

MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING
Regular Board Meeting
Official Minutes
June 18, 2026

PROCEDURAL BUSINESS

Mr. Travis Portz at 12:30 p.m., called the meeting of the Mid-State Special Education Executive Committee to order.

MEMBERS PRESENT

Mulberry Grove: Ms. Casie Bowman; Vandalia: Dr. Jennifer Garrison; Panhandle: Mr. Aaron Hopper; Brownstown: Mr. David Lund; Hillsboro: Ms. Hope McBrain; Bond: Dr. Wes Olson (arrived at 12:38pm); St. Elmo: Mr. Travis Portz; Ramsey: Ms. Melissa Ritter

MEMBERS ABSENT

South Fork: Mr. Chris Clark; Edinburg: Ms. Ashley Francis; Litchfield: Dr. Kelly McClain; Morrisonville: Mr. Patrick Murphy; Carlinville: Dr. Becky Schuchman

OTHERS PRESENT

Ms. Bobbi Fisher, Director; Ms. Liz Reynolds, Business Manager; Ms. Ingrid Watkins, Executive Secretary

CONSENT AGENDA

The following were presented as part of the Consent Agenda for approval:

- Approval of Open and Closed Session Minutes from the April 14, 2026 Meeting.
- Approval of Destruction of Audio Recordings Older than 18 Months-10/15/2024 Personnel Committee
- The FY26 Balance Sheet and Receipts vs. Expenditures reflects the April fund balance of \$2,354,909.33 which includes receipts of \$596,408.46 and expenditures of \$544,555.70. It also reflects the May fund balance of \$2,220,100.11 which includes receipts of \$415,904.97 and expenditures of \$550,714.19. FY26 revenue is being received as anticipated. Mid-State is waiting on some FFS. The June projected revenue is \$386,178.99. Our June 30th fund balance is projected at \$2,002,248.74. The final FY26 Invoiced Assessment for each district has been sent. It would be preferred to receive the payments before June 30th to keep it in this fiscal year.
- Accounts Payable Review, Approval, and Order for Immediate Payment of May 20th bills in the amount of \$188,169.01 was approved by the Board Chair as the May 20, 2026 board meeting did not have a quorum. Ms. Fisher asked for retroactive board approval today. Also the accounts payable review, approval, and order for immediate payment is requested for the June 18, 2026 bills in the amount of \$173,700.85, which includes EBF flow-through, HI contractor expenses, and FY26 year-end bills. Pre-approval for the July bills are requested due to not meeting in July. Payables' lists for July will be provided for review at the August 3rd Board meeting. At the August board meeting, Ms. Fisher will be requesting pre-approval of the August payables list given the meeting is on the 3rd and bills are not due until the 5th. August's payables list will be provided in September. May expenses included routine bills, EBF flow-through to districts, professional development (SCISHA), materials/assessments/mileage, legal, and contractual therapies. June anticipated expenses total \$604,030.36. June EBF payments will be mailed as soon as the final payment is received so that it can be banked in FY26.

ACTION ITEMS

A motion made by Mr. Hopper and seconded by Dr. Garrison to approve the Consent Agenda. Roll Call Vote: Ms. Bowman, yes; Dr. Garrison, yes; Mr. Hopper, yes; Mr. Lund, yes; Ms. McBrain, yes; Mr. Portz, yes; Ms. Ritter, yes; Motion carried 7 yea, 0 nay.

REPORTS AND COMMUNICATION

Ms. Fisher noted May was Better Speech and Hearing Month. In May, the Speech Language Pathologist and teachers of the Deaf/Hard of Hearing were recognized for helping students make progress towards accessing their

environment through communication. For teacher appreciation week, Mid-State wants to thank all of MSSE teachers, Michaela, Chloe, Janice, April, Shawna, Rob, and Melissa, for their important role in student success. On May 8th, the staff engaged in professional development focusing on "Early Childhood Outcomes". Mid-State recognized staff for continuing years of service with Mid-State: 5 years- Ingrid Watkins, Barb Daugherty, Brianna Taylor; 10 years- Lynnette Milner and Scarlett Vanzo; 20 years- Kristy Haston, Nancy Roasio. Laura Snyder was celebrated for her retirement after 26 years of service at Mid-State. During the meeting, fellow colleagues nominated four staff members for the Making the Difference Award. The recipients were Lucas Altenberger, Amanda Fritcher, Kassi Charles, and Karen Bennett.

Ms. Fisher provided the following updates. Brandon Wright has recommended that all districts adopt the entire document, titled "Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities" as an AP in 6:120. Findings from rounds 1 and 2 of cyclical monitoring has proven that having the cooperative adopt this procedure is not adequate. Ms. Fisher will be emailing the document following this meeting. With the help from Franczek, Ms. Fisher included a memo in your packet regarding artificial intelligence use in schools, specifically in IEP meetings. The memo explains the legal implications surrounding AI tools, such as AI note takers and transcriptions. Ms. Fisher recommended to avoid allowing these features during IEP meetings. If the districts were to consider tools used, please review this memo regarding required parental consents and how the records should be kept.

The following items have been updated and were provided in the board packet. The MSSE Action plan, Organization Goals and Directors Goals, status of staffing for 2026-27 including the need for a full-time Speech Language Pathologist, minor maternity leave coverage, and positions at Thrive. Ms. Fisher noted that all districts have met Maintenance of Effort. The IDEA grants have been prepped with the exception of a few. Ms. Fisher is waiting on NPPS information to get those finished and will be sending out Periodic Reports soon. Ingrid sent out the Special Education Workload to the districts for review.

The following Bills were passed and are awaiting for the governor's signature.

- SB 2773- provides an additional pathway to licensure for paraprofessionals who have been employed with an emergency license.
- HB 1783- Requires ISBE to develop a language assessment program and developmental milestones for children who are deaf, hard of hearing, or deaf-blind. Beginning July 1, 2026, language assessments must be administered to eligible children under age 6.
- HB 4581- Special education transition planning updates. Intended to strengthen planning and coordination, effective Jan 1, 2027.
- SB 3533- Twice-Exceptional Students- identifying and addressing both exceptionalities and deficits in IEP, effective January 1, 2027.
- HB 4397- School Psychologist Degree path changes a psych from being required to earn a master's degree in psychology or educational psychology to now a "qualifying master's degree", which is to be per ISBE guidelines. Those guidelines not yet shared. It also expands on what the Psychologist can do- provides more specifics.

Ms. Fisher provided committee reports. The Buildings & Facilities Committee met prior to today's board meeting. They considered bids for the roof project at the Mid-State building. The Thrive Committee meets following this meeting.

OLD BUSINESS

The second reading of Press 121.

ACTION ITEMS

A motion made by Ms. Ritter and seconded by Ms. Bowman to approve the second reading of Press Issue 121, as presented. Roll Call Vote: Ms. Bowman, yes; Dr. Garrison, yes; Mr. Hopper, yes; Mr. Lund, yes; Ms. McBrain, yes; Mr. Portz, yes; Ms. Ritter, yes; Motion carried 7 yea, 0 nay.

NEW BUSINESS

Presentation and Approval of Membership, Contracts, and Service Agreements

- Illinois Association of School Boards, Affiliate Membership Dues

- PRESS and PRESS Plus Subscription
- EmbraceDS, EmbraceEval, EmbraceIEP, & Embrace504
- Farmer's Environmental
- Region 3
- Schmedeke Lawn
- PSIC
- Stepping Stones Group
- SMASE- VI Services
- Steve Sheedy
- West & Co.
- Greenville Hearing Center
- Finals Agreement – New agreement for a new website as the current one is down frequently, usually taking minutes to load. Serpentine has not been able to manage the site adequately to ensure the website is available when needed.
- Vandalia School District Nursing Services-Thrive
- Vandalia School District Food Service- Thrive

Dr. Olson arrived at 12:38pm.

Approval of the FY27 Mid-State Special Education Board meeting schedule, election of the FY27 Mid-State Executive Committee Officers. Travis Portz will be the Chair and Kelly McClain has agreed to be the Vice-Chair.

Executive Committee:

Chair – Travis Portz

Vice-Chair – Kelly McClain

Secretary – Ingrid Watkins

Treasurer - Liz Reynolds

FY27 Committees: (bold indicates Chair)

Personnel & Finance: Portz, Bowman, Schuchman, McClain, Garrison

Policy: Portz, Francis, Ritter, Hanlon, Clark

Building & Facilities: Hopper, Lund, McBrain, Ritter

Thrive Committee: Portz, Ritter, Garrison, Olson, Lund, Bowman

FY27 Appointments:

Non-Discrimination Coordinator - Bobbi Fisher

Complaint Managers - Bobbi Fisher and Travis Portz

MSSE Joint Committee – Bobbi Fisher, Dawn Theivagt and MSSE Licensed Staff representatives Crystal Schmidt, Lucas Altenberger

Consideration of awarding the bid for roof projects at the Mid-State Morrisonville office building to Weiss Construction.

There was a brief discussion about the August board meeting. It was clarified that the meeting on August 3rd will be at 8:30am.

ACTION ITEMS

A motion made by Dr. Garrison and seconded by Ms. Bowman to approve the memberships, contracts, and service agreements, the FY27 Board Meeting Schedule, Board Officers, and Committee assignments, FY27 appointments as the Non-Discrimination Coordinator, Complaint Managers, and to the MSSE Joint Committee, and grant the roof bid to Weiss Construction, as presented. Roll Call Vote: Ms. Bowman, yes; Dr. Garrison, yes; Mr. Hopper, yes; Mr. Lund, yes; Ms. McBrain, yes; Dr. Olson, yes; Mr. Portz, yes; Ms. Ritter, yes; Motion carried 8 yea, 0 nay.

EXECUTIVE SESSION

A motion made by Dr. Garrison and seconded by Ms. Bowman to go into closed session at 12:43 p.m. carried by a voice vote: Motion carried 8 yes, 0 no.

A motion made by Dr. Garrison and seconded by Mr. Lund to return to open session at 12:50 p.m. carried by a voice vote: Motion carried 8 yes, 0 no.

ACTION ITEMS

A motion made by Dr. Garrison and seconded by Ms. Ritter to approve the employment of Amber Haugland as an LBS1 teacher starting the 26-27 school year, pending licensure and state/local requirements being met, approve hiring Chloe Foppe for FY26 ESY services, approve Amy Booker to work as an SLP sub from Aug. 17-Sept. 18, and approve the resignation of Carla Bolton, Nichole Robbins, Rob Osborne, Breeanna Henson, and Larry Emerick, as presented. Roll Call Vote: Ms. Bowman, yes; Dr. Garrison, yes; Mr. Hopper, yes; Mr. Lund, yes; Ms. McBrain, yes; Dr. Olson, yes; Mr. Portz, yes; Ms. Ritter, yes; Motion carried 8 yea, 0 nay.

DISCUSSION

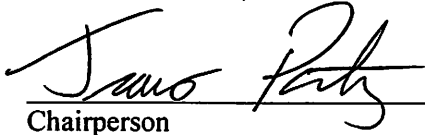
The next Executive Committee meeting is scheduled for Monday, August 3rd at 8:30 a.m. and will be held at Thrive. The Thrive Committee will meet at 8:00 a.m.

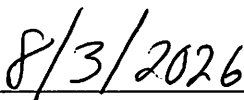
ADJOURNMENT

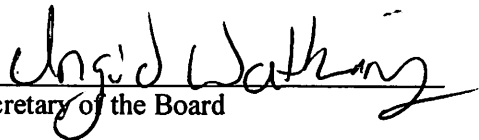
A motion made by Dr. Garrison and seconded by Ms. Bowman to adjourn the meeting at 12:54 p.m. Motion carried unanimously by voice vote: Motion carried 9 yea, 0 nay.

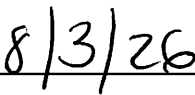
Respectfully submitted,

Mrs. Bobbi Fisher, Director


Chairperson


Date


Secretary of the Board


Date