

Jennifer Volpe, Professional Development/Rtl Liaison, SASED Highland Hills Office, Lombard
Ashley Lohrenz, Hearing Itinerant Teacher. SASED Highland Hills Office, Lombard
Sandy Pampuch, Multi-needs Teacher, Indian Trail School, Downers Grove
Nicole Padera, Autism Teacher, Concord School, Darien
Anna Moser, School Social Worker, Multi-needs and Autism Programs
Kathleen Reid, Deaf/Hard of Hearing Teacher, Fairwood School, Lombard
Katie Blair, Deaf/Hard of Hearing Teacher, Westmont Junior High School, Westmont
Jodi Padden, Rtl Coach, SASED Highland Hills Office, Lombard
Stacey Weber, Rtl Coach, SASED Highland Hills Office, Lombard
Susan Zikuda, Teacher, SASED Southeast Alternative School
Michelle Moses, Behavior Management Specialist, SASED Southeast Alternative School
Mary Lu Gebka, Behavior Management Specialist, SASED Southeast Alternative School
Laurel Kramer, Vision Teacher, Addison Trail High School, Addison
Pat Weninger, Educational Specialist, SASED Southeast Alternative School
Martha Fara, Substitute for Behavior Management Specialist, SASED Southeast Alternative School
Susan Nowak, Occupational Therapist Assistant, SASED Highland Hills Office, Lombard
Jurate Dovilas, Speech/Language Pathologist, Vision Program, Albright School, Villa Park
Alan Sraga, SASED's legal counsel from the firm of Sraga, Hauser, LLC
Dr. Michael Volpe, Executive Director, SASED
Sam Cannata, Treasurer and Assistant Director for Business, SASED
Nan Diamond, Assistant Director for Programs & Services, SASED
Lynn Schroeder, Assistant Director of Human Resources, SASED
Nancy Sallmann, Recording Secretary, SASED

2. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

Dr. Volpe noted that the following were distributed:

- The amended September 30, 2009, Treasurer's Report
- Changes to IDEA Regulations and Revisions to ICSEA's Special Education Procedures
- Flier announcing the SASED Multi-Needs Fundraiser at Culver's, Downers Grove

The Chairperson did state that there will be no action after the closed session.

3. PUBLIC COMMENT

Rosie Wolf, Vice President of the certified SASED IEA/NEA, thanked the Board members for their support during this past year and looks forward to continue working together in a cooperative way.

4. INTRODUCTIONS OF NEW CERTIFIED/LICENSED STAFF EMPLOYEES

Dr. Volpe stated that he was pleased to have SASED's certified IEA officers in attendance at this meeting as well as some of the new certified/licensed staff.

The new staff were asked to introduce themselves.

5. APPROVAL OF MINUTES

September 23, 2009, Meeting & Closed Session:

Dr. Carol Auer moved and her motion was seconded by Julia Beckman to approve the regular meeting minutes and the closed session minutes of September 23, 2009.

VOICE VOTE
(It should be noted that Joel Price abstained.)

MOTION CARRIED

6. CONSENT AGENDA

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

- a. The Personnel Recommendations (Exhibit 1)*
 - Resignations: 1 certified and 2 educational support personnel
 - Appointments: 1 certified & 3 educational support personnel
 - Change of Employment Status: Increase FTE of 2 certified employees
 - Unpaid Leave of Absence for a tenured certified employee (See Exhibit 2)
 - Establishing a Medical Assistant Sub Pool & Rate of Pay
- b. The Revenue/Expenditure Reports – September, 2009*
- c. The Treasurer’s Report – September, 2009*
- d. The Gross Payroll - September, 2009 - \$1,983,814.55*
- e. The Interim Checks – September, 2009 - \$1,075,801.86*
- f. The Bills Payable – October 28, 2009 - \$3,714,835.35*
- g. Voided Checks - (\$7,734.27)*
- h. The Second Reading on the following policies:*
 - Staff supervision – 3:562
 - Compliance with the Fair Labor Standards Act – 5:35
 - Drug-Free and Alcohol-Free Workplace – 5:50
 - Expenses – 5:60
 - Professional Development Program – 5:100

(The above policies are effective 10/28/09)
- i. The First Reading on the following policies:*
 - Temporary Illness or Temporary Incapacity – 5:180
 - Family and Medical Leave – 5:185
 - Terms and Conditions of Employment and Dismissal – 5:200
 - Resignations – 5:210

(The Second Reading will be held at the December 9, 2010, meeting.)
- j. The resolution to complete the process of establishing an account at MB Financial Bank*
- k. The application for approval of the Ten Year Safety Survey Report*
- l. Adopting the Revised Procedures for Special Education Regulations on behalf of SASSED and its eighteen member districts*
- m. The release of disbursements prior to the December Board meeting.*

Roll Call Vote: Aye:
Salt Creek School District #48
Community High School District #99
Keeneyville School District #20
Benjamin School District #25
West Chicago Elementary School District #33
Winfield School District #34
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
DuPage High School District #88
Community High School District #94
Westmont Community Unit School District #201
Lisle Community Unit School District #202
Elmhurst Community Unit School District #205

Nay:
None

Absent:
Community Consolidated School District #180

VOTE: Aye: 17 Nay: 0 Absent: 1 MOTION CARRIED

7. PRESENTATION

A. SASED Coaching Services 2009-2010: Jennifer Volpe presented a Power Point presentation relative to Rtl covering the following areas:

- Member district needs
- SASED coaching resources
- 2009-2010 objectives
- Measuring outcomes
- SASED's commitment
- Ensuring sustainability

8. DISCUSSION WITHOUT ACTION

A. Administrative Updates:

Sam Cannata, Assistant Director for Business, reported on activities since the September meeting as follows:

- With the conversion of Skyward (SDS) continuing, there have been two meetings with the Skyward representatives to plan for the system change and to find the potential for system improvements and efficiencies.
- Reviewed the IDEA-ARRA quarterly reporting of expenditures requirements.
- The Administration is at the preliminary stages of developing next year's program budgets with the Leadership Team meeting with each program administrator to discuss the development of "standards" for enrollment and staffing.
- With the coordination of Susan Gabel, National Lewis University Professor, and SASED, a Grant has been submitted for approval. If approved, SASED would receive an indirect fee of approximately \$29,500 for each of three years of the grant.

Nan Diamond, Assistant Director for Programs and Services, reported on activities since the September meeting as follows:

- On October 6, 2009, the Consortium on Reading Excellence (Core) facilitated a meeting with SASED's Deaf and Hard of Hearing and Visually Impaired Program Coordinators. The administrators developed a timeline which will result in the adoption of a reading curriculum in the Fall of 2010.
- Pie charts of results of last year's ISAT/PSAE test results by grade levels of the Southeast Alternative School students were presented. Since the enrollment constantly changes, the Administration will focus on examining the overall grade level academic improvements.
- On November 21, 2009, at Northern Illinois University, SASED will launch its first Parent Academy for any district parent who wishes to attend. The presented sample flier will be disseminated to district coordinators.

Lynn Schroeder, Assistant Director for Human Resources, also reported on activities since the September meeting as follows:

- Has also spent time with the Skyward representatives and potential functions of this system as it relates to the Human Resources Department.
- Working with the Educational Support IEA in understanding their contract.
- An area of much discussion and follow-up has been the working conditions as outlined in the contract as it relates to the lunch period and total hours paid. The sides have created a memorandum of agreement on the matter to present to the Board in December.

9. EXECUTIVE DIRECTOR'S REPORT

- **Illinois Alliance of Administrators of Special Education (IAASE):** SASSED and its member districts were well represented at the Annual Fall Conference of the IAASE in Tinley Park. The two day event included workshops on innovative practices, leadership, current legal issues, Rtl, Autism and many more topics of value.

- **SASSED IEA (Certified)/Administration Meeting & Support Staff IEA/Administration Meeting:** The Leadership Team has met with both unions and their new Uniserv Director, Mrs. Naomi Sheppard, this past month.

For the certified group there are several minor language issues that have become apparent (i.e., a discrepancy between the order of hire language used to "break a tie" for RIF and the sequence used for the same purpose in the seniority language). These will be corrected through memoranda of agreement brought to the Board for approval.

The support staff unit has over 205 members. The Leadership Team is still making efforts to help this group understand the language of the agreement and any potential changes in their working conditions.

- **SASSED Program Administrators:** The October meeting agenda focus was on the Charlotte Danielson teacher evaluation framework. The administrators were presented with the final forms for the formative and summative evaluation process and were given an opportunity to practice gathering evidence through observation and aligning the performance with the rubric. Sandy Pampuch, Multi-needs Teacher, was commended for volunteering to have one of her lessons video-taped for this exercise.

- **SASSED Parent Advisory Council:** The first meeting of this school year was held on October 14th and was well attended by parents with students served in our member districts as well as those whose children attend SASSED's programs. The agenda included the review of ISBE Parents' Rights document, a preview of the SASSED Parent Academy classes starting in November (A flier was presented to the Board); a review of the Deaf and Hard of Hearing Action Plan; a call for volunteers for a focus group on SASSED facilities; and discussion of the direction that the Council would like to take in terms of continuing its advisory role to the SASSED Administration. Thanks to Sheila Keegan for her ongoing organizational efforts with this important stakeholder group.

- **Elmhurst Community Unit School District 205 Special Education Resource Group (SERG):** Dr. Volpe was invited to present an overview of SASSED programs and services to District 205's special education parent group SERG. The event was attended by over 25 parents. He was given the opportunity to share information about SASSED, our history, our structures and most importantly our interactions with the District.

- **Organizational Charts:** The organizational charts were presented. There was a chart for the central office staff as well as one for each program and one for all related services.

10. ACTIVITIES PRIOR TO THE December 9, 2009, BOARD MEETING

- November 4 SASED Program Administrators' Meeting
- November 5 IAASE Board of Directors' Meeting - Springfield
- November 9 – 10 Transition Conference - Chicago
- November 12 DuPage/West Cook Meeting
- November 13 SASED Districts Administrators' Meeting *
- November 18 DuPage IASA Meeting
- November 19 Administrators' Academy on Special Education Finance
- November 20 – 22 Triple I Conference – Chicago
- November 24 Non-Certified IEA/Administration Meeting
- November 30 West Chicago Superintendents' Meeting
- December 2 SASED Program Administrators' Meeting
- December 3 Northern Illinois Roundtable of Special Education Directors
- December 8 Certified IEA/Administration Meeting

*Board members were invited to this meeting. The topic will be "legal update" presented by Attorney Terri Engler from SASED's law firm of Sruga, Hauser, LLC.

11. CLOSED SESSION

Raymond Kielminski moved and his motion was seconded by Dr. Ed Leman 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:

Salt Creek School District #48
West Chicago Elementary School District #33
Keeneyville School District #20
Benjamin School District #25
Winfield School District #34
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
DuPage High School District #88
Community High School District #94
Community High School District #99
Westmont Community Unit School District #201
Lisle Community Unit School District #202
Elmhurst Community Unit School District #205

Nay:

None

Absent:

Community Consolidated School District #180

VOTE: Aye: 17 Nay: 0 Absent: 1 MOTION CARRIED

Julia Beckman moved and her motion was seconded by Stephen Funk to return to regular session.

(Closed session commenced at 8:01 and convened at 8:34 p.m.)

12. ADJOURNMENT

Raymond Kielminski moved and his motion was seconded by Dr. Carol Auer to adjourn this meeting.

VOICE VOTE
(Meeting adjourned at 8:35 p.m.)

MOTION CARRIED

Dr. Jay Tiede, Chairperson

Dr. Ed Leman, Secretary