



BOARD BRIEFS

Action Items:

Board accepted/approved:

The Minutes:

- γ Minutes of:*
 - December 9, 2009, regular meeting
 - December 9, 2009, closed session

The Consent Agenda:

- γ Personnel Recommendations:*
 - a) Resignations - 5 educational support personnel
 - b) Appointments - 6 educational support personnel
 - c) Approved the Request for a Parental Leave of Absence for a non-tenured certified employee
- γ Fiscal:* November & December, 2009- Revenue/Expenditure Reports
 - November & December, 2009 - Treasurer's Report
 - November & December, 2009 - Gross Payroll & Interim Checks including the December 23, 2009, Bill List
 - Approved the Bills Payable - January 27, 2010
- γ Approved maintaining the confidentiality of the closed session minutes from March 2003 to present*

Other Action Items:

- γ Approved Amending the Articles of Agreement.*

The recommended amendments will be forward to SASED's 18 member districts for approval. Two-thirds of the membership must approve the amendments for ratification. The amendments are required by ISBE to address the following:

 - 1) The procedures for withdrawal of any member district.
 - 2) The methods of disposal of property upon the withdrawal of a member district.
 - 3) The dissolution of the Joint Agreement.
 - 4) The work calendars for SASED employees assigned to member districts.

Member districts will be sent a resolution along with the noted amendments to the Articles of Agreement for their Board of Educations' action.

- γ *Approved Michelle Rowland as the Program Administrator for the Deaf and Hard of Hearing Program effective July 1, 2010.* Ms Rowland will replace Anne Burgoni who will be retiring at the end of this school year. Ms. Rowland has an extensive background of providing services to students with hearing impairments. She has been a teacher of the hearing impaired across grades Pre-K-12 and the Extended School Year supervisor and currently is a Special Education supervisor of the Hearing and Vision Programs in Elgin School District U 46.
- γ *Approved the FY 2011 Budget Calendar and the parameters for developing the FY 2011 Budget.* Recognizing the uncertainty of future reimbursement amounts from ISBE, the Administration was asked to continue monitoring the projections and prepare different scenarios (i.e., proration of reimbursement at 50%) for Board review at a subsequent meeting prior to the final presentation of the FY 2011 budget.
- γ *Adopted a Memorandum of Agreement on 2009-2010 Retirement Incentive with the SASED IEA Certified Bargaining Unit.* The changes for the 2009-2010 school term for those who qualify and submit their notices to the Executive Director prior to March 13, 2010, are as follows:

Impact on Salary: Allows for a 6% salary increase for FY10

(Currently, with less than 15 months' notice there are no salary benefits.)

Impact on Retirement Health Insurance: \$4,800 per year for five years (totaling \$24,000)

(Currently, the Health Insurance Benefit is \$2,400 per year for five years totaling \$12,000.), or

In lieu of a Health Insurance Benefit, the eligible employee may receive a post retirement severance of \$10,000 over two years.

□ Discussion Without Action

γ Presentation

Larry Solomon, Program Administrator for the Southeast Alternative School, and Patricia Weninger, Educational Specialist at the Southeast Alternative School, reviewed the new program with the College of DuPage. The students with two staff members visit COD nine times for a 2 hour period each. The students connect with COD staff and are given a tour of campus and review the following topics: admissions, counseling, financial aid, placement test, student speakers, guidance and Career Center. The outcome of this process has encouraged more students to continue with their post high school graduate education with an increase in students enrolling at COD.

γ Communications

- Letter from Gary A. King, DuPage County Clerk, informing SASED to send a list of board members and alternates as well as a list of all supervisory staff for the purpose of those people who need to file a Statement of Economic Interest.
- Parents' Advisory Council's January 13, 2010, meeting agenda.
- District Administrators' January 15, 2010, meeting agenda.
- Flier announcing the Parent Academy on Saturday, February 6, 2010, from 9:00 a.m. to noon at Northern Illinois University, Naperville Campus

γ Continuum Survey Results 2009-2010

Dr. Volpe stated that the Administration conducted a survey of district needs addressing the continuum of programming for member districts. The results of the survey identified 165 who are currently served in self-contained learning environments within or outside of the districts who might be considered for

new/alternative programming by the cooperative.

Also, there are several students with IEPs who are placed on suspension and could benefit from an out-of-School suspension environment which SASED could provide with a stronger academic support and monitoring system than the current providers give.

The Administration will have further updates in this regard at subsequent meetings.

γ Quarterly Update of Strategic Plan

The quarterly update of the Strategic Plan demonstrates that the Administration is currently on target towards completion of its annual goals.

γ Administrative Updates

Business Office: Sam Cannata, Assistant Director for Business, reported that the change over of the SDS software to Skyward took place in January. He outlined the existing processing activities which have changed; the new processing activities that have occurred; and the new processing planned to be implemented in the coming months.

Human Resources Department: Lynn Schroeder, Assistant Director for the Human Resources Department, reported that the first payroll in Skyward was completed for the January 15th payroll. The framework for the Employee Management portion of the software has been started. She also reported that the seniority list will be completed by February 1; the professional development component of the mentoring program for professional staff has been designed but the mentoring program for the paraprofessionals is still in development infancy; and SASED is providing guidance to ten student teachers throughout the programs this spring semester.

γ Executive Director's Report

Behavior Interventions/Discipline Procedures Committee: The Committee met on December 10th and has been charged with developing updated procedures for SASED and its member districts regarding behavior interventions and discipline for students with disabilities. Members include District Administrators: Tiffany Chavez (District 94), Sharon Bobrowski (District 48), Meg Schnoor (District 205), Jane Kubisak (District 33), and Dr. Debra LeBlanc (District 180). SASED Administrators are represented by Christine DiRienzo (Transition Program Administrator), Larry Solomon (Southeast Alternative School Program Administrator), and Carol Dahlquist (IST Coordinator). The group also decided to review both policies and procedures for Physical Restraint and Isolated Time Out assuring they are in line with the newest information. The Committee's goal is to have the work completed by April.

SASED Parents' Advisory Council Meeting: The following presentations were made at the January 13th Meeting:

- The Western DuPage Special Recreation Association (WDSRA) explained the offerings for students with disabilities, their parents and family members.
- Michelle Houk, the Multi-Needs Social Worker, and Jennifer Pecoraro, the Parent Mentor trainee, explained the current stage development of the Multi-Needs Parent Mentoring Program. Mrs. Houk and Mrs. Pecoraro were trained this summer and are in the process of identifying parents within the Multi-Needs program who would like the support of an experienced "mentor" and those that would like to be trained as mentors.

SASED District Administrators' Meeting: At its January 15th meeting the group discussed the following:

- Reviewing the assignment and removal of 1-1 assistants for students entering SASED programs
- Expansion of the STARS Autism Program to serve preschool aged students for the 2010-2011 school year
- Reassignment of students currently in Multi-Needs classrooms to a specialized classroom for Medically Fragile students
- Expansion of SASED Hearing Itinerant services to support students in district based Extended School Year programs
- Start a work group to review currently used 504 paperwork and try to develop a standard form to be used cooperative-wide

RtI Training: The SASED Professional Development Department has taken the lead in developing and presenting RtI and Problem solving workshops, trainings and coaching opportunities for SASED districts and out-of SASED districts. In February and March RtI Workshops will be held for all SASED program administrators to bring research based interventions and progress monitoring practices into SASED's programs.

IAASE Winter Conference: Dr. Volpe reported he was unable to attend this conference due to pressing issues. Three of SASED's program administrators attended and will report back to the Leadership Team on any significant updates. Shannon Cribaro, the SASED Multi-Needs administrator, presented two sessions at the conference: *3P Project-Parents and Professional as Partners* Regarding initial data collected as part of a proposed research grant collaboration between NLU and SASED. *Policy and Challenges of Building Schools as Inclusive Communities*. This is part of the research that Mrs. Cribaro is conducting for her doctoral dissertation.. Dr. Kimberly Dryier, the Special Education Administrator for Community High School District 99, also presented on *A District's Journey into Compliance with Indicator 13*.

Visually Impaired Program: Comprehensive Evaluation Surveys were distributed to parents/guardians, staff and district administrators during January. Collection and analysis of all survey data will be completed during February. Independent observers will be scheduled for on-site visits in March with the committee to review the results and create the action plan before the end of April. The final action plan will be presented to the Board at the June/July meeting.

Juvenile Detention Center Funding: The final draft is still being reviewed by Community High School District 94's attorney and SASED's attorneys. This was on the agenda for discussion and action but was pulled.

SASED Holiday Card: Dr. Volpe announced that this year's SASED holiday card design of the snowman/snowflake design was created by the third through sixth grade students (with the guidance of their teacher, Ms. McAndrew, and the support staff) at the SASED STARS Autism classroom at Fairmount School in Downers Grove.

February 26th SASED's Spring Institute: Board members were invited to attend any of the workshops and should contact Lynne Mennel (lmennel@sased.org or 630-548-7118) if they plan to attend. Board member can go to SASED's website (www.sased.org) and click the "Spring Institute" for further information regarding the sessions and their locations.

Next Governance Meeting: The next Governance Committee (policy) meeting will be held prior to the February 24th Board of Control meeting at 6:00 p.m. Materials/policies to be reviewed will be emailed earlier in February.

Next Meeting - February 24, 2010.

If you have any questions, please do not hesitate to contact Dr. Michael Volpe at 630/778-4500.