



**DUPAGE/WEST COOK GOVERNING BOARD**  
**MINUTES – November 15, 2018**  
**LOCATION: SASSED Administrative Center**  
**2900 Ogden Avenue**  
**Lisle, IL 60532**

Dr. Jimmy Gunnell called to say he was running late. Jim Nelson, Vice Chairperson, called the meeting to order at 10:10 am. During roll call, the following members answered present:

CASE – Dr. Mary Furbush                      District #99/Cook – Becky Cortesi-Caruso  
LADSE – Ellie Ambuehl                      District #203 – Christine Igoe  
LASEC – Dr. Melinda McGuffin  
NDSEC – Jim Nelson  
PAEC – Mary Beth Boeh  
SASED – Dr. John Correll

The following members were absent:

District #97 – Eboney Lofton  
District #200C – Dr. Gwen Walker-Qualls  
District #201C – Dr. Romona Stavros  
District #204 – Christina Sepiol

The following members arrived late due to weather conditions:

AERO – Dr. Jimmy Gunnell  
District #200/DuPage – Erica Ekstrom

The following non-voting members were present:

District #81 – Brandon Cochrane  
District #81/#181 – Tammy Prentiss  
Parent Reps. – Alana Rybak (Cook County)  
                                 Heather Roy (DuPage County)

The following non-voting members were absent:

District #80 – Kim Hanson  
District #89 -  
Districts #90/#91/#98/#100 - Maria McCarthy  
District #123 – Cynthia Riha

Also, present:

Nan Diamond, Coordinator, DuPage/West Cook  
Sam Cannata, Treasurer, DuPage/West Cook  
Lynne Mennel, Recording Secretary

**NOTE:**

Dr. John Correll, SASSED, had to leave the meeting due to a previous commitment, & Dr. Volpe sat in at 10:25 am.

Dr. Jimmy Gunnell took over the Board meeting at 10:50 am, & he thanked Jim Nelson for stepping in & commencing the meeting.

**APPROVAL OF THE AGENDA AND ITS CHANGES**

Nan Diamond, DWC Coordinator, recommended swapping the Coordinators Report presentations with the Articles of Agreement & Voting Eligibility on the Agenda so the presenters can leave.

*Jim Nelson, Vice Chairperson, made a motion to accept the change & approve the remainder of the agenda as is. The Board agreed unanimously.*

**VOICE MOTION**

**MOTION CARRIED**

## **APPROVAL OF THE SEPTEMBER BOARD MINUTES**

*Ellie Ambuehl moved, and her motion was seconded by Mary Beth Boeh to approve and accept the September 13, 2018 meeting minutes.*

**VOICE VOTE**

**MOTION CARRIED**

## **INTRODUCTIONS/GUESTS**

Jim Nelson requested the guests to please introduce themselves.

Brian Riegler – Business Manager, LADSE

Carrie Morfoot - Hinsdale South DHH Department Chair/LADSE DHH Program

Mindy Long – CASE, Itinerant Services Administrator

Ellyn Gehrke – SASSED, DHH Program Administrator

Kirstin Peahl – SASSED, O & M Specialist, VI Program

## **PUBLIC PARTICIPATION**

None.

## **COORDINATOR'S REPORT – Nan Diamond**

**Orientation & Mobility (O & M)** - Kirstin Peahl, Orientation & Mobility Specialist, Vision Program gave a presentation on O&M services, which include the concepts, skills & techniques that individuals with visual impairments use to travel through the environment. O&M specialists are knowledgeable & skilled professionals who teach individuals with visual impairments to travel as independently as possible in both familiar & unfamiliar settings.

O&M skills give individuals the freedom to participate in all facets of society. O&M instruction promotes movement, & facilitates the development of concepts, skills & knowledge required for individuals to achieve their present & future employment & life goals. O&M instruction occurs in natural environments, the real-world settings in which individuals live, learn, work, play, interact & travel. Instructional settings include indoor & outdoor school, home & community environments.

O&M specialists serve the diverse population of individuals with visual impairments, which includes:

- individuals who are totally blind & those who have low vision
- people of all ages, from birth to old age
- people with adventitious (acquired) or congenital visual impairments
- individuals who have electronic retinal prostheses
- individuals with any disabilities in addition to visual impairment
- individuals with cerebral/cortical visual impairment
- individuals from culturally & linguistically diverse backgrounds
- individuals across the continuum of functional, developmental & intellectual ability

O&M specialists are responsible for some problem identification:

- **Assessment:** conducting initial & ongoing comprehensive assessments (including functional low vision & environmental assessments) of travel skills & needs, which must be conducted by a qualified O&M specialist & updated with changes in vision, transitions in environment, & as dictated by individual needs. O&M lacks standardized testing because levels of vision vary, similar environments are not the same & technology advances are giving false positives.
- **Planning & Instruction:** designing & adapting lessons, selecting training environments, providing one-on-one instruction based on individuals' current & future needs, & integrating content from other areas of the Expanded Core Curriculum. Vision students are successful in academics, which is why there is a high graduation rate in the Vision world.

- **Collaboration:** referral to other education, healthcare & rehabilitation professionals, & collaborating with various individuals during screening, assessment, referral, program planning, consultation & service provision. There is a lack of emphasis on functional skills as in daily living skills (ADL) & vocational needs.
- **Advocacy & Community Education:** advocating with & on behalf of individuals with visual impairments for accessible travel environments & equal access to information & provision of in-service (staff) training or public education. Vision students are not gaining employment, which is why there is an 80% unemployment rate in the Vision world.
- **Service to the Profession:** engaging in intern supervision, mentorship, leadership & research.

Some solutions to the identified problems:

- Improve O&M, ADL & the Transition program
- Stay involved with current field assessments & research (birth – 6)
- Stay current in the field of O&M

**CASE Itinerant Services Overview** - Mindy Long, Itinerant Services Administrator for CASE gave an overview of the hearing, vision & O&M services provided by CASE. They provide Vision & O&M services throughout 72 districts & 143 schools, & Hearing services throughout 64 districts & 240 schools.

There are critical shortages in certified Hearing, Vision & O&M itinerant teachers, & recruitment has become difficult. Illinois State University (ISU) offers a shortened TVI certification program of 24 credits with no master's program. Federal grants are minimal with no grants available for O&M. There is no shortened programming available for DHH certification.

CASE has a fully staffed collaborative team of itinerant teachers. They mentor each other; have productive learning teams; conduct area-wide Itinerant meetings; & continue to pursue professional development.

Notification of services from Illinois School for the Deaf & Illinois School for the Visually Impaired – Public Act 093-0282 amended the School Code by changing Section 14-8-02 to read:

“If the child is deaf, hard of hearing, blind or visually impaired & he/she *might* be eligible to receive services from the Illinois School for the Deaf or the Illinois School for the Visually Impaired, the school district shall notify the parents/guardian, in writing, of the existence of these schools & the services they provide. This notification shall include *without limitation* information on school services, school admissions criteria & school contact information.”

The Illinois Department of Human Services has developed a *one-page fact sheet which includes all the mandated information* regarding each of these schools. Districts are encouraged to provide this fact sheet to the parents/guardians of each student with a primary disability label of hearing impairment or visual impairment *at the IEP meeting*.

Visual Impairment means an impairment in vision that, even with correction, adversely affects a child's educational performance. The term includes both partial sight & blindness. Districts are currently utilizing criteria for VI eligibility. – Criteria Considerations: The student exhibits at least one of the following:

- Central visual acuity loss of 20/70 or less in the better eye after routine &/or conventional correction.
- Reduced visual field to 50 degrees or less in the better eye.
- Medically diagnosed cortical visual impairment.
- Other ocular pathologies that are permanent an irremediable.
- Neurological visual impairment.
- Degenerative ocular condition, which is likely to result in significant visual loss & warrants early educational intervention from a licensed teacher of the visually impaired.
- A temporary condition, such as post-operative retinal detachment, occlusion treatment during the school year, etc. that requires temporary intervention from a licensed teacher of the visually impaired.

- Visual impairment such that the child cannot develop his/her educational potential without special services &/or materials.
- Restricted field vision.
- Serious progressive eye difficulties as noted by an eye specialist on the ocular report.
- Marked education difficulties, which may be attributed to poor use of vision.
- Eye disorders, which appear to be interfering with the student's academic achievement including:
  - Nystagmus (jerky eye movements)
  - Strabismus (turning of one or both eyes)
  - Other

<u>DWC Enrollment</u>	<u>11/2018</u>
SASED DHH PK-8	54
LADSE DHH HS	41.5
Visually Impaired	77
SASED Transition (Blended)	21
LADSE DHH Transition	<u>18.5</u>
	212

Nan Diamond stated this will be the last time we will be reporting enrollment for the SASED Blended Transition, as the last DWC Lo Incidence student is graduating.

**SEMI ANNUAL REVIEW OF CLOSED SESSION MINUTES**

The DWC Board has held no closed sessions.

**FINANCIALS**

**Treasurer's Report** – Sam Cannata

*Dr. Michael Volpe moved, and his motion was seconded by Dr. Mary Furbush to accept the Treasurer's Report ending September 30, 2018 with \$25.00 total interest earned for a balance of \$14,858.57.*

**VOICE VOTE**

**MOTION CARRIED**

**Summary of Budgets for Fiscal Agent and Operating Entities** – Sam Cannata/SASED, Brian Riegler/LADSE

SASED serves as the operating entity for the elementary Deaf/Hard of Hearing program, Vision Program, ESY program & Audiology services program. The budgets for DWC programs operated by SASED are integrated into SASED's budget.

The responsibility as an operating entity for DWC programs is shared with LADSE. The budgets for programs operated by LADSE are integrated into LADSE's budget. LADSE operates the Hinsdale High School Deaf/Hard of Hearing self-contained program & the Deaf/Hard of Hearing Transition program.

Some of the responsibilities assumed by SASED & LADSE as operating entities are:

- Human Resource – hiring, evaluating & supervising program staff; managing worker's compensation, health insurance & other employee benefits; negotiating contracts with bargaining units.
- Fiscal – program billing, cash collection, payroll & accounts payable; carrying the IMRF reserve for employees hired by the operating entity, but who work in DWC programs; obtaining & maintaining classroom space for programs; budget development & management.
- Programmatic – developing & maintaining the best educational practices for students with disabilities.

The DWC budget is integrated into the LADSE/Hinsdale District #86 & SASED budgets.

SASED budgeted tuition targeted rate of increase is 2.5% due to financial commitments in labor agreements. Projected program tuition rate changes FY19 are:

- DHH 13.7%
- ESY 2.4%
- Vision 2.3%

Deaf/Hard of Hearing Elementary Classroom Program - The enrollment in the DHH elementary program continues to decline. Next year's enrollment is expected to decline by 9 students for a total enrollment of 49 students. Enrollment in this program peaked at over 150 students & has steadily declined. This decline in enrollment is the result of districts choosing less restrictive environments for their students by including these students in district operated programs, competition from private facilities & the need for alternate placements made by districts due to the long student travel times to SASED programs. Tuition rate increases reflect the difficulty of minimizing cost due to maintaining veteran staff salaries.

Visually Impaired Classroom Program - This program has had stable enrollments & consistent needs for several years.

SASED budgeted services targeted rate of increase is 2.5%. Projected service rate changes FY19 are:

- One to One Staff 3.0%
- One to One Interpreters 1.0%
- Audiological Tests N/A

One to One Staff - One to one staff are included in a bargaining unit that was awarded a 3% increase in hourly rates this year. As a result of this wage increase the billing rates will increase.

Diagnostic Testing - The Audiology department has needed to add an audiologist for three days per week. The responsibilities of performing audiology exams, managing equipment needs & providing classroom support could not be met with one full time audiologist. The billing structure was also modified to invoice for follow-up evaluations completed during the year. In the past it was our practice to not account for or invoice follow-up evaluations. The follow-up evaluations will be invoiced at one half of the rate for initial evaluations.

LADSE collaborates with the DHH Program Coordinator at Hinsdale South High School who reviews current & projected staffing needs & brings forward recommendations to LADSE administration. Incoming freshman are also considered for staffing changes to meet student IEP needs.

LADSE projected tuition rate changes FY19 are:

- DHH/Transition 6.8%
- ESY 0.0%

Deaf/Hard of Hearing Secondary Classroom & Transition Program - The increase in overall budget stems from an increase in salary & benefits to all staff, but especially the interpreters, which was an average of 15% hourly rate increase for DHH interpreters. The DHH program has continuously experienced a high turnover rate among interpreters, largely due to the low hourly rate of pay when compared to other districts or cooperatives. To minimize financial liabilities associated with a higher hourly rate, LADSE will offer all new interpreters a fixed health insurance contribution equal to single coverage. Also, additional supplies, equipment & a change in budgeting/billing procedures between LADSE & District 86. A decrease in tuition is anticipated in FY20 due to additional procedures in budgeting/billing between LADSE & District 86.

Summer School Tuition -LADSE - Depending on the staff that works ESY & their individual rate, total costs/rates will vary year-to-year.

Staffing - A reduction of 1.0 FTE is from a change in billing. A 1.0 teacher has always been included in the DHH program but was solely used for District 86 sign language classes.

**ARTICLES OF AGREEMENT & VOTING ELIGIBILITY – Article II, Section 1**

The Board agreed to postpone this discussion, & to create a sub-committee to work out the details of the tentative changes to the DWC Articles of Agreement, which when completed, will be given to the attorney for review & counsel. The expectation is for legal counsel to facilitate the Articles of Agreement changes/updates at the February meeting.

**UPDATE ON THE LEASE AGREEMENT**

Tammy Prentiss stated the proposed lease agreement was shared with both attorneys & all parties are hopeful this should be done for the February meeting.

**OTHER DISCUSSION**

Dr. Michael Volpe introduced Dr. Mindy McGuffin as his successor upon his retirement as SASSED’s new Executive Director.

Alana Rybak, parent rep, asked about training for the O & M’s with out of state training not being an option. Kirsten Peahl said their trainings are very specific, & they have done webinars.

Dr. Jimmy Gunnell thanked Jim Nelson for starting the meeting.


**ADJOURNMENT**


*Jim Nelson moved, and his motion was seconded by Dr. Mindy McGuffin to adjourn the meeting.*

**VOICE VOTE**

**MOTION CARRIED**

The meeting was adjourned at 12:06 pm.

  
\_\_\_\_\_  
**Dr. James Gunnell, Chairperson**

  
\_\_\_\_\_  
**Lynne Mennel, Recording Secretary**

  
\_\_\_\_\_  
**Dr. Melinda McGuffin, Secretary**