



BOARD BRIEFS

August 26, 2009, Meeting

□ Action Items:

Board accepted/approved:

□ The Minutes:

- γ *Minutes of:*
 - June 24, 2009, regular meeting
 - June 24, 2009, closed session

□ The Consent Agenda:

- γ *Personnel Recommendations:*
 - a) Resignations - 2 certified & 10 educational support staff
 - b) Appointments - 10 certified personnel, 2 registered, & 16 educational support personnel
 - c) Re-employment - 2 certified & 7 educational support staff
 - d) Change in Employment Status - 2 employees from aides to teachers
- γ *Fiscal:*
 - July, 2009- Revenue/Expenditure Reports
 - June & July, 2009 - Treasurer's Report
 - June & July, 2009 - Gross Payroll & Interim Checks including Bills Payable for July
 - August 26, 2009 - Bills Payable

□ Presentations:

A. Orientation Day: A slide presentation was shown at the start of the meeting. Dr. Volpe reported that there were approximately 465 staff members in attendance. The remaining employees are statewide grant personnel. He mentioned that the Board was well represented and expressed his appreciation for those members attending.

B. Extended School Year (ESY) Overview: *PowerPoint* Presentation by the Coordinators: Nan Diamond reported that the extended school year programs were successful serving over 400 students. The multi-needs program started the second week after most districts' 2008-09 school terms and the low incidence program started the first part of July. Overall the evaluations were positive. The transportation vendor did an

outstanding job of coordinating the drivers' schedules. The Administration is considering having both programs run concurrently for the 2010 ESY.

Joan Allison and Joyce Zimmerman were the low incidence ESY coordinators. The program was held in Salt Creek School District 48 at the Stella Mae Swartz School. Joan Allison stated that the theme was "Reaching for the Stars." 152 students attended the program. Several high school and college students assisted in the ESY program. Joyce Zimmerman mentioned that this is a nice recruiting tool to encourage these students to pursue a special education degree.

Shannon Cribaro coordinated the multi-needs ESY program at five sites serving 260 students:

- District and Emotional/Behavioral Disabilities students at Prairieview Elementary in Center Cass School District 66 (15 classrooms with 116 students)
- Multi-needs students at Southeast School (14 classrooms with 105 students)
- Transition Students at Transition Center, Westmont (3 classrooms with 21 students)
- STARS Program at Hillcrest Elementary in Downers Grove Grade School District 58 (1 classroom with 8 students)

Students worked on their IEP goals in reading and math. The highlights for the students were the picnic at Castalda Park sponsored by SEASPAR, the picnic at Herrick Lake arranged through the DuPage County Forest Preserve and SASED's Got Talent (a student talent show held on the last day of student attendance).

C. Deaf and Hard of Hearing (DHH) Program Action Plan (*PowerPoint* presentation by the Deaf & Hard of Hearing Program Administrators):

Anne Burgoni and Joyce Zimmerman reviewed the following Action Plan:

1. Goal for Curriculum & Staff Development

- Investigate and begin to develop core curriculum across subject areas for EC through high school.

2. Goal to improve Communication to improve students' learning

- Develop better communication methods to increase parental and district knowledge and involvement about the DHH program.

3. Goal for Developing Programmatic Procedures

- Develop procedures for the DHH Program to improve effective instruction and increase student performance.

4. Goal for Facilities

- Investigate the long term needs for facilities for the DHH Program.

□ **Communications:**

- **Medicaid Administrative Outreach:** The Medicaid Administrative Outreach claiming process can no longer be done by multiple entities. Fairbanks LLC will now serve as the statewide vendor. SASED will still complete all the necessary processing for its member districts. Information presented explained that SASED will be sending representatives to the training session on behalf of its member districts and will provide Fairbanks with district

contact information.

- **Wellness Screening Program:** The brochure was sent to all SASSED employees along with the Orientation notice. There was a full schedule from 7:00 - 9:00 am on August 18th.

- **Illinois Department of Human Services:** A notice from the Illinois Department of Human Services that the Lekotek Program has been eliminated and no contract will be established for the 2009-10 school year.

- **Update on IDEA-ARRA Funding:** The memo sent to District Special Education Directors and District Business Managers explained the following updated procedures:

1. Date of submission of the grant application
2. Update on supplanting guidelines
3. Identifying use of funds
4. Additional reporting that will be required
5. To list and deduct the personnel reimbursement
6. Guidelines and process to obtain construction or building improvement costs

- **Illinois Department of Human Services' Notice of Grant Award:** Due to the efforts of Christine DiRienzo, SASSED has been awarded a \$32,000 grant for the Transition Program funded by the American Recovery and Reinvestment Act (ARRA). Students will learn the basics for setting up a business (micro-business) and how to market their creative talents. The micro-business is intended to be self-sustaining at the end of the first year. Once set up, the sales of products will support the continuing costs.

- **Letter to Parents:** The letter, which was sent to parents of students attending SASSED's programs regarding the flu with procedures to follow, was shared with the Board.

□ **ISBE Policy Assurance Statement:** At the October 22, 2008, meeting the Board of Control adopted the current Policies & Procedures, in accordance with IDEA 2004, for SASSED and on behalf of its eighteen member districts. ISBE is now requiring a written assurance of provision of policies and procedures by completing ISBE Form 34-32 (5/09). Based on past practice, SASSED will complete this form and forward to ISBE on behalf of its eighteen member districts.

□ **Strategic Plan & Performance Goals for the Executive Director and Assistant Directors:**

The final 2008-2009 Strategic Plan update was reviewed as well as the 2009-2010 action plan. The Executive Director's goals will be aligned with the Action Plan as well as the assistant directors' goals. The goals with primary responsibilities and timelines will be presented at the September meeting.

□ **Executive Director:**

- **New Board Member Orientation:** The second new Board Member Orientation was held on Thursday, July 16th. A mix of newly elected Board members, district special education administrators and a superintendent were in attendance. The SASSED Leadership Team reviewed the history, mission and functions of the cooperative. Several program and services administrators were in attendance to answer questions.

- **Juvenile Detention Center Funding:** On July 30th Attorney Jack Canna, Sam Cannata and Dr. Volpe met with the new Superintendent of District 94 (Dr. Lalo Ponce) and District 94's attorney to discuss this issue. Attorney Canna stressed that SASSED would require a full accounting for the approved expenditures of the program. The Superintendent requested an opportunity to investigate the matter further and to discuss it with his Board.

- **ISBE Directors' Conference:** The annual ISBE Special Education Directors' Conference was again held in Peoria. Among the many interesting topics was the latest information on RtI, data collection and reporting, ARRA funding and disbursement procedures, the processes for Focused Monitoring visits and continuing communications about Transition services and supports.

- **New Employee Orientation Days:** The New Employee Orientation Program was held on August 13th. Twenty-nine certified, licensed and support staff members were in attendance for a full day of training. A second day of training was available for new teachers and their mentors on August 14th. Nan Diamond and Lynn Schroeder were commended for organizing the orientation.

- **SASED Night at the Kane County Cougars:** The second annual outing saw 150 employees and their families enjoy a beautiful evening game at Elfstrom Stadium on August 13th. A few loyal SASED employees saw the Cougars win in the 15 inning marathon. Thanks to Sue Wisniewski, the Program Administrator for the Multi-needs Program, for her efforts in planning and organizing the event. Other social events will be scheduled during the school term.

- **Donation of Furniture:** The staff serving the STARS Program at Concord School are very pleased with their new used furniture. Dr. Volpe thanked Maercker District 60 for this generous donation.

Next Meeting - September 23, 2009.

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