

## JESSE VISION STATEMENT

*Special Education services will be managed and provided by the nine participating School Corporations and their respective Schools. JESSE will work collaboratively with School Staff to ensure full compliance with the Law and to make certain effective, individually designed instruction is provided to maximize achievement for all of our students with disabilities.*

# Joint Educational Services in Special Education

## JESSE Board of Managers Meeting **Minutes**

### JESSE Central Office

**Monday, DECEMBER 12, 2016, 10:00 A.M.**

#### **1.0 Organization of Meeting**

**1.1 Call to Order** – Mrs. Donna Burroughs, Triton, President called the meeting to order at 10:00AM.

Members present for the meeting were:

Mrs. Michele Riise, Argos  
Mr. Chuck Kitchell, Culver  
Mr. Dick Reese, John Glenn  
Mr. A. J. Gappa, Knox  
Dr. Annette Zupin, North Judson San Pierre  
Dr. Donald Harman, Oregon Davis  
Mr. Dan Tyree, Plymouth  
Mr. Andy Hartley, Plymouth Assistant Superintendent  
Mr. Mitch Mawhorter, Union North  
Mrs. Linda Holland, JESSE Director  
Mr. Rob Richards, JESSE Outreach Director  
Mrs. Sharon Stewart, JESSE Office Manager

#### **2.0 Consent Items**

**2.1 Agenda** of the DECEMBER 12, 2016 Regular Session Meeting.

**2.2 Minutes** of the November 14, 2016 Regular Session Meeting.

#### **3.0 Approve Personnel Recommendations**

**3.1 New Hire:** None

**3.2 Resignation:** None

**4.0 Approve Claims:** Vendor and Payroll Claims for NOVEMBER 1, 2016 to NOVEMBER 30, 2016 in the amount of **\$160,923.24** were approved.

Mr. Dick Reese made a motion to approve the Consent, Personnel and Claim Items as presented. Mr. Mitch Mawhorter seconded the motion. The motion passed unanimously.

## **5.0 Discussion/Action Items**

### **FMLA Request**

Courtney Fuchs has requested at least 6 weeks FMLA starting January 10, 2017.

### **5.1 OT Sub Position**

Services must be provided for students. Beverly McDaniel has been working 2 days a week as an OT Intern. She is licensed as an OTA so additional OT's will have to supervise and help when needed.

Mr. Dick Reese made a motion to employ Beverly McDaniel as an OT sub to cover Courtney Fuchs FMLA. Mr. Mitch Mawhorter seconded the motion. The motion passed unanimously.

## **6.0 Information Agenda**

### **6.1 December 1 Count**

Double checking with school data people was done to insure all students were counted. It is not only the student's name, but the placement data that must be accurate as it drives a lot of the data used throughout the year, not only funding.

There are about 1700 Special Education students this year which is up 72 students from the 1,628 students for the 15/16 school year. Of the 72 students, 38 are preschoolers.

ED, full/part time, cash transfer in students and duplicated numbers all have an effect.

### **6.2 ESCRFT Insurance 2017 Premiums**

JESSE ESCRFT Insurance Premium has increased \$4,512 this year. JESSE has cost ESCRFT \$264,000 in losses over the last 5 years. A review of the last 5 years shows in 2013 our premium was \$29,576 followed by 3 years of about \$30,700 and this year at \$36,035.33.

The rates are based on the December 1 count numbers.

### **6.3 Staffing Needs**

The JESSE Transition Program is in need of a part time vocational job coach in Marshall County. The job is from 9-2, 5 days a week at the rate of \$9.25 an hour. It is hoped to fill the position so this program does not have to be eliminated.

Substitutes for the SAVE program have been difficult to secure. Rob has been working with local schools (Knox, Plymouth and North Judson) to tap into their sub system to see if this will help out the situation.

## 6.4 Medical Homebound

Please put this on your next administration meeting agenda and share with nursing staff. It is important to know that you do get funding for “all students” who are eligible for this. A physician signature is required and the student must be out for 20 aggregate school days.

## 6.5 Indicator 4, 9 and 10 Report

All 9 school corporations met compliance with this indicator review. We must keep up the positive work. Disproportionate identification has not been an issue in the past.

## 6.6 In Service Dates for Spring 2017

- **JESSE Administration and School Psychologist:**

Culver: Jan. 9	Argos: Jan. 26	Triton: Feb. 9
John Glenn: Feb 7	Union North: Feb. 16	Plymouth: Feb. 21
Knox: Feb 8	North Judson: Jan 18	Oregon Davis: Feb. 6

- **JESSE Administration and Local 504 Representatives**

January 18 - 9AM – Location to be determined - Please bring local 504 Procedures/Paperwork

- **Article 7 Class**

TBA (April or June): Depending on Survey

- **JESSE Administration and Local Transportation**

July TBA – will be held at the JESSE office

## 7.0 Other Business:

**7.1** The next JESSE Board Meeting date is JANUARY 9, 2017 with a Finance Committee Meeting immediately following. Current members are: AJ Gappa, Dan Tyree, Mitch Mawhorter and Donna Burroughs.

**7.2** Individual Superintendent Issues, Reports, Compliments and Concerns

The Board of Directors wished Michelle Riise the best in her future.

Knox will be looking for a CCC for 2017-2018.

IEP reviews are helpful.

Dr. Robert Boyd will be the Interim Superintendent at Argos starting in January 2017.

## 8.0 Adjournment

Mrs. Michele Riise made a motion to adjourn the meeting. Mr. Dan Tyree seconded the motion. The Motion passed unanimously and the meeting adjourned at 10:45AM.

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Mr. A. J. Gappa, Knox

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Dr. Annette Zupin, NJSP

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Secretary, Dr. Robert Boyd, Argos

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Mr. Chuck Kitchell, Culver

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Mr. Dick Reese, John Glenn

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Dr. Don Harman, Oregon Davis

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Mr. Dan Tyree, Plymouth

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President, Mrs. Donna Burroughs, Triton

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Vice President, Mr. Mitch Mawhorter, UN