

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 In Person Monday, September 12, 2022

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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 11:25AM.

Members present for the meeting were:

Mr. Ned Speicher, Argos  
Mrs. Karen Shuman, Culver  
Mr. Chris Winchell, John Glenn, absent, Tim Davis attended in his place.  
Dr. William Reichhart, Knox  
Dr. Annette Zupin, North Judson - San Pierre  
Mr. Bill Bennett, Oregon-Davis  
Mr. Mitch Mawhorter, Plymouth  
Mr. Jeremy Riffle, Triton  
Dr. Angela Piazza, Union-North  
Mrs. Linda Holland, J.E.S.S.E. Director  
Mrs. Joyce Hanselman, J.E.S.S.E. Administrative Assistant

**1.2 Recognition of Visitors** -Mitch Mawhorter recognized the visitors to the meeting: Lauren Phipps, Director of Special Education, Plymouth attended the meeting virtually.

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 September 12, 2022 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 July 25, 2022 Regular Session Meeting.

## **2.2 Resignations:**

## **2.3 New Hire:**

## **2.4 Reduction in Force: Kiscia Harshman**

Due to reduction in students needing Interpreters, Kiscia Harshman was given notice August 1, 2022 that her position was being reduced. However, Linda informed her that she could be used as a sub. She has refused one week's sub opportunity and Linda will be reaching out for another sub opportunity soon. She has requested unemployment and Linda is working with Plymouth HR to keep them informed.

**2.5 Approval of Claims:** Vendor and Payroll Claims for July 1, 2022 to July 31, 2022 in the amount of \$72,922.71 and August 1, 2022 to August 31, 2022 in the amount of 73,257.10.

A motion was made by Jeremy Riffle to approve the consent items. Bill Reichhart seconded the motion. The motion passed.

## **3.0 Information Agenda**

### **3.1 Friday Q/A Notes**

- Linda Holland has sent out a form to sign up for Corporation Walk Throughs. She has made a personal goal to be in school buildings more often. She sees a need for increased communication, observation of curriculum, and JESSE staff visibility. This will be for observation. Appointments can be made that day also.
- Indicator 13 Technical Assistance has been scheduled for 7 school corporations. Congratulations to JG and NJSP for 100%. Moving forward this will be on a 2 year rotation. Staff are allowed to "improve the score" by fixing errors. Moving forward, we will spot pull each staff member in the 2nd semester.

## **4.0 Action Items:**

### **4.1 Termination of Vendor Contract**

Graham Pearson is our current IT Support. His contract was to be updated in June however, he could not get a contract that met our needs by that time and is still "working on it". The list of things in his contract he is not doing is growing and we have staff that can not work due to his inability to correct our technology issues as a "one man shop". I have met in person with him 2x this summer and several emails. Our current contract for last year was \$400 a month. He proposed a raise with a new contract to \$1,000 however, he can not meet our growing needs.

Ned Speicher made a motion to terminate the contract with Graham Pearson doing business as ma3sp. Bill Reichhart made a second and the motion passed.

### **4.2 Approval of Vendor Contracts-Brand Tech**

Brand Tech was recommended to us by 3 school corp. technology staff. (Argos, Plymouth, and JG). We met with them last month and they have the experience we need. The price came back higher than I had budgeted for this year for a 2 year contract. When I counter offered, I offered the price budgeted for year 1 (\$775/month) and then the increased price for year 2 (\$1,000/month). Brand Tech agreed with the amounts. Linda would like them to start Oct. 1 with a 30 day notice given to Graham Pearson Sept. 12.

A motion was made by Ned Speicher "To approve the 2 year contract from Brand-Tech as presented". Annette Zupin seconded the motion. The motion passed.

#### **4.3 Approval of Joint Service and Supply Fund Agreement**

A copy of the Joint Service and Supply Fund agreement was provided to the board members. This included the revised changes highlighted in yellow that were discussed in July. The discussion at that meeting was this revision included only clerical errors and clarification so there's no need for ALL boards to approve independently.

A recommendation was made to approve the REVISED Joint Service and Supply Fund Agreement as presented" by Bill Reichhart and was seconded by Bill Bennett. The motion passed.

#### **4.4 Approval of Sub Pay for JESSE Language Facilitators/Interpreters**

JESSE has never had a need to hire a sub in a local school corporation. This year there is a need at Jefferson Elementary in Plymouth where 4 DHH preschool students now attend. Two students have moved in from Honduras this month. We may be able to use Kiscia Harshman or other local subs. This was not a need previously when all students were served at Culver as staff would be moved around to fill positions based on student and staff attendance or we used contracted companies. In addition, Linda asked for a range of pay for the substitutes. Bill Reichhart recommended a pay range of \$15.00 to \$25.00 per hour for Language Facilitators and Interpreters.

Annette Zupin made a motion "to pay \$15 - \$25 per hour for language facilitator or an Interpreter that is hired to serve the DHH population in any JESSE school corporation". Karen Shuman seconded the motion and the motion passed.

#### **4.5 Approval of 2022-23 Classified Conditions of Employment**

The only change at this time reflects the current school year. No other changes are proposed.

Karen Shuman made a motion to approve the Classified Conditions of Employment as presented. Ned Speicher seconded the motion. The motion passed.

### **5.0 Other Business**

Linda Holland shared the letter of Introduction for the central office staff with the board members. She will be including the different JESSE groups in the weekly JESSE notes.

Annette Zupin asked for input from the board members regarding the evaluation procedures. There was much discussion on the handling of evaluations in the different corporations.

5.1 The next JESSE Board Meeting date is scheduled for November 14, 2022 at Lincoln Education Center starting at 10:00 AM EST with North Central CTE going first.

5.2 Individual Superintendent Issues, Reports, Compliments and Concerns

**6.0 Adjournment**

Jeremy Riffle made a motion to adjourn. Annette Zupin seconded the motion. The meeting was adjourned at 12:01PM.

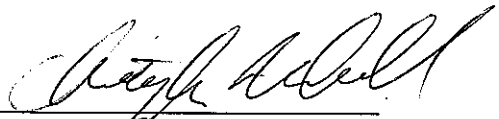
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Mr. Ned Speicher, Argos


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Mrs. Karen Shuman, Culver, Vice President

  
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Dr. William Reichhart, Knox

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Mr. Bill Bennett, Oregon Davis

  
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Mr. Jeremy Riffle, Triton

  
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Mr. Chris Winchell, John Glenn, Secretary

  
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Dr. Annette Zupin, NJSP

  
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Mr. Mitch Mawhorter, Plymouth, President

  
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Dr. Angela Piazza, Union-North