

Cooperative School Services Special Education Executive Board Minutes

June 22, 2023

The Executive Board met on this date to review and discuss matters pertaining to special education programming. In attendance were Mr. Sichting, Mr. Street, Mr. Middleton, Mr. Eccles, Mr. Hall, Mr. Culp, Dr. Rowe, Mrs. Claton and Mrs. Kem. Dr. Rowe conducted the meeting. The minutes of the previous meeting were approved through a motion by Mr. Street and a second by Mr. Hall. The vote was unanimous for approval.

Reports: Mrs. Kem provided the financial report for May 2023. After the board members reviewed the information Mr. Sichting made a motion to approve the report as presented and Mr. Hall provided a second. The motion was approved by unanimous vote. Additional reports were provided for the board to review: Preschool Report, Work Experience Report, Physical Restraint Report, and Manifestation Determination Report. Mrs. Kem noted that the TCI team would be available to provide the annual De-Escalation Training in person. A recording of the presentation is also available on the Cooperative's website for use instead of an in person session.

Business: Information was shared regarding Cooperative personnel for the 2023-2024 school year. Pending approval by the West Central School Board, all of the positions have been filled with the exception of Preschool Speech/Language. Dr. Rowe made a motion to accept the report with a second from Mr. Culp. The motion passed by unanimous vote.

Mrs. Claton provided a summary of information gathered from a survey of building administrators regarding case conference responsibilities. After discussion, the following plan was developed:

- 1) Mrs. Claton will arrange Indiana IEP access and training on IIEP for building administrators.
- 2) The Cooperative staff will provide training for building administrators on case conference procedures by the end of the first semester.
- 3) There will be a half day information session with Elizabeth Barnes on the morning of August 2, 2023 at the Cooperative office.

Mr. Street made a motion to approve the plan and Mr. Eccles provided a second to the motion, which passed by unanimous vote.

Mrs. Kem provided a summary of the projected enrollment numbers for the 2023 -204 school year for the Levels, Basic and Life Skills classes. The board members reviewed the information.

Mrs. Kem asked about the need to discuss the contracts for 12 month employees so that they could be approved for the next West Central School Board meeting. Dr. Rowe indicated that those contracts could be tabled until the budget was approved for the 2023 - 2024 school year.

For the election of officers, Mr. Eccles made a motion to continue with Mr. Craig as Chairperson and Dr. Rowe as Vice Chairperson for the 2023 – 2024 school year. Mr. Sichting provided a second for the motion and it passed by unanimous vote.

The meeting was adjourned through a motion from Mr. Hall with a second by Mr. Middleton. The motion passed unanimously. The next meeting will be on July 18, 2023, at 12:00 Central / 1:00 Eastern.

Respectfully Submitted,



Patricia W. Kem, Director of Special Education