



**DUPAGE/WEST COOK GOVERNING BOARD**  
**MINUTES – September 13, 2018**  
**LOCATION: SASSED Administrative Center**  
**2900 Ogden Avenue**  
**Lisle, IL 60532**

Dr. Jimmy Gunnell, Chairperson, called the meeting to order at 10:09 am. During roll call, the following members answered present:

AERO – Dr. Jimmy Gunnell	Districts #86 & #181 – Tammy Prentiss
CASE – Dr. Emily Tammaru (Alt)	Districts #90, #91, #98 & #100 – Maria McCarthy
LADSE – Ellie Ambuehl	District #99/Cook – Sergio Rodriguez (Alt)
LASEC – Dr. Melinda McGuffin	District #200/DuPage – Erica Ekstrom
NDSEC – Jim Nelson	
PAEC – Mary Beth Boeh	
SASED – Dr. Michael Volpe (Alt)	

The following members were absent:

District #97 – Ebony Lofton  
District #200C – Dr. Gwen Walker-Qualls  
District #201C – Dr. Romona Stavros  
District #203 – Christine Igoe  
District #204 – Christina Sepiol

The following non-voting members were present:

District #81 – Brandon Cochrane  
Parent Reps. – Alana Rybak (Cook County)  
Heather Roy (DuPage County)

Also, present:

Nan Diamond, Coordinator, DuPage/West Cook  
Sam Cannata, Treasurer, DuPage/West Cook  
Lynne Mennel, Recording Secretary

#### **APPROVAL OF THE AGENDA AND ITS CHANGES**

Dr. Gunnell, Chairperson, advised the Board that Item Xb (10b) on the Agenda should be noted as an Action Item with a Board vote.

*Dr. Melinda McGuffin moved, and her motion was seconded by Dr. Michael Volpe to approve the Action Item addition and to approve the remainder of the agenda as is.*

**VOICE VOTE**

**MOTION CARRIED**

#### **APPROVAL OF THE MAY BOARD MINUTES**

*Ellie Ambuehl moved, and her motion was seconded by Dr. Michael Volpe to approve and accept the May 17, 2018 meeting minutes.*

**VOICE VOTE**

**MOTION CARRIED**

#### **INTRODUCTIONS/GUESTS**

Dr. Gunnell requested the Board, new Board members and guests to please introduce themselves.

**Guests:** Alan Sraga - Engler, Callaway, Baaslen & Sraga, LLC  
Dawn Hinkle - Engler, Callaway, Baaslen & Sraga LLC  
Carrie Morfoot - Hinsdale South DHH Department Chair/LADSE DHH Program  
Tracy Mack - CASE Itinerant Services

**PUBLIC PARTICIPATION**

None.

**ELECTION OF OFFICERS (for one-year term for 2018-2019)**

The current Chairperson, Dr. Gunnell, requested nominations from the floor.

**Chairperson:** Dr. James Gunnell

*Jim Nelson nominated, and his nomination was seconded by Tammy Prentiss that Dr. James Gunnell be appointed Chairperson for the 2018-2019 term and declared to close Nominations.*

**VOICE VOTE**

**MOTION CARRIED**

Dr. Gunnell accepted.

**Vice Chairperson:** Jim Nelson

*Dr. James Gunnell nominated, and his nomination was seconded by Tammy Prentiss that Jim Nelson serve as the Vice Chairperson for the 2018-2019 term and declared to close Nominations.*

**VOICE VOTE**

**MOTION CARRIED**

Jim Nelson accepted.

**Secretary:** Dr. Melinda (Mindy) McGuffin

*Dr. James Gunnell nominated, and his nomination was seconded by Jim Nelson that Dr. Melinda (Mindy) McGuffin serve as Secretary for the 2018-2019 term and declared to close nominations.*

**VOICE VOTE**

**MOTION CARRIED**

Dr. McGuffin accepted.

**ARTICLES OF AGREEMENT & VOTING ELIGIBILITY – Article II, Section 1 – District Representation**

Dr. Gunnell, Chairperson, did a brief backdrop into the reason for revisiting the current composition of the Board, which started in the Spring of 2017 through last school year. It was due to a lack of quorum at regularly scheduled meetings. Nan Diamond, DWC Coordinator, sent surveys to see if there were “better days” and/or “better times” to meet, and the survey results indicated it was not a scheduling issue.

Both Dr. Gunnell and Nan Diamond looked at the makeup of the Board, and particularly voting members to establish a quorum. At the time, the thought was maybe the current process of voting members may be inconsistent with the Articles of Agreement.

- Natural pairings because of the 2008 Amendments (i.e. FDSE dissolved; Hinsdale Districts pulled out of LADSE)
- Consideration of Cooperative representation – aggregate student enrollment

Mr. Alan Sraga and Ms. Dawn Hinkle from Engler, Callaway, Baaslen & Sraga were present at the Board meeting to listen to the discussions and to gain a better understanding of the Board member’s position on this topic before revising the Articles of Agreement, which subsequently must be approved by 51% of or 47 districts out of 92.

The current Articles of Agreement do not specify the process to be used by either the High Incidence Cooperatives or the Independent Districts to select Governing Board representatives. The Articles of Agreement do not address the process by which the “less-than-5,000” districts together appoint one or more representatives. Currently, the Independent Districts should be in one large voting pool. Therefore, the Governing Board needs to consider how to align the composition of the Board with the Articles of Agreement or if there needs to be consideration of changing the Articles.

There was continued discussion on the eligibility of a voting member, which is an independent district or a High Incident Cooperative. Voting eligibility is determined by total student enrollment in increments of 5,000 students. (i.e.: If a district, or grouping of districts, have 10,000 students, they would be eligible for two (2) votes.) If districts who have withdrawn from their respective Cooperative(s) express an interest in becoming a DWC Board member, they must have a minimum student enrollment of 5,000 students, or they can ask other districts to partner with them, so the minimum student enrollment threshold can be met. The DWC Board and/or the DWC Coordinator cannot help with this process, but the districts can discuss the pairings among themselves. Note: The current pre-2006 independent districts and Coops on the DWC Governing Board are grandfathered.

This is the current proposal on the table, but in order for this amendment to occur, the Board needs to temporarily vote four (4) representatives from the large Independent District pool in order to vote and approve the proposed amendment.

### **REAFFIRM THE ESTABLISHED/APPROVED QUARTERLY MEETINGS FOR 2018-2019**

The following quarterly meeting dates, time and location of the meetings were agreed upon and approved by the Board at the May meeting:

**DATES:** September 13, 2018  
November 15, 2018  
February 14, 2019  
May 16, 2019

**TIME:** 10:00 am

**PLACE:** SASSED Administrative Center  
2900 Ogden Avenue  
Lisle, IL 60532

*Jim Nelson moved, and his motion was seconded by Tammy Prentiss to reaffirm the 2018-2019 quarterly meetings.*

**VOICE VOTE**

**MOTION CARRIED**

### **COORDINATOR'S REPORT**

**SASED Extended School Year** – Andy Hubble, ESY Administrator & Southeast School Program Administrator.

**Accountability** - 102 students attended and received services from SASSED's Low-incidence programs, which were housed at Salt Creek Elementary School; 64 students in the VI program and 42 students in the DHH program. Extended School Year (ESY) was 20 days starting July 3<sup>rd</sup> and ending July 31<sup>st</sup>. Early intervention of tardy students and being more assertive with transportation contributed to the Average Daily Attendance of 79.7% with 10% of the students attending 50% or less.

**Goal Attainment** - Although all content is delivered, we focused on Academic and SEL goals. Student data was collected weekly and then aggregated at the end of ESY. The student data scale of -2 to +2 changed from last year to 0 to 4 rating scale this year. Average Goal Attainment: 2.0 – 2.99, which is a Maintenance level. Only 6.6% of all students showed any level of Regression. Those at 60% attendance or below made up this group. 51.9% showed some level of improvement. This is effected by the emphasis placed on 1 Academic and 1 SEL goal per student.

41.5% of all students maintained their academic and/or SEL goals during ESY. 94.3% of all students had at least one goal progress monitored. 5.7% had insufficient paperwork to determine appropriately monitored goals. 63.2% of all students had both 1 academic and 1SEL goal. 31.1% had 1 academic goal. The total student goal attainment average was: Vision – 2.48 DHH – 2.28

**Recommendations** for improvement:

\*Better system to initiate attendance.

16.1 % (19) of the original 120 students did not attend the first 3 days of ESY

73.6 of those 19 students eventually dropped

\*Continue to reduce goal attainment expectations to 2 critical goals.

\*Continue to focus on 1 Academic and 1 SEL goal for progress monitoring.

Additional academic and related services goals will continue to be worked on.

\*The highest possibility of contact hours to give the greatest opportunity for, not only maintenance, but growth.

### **ESY 2019**

\*All 2019 Extended School Year (ESY) forms are on the MySASED website.

\*ESY will be 16 days in length; 4 hours of instruction per day; Monday through Thursday only.

\*Location: Within Salt Creek SD #48

\*Hours: 8:30 am – 12:45 pm

### **LADSE/Hinsdale South High School Extended School Year** – Carrie Morfoot, Hinsdale South DHH Department Chair/LADSE DHH Program

ESY ran from June 4<sup>th</sup> to June 28<sup>th</sup>. Total number of days was 16. Total students enrolled was 21, which were primarily freshman. The average attendance was 88%.

The focus was Math and Language skill building with community and/or vocational applications, and the application of Academic and Communication skills in real life settings each week. The real-life settings were focused on getting out 1 – 2 days per week.

There were 2 math groups and 2 language groups. Math Group 1 (or the Community Based Group) were to increase their basic math/pre- algebra skills by improving the number of correct problems on a timed test. All students increased the number of problems attempted, and they increased their total numbers of problems correct within the time. Math Group 2 (or the Academic Group) were to increase their basic math/pre-algebra skills by improving their score by at least 3 points. 13 out of 14 students increase their skills. The average number of points improved was 3.6, which is a 17.2% average improvement.

Language Group 1 (or the Community Based Group) were to answer 3 out of 3 WH-questions correctly when given a News2You story and 3 “wh” multiple choice picture questions. 100% of the students met the goal. Language

Group 2 (or the Academic Group), the student, after reading a passage or watching a “Deaf Newsclip,” will correctly answer content related questions in writing or during classroom discussion with 80% accuracy. 9 out of 12 students met or exceeded the 80% target.

Vocational Assistance – 4 students received vocational coaching. Assistance was provided to students employed at Walmart, Jewel-Osco and Whole Foods.

**ESY 2019** – there will be no changes for next year.

### **Audiology** – New Procedures & Forms

New procedures for Audiological referrals were reviewed, and new Service Request forms were distributed. The new procedures and forms are to simplify the process by making it less complicated, which in turn will help expedite the referrals.

<b><u>DWC Enrollment</u></b>	<b><u>9/2018</u></b>
SASED PreK-8 DHH	55
LADSE High School DHH	41
Visually Impaired	80
SASED Transition (Blended)	21
LADSE Transition	<u>20</u>
Total	217

### **RCDTS Codes**

The Board was given SASED's RCDTS codes for the DuPage West Cook & SASED programs for 2018-2019. Nan Diamond reconfirmed that SASED is asking the districts to use these codes for the Student Information System (SIS). These codes will assist/help the districts when SASED sends the coursework & assessment information to the districts to upload into their SIS systems.

## **FINANCIALS**

### **Treasurer's Report**

*Dr. Michael Volpe moved, and his motion was seconded by Ellie Ambuehl to accept the Treasurer's Report ending June 30, 2018 with \$7.52 total interest earned for a balance of \$14,831.05.*

**VOICE VOTE**

**MOTION CARRIED**

### **Philip Rock Center – Tuition/Fee Waiver**

The Philip Rock Center placed a student in SASED's Vision program. The parent's district of residence is outside of the DWC catchment area. Philip Rock is responsible for the cost of the student's education and requested a waiver of the non-member district fee of \$5,000. The Center is funded with State funds; is operated by the Illinois State Board of Education; and Keeneyville Elementary SD #20 is its administrative agent. Its programs have been flat-funded for many years and is experiencing financial hardship.

*Dr. Melinda McGuffin moved, and her motion was seconded by Jim Nelson to accept the fee waiver as recommended.*

**VOICE VOTE**

**MOTION CARRIED**

### **Update on the Lease Agreement**

Hinsdale SD #86 and LADSE are very close to an agreement. D86 will have their Board review the draft agreement at their next Board meeting. If the draft is approved, it will be sent to D86's attorney for review, and then sent to DWC's attorney, Todd Hayden, for his review before the next DWC meeting, which is November 15<sup>th</sup>.

Dr. Gunnell again reiterated a thank you, on behalf of the DWC Board, to Dr. Law for extending another year with no harm to student relocation, and to D86's commitment to the Program.

## **2018-2019 GOVERNING BOARD REPRESENTATIVES**

The newest Board members were given a Welcome Packet, which contained:

- Articles of Agreement & Updated Addendums
- DWC Retirement Policy
- SASED Diagnostics Services Overview
- Hinsdale South HS DHH Program Overview
- SASED Referral Forms
- List of DWC Board members and their contact information

All Board members were given an updated list of the Board and Alternate members.

## **OTHER DISCUSSION**

Alana Rybak, new parent rep, has a son in first grade at Salt Creek Elementary in the SASED Vision program. She chairs a non-profit Vision organization.

Heather Roy, new parent rep, has a son at North School in the SASED DHH program, and is very happy that he is doing well. He had Cochlear implants at 10 months and speaks very well.

Both parents are very happy to be a part of the DuPage West Cook Governing Board.

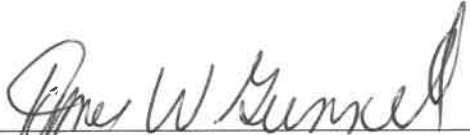
## **ADJOURNMENT**

*Dr. Michael Volpe moved, and his motion was seconded by Jim Nelson to adjourn the meeting.*

**VOICE VOTE**

**MOTION CARRIED**

The meeting was adjourned at 11:35 am.

  
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**Dr. James Gunnell, Chairperson**

  
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**Dr. Melinda McGuffin, Secretary**

  
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**Lynne Mennel, Recording Secretary**