

Lynn Schroeder, Assistant Director of Human Resources, SASSED
Nancy Sallmann, Recording Secretary, SASSED

2. ADDITIONS TO THE AGENDA

There were no additions to the agenda but Dr. Michael Volpe requested that Agenda Item “d” under *Discussion with Action* be pulled from the agenda. The Intergovernmental Agreement regarding the Juvenile Detention Center is still in draft form.

3. PUBLIC COMMENT

Larry Solomon welcomed the Board.

4. APPROVAL OF MINUTES

December 9, 2009, Meeting & Closed Session:

Julia Beckman moved and her motion was seconded by Jack Buscemi to approve the regular meeting minutes and the closed session minutes of December 9, 2009.

VOICE VOTE

(It should be noted that Joel Price representing District 201 abstained.)

MOTION CARRIED

5. CONSENT AGENDA

Dr. Ed Lemman asked that Item “g” (Approve Amending the Articles of Agreement) be pulled from the consent agenda and moved to *Discussion with Action*.

Dr. John Correll moved and his motion was seconded by Patrick Sarb to approve the following consent agenda:

a. The Personnel Recommendations (Exhibit 1)

- Resignations: 5 educational support personnel

- Appointments: 6 educational support personnel

***- The request for a Parental Leave of Absence for a non-tenured certified employee
(See Exhibit 2)***

b. The Revenue/Expenditure Reports: November & December, 2009

c. The Treasurer’s Report: November & December, 2009

d. The Gross Payroll: November, 2009 - \$1,981,005.53; December, 2009 - \$1,969,797.63

***e. The Interim Checks: November, 2009 - \$741,833.05; December, 2009, including the
December 23, 2009, Bill List - \$2,679,714.10; January - \$29,587.10***

f. Voided Checks: December - (\$139.00); January - (\$85.00)

g. The Bills Payable: January 27, 2010 - \$2,708,385.92

***h. Semi Annual Review of Closed Session Minutes – Closed Session Minutes from
March 2003 will remain closed.***

Roll Call Vote:

Aye:

Salt Creek School District #48

Lisle Community Unit School District #202

Benjamin School District #25

West Chicago Elementary School District #33

School District #45, DuPage County

Downers Grove Grade School District #58

Maercker District #60

*Cass School District #63
Center Cass School District #66
Woodridge School District #68
Community High School District #99
Westmont Community Unit School District #201*

Nay:
None

Absent:
*Keeneyville School District #20
Winfield School District #34
DuPage High School District #88
Community High School District #94
Community Consolidated School District #180
Elmhurst Community Unit School District #205*

VOTE: Aye: 12 Nay: 0 Absent: 6 MOTION CARRIED

6. DISCUSSION WITHOUT ACTION

A. Presentation

Larry Solomon and Patricia Weninger reviewed the new program the Southeast Alternative School has with the College of DuPage. The students with two staff members visit COD nine times per year 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.

The Chairperson, on behalf of the Board, thanked Mr. Solomon and Mrs. Weninger for the informative presentation.

(Dr. Carol Auer arrived at 7:11 p.m. during the presentation.)

B. 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 notifying those individuals 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.

C. 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 students 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.

D. 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.

E. 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 para-professionals is still in development; and SASED is providing guidance to ten student teachers throughout the programs this spring semester.

F. 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 some 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, and
- Start a work group to review currently used 504 paperwork and try to develop a standard form to be used cooperative-wide.

Rtl Training: The SASED Professional Development Department has taken the lead in developing and presenting Rtl and Problem solving workshops, trainings and coaching opportunities for SASED districts and out-of SASED districts. In February, March and April all SASED administrators will attend Rtl Workshops 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, 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 with 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.

7. ACTIVITIES PRIOR TO THE February 24, 2010, BOARD MEETING

- | | |
|---------------|--|
| • February 3 | SASED Administrators at a Rtl Workshop |
| • February 4 | Northern Illinois Special Education Directors' Roundtable (NIRT) |
| • February 6 | SASED Parent Academy – Navigating the Educational System |
| • February 8 | Autism State Leadership Team Meeting - Bloomington |
| • February 9 | PBIS State Leadership Team Meeting - Springfield |
| • February 9 | Certified IEA/Administration Meeting |
| • February 17 | SASED Program Administrators' Meeting |
| • February 19 | SASED Administrators at a Rtl Workshop |

8. CLOSED SESSION

Dr. Carol Auer moved and her motion was seconded by Jack Buscemi to convene in closed session for the purpose of discussing matters pertaining to the appointment, employment, compensation, discipline, performance or dismissal of specific employees.

Roll Call Vote: Aye:

*Keeneyville School District #20
Benjamin School District #25
West Chicago Elementary School District #33
School District #45, DuPage County
Salt Creek School District #48
Downers Grove Grade School District #58
Maercker District #60
Cass School District #63
Center Cass School District #66
Woodridge School District #68
Community High School District #99
Westmont Community Unit School District #201
Lisle Community Unit School District #202*

Nay:

None

Absent:

*Winfield School District #34
DuPage High School District #88
Community High School District #94
Community Consolidated School District #180*

Elmhurst Community Unit School District #205

VOTE: Aye: 13 Nay: 0 Absent: 5 MOTION CARRIED

Jack Buscemi moved and his motion was seconded by Julia Beckman to return to regular session.

VOICE VOTE

MOTION CARRIED

(Closed session commenced at 7:27 p.m. and regular session reconvened at 7:47 p.m.)

9. ACTION ITEMS:

A. The Employment of the Deaf/Hard of Hearing Program Administrator :

Dr. Ed Lemman moved and his motion was seconded by Dr. Carol Auer to approve the employment of Michele Rowland as the Deaf/Hard of Hearing Program Administrator effective July 1, 2010, with contract terms as presented in closed session.

Roll Call Vote: Aye

West Chicago Elementary School District #33

Keeneyville School District #20

Benjamin School District #25

School District #45, DuPage County

Salt Creek School District #48

Downers Grove Grade School District #58

Maercker District #60

Cass School District #63

Center Cass School District #66

Woodridge School District #68

Community High School District #99

Westmont Community Unit School District #201

Lisle Community Unit School District #202

Nay:

None

Absent:

Winfield School District #34

DuPage High School District #88

Community High School District #94

Community Consolidated School District #180

Elmhurst Community Unit School District #205

VOTE: Aye: 13 Nay: 0 Absent: 5 MOTION CARRIED

B. The FY 11 Budget Calendar & Parameters:

Dr. Volpe and Sam Cannata reviewed the 2010-2011 preliminary budget preparations and recommended parameters. The Administration is proposing decreasing the staffing patterns by not renewing some teaching and aide positions as well as monitoring class size. It was noted that the Southeast Alternative School budget is still under study.

The Board discussed and relayed their concerns with the current economic situation and late funding by

the Illinois State Board of Education and its negative impact on local school districts' budgets. The Board requested that the Administration continue to monitor the state payment schedule and prepare different levels of funding (i.e., proration of reimbursement at 50%) for the Board to review at the next meeting and continue to review the situation prior to the final preparation of the FY 2011 budget.

Stephen Funk moved and his motion was seconded by Dr. John Correll to approve the preliminary FY 2011 Budget Calendar and Budget Parameters as presented with the understanding the Administration continue to monitor the financial picture over the next few months.

Roll Call Vote: Aye:

Downers Grove Grade School District #58
Salt Creek School District #48
Keeneyville School District #20
Benjamin School District #25
West Chicago Elementary School District #33
School District #45, DuPage County
Maercker District #60
Cass School District #63
Center Cass School District #66
Woodridge School District #68
Community High School District #99
Westmont Community Unit School District #201
Lisle Community Unit School District #202

Nay:

None

Absent:

Winfield School District #34
Community High School District #94
DuPage High School District #88
Community Consolidated School District #180
Elmhurst Community Unit School District #205

VOTE: Aye: 13 Nay: 0 Absent: 5 MOTION CARRIED

C. The Extended School Year (Summer 2010) Tuition & Hourly Rates

Dr. Ed Leman moved and his motion was seconded by Julia Beckman to approve the Extended School Year (Summer 2010) tuition rates (\$900 per student) and hourly rates at the same rates as 2009. (See Exhibit 3)

Roll Call Vote: Aye

West Chicago Elementary School District #33
Community High School District #99
Keeneyville School District #20
Benjamin School District #25
School District #45, DuPage County
Salt Creek School District #48
Downers Grove Grade School District #58
Maercker District #60
Cass School District #63
Center Cass School District #66
Woodridge School District #68

Westmont Community Unit School District #201
Lisle Community Unit School District #202

Nay:
None

Absent:
Winfield School District #34
DuPage High School District #88
Community High School District #94
Community Consolidated School District #180
Elmhurst Community Unit School District #205

VOTE: Aye: 13 Nay: 0 Absent: 5 MOTION CARRIED

D. Memorandum of Agreement on 2009-2010 Retirement Incentive with SASSED IEA:

Dr. Volpe reviewed the Memorandum of Agreement regarding FY-10 supplement to Section 5.10 Retirement Enhancement Program. Staff must submit the notices of retirement to him by March 13, 2010, and would have an:

- 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 \$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.

He mentioned that there are currently 10 staff members who would fall within the criteria.

Dr. Ed Lemman moved and his motion was seconded by Dr. Kerry Foderaro to approve the Memorandum of Agreement with the certified SASSED Education Association, IEA-NEA regarding the FY 10 Supplement to Section 5.10 Retirement Enhancement Program. (See Exhibit 4)

Roll Call Vote: Aye
West Chicago Elementary School District #33
Cass School District #63
Keeneyville School District #20
Benjamin School District #25
School District #45, DuPage County
Salt Creek School District #48
Downers Grove Grade School District #58
Maercker District #60
Center Cass School District #66
Woodridge School District #68
Community High School District #99
Westmont Community Unit School District #201
Lisle Community Unit School District #202

Nay:
None

Absent:
Winfield School District #34
DuPage High School District #88

Community High School District #94
Community Consolidated School District #180
Elmhurst Community Unit School District #205

VOTE: Aye: 13 Nay: 0 Absent: 5 MOTION CARRIED

E. Amending the Articles of Agreement:

Dr. Carol Auer moved and her motion was seconded by Julia Beckman to approve the proposed amendments to the Articles of Agreement as presented. (See Exhibit 5)

Roll Call Vote: Aye

Keeneyville School District #20
Community High School District #99
Benjamin School District #25
West Chicago Elementary School District #33
School District #45, DuPage County
Salt Creek School District #48
Downers Grove Grade School District #58
Maercker District #60
Cass School District #63
Center Cass School District #66
Woodridge School District #68
Westmont Community Unit School District #201
Lisle Community Unit School District #202

Nay:

None

Absent:

Winfield School District #34
DuPage High School District #88
Community High School District #94
Community Consolidated School District #180
Elmhurst Community Unit School District #205

VOTE: Aye: 13 Nay: 0 Absent: 5 MOTION CARRIED

The Administration will forward the suggested amendments to the eighteen member districts along with a resolution for districts' boards of education ratification. The amendments are effective upon two-thirds of member districts' ratification.

11. ADJOURNMENT

Jack Buscemi moved and his motion was seconded by Patrick Sarb to adjourn this meeting at 8:37 p.m.

Voice Vote

Motion Carried

Dr. Jay Tiede, Chairperson

Dr. Ed Leman, Secretary