MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING
Regular Board Meeting
Official Minutes
September 16, 2026

PROCEDURAL BUSINESS

Mr. Travis Portz at 9:00 a.m., called the meeting of the Mid-State Special Education Executive Committee to order.

MEMBERS PRESENT

South Fork: Mr. Chris Clark; Edinburg: Ms. Ashley Francis; Morrisonville: Dr. Megan Hanlon; Panhandle: Mr. Aaron Hopper; Hillsboro: Ms. Hope McBrain; Litchfield: Dr. Kelly McClain; Bond: Dr. Wes Olson; St. Elmo: Mr. Travis Portz; Ramsey: Ms. Melissa Ritter; Carlinville: Dr. Becky Schuchman

MEMBERS ABSENT

Mulberry Grove: Ms. Casie Bowman; Vandalia: Dr. Jennifer Garrison; Brownstown: Mr. David Lund

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 Regular/Closed Session Minutes from the Executive Board from August 3, 2026
- Approval of Destruction of Executive Session Audio Recordings Older than 18 Months- 2/10/2025.
- Financial Report- The FY27 Balance Sheet and Receipts vs. Expenditures reflects the July fund balance of $1,802,742.13 which includes the receipts $89,566.29 and expenditures $594,071.78. The August end fund balance of $2,213,152.30, which includes receipts of $347,983.10 and expenditures of $398,244.15. FY27 revenue received thus far includes, interest, EBF, Medicaid FFS, PECT payment from FY26 to close it out, Thrive assessments from last year's costs, and only 4 districts have paid the first assessment payment, and Admin Outreach. For September, our projected revenue is $1,231,689.73 and projected expenses of $546,470.94. Our resulting September 30th fund balance is projected at $2,437,699.87.
- Payables – Review, Approval, & Order for Immediate Payment of September 16th bills in the amount of $173,520.01 is requested. Expenses include routine bills, resumed EBF flow-through to districts, professional development, Thrive costs, and several annual and routine expenses now that school has resumed. August payables was approved ahead of the August 19th bills. That amount was $93,545.10.
- Presentation of Administration and Teacher Salary Report from 2025-2026
- Presentation of Vendor Contracts Awarded over $25,000 for 2025-2026

ACTION ITEMS

A motion made by Mr. Hopper and seconded by Ms. Ritter to approve the Consent Agenda. Roll Call Vote: Ms. Clark, yes; Ms. Francis, yes; Dr. Hanlon, yes; Mr. Hopper, yes; Ms. McBrain, yes; Dr. McClain, yes; Dr. Olson, yes; Mr. Portz, yes; Ms. Ritter, yes; Dr. Schuchman, yes; Motion carried 10 yea, 0 nay.

REPORTS AND COMMUNICATION

Ms. Fisher provided an update on Professional Development. On August 21st, MSSE had their beginning of the year staff meeting to go over mandated trainings, new policies, employee handbook, welcomed new staff, and had Brandon Wright present new legal updates. Mentoring for teachers and Leadership meetings continue. MSSE September Leadership meeting included presenters from Illinois IEP Quality Project (IEPQ). They trained the Program Coordinators on how to train staff on defensible and measurable present levels and IEP goals. There was also a virtual mentoring meeting at the end of August to check in with new teachers and staff regarding the beginning of school tasks. Mid-State continues to provide support to new and existing staff to ensure the school year starts successfully.

The Governing Board meeting went well. Eight Governing board members and three Superintendents attended, thank you Mr. Portz, Dr. Hanlon, and Mr. Hopper. The Governing Board approved the hires, the budget, officers, the amendment to the Articles of Joint Agreement, and set the boards annual delegations to the executive board and the director. Liz Reynolds sent the adopted budget in and Ingrid Watkins made sure all items were posted to the website.

The initial Local Educational Agency Determinations were released. All 13 districts met requirements, which meant they scored 80% on the performance indicators. While reviewing the determinations, we found 6 errors that ISBE made. Those errors were corrected. Ms. Fisher reported that she notified the districts that had Nonpublic Proportionate Share carry-over funds. October 1st is the deadline to get approval for and to amend the IDEA Part B grant.

Committee Reports
None

OLD BUSINESS
Press 122 policy updates.

ACTION ITEMS
A motion made by Dr. Schuchman and seconded by Mr. Clark to approve the policy updates, as presented. Roll Call Vote: Ms. Clark, yes; Ms. Francis, yes; Dr. Hanlon, yes; Mr. Hopper, yes; Ms. McBrain, yes; Dr. McClain, yes; Dr. Olson, yes; Mr. Portz, yes; Ms. Ritter, yes; Dr. Schuchman, yes; Motion carried 10 yea, 0 nay.

NEW BUSINESS
Approval of FY27 Organizational Goals, Director Goals, & Action Plan. Approval of the Public Day School Recommendations. Approval of the Thrive 26-27 daily rate of $190 a day. Thrives approved Purchased Care Review Board rate was recently set at $182.84. However, the governor approved a one-year extension for public day schools to charge per costs and not the daily rate approved, if preferred. The Thrive committee decided to charge the $190 to ensure there is not a negative balance at the end of the school year.

Presentation and Approval of FY27 Contracts and Service Agreements Renewals including Go Guardian for Thrive student devices agreement for one year, Soliant for in-person Speech Language Pathologist services at Panhandle School District, and Vandalia CUSD 203 lease agreement.
One year lease for Thrive, no changes

Ms. Fisher presented an option to apply for the School Maintenance Grant to help cover the remaining building projects needed for the Mid-State office. This past summer the School Maintenance Grant was used to replace the roof and remove the dumpster corrals. There are items for the building that still need to be updated that total $60,386.50. If Mid-State applies for the grant, it would leave a board responsibility of $30,192.00. These items include hot water plumbing for the bathroom and two kitchen sinks that currently do not have hot water, HVAC for the hallway that has not worked for a long time, sidewalk replacement at the entrance as it is sinking, filling dirt erosion around the building, replacing a broken window, and replacing the storm doors. The overall price might be reduced if the HVAC can be repaired instead of replaced. There was a discussion if the board wants to apply for the grant and if so, how will the remaining cost be covered. Ms. Fisher noted that Mr. Hopper has previously indicated concern that the grant might not be available in the future. Liz Reynolds presented different options on how the remaining amount can be covered including pulling it from the excess Cash on Hand, pulling a portion of it from the fund balance with the districts paying the rest, or the districts covering the entire cost. Ms. Francis asked if the village of Morrisonville helps with sidewalk repair. Ms. Fisher said she would check with the village to see but that it's the sidewalk that leads up to the building that needs repair so she isn't sure if they would help with that cost. Dr. Olson stated he isn't against doing the repairs but requested additional comps to see if the repairs could be any cheaper to ensure the best price. Ms. Fisher said she would get some additional comps before the next meeting. Dr. Schuchman said from what she recalls is that the intention for cash beyond the 60 days was for building repairs. Ms. Ritter agreed. Dr. Shuchman also said that she also thinks the maintenance grant might not be there in the future, so it might be best see if any other repairs need to be done in order to receive the full matching amount of $50,000 from the grant. Ms. Fisher said she would gather more information and present it at the next meeting.

ACTION ITEMS

A motion made by Dr. Schuchman and seconded by Ms. Ritter to approve the FY27 Organizational Goals, Director Goals, Action Plan, the Thrive 26-27 daily rate of $190/day, and approval of contracts with Go Guardian, Soliant, and Vandalia CUSD 203, all as presented. Roll Call Vote: Ms. Clark, yes; Ms. Francis, yes; Dr. Hanlon, yes; Mr. Hopper, yes; Ms. McBrain, yes; Dr. McClain, yes; Dr. Olson, yes; Mr. Portz, yes; Ms. Ritter, yes; Dr. Schuchman, yes; Motion carried 10 yea, 0 nay

EXECUTIVE SESSION

None

ACTION ITEMS

A motion made by Dr. Schuchman and seconded by Ms. Ritter to approve the retirement of Patricia Kelley at the completion of the 2030-2031 school year, the retirement of Brandy Buske at the completion of the 2030-2031 school year, the FMLA request for Nancy Roasio from 9/14/2026 for 1-2 weeks, FMLA request for Chloe Foppe from 11/13/2026-1/22/2027, and the resignation of Chloe Foppe, effective 1/23/2027, all as presented. Roll Call Vote: Ms. Clark, yes; Ms. Francis, yes; Dr. Hanlon, yes; Mr. Hopper, yes; Ms. McBrain, yes; Dr. McClain, yes; Dr. Olson, yes; Mr. Portz, yes; Ms. Ritter, yes; Dr. Schuchman, yes; Motion carried 10 yea, 0 nay

DISCUSSION

The next MSSE Executive Committee Meeting is scheduled for Tuesday, October 14, 2026 at Thrive. There will also be a Thrive Committee and Buildings & Maintenance Committee meeting.

ADJOURNMENT

A motion made by Dr. Olson and seconded by Mr. Clark to adjourn the meeting at 9:20 a.m. Motion carried unanimously by voice vote: Motion carried 10 yea, 0 nay.

Respectfully submitted,

Mrs. Bobbi Fisher, Director

Chairperson — Date 10/14/2026

Secretary of the Board — Date 10/14/26