

3. Additions to the Agenda--none

4. Public Comment--none

5. Presentations

- a. *Proactive and Responsive Approaches to Restrictive Disciplinary Procedures at SASSED*, led by Nan Diamond, Christine Martin and Andy Hubble

Administration wanted to share with both Boards how SASSED works proactively to reduce the use of physical management with students, adding that no SASSED program/service utilizes isolated time out. SASSED only utilizes physical management as a last resort intervention and, only when a student is a danger to self and/or others. The history of the Behavioral Oversight Committee along with the process of determining needed professional development was shared. SI/IS is the service that maintains the integrity of the interventions by providing the trainings for staff (based on SASSED requirements of training and annual refreshers). Parent Advisory Committee input is also obtained on an annual basis. SASSED protocol states any time physical management is utilized it is to be documented. If a student reaches three incidents, a clinical review is required; this is done for every three incidents regardless of time frame. The presenters shared their analysis of the data highlighting the decrease in the use of the interventions, especially at Southeast Alternative School over the past year. Discussion included data analysis such as cohort data year to year instead of aggregate data. Staff are using the SWISS system to track data which allows for a total picture of issues a student may be dealing with.

- b. *FY20 Budget* presented by Dr. Volpe and Sam Cannata

Dr. Volpe introduced the presentation by reviewing the recent Finance Committee meeting which vetted all aspects of the FY20 Budget Assumptions and Calendar. Dr. Volpe provided an overview of the highlights of the discussion focusing on the “3M” goals of: 1) Minimize Tuition and Service Rate Increases; 2) Maximize Classroom Enrollment; 3) Maintain Quality. The budget assumptions are the basic building blocks for early development of the budget with the largest component being wages/benefits. Administration works to stay as close to CPI as possible (2017=2.1%) in all aspects of the budget development. Another factor for FY20 is there was a plan for the implementation of the Board paying the administrator’s portion of their TRS over time which is now uncertain given the salary cap legislation. Dr. Volpe very recently received an email from our lawyer saying that TRS is willing to review SASSED’s current plan in hope of identifying it as an “existing agreement” which would not incur penalties if the 3% cap is exceeded. Going forward there may need to be a change in the budget presentation depending on outcome of the TRS decision. Other budget considerations presented were:

- Medical insurance increased 8%, as a result the rates for staff were increased.
- Administration is continuing to budget 1% in pension shift.
- The target is to increase tuition/fee rates 2.5% which will be reflected in the menu of services.
- EBF goes directly to offset cost of programs/services (\$2.8 million).
- There is not a direct assessment for administrative costs, it is tied to the use of services.
- The Southeast Alternative School renovation expenditures have decreased \$100,000.
- The proposed budget calendar gives direction and the timeline for budget development/adoption for both Boards.

The final issue discussed was the IDEA distribution changes. Under current IDEA Funding, SASSED receives all funding and 92.5% of it is sub-granted back to the member districts. SASSED keeps 7.5% for administration and professional development. The Finance Committee discussed options to address the fact that the pending change to distribution of 100% of the grant funds directly to the districts will leave SASSED without necessary operating funds. The final recommendation of the committee was that SASSED should invoice for members 5% for administration and 2.5% for professional development through the menu of services.

Administration will also work with member districts on the training/technical assistance/support needed to implement the new allocation to the districts and their business offices. SASSED will convene a meeting of district business managers regarding this process after the new CSBO is named.

6. Consent Agenda

Motion made by Member Gil Wagner, seconded by Member Sean Nugent to approve the consent agenda items as presented with correction to the open session minutes.

- a. Approval of Minutes from the December 5, 2018 Open Session and the December 5, 2018 Policy Committee Meeting
- b. Personnel Recommendations
 - 1) Accept/Approve Resignations, Dismissal, Appointments of Educational Support Personnel, Licensed staff and Registered staff as presented.
- c. Accept the Financial Reports
 - 1) Treasurer's Report--November/December 2018
 - 2) Revenue/Expenditure Report--November/December 2018
 - 3) Gross Payroll--November/December 2018; \$1,915,511.76/\$1,888,173.20
 - 4) Interim Payroll Liabilities--November/December 2018; \$744,360.82/\$696,625.51
 - 5) January Bill List--\$1,165,696.97
 - 6) Interim Checks--December/January 2018; \$676,718.52
- d. Adopt Non-Substantive Change Policies
 - 1) 5:184 Leaves Holidays and Vacations
 - 2) 6:60 Curriculum Content
 - 3) 7:250 Student Support Services
- e. Conduct First Reading of Substantive Change Policies
 - 1) 2:120 Board Member Development
 - 2) 4:45 Insufficient Fund Checks and Debt Recovery
 - 3) 4:170 Safety
 - 4) 5:30 Hiring Process and Criteria
 - 5) 7:70 Attendance and Truancy
 - 6) 7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students
 - 7) 7:190 Student Discipline
 - 8) 7:260 Exemption from Physical Activity

Upon Roll Call Vote:

Ayes:

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

Nays: None

Absent:

Salt Creek School District #48
DuPage High School District #88
Lisle Community Unit School District #202

Ayes: 15 districts **Nays:** 0 districts **Absent:** 3 districts **Motion carried.**

7. Discussion Without Action

a. Informational/Correspondence

- 1) Program Administrator Meeting 12/4/18--Dr. Volpe highlighted the agenda from the Program Administrator meeting.
- 2) Audit Report— Sam reviewed highlights of the audit which included the memo, letters and audited financial statement. The Board will be asked to accept the audit at the February meeting.
- 3) FOIA Requests—each were responded to within required timelines.
 - a) Chicago Tribune--regarding isolated time out (which SASSED does not utilize) and physical management utilization. They asked every cooperative for the data as well as large districts.
 - b) Illinois Retired Teachers Association regarding list of retirees
- 4) Steering Committee Newsletter— Dr. Volpe shared this document highlights team communications with SASSED staff organizationally and he appreciates the work of Nan, Denise and Christine with this group.

b. Board Committee Updates

- 1) Finance Committee---will have a meeting in February
- 2) Policy Committee- will meet before the February Board of Control meeting

c. Administrative Update

- Elliot May reported his team is putting together purchasing for next year's budget and working on how the imaging of equipment will occur this summer.
- Lynn Schroeder shared the CSBO position is posted with a good pool and five very qualified candidates so far. The Multi-Needs Program Administrator position is also posted. She added the Chicago Tribune FOIA brought to light that every staff needs to be trained and need redundancy of record keeping regarding physical management. She and Nan have completed the preliminary staffing meetings for next year.
- Nan Diamond reported she is working with a team of administrators to focus on sharing 0-3 age resources, per the strategic plan with local service providers.
- Sam Cannata commented that the state is implementing a new reporting procedure and his department has been working to implement the process.

- d. Executive Director Report—Dr. Volpe shared he and Dr. McGuffin are continuing the transitioning process and that Mindy has made a great effort to be at meetings and interact with staff. As a FYI, Dr. Volpe shared there will be consideration of having to change the Articles of Agreement which is being driven by the state and the changes to IDEA disbursement. Currently a group of cooperative directors is working with legal counsel, Alan Sraga, to develop a template so it won't be as burdensome on each cooperative.
- e. SASSED Professional Development Offerings
- f. Agenda Items for February Meeting--none

8. Closed Session--None

9. Discussion with Action

- a. Award asphalt paving contract
Motion made by Member Dr. Matt Rich, seconded by Member Gilbert Wagner to award the asphalt paving contract to Schroeder Asphalt Services, Inc. in the amount of \$223,406.40.

Upon Roll Call Vote:

Ayes:

- 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 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
- Westmont Community Unit School District #201
- Elmhurst Community Unit School District #205

Nays: None

Absent:

- Salt Creek School District #48
- DuPage High School District #88
- Lisle Community Unit School District #202

Ayes: 15 districts **Nays:** 0 districts **Absent:** 3 districts **Motion carried.**

- b. Approve Teacher Association MOU
Motion made by Member Dr. Matt Rich, seconded by Member Jack Buscemi to approve the Memorandum of Understanding with the Teacher Association as provided.

Upon Roll Call Vote:

Ayes:

- Keeneyville School District #20
- Benjamin School District #25
- Winfield School District #34
- School District #45, DuPage County

Downers Grove 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
Westmont Community Unit School District #201
Elmhurst Community Unit School District #205

Nays: Community Consolidated School District #180

Abstain: West Chicago Elementary School District #33

Absent:

Salt Creek School District #48
DuPage High School District #88
Lisle Community Unit School District #202

Ayes: 13 districts **Nays:** 1 district **Abstain:** 1 district **Absent:** 3 districts **Motion carried.**

- c. Approve Extended School year (ESY) Tuition and Pay Rates
Motion made by Member Tom Ruggio, seconded by Member Kathe Doremus to approve the FY19 ESY tuition and pay rates as presented.

Upon Roll Call Vote:

Ayes:

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

Nays: None

Absent:

Salt Creek School District #48
DuPage High School District #88
Lisle Community Unit School District #202

Ayes: 15 districts **Nays:** 0 districts **Absent:** 3 districts **Motion carried.**

d. Approve the FY20 Budget Assumptions and Calendar

Motion made by Member Joel Price, seconded by Member Dr. Anthony Palmisano to accept the FY20 Budget Assumptions as presented by administration and approved by the Finance Committee.

Upon Roll Call Vote:

Ayes:

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

Nays: None

Absent:


Salt Creek School District #48
DuPage High School District #88
Lisle Community Unit School District #202

Ayes: 15 districts **Nays:** 0 districts **Absent:** 3 districts **Motion carried.**

10. Adjournment

Motion made by Member Dr. Matt Rich, seconded by Member Kathe Doremus to adjourn the meeting at 7:55 p.m.

Upon voice vote, motion passed.


Chairperson


Secretary