a repeat discussion...based on some of the

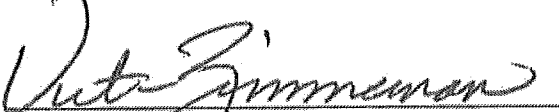
comments made at the DPS public board meeting on the 8<sup>th</sup> and comments from a podcast on the 9<sup>th</sup> by the board president. MPSED hopes that any differences we have with any member district can be resolved through conversations and that we can continue to stay intact as a good cooperative – 12 member strong.

Chairperson Zimmerman thanked Kathy for all her work on the administrative agent potential change and the MPSED procedures/ job descriptions. All of her efforts are appreciated. The next time MPSED meets – it will be 2021. Our next meeting is to take place at the Richland Campus. If the location and format needs to be changed, it will be decided during that week. Notification will follow.


Hearing no further questions or comments. Chairperson Zimmerman entertained a motion to adjourn. **Motion** by Supt Roundcount to adjourn this meeting of the Macon-Piatt Special Education District Executive Board, seconded by Supt Ahlemeyer. Voice Vote: All in favor – Meeting adjourned at 8:53 a.m.

*Handouts:*      *Draft November 19, 2020 Minutes*  
                      *Personnel Appointments*  
                      *Contractual Agreement with Urbana School District 116*  
                      *MPSED Procedures: Chapters 1-17 with summary page*  
                      *MPSED Job Descriptions (34 positions)*  
                      *Treasurer's Report*  
                      *Vendor Checks (Electronically Sent)*  
                      *Macon-Piatt Timeline for Withdrawal and Dissolution*

**\*\*Next Meeting of the MPSED Executive Board will take place 7:30 a.m., Thursday, 1/21/21 at the Richland Community College – National Sequestration Education Center – Room 121 – 1 College Park, Decatur IL.**

  
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MPSED Cooperative Board Chairperson

1-20-21  
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Date Approved

  
\_\_\_\_\_  
MPSED Cooperative Board Secretary

1/21/2021  
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Date Approved