

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

May 16, 2023

The meeting of the Ripley-Ohio-Dearborn Special Education Cooperative Board of Directors was held on Tuesday, May 16, 2023 at the South Dearborn Community Schools Administration Building. Those in attendance were: Karl Galey – Lawrenceburg, Eric Lows – South Dearborn, Sam Melton – Jac-Cen-Del, Rob Moorhead – South Ripley, Branden Roeder - Rising Sun, Jane Rogers and Pat Murphy – Milan, and Alex Brewer - ROD.

The Board met in executive session from 9:00 a.m. to 9:25 a.m. in accordance with IC 5-14-1.5-6.1(b)(7). The Board discussed only the subject matter specified during the executive session.

The meeting was called to order at 9:28 a.m. by Jane Rogers.

Public Comments – none

Dr. Brewer presented the agenda. An item needs to be added under Action Items – Approval of contract with Modern Office Methods. A motion was made by Mr. Lows to approve the agenda. Mr. Galey seconded the motion. Motion carried.

Consent Items –

The minutes of the April 18, 2023 meeting were presented for approval. A motion was made by Mr. Roeder to approve. Mr. Melton seconded the motion. Motion carried.

The financial report was given by Marcia Fullenkamp. Federal grant reimbursements were provided for the Board. The exit interview for the DOE Desktop Fiscal Audit was held on Monday, May 15th. A finding was found regarding signed time and effort reports. We are allowed to submit them by Wednesday. These will be collected and submitted. The Trust Indiana account has been set up. We are having some issues with getting our bank set up to send the transfers. This should be fixed by the end of the week. Claims 123594-123647 were presented for payment along with payroll vouchers. A motion was made by Mr. Moorhead to approve the claims for payment. Mr. Galey seconded the motion. Motion carried.

Action Items –

Personnel Update -

1. Dr. Brewer is recommending employment for Dr. Tara Roeder as a Physical Therapist. She will be working 4 days per week. A motion was made by Mr. Moorhead to approve Dr. Roeder. Mr. Galey seconded the motion. Motion carried with a 5-0 vote with Mr. Roeder abstaining.
2. Dr. Brewer presented a letter of Retirement for Michelle Thomas who will be retiring at the end of the school year. A motion was made by Mr. Melton to accept the retirement. Mr. Lows seconded the motion. Motion carried.

3. Dr. Brewer presented the Behavior Analyst Job Description for approval. Mr. Roeder made a motion to approve. Mr. Moorhead seconded the motion. Motion carried.

Dr. Brewer presented a proposal from Modern Office Methods for copiers, document storage, printer and scanner. There would be a cost savings of \$6,420 over the 5 year term of the contract. A motion was made by Mr. Galey to approve renewing the Modern Office Methods. Mr. Melton seconded the motion. Motion carried.

Information Items –

Dr. Brewer acknowledged staff who are retiring, Kristie Hawley, Michelle Thomas and Jane Rogers. Each was presented with a planter and the Board thanked them for their service.

Preschool Update – student lists were provided. Students are still being evaluated and conferenced this week and next.

Discussion Items –

1. CPI training will be July 25 and July 26. We currently have over 40 people registered.
2. Paraprofessional Training will be July 27th at Ivy Tech 8:00-3:00.
3. Procedure Manual Training – early next year. Please get with Missy if she can use some of your E-learning days for this.
4. Goal Writing Training – will take place again this year.
5. New Teacher Training – will have a 2 hour training prior to school starting and then will schedule other trainings throughout the year.
6. Admin Training – will be held soon after school starts.
7. Seclusion & Restraint – Dr. Brewer provided a copy of requirements from Indiana Code 513 IAC 1-2-7 along with a report form that is to be used for each incident.
8. Paraprofessional requests have been sent out and most have been returned. Responses will be going out soon.
9. RBT – Dr. Brewer would like to hire another RBT to be used in place of a permanent paraprofessional.
10. Dr. Brewer will again be sending out a google form for us to use in our budget process.

Meeting adjourned at 10:11 a.m.