



## **2. ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

Dr. Volpe noted that the Amended Proposed Personnel Action was distributed.

## **3. PUBLIC COMMENT**

There were no visitors present to address the Board.

## **4. APPROVAL OF MINUTES**

**October 28, 2009, Meeting & Closed Session:**

***Dr. Carol Auer moved and her motion was seconded by Jack Buscemi to approve the regular meeting minutes and the closed session minutes of October 28, 2009.***

**VOICE VOTE**

**MOTION CARRIED**

## **5. CONSENT AGENDA**

***Raymond Kielminski moved and his motion was seconded by Julia Beckman to approve the following consent agenda:***

- a. The Personnel Recommendations (Exhibit 1)***
  - Resignations: 3 educational support personnel***
  - Appointments: 2 educational support personnel***
  - Change of Employment Status: Decrease FTE of 1 certified grant employee***
- b. The Revenue/Expenditure Reports – October, 2009***
- c. The Treasurer’s Report – October, 2009***
- d. The Gross Payroll - October, 2009 - \$1,990,967.17***
- e. The Interim Checks – October & November including the November 25, 2009, Bill List - \$5,146,110.03***
- f. Voided Checks - (\$1,632.54)***
- g. The Second 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 above policies are now effective as of December 9, 2010.)***
- h. The Memorandum of Agreement with the Support Staff Association. (See Exhibit 2)***
- i. The Amendment to the IEA/NEA (Certified) Collective Bargaining Agreement for FY 2009 – FY 2013. (See Exhibit 3)***
- j. Destroying Tape Recordings of the April 16, 2008, and May 28, 2008, Closed Sessions which are now older than 18 months.***

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  
Community Consolidated School District #180  
Lisle Community Unit School District #202*

Nay:  
*None*

Absent:  
*Westmont Community Unit School District #201  
Elmhurst Community Unit School District #205*

*VOTE: Aye: 16 Nay: 0 Absent: 2 MOTION CARRIED*

## **6. DISCUSSION WITHOUT ACTION**

### **A. Communications:**

- Letter to parents regarding a confirmed H1N1 case.
- Announcement of vacancy for 2010-2011: (Anne Burgoni, Program Administrator for the Deaf and Hard of Hearing Program, will be retiring at the end of the 2009-2010 school year.) Mrs. Burgoni has worked in the Deaf and Hard of Hearing Program for 34 years.
- A letter of thanks from SERG Co-Chairs (Elmhurst Community Unit School District 205): Michael Volpe attended one of their recent meetings. He gave an overview of SASED and explained its services as it relates to District 205.
- 2009-2010 Professional Development Newsletter: Outlines development opportunities sponsored or co-sponsored by SASED through April.
- Information from SASED's Legal Counsel (Sraga Hauser, LLC)
  - Special Education Legal Update
  - Parent Revocation of Consent for Special Education Related Services (including sample letters)
  - Student Records

### **B. Required Amendments to the Articles of Agreement**

Recent legislation has placed new requirements on Joint Agreements/Special Education Cooperatives to have specific language within their Articles of Agreement that addresses:

- Withdrawal of a member district
- Disposal of property upon withdrawal of a member district
- Addition of a section that addresses the work calendars for employees assigned to member districts

Dr. Volpe will consult with Attorney Sraga to create the amendment for Board consideration at the January meeting.

### C. Administrative Updates:

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

- Training and database modifications are continuing to be completed to allow for the conversion to Skyward Software by the first of the year.
- The Leadership Team has completed its meetings with the program administrators and service coordinators to achieve greater efficiencies in the programs and services for 2010-2011.
- SASSED has filed its Integrated Pest Management Plan with the Illinois Department of Public Health.

### 7. EXECUTIVE DIRECTOR'S REPORT

- **IAASE Board of Directors' Meeting:** The Board of Directors' meeting was held in Springfield on November 5<sup>th</sup>. David Andel on behalf of Beth Hanselman, the Assistant Superintendent for ISBE Special Education, reported that an updated Rtl guidance document is projected for completion in late January. The new document, which is to be effective at the start of the 2010-2011 school year, will detail requirements for the identification of a student with a learning disability. The detailed new requirements will require the use of an Rtl model versus the currently used discrepancy model. Dr. Volpe will keep the member districts informed of the new guidance.

- **SASED District Administrators' Meeting:** Teri Engler from our law firm Sraga Hauser, LLC attended the November meeting (Handouts were identified under information from legal counsel addressed earlier.)

- **SASED Program Administrators' Meeting:** Attorney Engler was also present at this meeting to discuss the procedurally correct and an educationally viable IEP. The staff came away with a clear understanding of the necessary components and required documentation as well as promoting consistency in the development of IEPs.

- **Juvenile Detention Center Funding:** Dr. Volpe and Superintendent Ponce from West Chicago Community High School District 94 have recently been discussing and appear to have come to agreement regarding the continuation of SASSED operating the educational component at the Juvenile Detention Center for this coming year. There are some minor changes in the interagency agreement that are being worked on. A final draft will be presented at the January Board meeting for consideration.

- **Triple I Conference on November 20<sup>th</sup>, 21<sup>st</sup>, 22<sup>nd</sup> :** Dr. Volpe reported that he attended several good workshops, particularly those regarding data collection, Dashboards, and collective bargaining issues.

### 8. ACTIVITIES PRIOR TO THE January 27, 2010, BOARD MEETING

- |                  |  |
|------------------|--|
| • December 10    | Behavior Interventions/Discipline Procedures Committee |
| • January 6      | SASED Program Administrators' Meeting                  |
| • January 13     | DuPage IASA Meeting                                    |
| • January 13     | SASED Parent Advisory Council Meeting                  |
| • January 15     | District Administrators' Meeting                       |
| • January 20     | IAASE Board of Directors' Meeting - Springfield        |
| • January 21, 22 | IAASE Winter Conference – Springfield                  |
| • January 26     | Non-Certified IEA/Administration Meeting               |

## 9. CLOSED SESSION

**Dr. Ed Lemman moved and his motion was seconded by Dr. Carol Auer 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:  
West Chicago Elementary School District #33  
Keeneyville School District #20  
Benjamin School District #25  
Winfield School District #34  
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  
DuPage High School District #88  
Community High School District #94  
Community High School District #99  
Community Consolidated School District #180  
Lisle Community Unit School District #202

Nay:  
None

Absent:  
Westmont Community Unit School District #201  
Elmhurst Community Unit School District #205

VOTE: Aye: 16   Nay: 0   Absent: 2   MOTION CARRIED

**VOICE VOTE**

**MOTION CARRIED**

**Stephen Funk moved and his motion was seconded by Raymond Kielminski to return to regular session.**

*(Closed session commenced at 7:48 and convened at 8:04 p.m.)*

## 10. ACTION ITEMS:

### **A. Memorandum of Agreement with the SASSED Education Association Regarding a Probationary Teacher's Request for an Unpaid Leave of Absence:**

**Dr. Ed Lemman moved and his motion was seconded by Dr. Steven Humphrey to approve the Memorandum of Agreement with the SASSED Education Association regarding a probationary teacher's request and to approve the probationary teacher's request for an unpaid leave of absence. (See Exhibit 4 & Exhibit 5 respectively)**

Roll Call Vote:     Aye:  
West Chicago Elementary School District #33  
DuPage High School District #88  
Keeneyville School District #20  
Benjamin School District #25  
Winfield School District #34

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 #94  
Community High School District #99  
Community Consolidated School District #180  
Lisle Community Unit School District #202

Nay:  
None

Absent:  
Westmont Community Unit School District #201  
Elmhurst Community Unit School District #205

VOTE: Aye: 16 Nay: 0 Absent: 2 MOTION CARRIED

**B. Resolution Honorably Dismissing Educational Support Personnel and Resolution Dismissing Probationary Educational Support Personnel**

***Dr. Steven Humphrey moved and his motion was seconded by Dr. Gwynne Kell to adopt the Resolution Honorably Dismissing Educational Support Personnel and the Resolution Dismissing Probationary Educational Support Personnel (See Exhibit 6 and Exhibit 7 respectively).***

Roll Call Vote: Aye:  
DuPage High School District #88  
Winfield School District #34  
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 #94  
Community High School District #99  
Community Consolidated School District #180  
Lisle Community Unit School District #202

Nay:  
None

Absent:  
Westmont Community Unit School District #201  
Elmhurst Community Unit School District #205

VOTE: Aye: 16 Nay: 0 Absent: 2 MOTION CARRIED

**11. ADJOURNMENT**

*The Chairperson declared the meeting adjourned by acclamation at 8:09 p.m.*

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Dr. Jay Tiede, Chairperson

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Dr. Ed Leman, Secretary