

REGULAR MEETING OF THE MANAGEMENT BOARD
GRAYSON COUNTY SPECIAL EDUCATION CO-OP SSA

April 17, 2024

A regular meeting of the Management Board of the Grayson County Co-op/SSA will be held on April 17, 2024 at 10:30 am at the Howe ISD Administration Building located at 105 W. Tutt St., Howe, TX, 75459.

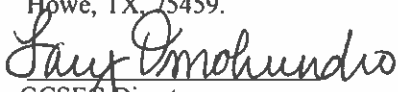
The subjects to be discussed or considered upon which formal action may be taken are as follows:

1. Call to Order
2. Introduction of Guests
3. Approval of Previous Meeting Minutes from March 20, 2024 meeting
4. Director's Report
 - a. Co-op Classroom and Services Updates
 - b. Bond Updates- Dr. Doug McMillan
 - c. Parent Involvement Survey
 - d. SHARS Update
 - e. Texas Clean School Bus Program Contract Approval
 - f. Future Fiscal Agent Responsibility
5. Budget
 - a. Review Monthly Budget
 - b. Transportation
6. Personnel Considerations:
 - a. Recommendations:
 1. Mary Jo Hollandsworth- Diagnostician
 2. Avery Alford- LSSP
 3. Jennifer Ferguson- Classroom Teacher
 4. Melissa Abel- Classroom Teacher
 5. Lauren Barnes- Speech Therapist
 - b. Resignations:
 1. Lisa Perez- Speech Therapist Assistant

Closed Session in Accordance with the Texas Open Meetings Act, Section 551.074.

7. Personnel Considerations:
 - a. Contract- Leslie Garcia-Travesi
8. Adjourn

If, during the course of the meeting, discussion of any item on the agenda should be in a closed meeting, the board will conduct a closed meeting in accordance with the Open Meeting Act, Government Code, Chapter 551, Subchapters D and E. Before any closed session is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. This notice was posted in compliance with the Open Meeting Act on April 17, 2024 at the Howe ISD Administration Building located at 105 W. Tutt St., Howe, TX, 75459.


GCSEC Director

GRAYSON COUNTY SPECIAL EDUCATION SSA
MINUTES

March 20, 2024

1. The meeting was called to order by Kevin Wilson at 10:30 a.m. The meeting was held at the Howe Administration Building located at 105 W. Tutt St., Howe, TX 75459.
Members Present: Kevin Wilson, Ryan Harper, Brian Garner, David Brown, Jeff Russell, Steve Goodman, Tricia Meek, and Josh Ballinger.
Members Absent: Matt Davenport, Scott Martindale, and Kevin Matthews.
2. Guests
There were no guests present.
3. Previous Minutes
A motion was made to approve the February 21, 2024 Board meeting minutes by Tricia Meek and seconded by Ryan Harper. The motion passed 8-0.
4. Director's Report
 - a. Mrs. Omohundro discussed the co-op classrooms and updates. We are now going through Cycle 5, Group 3 Cyclical Monitoring for Collinsville and S&S. The monitoring window will close on April 12.
 - b. Mrs. Omohundro discussed the STAAR ALT window. The window to administer the test will be from 3/25-4/26.
 - c. Mrs. Omohundro discussed the increased cost in APE for the 24-25 school year.
 - d. Mrs. Omohundro reviewed the procedure for requesting an IEE, and the requests for an Independent Educational Evaluation that have been made.
 - e. There was a case reviewed regarding "The Dilemma of the Dangerous Student."
 - f. The Fiscal Agent responsibility discussion will be postponed until next month to allow Scott Martindale to be in attendance.
5. Budget
 - a. The monthly budget was presented by Renee Chote.

Mrs. Chote also reviewed the proposed budget amendment for additional money to address maintenance of the buses.

A motion was made by Steve Goodman and seconded by Jeff Russell. The motion passed 8-0.
6. Personnel Considerations:
 - a. There was a recommendation to hire the following teachers for the 24-25 school year: James Small, Jonathan Yates, Janette Bryant, and Sidney Roberts.
 - b. There was a recommendation made to approve the following resignations at the end of the 23-24 school year: Allie Ellis, April Loewen, Chantel Hamner, and Trisha Ayres. A motion was made by Ryan Harper and seconded by Josh Ballinger. The motion passed 8-0.

7. The meeting was adjourned at 11:25 a.m.

Justin Porter, Ed.D.
Associate Commissioner and Chief Program Officer
Special Populations and Student Supports
March 8, 2023

To: The Special Education Director Addressed
Subject: Parent Involvement Survey

The Individuals with Disabilities Education Act of 2004 (IDEA 2004), Section 616 (b)(2)(B), requires that states collect data from local education agencies (LEAs) to report annual State Performance Plan (SPP) indicators to the Office of Special Education Programs (OSEP). SPP Indicator 8 requires the Texas Education Agency (TEA) to report *the percent of parents of students receiving special education services who agree that schools facilitated parent involvement as a means to improve services and results for children*. [Click here](#) for more information on the parent survey and results from prior years.

Previously, TEA included one-sixth of the state's LEAs in the survey effort each year, as well as any LEA with over 50,000 students. Beginning in 2020-21, TEA aligned the LEAs included in the survey in a given year to TEA's Differentiated Monitoring and Support's cyclical reviews. While LEAs with over 50,000 students will continue to be included each year, all other LEAs will participate in the Indicator 8 survey once every three years. This cadence begins either the year following a cyclical review or the year that comes two years before the next cyclical review. In this way, LEAs will receive feedback from parents prior to and following cyclical monitoring, increasing the opportunity to utilize the data collected to further inform family engagement efforts.

You are receiving this memo because your LEA is participating in the Indicator 8 survey this year. A team from Gibson Consulting Group (Gibson) will be in touch with you to discuss the process, which includes:

- Gibson will select a sample of students whose parents will receive the offer to complete the survey.
- You will be asked to send a survey link to each parent included in the LEA's student sample.
- Surveys will be online only, though parents can call Gibson to complete the survey over the phone. The survey is available in English and Spanish, and various other languages.
- Gibson will work closely with your LEA to support this effort – they will provide content for dissemination, offer to support email distribution, and will support survey completion over the phone.
- They will also be in regular communication with you regarding ongoing response rates to help maximize the number of parents' voices that are included.

The survey window will be **April 8 - May 17, 2024**, to meet OSEP's reporting deadlines. Questions regarding the survey may be directed to:

Danial Hoepfner, Gibson Consulting Group, dhoepfner@gibsonconsult.com
Gracie Whitley, Region 10 Education Service Center, gracie.whitley@region10.org
Huck Spear, Texas Education Agency, huck.spear@tea.texas.gov

In addition, you may contact your regional education service center for technical assistance and training concerning parent involvement in the special education process. Please note that under federal requirements, the results from the survey will be posted on the TEA website. [Click here](#) for more information about the SPP.

Thank you for your time and continued support of students receiving special education services.
Sincerely,



Justin Porter, Ed.D.
Associate Commissioner and Chief Program Officer
Special Populations and Student Supports

Wednesday, April 3, 2024

RE: Reimbursements for **2021-2022 Cost Report:**

It's been a busy year!

In December, MSB advised us to submit an informal appeal to HHSC regarding our 2021-2022 Cost Reports because HHSC had announced that they were reducing funding because of a CMS audit they underwent in 2011, which they appealed and was closed in 2017, and as a result HHSC was expected to pay back \$ 13 million to CMS (Centers for Medicaid Medicare Services) from their 1% administrative fee that is charged to each participating school district. It is stated in code that this administrative fee can be used for such purposes, however, HHSC allocated the funds in other areas and then wanted the districts to foot the bill of \$13 million and gave us very little notice. So, that is why MSB advised we send informal appeals to HHSC, which we did, as did most of the districts in the whole state of Texas. MSB charged us \$ 51,189.96 (for 11 Districts, which we paid with SHARS money) for the extra attention and personnel they had to hire in order to help us with this appeal. HHSC was so overwhelmed with the number of informal appeals that they have not been able to get them all completed as of yet. Out of our 11 districts, we have received completed Letters for 6. Most, if not all of our letters have been denied. So, it looks like we will be receiving the following:

DISTRICT	TOTAL AFTER ADJUSTMENTS
Bells ISD	\$ 50,069.70
Collinsville ISD	\$ 28,487.68
Gunter ISD	\$ 7,830.14
Howe ISD	\$ 76,685.71
Pottsboro ISD	\$127,072.34
SSCISD	\$ 74,079.12
Tioga ISD	\$ 42,002.75
Tom Bean ISD	\$ 36,765.21
Van Alstyne ISD	\$ 24,490.60
Whitesboro ISD	\$ 65,584.70
Whitewright ISD	\$ 38,731.49
Final Total	\$ 571,799.44

On March 28, 2024, the District Cost Reports for the **2022-2023** period were entered into STAIRS by MSB and signed by Lacy Omohundro, Director of Special Education. It's worth

noting that each of our districts has authorized her to sign documents on their behalf for the SHARS program.

MSB is in process of changing to a new platform for Xlogs, the program used for billing Medicaid. MSB also accesses Xlogs for information for the Cost Report from student demographics and especially the record of Parental Consents for Medicaid. However, since MSB is in process of changing from the old Xlogs platform to a new Xlogs platform, there have been some issues and one of which is the Parent Consents have not all come fully over when merged.

So, when we submitted the most current Cost Report (FFY22-23) the reimbursements were significantly lower than the 2022 Cost Report. For that reason, we are going to submit a SHARS FFY 2023 Cost Report Corrections letter from each of our districts in order to get this corrected and improve our reimbursements amounts. Debbie or Emilie will be reaching out to the district business managers with the Correction letters within the next week or so.

DISTRICT	TOTAL ESTIMATED SETTLEMENT
Bells ISD	\$ 553.38
Collinsville ISD	\$ 3,900.09
Gunter ISD	\$ 8,759.85
Howe ISD	\$ 4,015.39
Pottsboro ISD	\$ 11,836.29
SSCISD	\$ 6,122.23
Tioga ISD	\$ 1,531.43
Tom Bean ISD	\$ 4,113.96
Van Alstyne ISD	\$ 20,653.93
Whitesboro ISD	\$ 27,678.83
Whitewright ISD	\$ 10,739.67
Proposed Total	\$ 99,905.05

Jon Niemann, *Chairman*
Bobby Janecka, *Commissioner*
Catarina R. Gonzales, *Commissioner*
Kelly Keel, *Executive Director*



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Protecting Texas by Reducing and Preventing Pollution

April 4, 2024

Lacy Omohundro
Gunter ISD
100 W Pecan St
Gunter, TX 75058

Re: Texas Clean School Bus Program (TCSB) Contract Number Contract Number 582-24-86394-CB

Dear Lacy Omohundro:

Your application for a Texas Emissions Reduction Plan (TERP) TCSB grant has been approved. The Texas Commission on Environmental Quality (TCEQ) is pleased to provide you with a digital copy of the grant contract for your review and acceptance.

Please have the **Authorized Official SIGN** and **DATE** the contract in the designated boxes on the signature page and return within seven (7) days to accept. If a delay is anticipated, please contact us to arrange an extension. Please notify us immediately if you wish to decline the grant.

Changes to the contract cannot be made at this time but can be considered after it is effective, to the extent possible.

Please do not **ALTER** or **REPLACE** any pages of the contract. Return the contract signature page, **SIGNED** and **DATED** by the **Authorized Official**, to:

Austin.Kirchoff@tceq.texas.gov

OR

Texas Commission on Environmental Quality
Attn: Austin Kirchoff
Air Grants Division, MC-204
12100 Park 35 Circle
Austin, TX 78753

When we receive the signed contract, we will sign for TCEQ and the contract will be in effect. An executed copy will be provided to you. Thank you for your participation in this important program. If you have any questions about your grant contract, please contact TERP staff at 1-800-919-TERP (8377) or at terp@tceq.texas.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Jody Ibarguen".

Jody Ibarguen, Manager
Project Management Section
Air Grants Division

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
TEXAS CLEAN SCHOOL BUS PROGRAM (TCSB) CONTRACT
CONTRACT SIGNATURE PAGE

Contract Name	Texas Clean School Bus Program (TCSB)
Contract Number	582-24-86394-CB
PERFORMING PARTY Name	Gunter ISD
PERFORMING PARTY I.D. Number	2024-15-0008-CB
Total Contract Amount Not to Exceed	\$104,720.00

Contract Effective Date	Request for Reimbursement Deadline	Contract Expiration Date
The Effective Date of this Contract is the date of last signature	April 30, 2026	August 31, 2031

The Texas Commission on Environmental Quality (TCEQ), an agency of the State of Texas and the named PERFORMING PARTY enter this Contract for the purpose of providing financial assistance for emissions reduction projects as authorized by Texas Health and Safety Code Chapter 390.

The Parties agree: (a) to be effective, the Contract must be signed by an Authorized Official of TCEQ and the PERFORMING PARTY; (b) the PERFORMING PARTY will conduct the Grant Activities and Administrative Requirements in accordance with the Contract; and (c) TCEQ will reimburse authorized allowable costs in accordance with the Texas Grant Management Standards and the Contract.

Authorized Official	Texas Commission on Environmental Quality (TCEQ)	Gunter ISD (PERFORMING PARTY)
Printed Name:	Josalyn McMillon	Scott Martindale
Title:	Deputy Director, Air Grants Division	Superintendent
By (Authorized Signature):		
Date of Signature:		

Este es el contrato de subvención entre usted y la Comisión de Calidad Ambiental de Texas (TCEQ por sus siglas en inglés). Al firmar este documento, usted está aceptando los términos y condiciones legalmente vinculantes. Comuníquese al 800-919-TERP (8377) para obtener ayuda con la interpretación de este contrato.

The only funds that Gunter receives for acting as the fiscal agent is \$75,000 for administrative fees. They also collect the rent from the building where the Co-op is located. That monthly amount is \$2100.00 per month.

There are multiple items that Gunter bills us for in August, but we are reimbursing them for fees they have paid on our behalf throughout the year such as:

Bus insurance, employee background checks, TASB Fees (Membership fees, Boardbook Subscriptions, Policy updates, Unemployment Insurance, Worker's Comp) ACA reporting, Frontline Fees for employee absence management and time keeping, and audit fees.

Grayson County Special Education Cooperative
Includes Operating, IDEA-B Formula & IDEA-B Pre-school
Monthly Financial Report
March 31, 2024

Fund 437 Revenue		ORIGINAL ESTIMATED REVENUE	AMENDED BUDGET	CURRENT REVENUE MONTH	ACTUAL REVENUE TO DATE	REVENUE BALANCE	PERCENT REALIZED
Local revenue (5700)		\$5,644,597.00	\$5,644,597.00	\$1,106,050.57	\$3,959,310.75	\$1,685,286.25	70.14%
State Revenue (5800)		\$706,000.00	\$706,000.00	\$36,336.68	\$219,115.74	\$486,884.26	31.04%
Federal Revenue (5900)		\$325,000.00	\$618,840.00	\$53,103.28	\$198,861.65	\$419,978.35	32.13%
Operating Transfer In (7915)		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TOTAL REVENUE		\$6,675,597.00	\$6,969,437.00	\$1,195,490.53	\$4,377,288.14	\$2,592,148.86	62.81%
Fund 437 Expenditures		ORIGINAL BUDGET	AMENDED BUDGET	EXPENDITURES MONTH	EXPENDITURES YEAR-TO-DATE	BALANCE *	PERCENT EXPENDED
EXPENDITURES BY FUNCTION							
11-Classroom Instruction		\$4,387,962.00	\$4,387,962.00	\$357,422.03	\$3,081,858.32	\$1,262,853.09	70.23%
21- Instructional Leadership		\$60,000.00	\$111,200.00	\$57,658.74	\$66,996.25	\$0.00	60.25%
31-Guidance & Counseling		\$756,780.00	\$756,780.00	\$56,501.19	\$524,267.68	\$232,512.32	69.28%
33-Health Services		\$223,513.00	\$223,513.00	\$16,716.33	\$136,429.01	\$87,012.25	61.04%
34-Student Transportation		\$685,950.00	\$928,590.00	\$101,872.90	\$805,204.69	\$115,011.20	86.71%
41-General Administration		\$481,692.00	\$481,692.00	\$27,833.09	\$222,994.26	\$257,371.94	46.29%
51-Maintenance		\$79,700.00	\$79,700.00	\$5,521.65	\$38,490.90	\$24,465.08	48.29%
TOTAL		\$6,675,597.00	\$6,969,437.00	\$623,525.93	\$4,876,241.11	\$1,979,225.88	69.97%
Fund 313 Revenue		ORIGINAL ESTIMATED REVENUE	AMENDED BUDGET	CURRENT REVENUE MONTH	ACTUAL REVENUE TO DATE	REVENUE BALANCE	PERCENT REALIZED
Idea B Formula		\$2,590,694.00	\$0.00	\$224,865.77	\$1,346,364.90	\$1,244,329.10	51.97%
TOTAL REVENUE		\$2,590,694.00	\$0.00	\$224,865.77	\$1,346,364.90	\$1,244,329.10	51.97%
Fund 313 Expenditures		ORIGINAL BUDGET	AMENDED BUDGET	EXPENDITURES MONTH	EXPENDITURES YEAR-TO-DATE	BALANCE *	PERCENT EXPENDED
EXPENDITURES BY FUNCTION							
11-Classroom Instruction		\$1,078,711.50	\$0.00	\$87,140.86	\$615,121.60	\$432,112.51	57.02%
21- Instructional Leadership		\$118,290.00	\$0.00	\$9,357.42	\$70,441.55	\$47,783.40	59.55%
31-Guidance & Counseling		\$1,303,692.50	\$0.00	\$91,595.62	\$848,895.65	\$453,573.43	65.11%
93 - Payment to Fiscal Agents		\$90,000.00	\$0.00	\$0.00	\$0.00	\$90,000.00	0.00%
TOTAL		\$2,590,694.00	\$0.00	\$188,093.90	\$1,534,458.80	\$1,023,469.34	59.23%
Fund 314 Revenue		ORIGINAL ESTIMATED REVENUE	AMENDED BUDGET	CURRENT REVENUE MONTH	ACTUAL REVENUE TO DATE	REVENUE BALANCE	PERCENT REALIZED
Idea B Preschool		\$66,694.00	\$0.00	\$8,202.25	\$46,142.04	\$20,551.96	69.18%
TOTAL REVENUE		\$66,694.00	\$0.00	\$8,202.25	\$46,142.04	\$20,551.96	69.18%
Fund 314 Expenditures		ORIGINAL BUDGET	AMENDED BUDGET	EXPENDITURES MONTH	EXPENDITURES YEAR-TO-DATE	BALANCE *	PERCENT EXPENDED
EXPENDITURES BY FUNCTION							
11-Classroom Instruction		\$66,694.00	\$0.00	\$6,666.52	\$52,808.56	\$13,885.44	79.18%
TOTAL		\$66,694.00	\$0.00	\$6,666.52	\$52,808.56	\$13,885.44	79.18%

**Grayson County Special Education Cooperative
Investment/Banking Board Report
March 31, 2024**

Various Bank Accounts	Average Yield	Interest Accrued	Current Balance
Lamar National Bank Checking	0.35%	\$ 131.57	\$ 1,266,196.38
Lamar National Bank Investments	5.17%	\$ 2,249.86	\$ 181,639.40
			\$ 1,447,835.78
Co-op Lamar National Bank			
Previous Statement Balance			\$ 78,452.75
Deposits			\$ 2,048,056.75
Debits			\$ 860,313.12
Current Statement Balance			\$ 1,266,196.38

Current Balance Fund Balance as of 8-31-2023
\$777,621

	New Bus Already Ordered	\$ 3,742.00
	New Bus Board Approved in November	\$ 137,638.00
	Maintenance Repairs Board Approved in November	\$ 50,000.00
	Jan - Music Therapy	\$ 40,000.00
	March - Maint/Repairs	\$ 50,000.00
		\$ 281,380.00
Payment to VA in the amount of 18.28% of the fund balance at the end of the fiscal year.		

Budget Amendment/Revision Form

GRAYSON COUNTY SPECIAL EDUCATION CO-OP
 BUSINESS OFFICE
 100 WEST PECAN
 GUNTER, TX 75058

Fund	Func	Obj	Sub Obj	Loc	YR	Pgm			Description	Amount		Amount	
437	00	5931	00	000	4	000	0	0	SHARS	51200	00		
437	21	6299	22	751	4	230	0	0	MSB CHARGES			51200	00
To budget for fees incurred from MSB SHARS appeals													
										51200	00	51200	00
										BUDGET REVISION APPROVAL			
Submitted By: Renee Chote										BUSINESS OFFICE APPROVAL			

POSTED BY Renee Chote DATE 3/27/2024 NUMBER _____