

Joint Education Services in Special Education

JESSE Board of Managers Meeting

JESSE Central Office

Monday, FEBRUARY 1, 2016

10:00 A.M. Regular Session **Minutes**

1.0 Organization of Meeting

1.1 Call to Order – Mr. Dan Tyree, Plymouth, President, called the meeting to order at 9:55AM.

Members present for the meeting were:

Mrs. Michele Riise, Argos
Mr. Chuck Kitchell, Culver
Mr. Richard Reese, John Glenn
Mr. A. J. Gappa, Knox
Dr. Bob Boyd, North Judson-San Pierre
Mr. Jim Dermody, Oregon Davis
Mr. Andy Hartley, Plymouth Assistant Superintendent
Mrs. Donna Burroughs, Triton
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 February 1, 2016 Regular Session Meeting.

2.2 Minutes of the January 11, 2016 Regular Session Meeting.

Mrs. Donna Burroughs made a motion to approve the Consent Items as presented. Mr. Dick Reese seconded the motion. The motion passed unanimously.

3.0 Personnel

3.1 New Hires: None

3.2 Resignations: None

4.0 Claims: Vendor and Payroll Claims for January 1, 2016 to January 31, 2015 in the amount of \$.

(Due to the meeting being held on February 1, 2016 this information was not available.)

5.0 Discussion/Action Items

5.1 None

6.0 Information Agenda

6.1 Joint Service and Supply Fund Agreement effective Jan. 1, 2016

Hard copies were distributed to each Superintendent.

6.2 Go Solutions and Medicaid

Signed individual contracts were shared. Monetary amounts were not received before the meeting. They will be emailed when received.

6.3 ISTAR and Alternative Assessment 1% Cap

Superintendents were reminded to have Testing Coordinators double check that ISTAR and ISTEP are coded correctly and go back to the home school corporation, unless accepted as a transfer in student, then that school keeps the scores. Mrs. Holland is working to find out how JESSE can be of assistance in this process. This information is all gathered from the reporting to the DOE. She will get more information at ICASE and share the information with the STN people.

6.4 State Monitoring Rotation

- **Indicator 13 and Procedural Audit 2015-2016**
 - This summer - Secondary Transition. We must be 100% compliant that is why there has been so much Professional Development in this area.
 - We have a handbook and will be making sure all things are up to date for the Procedural Audit.

- **Indicator 12 and LRE 2016-2017**
 - Preschool Transition - We must be 100% compliant and that is what Sue Victor and our Pre-School Assistant monitor.
 - LRE is something we will move toward next year for Professional Development. This includes General Education and how they look at Inclusion, Co-Teaching, RTI and Differentiation. Each School Corporation must have >68% of kids mainstreamed more than 80% of the time. In 2016, if more than 80%, the classroom will be considered a Special Education classroom.

6.5 Professional Development

- **February 23-24 Inclusion Conference**
- **Electronic Process and Importance of Signature**

Many errors are coming into the JESSE office. Many phone calls with individual instruction are being given. Staff must understand how the IIEP Electronic Process is set up and WHY it is set up that way. It keeps you legally compliant if you use the program correctly. Many are taking short cuts that then take hours to fix.

Case Conference Coordinators and Corporation Representatives are invited to this meeting at JESSE in hopes we can then take back the info to staff and hold individual meetings locally.

Doodle Pool has been sent to invited staff.
This meeting will be held at the end of February or in mid March.

- **Winter Transition Small Group Meetings - Joni Schmalzried is the speaker**
 - **JG/UN and Ply have been held**
 - **Feb. 11 Knox AM - N Judson PM**
 - **Feb. 12 Argos/Triton AM - Culver PM**
 - **Feb. 23/24 Snow Make up or Small Group**

Joni will be sending out a summary of the presentation and additional resources

after all the presentations are completed.

- **Executive Functioning - April 11**

Rob and Linda will be attending. Rob is planning to come back and share with our schools. This is something a lot of kids struggle with as they get older and staff are unclear on how to write goals or how to address this need.

6.6 Local School Corporation Administrative Meetings

We would like to come around in April/early May to meet with each group again. The topics to be discussed will include Professional Development and LRE.

Tentative dates set were:

Argos - March 3	Oregon Davis - April 21
Culver - April 29	Plymouth - April 21
John Glenn - May 3	Triton - April 13
Knox -	Union North United - 5/6
North Judson San Pierre -	

A confirmation email will be sent out to each Corporation.

6.7 Plymouth Academy Advisory Council

With the addition of e-learning days, additional students and transportation issues, we would like to form a council to discuss what changes we may want to make in the future for this program. We are serving kids that need the extra help and benefit from a different environment. We can assist students in earning credits towards a diploma, but it is vital for each school working with Plymouth Academy to have a full understanding of who we are, what we do, and what we are/aren't able to provide. We also try to address behavior issues

After discussion, it was decided to try and obtain a Representative from each Corporation to be on the Council.

7.0 Other Business:

7.1 The next JESSE Board Meeting is March 14, 2016 at 10:00AM.

7.2 Individual Superintendent Issues, Reports, Compliments and Concerns

Mr. Reese reported that there will be several openings at John Glenn next year. They will be looking for: Building Trades Teacher, Ag Teacher, lead SS Teacher and a Special Ed Teacher.

Mr. Richards may be going to a Teacher Recruitment Day April 14. He was asked to look for Speech, Moderate and Mild Intervention prospects.

8.0 Adjournment

Mr. Dick Reese made a motion to adjourn the meeting. Mr. Bob Boyd seconded the motion. The motion passed unanimously and the meeting adjourned at 10:44AM.

Ms. Michele Riise, Argos

Mr. Chuck Kitchell, Culver

Mr. Richard Reese, John Glenn

Mr. A. J. Gappa, Knox

Dr. Bob Boyd, NJ-SP

Mr. Jim Dermody, Oregon Davis

President, Mr. Dan Tyree, Plymouth

Vice President, Mrs. Donna Burroughs, Triton

Secretary, Mr. Mitch Mawhorter, Union North