

## 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

Lincoln Education Center

In Person

Monday, November 22, 2021

10:00 AM EST NCAVC first followed by  
JESSE meeting

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## MINUTES

### 1.0 Organization of Meeting

**1.1 Call to Order** – Mr. Mitch Mawhorter, President called the in person meeting to order at 10:40AM. Those in attendance observed the COVID-19 Guidance.

Members present for the meeting were:

Mr. Ned Speicher, Argos

Mrs. Karen Shuman, Culver

Mr. Tim Davis, John Glenn representing Mr. Chris Winchell

Dr. William Reichhart, Knox

Mr. Mitch Mawhorter, Plymouth

Mr. Jeremy Riffle, Triton

Mrs. Linda Holland, J.E.S.S.E. Director

Mrs. Joyce Hanselman, J.E.S.S.E. Administrative Assistant

Absent from the meeting were Dr. Annette Zupin, North Judson - San Pierre, Mr. Chris Winchell, John Glenn, Mr. Bill Bennett, Oregon-Davis, Dr. Diane Woodworth, Interim Superintendent, Union North

**1.2 Recognition of Visitors** -There were no visitors.

Any visitor may request to speak, via email to [lholland@jesse.k12.in.us](mailto:lholland@jesse.k12.in.us) to any agenda item on the posted agenda. The Board President will recognize visitors with special comments/concerns at the appropriate time. No one requested to speak.

**1.3 Agenda** of the November 22, 2021 Regular Session Meeting.

**2.0 Consent Items** – Any member of the Board of Managers may request that any item be removed from the Consent Calendar and voted upon separately.

**2.1 Approve Minutes** of the October 25, 2021 Regular Session Meeting.

**2.3 New/Returning Hire:** None at this time

**2.4 Resignations/Retirement:**

Resignation: Karen Klingerman, effective end of 2021-2022

Karen Klingerman is a part time Deaf/Hard of Hearing Teacher. This position has been posted on the Plymouth Webpage. It will be difficult to fill. Please share any leads with Linda Holland.

Part Time Request: Joyce Hanselman effective 1-1-22

Joyce Hanselman has requested to go to part time status (2 days a week) and understands it will be a reduction in benefits. Linda Holland supports this request and asks the board to approve it. Joyce Hanselman will continue to complete payroll and accounts payable. Her additional responsibilities will be divided up among the 3 remaining data entry/secretaries here in the JESSE office. With additional duties going to the local schools in this area, I believe we can still meet our needs to continue to support the local school corporations.

Additional Days: Bridget Harner effective 1-1-22

Due to a family medical emergency, Bridget Harner has asked for flexibility with her hours and allow her to work nights/weekends if needed to complete the requirements for her position. Linda Holland has granted this request and it is working well for us in the office. In addition, due to Joyce Hanselman requesting part time status, Linda Holland would like to add an additional 10 days to the calendar of Bridget Harner that are above what her conditions of employment state. Please approve for her to work up to 195 days a year if needed for the remainder of this school year.

**2.5 Approval of Claims:** Vendor and Payroll Claims for October 1, 2021 to October 31, 2021 in the amount of \$210,217.79.

Mitch Mawhorter asked for a motion to approve the Consent Items. Karen Shuman made the motion and Ned Speicher seconded. The motion carried.

**3.0 Information Agenda**

**3.1 Friday Q/A Notes**

- a. School Psychologist and Speech Language Pathologist have been added to the Bargaining Units in some of the local corporations.

### 3.2 DHH Overview of Placement Decisions by Case Conf. Committee

Linda Holland explained that Karen Shuman had requested a meeting with Mitch Mawhorter and herself regarding a Plymouth DHH student. This led to discussion about students placed at Culver by the Case Conference Committee -vs- becoming a Cash Transfer student to Culver. In addition, Karen questioned if the Home School Corporation would provide T of R's for those that are more than Deaf/Hard of Hearing as well as additional services in the home school (ie: Speech Language). Linda provided the history of this process. There have been many changes over the years, resulting in the current procedures in place. Karen Shuman suggested changes that she would like put in place. Discussion ensued regarding the changes requested by Karen. It was suggested that there needs to be more discussion before making decisions.

In addition, Karen Shuman asked the board to reconsider providing a cooperative ASL class at Culver Jr/Sr High. As was previously discussed, it is Linda's recommendation that this is a program for general education classes and does not fit the criteria for a JESSE program. Exploration among Memorandum of Understandings could be explored by local schools outside of the cooperative. However, the caseload of DHH students at this time is growing and there is currently a vacancy. Linda Holland would not recommend the current DHH teacher be the instructor.

### 4.0 Action Items

#### 4.1 Revised Conditions of Employment for 2021-2022

As was discussed at the board meeting in August 2021, Linda Holland requested again that the pay ranges for classified conditions be adjusted to meet the demands of the position. If this is approved, it will allow for additional pay raises to be given to close a gap we have had over the past years.

Click Here for [Proposed changes in Conditions of Employment Pay Range](#)

Mitch Mawhorter asked for a motion to approve the request to approve the pay range as amended in the conditions of employment for 2021-2022. Ned Speicher made the motion and Jeremy Riffle seconded. The motion passed.

#### 4.2 Classified Pay Increase

Linda Holland recommended a pay increase based on years of experience and evaluations that would be retroactive to our budget cycle. The current budget includes a 2% increase. With this proposal, it is an overall rate just under 2% and will reward those for years of service, change some base pays, as well as their past evaluation. Links to provide data for your review are below.

Click Here for [Proposed Pay Raise](#) for 2021-2022 School Year

Additional Information if you would like to review  
Click Here for [additional Pay Raise History](#)

Mitch Mawhorter Made a motion to approve the Proposed Pay Raise for all classified JESSE staff as presented. Karen Shuman seconded the motion. Mitch then asked to amend the motion to

include the raise to be retro paid to the beginning of this contracted school year, July 1, 2021. Karen Shuman seconded the motion. The motion passed.

Yrs of Service	Highly Effective	Effective
Zero Yrs	\$0.00	\$0.00
1-4 Yrs	\$0.50	\$0.25
5-9 Yrs	\$0.75	\$0.50
10-14 Yrs	\$1.25	\$1.00
15-19 Yrs	\$1.50	\$1.25
20 Yrs Up	\$2.00	\$1.75

**4.3 Mitch Mawhorter, board president added 4.3 to the agenda.**

Mitch Mawhorter asked that Linda Holland's contract be extended for 2 years with a raise of \$3,000 to her base pay effective retro to July 1, 2021. Karen Shuman seconded the motion. The motion passed.

**5.0 Other Business**

**5.1** The next JESSE Board Meeting date is December 13, 2021 at Lincoln Education Center starting at 10:00 AM EST starting with NCAVC going first.


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

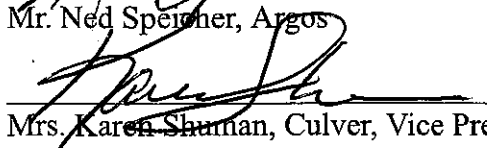
Linda Holland complimented the data staff in all the corporations. Louise Buza frequently works with these staff members and they have been of great help.

Karen Shuman inquired about the possibility of assistance from the other corporations regarding providing speech for the DHH students that come from other corporations. Options will be explored.

**6.0 Adjournment**

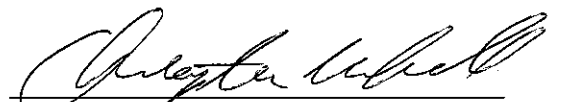
Mitch Mawhorter called for a motion to adjourn the meeting. Bill Reichhart made the motion to adjourn and Karen Shuman seconded the motion. The meeting was adjourned at 10:51AM.

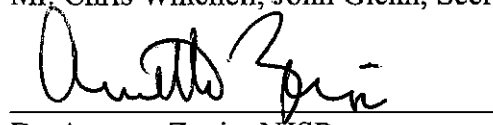
  
Mr. Ned Speigner, Argos

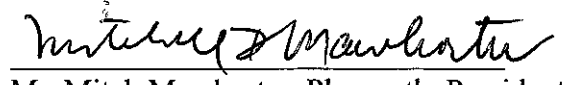
  
Mrs. Karen Shuman, Culver, Vice President

  
Dr. William Reichhart, Knox

Mr. Bill Bennett, Oregon Davis

  
Mr. Chris Winchell, John Glenn, Secretary

  
Dr. Annette Zupin, NJSP

  
Mr. Mitch Mawhorter, Plymouth, President



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Mr. Jeremy Riffle, Triton

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Dr. Diane Woodworth, Interim Superintendent, Union-North

