

JESSE VISION STATEMENT

Special Education services will be managed and provided by the 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.

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## Joint Educational Services in Special Education

### JESSE Board of Managers Meeting JESSE Central Office Monday, APRIL 16, 2018 Minutes

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

**1.1 Call to Order** – Mr. Mitch Mawhorter, Union North, President called the meeting to order at 10:10AM.

Members present for the meeting were:

Mr. Ned Speicher, Argos  
Mrs. Karen Shuman, Culver  
Mr. Dick Reese, John Glenn  
Dr. Don Harman, Oregon Davis  
Mr. Andy Hartley, Plymouth  
Mr. Jeremy Riffle, Triton  
Mrs. Linda Holland, J.E.S.S.E. Director  
Mr. Rob Richards, J.E.S.S.E. Assistant Director  
Mrs. Sharon Stewart, J.E.S.S.E. Office Manager

Member absent for the meeting were:

Dr. William Reichhart, Knox

#### **2.0 Consent Items**

**2.1 Agenda** of the April 16, 2018 Regular Session Meeting.

**2.2 Approve Minutes** of the March 12, 2018 Regular Session Meeting.

#### **3.0 Approve Job Descriptions/Personnel Recommendations**

**3.1 Revised Job Descriptions of Central Office Staff**

**3.2 Resignation:** Kathy Lynch, Compliance Referral Monitor, effective June 30, 2018

### **3.3 New Hire/Re-appointment: IEP Office Data Manager**

Change of position of Office Data Manager to Louise Buza with additional days and pay. The job descriptions have been re-done to reflect the changes in the Office structure.

### **4.0 Approve Claims: Vendor and Payroll Claims for March 1, 2018 to March 31, 2018 in the amount of \$264,286.66.**

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

### **5.0 Action/Discussion Item**

None at this time

### **6.0 Information Agenda**

#### **6.1 2018-19 Finance Committee Budget Recommendation**

The Finance Committee met to prepare their Budget Recommendation and any cash back amount. Mr. Ned Speicher reported to the Board members that the Finance Committee discussed various options and that their recommendation was Option B (staying under \$2,000,000 ) with a \$200,000 cash back amount.

This will be read again in May, with a final vote by June 30.

#### **6.2 LRE Technical Assistance**

Plymouth, Knox, Argos and Triton School Corporations received letters regarding LRE Technical Assistance. This is something we are to be monitoring. Training was offered to all schools in December on how to obtain the data from IIEP for ongoing review. What impacts us the greatest is the size of our overall student population, but we must do what is best for the students and not worry about numbers.

#### **6.3 Transition Review Results**

The IEP Resource Center Staff have reviewed Transition IEPs. This year, we are in line for "assistance" and not "corrective action". We had one school at 100%, 1 at 80%, 4 at 67% and 3 at 33%. Eight schools participated in a training on Thursday, April 12. It is hoped that they learned some techniques in IEP writing that can be taken back and applied throughout all Transition IEPs moving forward. Next summer, we will have another review that could result in corrective action if not 100% compliant.

#### **6.4 April 1 Count**

The State makes changes to the data layout and does not provide much training to Staff other than in written form. In addition, the Real Time Access layout has made critical changes that will directly correlate to the TR report due June 30.

Many Special Education Directors are struggling in their shops also. We spent March doing a "pre-check" with schools to hopefully make this round go smoother than December 1. We have identified some problem areas and will be reaching out individually to Data Management Staff to prepare for the TR report, as this is quite difficult to finalize as Staff are out for the summer.

The April 1 count went well.

#### **6.5 School Psychologist Clearinghouse**

Visit <http://iasponline.org/Internship-Clearinghouse> for more information on obtaining an intern and to post positions.

#### **6.6 April 17: JESSE Consultative Process for Parentally Placed/Non public Students**

Mrs. Jill Van Driessche and Mrs. Linda Holland hosted the Annual Consultative Process meeting at the JESSE Office for Parentally Placed/Non-pub Students on Tuesday, April 17th at 3:00PM.

#### **6.7 Future PD**

##### **April 25 Project Success - Impact of Cert. for Resource Teachers**

This will be the fourth and final meeting of the Low Incidence Teachers. We will spend the last hour reviewing the changes to the Certificate Tract Graduation Requirements. Resource Staff as well as Guidance Staff are invited.

##### **April: Finalization of JESSE/Staff Small Group Discussions**

We will contact each Superintendent individually to discuss feedback from Staff discussions in May/June. We will then discuss plans to move forward.

##### **Summer Planning: Article 7, CPI, FBA, IIEP - Understanding the Technical Side**

A list with target audience, dates/locations will be shared at the May Board Meeting. Please contact Rob if you wish for CPI to be in the summer, or on your Staff development day at the beginning of the year. In addition, New Staff inservice will be completed in July/August/September.

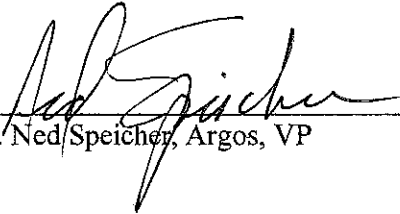
#### **7.0 Other Business:**

**7.1** The next JESSE Board Meeting is May 14, 2018 with an Executive Session at 9:30AM.

The June meeting will be moved to June 18 and start at 11:00AM.  
We will move the July meeting to July 30, with no meeting in August.

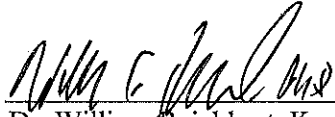
**8.0 Adjournment**

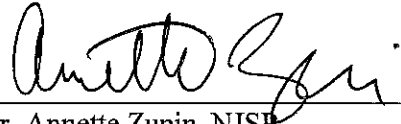
Dr. Don Harman made a motion to adjourn the meeting. Mrs. Karen Shuman seconded the motion. The motion passed unanimously and the meeting adjourned at 10:40AM.

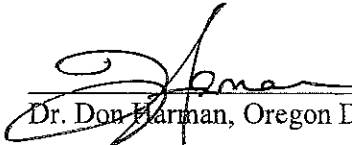
  
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Mr. Ned Speicher, Argos, VP


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Mrs. Karen Shuman, Culver, Secretary

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Mr. Richard Reese, John Glenn


  
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Dr. William Reichhart, Knox

  
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Dr. Annette Zupin, NJSP

  
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Mr. Mitch Mawhorter, Union North, President