



SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE

**Board of Control Meeting
December 5, 2018
SASED Administration Center 2900 Ogden Lisle, IL 60532
MINUTES**

Dr. John Correll, Chairperson, called the meeting to order at 6:32 p.m. and welcomed those in attendance.

On voice vote, Member Joel Price was appointed secretary pro-tem.

Roll call was taken with the following responding:

Present:	District	Representative
	Keeneyville School District #20	April Dislers
	Benjamin School District #25	Jack Buscemi
	Winfield School District #34	Dr. Matt Rich
	Salt Creek School District #48	Dr. John Correll
	Downers Grove School District #58	John Miller (alternate)
	Maercker District #60	Sean Nugent
	Cass School District #63	Dr. Kerry Foderaro
	Woodridge School District #68	Tom Ruggio
	DuPage High School District #88	Dr. Scott Helton
	Community Consolidated School District #180	Dr. Thomas Schneider
	Westmont Community Unit School District #201	Joel Price
Absent:	West Chicago Elementary School District #33	Gilbert Wagner
	School District #45, DuPage County	Dr. Anthony Palmisano
	Center Cass School District #66	Dr. Tim Arnold
	Community High School District #94	Kathe Doremus
	Community High School District #99	Dr. Nancy Kupka
	Lisle Community Unit School District #202	Melissa Grant
	Elmhurst Community Unit School District #205	Dr. David Moyer

Present: 11 Districts

Absent: 7 Districts

Also in attendance:

- Dr. Michael Volpe, Executive Director, SASED
- Sam Cannata, Treasurer and Director for Business, SASED
- Nan Diamond, Director for Programs & Services, SASED
- Elliot May, Director of Technology, SASED
- Lynn Schroeder, Director for the Human Resource Department, SASED
- Anita Howard, Recording Secretary, SASED

2. Pledge of Allegiance

3. **Additions to the Agenda**--none

4. **Public Comment**—Jenn Lattimore, President of the Support Staff Association welcomed Dr. McGuffin. Ms. Lattimore was responding to utilizing teacher assistants as substitutes. She stated that using TAs as subs does leave classroom short staffed and that in the past when fully staffed, this didn't have a great deal of impact on instruction. She added that if a 1-1 assistant is used that takes away from the student and someone needs to fill in. There is acknowledgement that HR works hard to find substitutes but the current lack of subs is taking a toll on teacher assistants.

5. **Consent Agenda**

Motion made by member Dr. Scott Helton, seconded by member Dr. Matt Rich to approve the consent agenda items as presented.

- a. Approval of Minutes from the October 24, 2018 Open and Closed Sessions
- b. Personnel Recommendations
 - 1) Accept/Approve Resignations, Change of Employment Status & Appointments of Educational Support Personnel, Licensed staff and grant staff as presented.
- c. Accept the Financial Reports
 - 1) Treasurer's Report--October 2018
 - 2) Revenue/Expenditure Report--October 2018
 - 3) Gross Payroll--October 2018; \$1,932,200.86
 - 4) Interim Payroll Liabilities--October 2018; \$715,630.87
 - 5) December Bill List; \$1,215,700.43
 - 6) Interim Checks--October/November 2018; \$2,500,977.07
 - 7) Voided Checks--\$145.00
- d. Approve early release of December bill list
- e. Conduct Semi-Annual Review of Closed Session Minutes
- f. Approve the destruction of the February 22, 2017, March 22, 2017, April 24, 2017, May 24, 2017 and June 21, 2017 closed session recordings.

Upon roll call vote:

Ayes:

Keeneyville School District #20
Benjamin School District #25
Winfield School District #34
Salt Creek School District #48
Downers Grove School District #58
Maercker District #60
Cass School District #63
Woodridge School District #68
DuPage High School District #88
Community Consolidated School District #180
Westmont Community Unit School District #201

Nays: none

Absent:

West Chicago Elementary School District #33
School District #45, DuPage County
Center Cass School District #66
Community High School District #94

Ayes: 11 Districts Nays: 0 Absent: 7 Districts MOTION CARRIED

6. Discussion Without Action

a. Informational/Correspondence

- 1) PA Meeting 11/6/18— Dr. Volpe stated that administration works to keep meetings pertinent and impactful for SASSED’s work in districts and organizationally.
- 2) DA Meeting 11/9/18— The next meeting is January 25th and is the legal update meeting. Board members are invited to this annual meeting.
- 3) DWC Meeting 11/15/18
- 4) Parent Advisory Council Meeting 11/14/18— There were 15 people in attendance and based on their input, SASSED will venture into creating a social media presence.
- 5) Correspondence
 - a) IDEA Allocation Procedural Change— Dr. Volpe discussed the Memorandum sharing that he has not received any feedback from member districts and as a result, SASSED is not in the state-wide conversation about extending the implementation timeframe. There is a resolution circulating to encourage the state to stop the implementation but based on our discussions with our District Special Education Administrators and Superintendents, SASSED is choosing not to be involved at this time. Board discussion included if ISBE has a choice; it appears it does not have a choice but there has been plenty of time and ISBE abruptly started the implementation. Dr. Helton added that he was at a joint IASA/ISBE meeting where it was shared that Illinois has been out of compliance for quite a while.
 - b) Health/Life Safety Report— Dr. Volpe shared the results from the ROE inspections. Southeast School had no challenges and the storage areas at 2900 need to be addressed because items are stacked too close to the ceiling and may interfere with the fire suppression systems.

6) FOIA Request--Jenn Lattimore, SSA/Sunrise Contract

- b. Teacher Association Proposed MOA— Dr. Volpe stated that he had introduced this topic with the Board last month. The Teacher Association membership is feeling a little overwhelmed at this point and the lack of substitutes impacts those feelings. Administration met with the leadership and discussed the nature of work and a number of initiatives to support them. One of the presented ideas was to allow teachers to access sick leave on an hourly basis and thus serve as a better way to utilize subs and adjust calendars, etc. A MOA was created by our lawyers and administration wanted the Board to review it and ask any questions before presentation for approval in January. Discussion included using sick hours concurrently or is it allowable to take an hour sick time during a plan period or if want to leave early and leave last hour of the day? While there may not be cost savings, there are benefits for students through more consistent education. Administrative response added that AESOP can track all types of absences including excused absences or unexcused absences.

c. Board Committee Updates

- 1) Finance Committee—Next meeting is January 17, 2019
- 2) Policy Committee—Dr. Volpe updated that the committee met prior to the Board meeting and some of the reviewed policies will be presented next month for reading to stay aligned with PRESS releases.

3) Succession Planning Committee—is disbanded, work is complete.

d. Administrative Update

- Sam Cannata—The business office is in the cycle of developing next year’s budget.
- Nan Diamond—Nan shared there were discussions at the District Administrator meeting regarding caseloads/workloads and related services. The Autism Committee is developing a model to return students from privately placed facilities and to get them closer to home.
- Lynn Schroeder—Lynn stated she is working SASED’s response to the new law regarding short term licensure for substitutes. The ROE has had some training and SASED has recruited TAs for our own training.

e. Executive Director Report— Dr. Volpe updated the Board regarding conversations with the Certified Association and Kristine Chaplin was included in the Program Administrator meeting to proactively problem solve. He also introduced Dr. Melinda (Mindy) McGuffin to the Board. She added that she is very happy to be with SASED. The next meeting is a joint meeting with the Governing Board to focus on the budget assumptions. Dr. McGuffin is also engaging in the process. At that meeting, there will be an update regarding the CSBO posting.

f. SASED Professional Development Offerings—Board members are always welcome to attend—contact Anita if interested.

g. Agenda Items for January Meeting—the MOA will be an action item

7. Closed Session—none

8. Discussion with Action

a. Approve Southeast School bids for gym roof replacement and flooring work.

Motion made by Member Dr. Matt Rich, seconded by Member Jack Buscemi to award the bid for the gym roof replacement to Bennet & Brosseau Roofing Inc. in the amount of \$147,780 and award the bid for the flooring work to Douglas Floor Covering, Inc. in the amount of \$291,000.

Dr. Volpe shared that this project was discussed in October and administration worked with architects on the bid. Discussion included how much roof space was involved and while not sure of the exact square footage, it is the gym area. Additionally, the architect talked with the roofers because of the range of bids.

Upon roll call vote:

Ayes:

- Keeneyville School District #20
- Benjamin School District #25
- Winfield School District #34
- Salt Creek School District #48
- Downers Grove School District #58
- Maercker District #60
- Cass School District #63
- Woodridge School District #68
- DuPage High School District #88
- Community Consolidated School District #180
- Westmont Community Unit School District #201

Nays: none

Absent:

- West Chicago Elementary School District #33
- School District #45, DuPage County

Center Cass School District #66
Community High School District #94
Community High School District #99
Lisle Community Unit School District #202
Elmhurst Community Unit School District #205

Ayes: 11 Districts Nays: 0 Absent: 7 Districts MOTION CARRIED

Motion made by Member Dr. Matt Rich, seconded by Member Jack Buscemi to correct the amount of the award for the bid for the gym roof replacement to Bennet & Brosseau Roofing Inc. to the amount of \$148,780.

Upon voice vote, motion carried.

9. Adjournment

Motion made by Member Jack Buscemi, seconded by member John Miller to adjourn the meeting at 7:08 p.m.

Upon voice vote, motion carried.



Chairperson



Secretary