

MINUTES OF THE MEETING OF
THE BOARD OF DIRECTORS OF THE RIPLEY-
OHIO-DEARBORN SPECIAL EDUCATION COOPERATIVE

April 16, 2013

The meeting of the Ripley-Ohio-Dearborn Special Education Cooperative Board of Directors was held on Tuesday, April 16, 2013 at the Special Education Center. Those in attendance were: Karl Galey-Lawrenceburg, Jeff Hendrix-Sunman Dearborn, John Mehrle-South Dearborn, Rob Moorhead-South Ripley, Leanna Phillippe-JacCenDel, Tom Reale-Milan, Jim Roberts-Batesville, and Cheryl Corning-ROD.

The Board did not meet in executive session as there was no business to be discussed.

The meeting was called to order by Dr. Reale at 9:05 a.m.

The minutes of the March 19, 2013 meeting were presented. A motion was made by Mr. Moorhead to approve the minutes as presented. Dr. Mehrle seconded the motion. Motion carried.

The financial report was presented. We have received \$1.9 million in reimbursement from DOE for expenses incurred through December. Also presented was information received from DOE regarding the 5% reduction in funds for FY2014. Ms. Corning informed the Board that as it stands right now, there would continue to be a 5% reduction in funds for the next 10 years.

Claims 115758-115826 were presented for payment. Dr. Mehrle made a motion to approve the claims for payment. Mr. Galey seconded the motion. Motion carried.

The following personnel recommendations were made by Ms. Corning:

Alex Brewer	Assistant Director of Special Education
Michelle Thomas	Speech/Language Pathologist

A motion was made by Dr. Hendrix to approve the hiring of Mr. Brewer and Ms. Thomas. Dr. Reale asked at what salary Ms. Thomas would be coming in at. Ms. Corning said that she has 20 years of experience. Dr. Hendrix amended his motion to include a salary at 20 years experience for Ms. Thomas. Dr. Roberts seconded the motion. Motion carried.

Ms. Corning presented the revised job descriptions for all staff members. Mr. Moorhead made a motion to accept the job descriptions. Dr. Mehrle seconded the motion. Discussion followed regarding some inconsistencies in the job descriptions. A motion was made by Dr. Mehrle and seconded by Dr. Hendrix to table the motion at this time.

Ms. Corning has been reviewing classes for next school year. At this time it appears that there will only be one student in the severe disabilities class at Sunman-Dearborn Intermediate School. It is her recommendation that this class be closed and that one student move to the middle school. A motion was made by Dr. Mehrle to approve the closure. Mr. Galey seconded the motion. Motion carried with Sunman-Dearborn abstaining from the vote.

The preschool update was presented. Discussion followed.

Ms. Corning presented information regarding the possibility of starting a day treatment program. This would be a very costly program. Ms. Corning is recommending that schools follow the continuum of services and provide a self contained class room at the local level before going to a very restrictive LRE placement. And in lieu of the reduction in funds from the federal government, this is not a good fiscal move. A motion was made by Dr. Phillippe and seconded by Dr. Hendrix to accept Ms. Corning's recommendation at this time. Discussion followed. Motion carried.

Ms. Corning presented salary schedule proposed by the occupational therapy assistant. Ms. Corning does not feel that this is a realistic schedule as it starts the COTA out at a salary which is larger than a certified teacher. Ms. Corning is recommending that the current starting salary be \$32,500 for a certified occupational therapy assistant, that they receive the percentage increase that is given to the certified staff and that they receive 50% of the proposed performance based money that would be given to the certified staff. Mr. Moorhead made a motion to approve the recommendation as presented. Dr. Phillippe seconded the motion. Discussion followed regarding the 50% of performance pay. Mr. Moorhead amended the motion so that the performance base would be at a percentage of the average dollar amount equivalent to the teachers. Dr. Phillippe seconded the amended motion. Motion carried.

A recommendation for severance pay for non-certified staff was presented by Ms. Corning. The recommendation is that current employees will follow the policy that was used by Sunman-Dearborn, which was to be paid for unused sick days at the time of retirement. Newly hired employees would have an annuity set up for a contribution to the annuity. A motion was made by Mr. Galey and seconded by Dr. Roberts to approve Ms. Corning's recommendation, with the addition of new employees hired after July 1, 2013 will have an annuity with a sick day incentive plan. Current employees will have the option of staying on the current plan or moving to an annuity. Discussion followed. Dr. Hendrix recommended that the incentive plan be set up so that those who have more than 50% of their allotted **new** sick days left at the end of each year will receive \$50 per day placed into an annuity plan. (Example: each employee receives 10 sick days each year. At the end of the year if they have 6 or more of those days left, \$50 per day will be deposited into an annuity plan.) The unused days may accumulate to 90 days. There is no vesting for this plan since it is an incentive. Motion carried.

Ms. Corning presented the procedure manual for approval. The manual was updated and revisions were made in the areas of IEP, Behavior/Positive Behavior Supports, and Seclusion & Restraint. A motion was made by Dr. Mehrle and seconded by Dr. Phillippe to approve the procedure manual. Discussion followed. There were some page numbers that needed revision and one section was duplicated. The motion was amended to approve the manual with the suggested changes. Motion carried as edited.

Other items presented included:

1. The Director and Assistant Director evaluation rubrics - A motion was made by Dr. Roberts and seconded by Mr. Moorhead to adopt the rubrics. Motion carried.
2. Dr. Hendrix discussed the pension bond. Corporations were double billed for the first year of costs. We could continue to do this and pay off the debt sooner or pay a smaller amount this next year. The Board agreed to pay a smaller amount this next year and then get back on the regular cycle.

A motion was made by Mr. Moorhead to adjourn and seconded by Dr. Roberts. Meeting adjourned at 10:10 a.m.