

EAST CENTRAL INDIANA SPECIAL SERVICES

GOVERNING BOARD MEETING

East Central Special Services

107 Layman Street

Liberty, IN 47353

Minutes from the June 10, 2024 Meeting

Members present: Ms. Tammy Chavis, Mr. John Edge, Dr. Hicks, and Mrs. Liza Bates.

1. Call to Order

Ms. Chavis called the meeting to order at 10:28 A.M.

2. Approval of Minutes

Mr. Edge made a motion to approve the minutes as presented. Dr. Hicks seconded. Motion carried 3-0.

3. Approval of Agenda

Dr. Hicks made a motion to approve the proposed amended agenda. Mr. Edge seconded. Motion carried 3-0.

4. Financial Report

Mrs. Bates shared an overview of expenditures for the previous month and presented accompanying documents for the board to review. Mrs. Bates provided an update regarding the paraprofessional training grants. Mrs. Bates indicated that the Maintenance of Effort documentation is due July 15 for the FY 2025 IDEA Grants. She will be working with the districts on this as well as a new requirement related to the General Education Provisions Act (GEPA) that is due July 31.

5. Director's Report

Mrs. Bates shared an update on professional development and other support provided to participating districts by the cooperative for the 2023-2024 school year. The East Central office has partnered with data specialists in the participating districts to prepare the DOE-EV (evaluation timeliness) and DOE-TR (transition) reports.

6. New Business

A. Local Educational Agency

This topic was tabled until the next meeting.

B. 2024-2025 Governing Board Officers

Dr. Hicks made a motion to approve the 2024–2025 governing board officers as per the rotation schedule previously developed. Mr Stover will serve as president, Mr. Edge as vice president, and Dr. Hicks as secretary. Mr. Edge seconded. Motion carried 3-0.

C. 2024-2025 Governing Board Meeting Schedule

The proposed meeting schedule was tabled until the next meeting.

D. Personnel - Stephanie Riley, Speech Staff Support

This topic was tabled until the next meeting.

F. Personnel - Liza Bate, Benefits Addendum

This topic was tabled until the next meeting.

G. 2024-2025 Letters of Employment

Letters of employment for the upcoming school year were presented to the board. Due to the decision to table 6D, Stephanie Riley's letter of employment was not included. Mr. Hicks made a motion to approve the letters of employment presented. Mr. Edge second the motion. Motion carried 3-0.

7. Discussion Items

A. Procedure Manual

Mrs. Bates provided a draft procedural manual to the board for review.

B. Job Descriptions

Mrs. Bates shared draft job descriptions with the board to review.

C. Paraprofessional Manual

Mrs. Bates shared a draft paraprofessional training manual to the board for review.

8. Board Comments

Ms. Chavis will be sorely missed by East Central Indiana Special Services and the East Central governing board.

9. Adjournment

Mr. Edge moved to adjourn the meeting at 11:38 A.M., seconded by Dr. Hicks. The motion carried 3-0.

Jonathon "Andy" Stover, Chairperson

