



SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE

**Board of Control Meeting
December 6, 2017
SASED Administration Center 2900 Ogden, Lisle, IL 60532
6:30 PM
MINUTES**

Dr. John Correll, Chairperson, called the meeting to order at 6:31 p.m. and welcomed those in attendance.

Roll call was taken with the following responding:

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

Present: 13 Districts

Absent: 5 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
- Neil Perry, 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--none**

5. Consent Agenda

Motion made by Member Dr. David Moyer, seconded by Member Jack Buscemi to approve the consent agenda items as presented.

- a. Approval of Minutes from the October 25, 2017 Open and Closed Sessions and the October 25, 2017 Finance Committee Meeting
- b. Personnel Recommendations
 - 1) Accept/Approve Resignations, Retirement, Change of Employment Status & Appointments of Educational Support Personnel and grant staff as presented.
- c. Accept the Financial Reports
 - 1) Treasurer's Report
 - 2) Revenue/Expenditure Report--October/November 2017
 - 3) Gross Payroll--October/November 2017--\$,1,958,999.33
 - 4) Interim Payroll Liabilities--October/November 2017--\$760,443.10
 - 5) October/November Bill List--\$2,451,626.32
 - 6) Interim Checks--October/November 2017--\$601,750.00
- d. Approve early release of December bill list
- e. Approve the bid for the lease of transportation equipment
- f. Conduct Semi-Annual Review of Closed Session Minutes
- g. Approve the destruction of the May 25, 2016 and June 22, 2016 closed session recordings.

6. Discussion Without Action

- a. Presentation

Project SEARCH--SASED's National Award Winning Program—Program Administrator Tina Cerney and teacher, Kati Curby shared the history of the program which began in Cincinnati in 1996 and is now international with the goal of developing students' skills to allow them to be competitively employed. The SASED program is supported at the top levels of CDH hospital administration and the program has won multiple awards. Details of the program were provided which include that students have to provide own transportation to the program, thus teaching independence. Over 98% of students go on to employment, including some with full time employment providing benefits.
- b. Informational/Correspondence—Dr. Volpe shared agendas from the District Administrator 11/3/17 meeting, the 11/9/17 DuPage West Cook meeting and the 11/1/17 Parent Advisory Council which focused on the Facilitated IEP project.
 - 1) DA Meeting 11/3/17
 - 2) DWC Meeting 11/9/17
 - 3) Parent Advisory Council Meeting 11/1/17
 - 4) Correspondence
- c. Board Committee Updates
 - 1) Finance Committee—The next meeting is January 11th at 5:30 p.m.
 - 2) Policy Committee—The committee met prior to the Board meeting to work through policies. It will meet again in January to finalize all 2017 PRESS updates.
 - 3) Facilities Committee—The committee has been unable to schedule a meeting over the past month but an “update” memo was sent to all members and shared with the BOC recently. One of the remaining facilities issues will be addressed this evening in the

proposal to build-out space in the Administrative Center to house the Transition Program.

d. Administrative Update

- Sam Cannata reported that the audit has been completed and will be submitted for review at the January meeting. He added he is working on a bid for transportation, and with 12 of 18 districts currently using SEPTRAN, there appears to be more interest from other vendors so he is anticipating good competition.
- Nan Diamond shared she is starting the budget cycle and identifying staffing patterns. Committees continue work on curriculum mapping/lesson plans. In January, administration will create a committee to develop a five year plan to address students with Autism. District staff will be included in this work.
- Lynn Schroeder shared that she presented at the ROE substitute teacher job fair which was attended by about 80 people.
- Neil Perry reported that his department is very busy on “behind the scenes” technology work, including getting ready for the Windows 10 updates.

e. Executive Director Report— Dr. Volpe shared that vacancies and absences of TAs and the inability to secure substitutes are issues and administration is working to find solutions. He also stated that for the first time SASSED is not applying for a grant, specifically the relatively small Educational Surrogate Parent Grant. The state did not process the responses to the RFP last summer which led to the grant coordinator finding a different position. The grant provided less than \$5,000 in administrative fees and to find a new coordinator/staff and to oversee the statewide grant, was determined to not be an effective use of administrative time/energy. Dr. Volpe also thanked the districts for participating in the administrative benefits survey; there will be more discussion with the Finance Committee and a proposal for a change to SASSED’s administrator benefits will be submitted for consideration.

f. SASSED Professional Development Offerings

g. Agenda Items for January Meeting—none

h. Closed Session

Motion made by Member Jack Buscemi to convene in closed session for the purpose of discussing matters pertaining to the appointment, employment, compensation, discipline, resignation, leave of absence requests, performance or dismissal of specific employees and collective bargaining at 7:18 p.m.

Upon Roll Call vote:

Ayes: Benjamin School District #25
West Chicago Elementary School District #33
School District #45, DuPage County
Salt Creek School District #48
Downers Grove School District #58
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

Absent: Keeneyville School District #20
Winfield School District #34
Maercker District #60
Community High School District #99

Community Consolidated School District #180

Ayes: 13 Districts Nays: 0 Absent: 5 Districts Motion Carried

7. Discussion with Action

- a. Approve the 2018-2020 Support Staff Contract as ratified by the association membership.
Motion made by Member Beth Taylor, seconded by Member Karina Villa to approve the 2018-2020 Support Staff Contract as ratified by the association membership.

Upon Roll Call vote:

Ayes: Benjamin School District #25
West Chicago Elementary School District #33
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Ayes: 13 Districts Nays: 0 Absent: 5 Districts Motion Carried

- b. Approve new lease agreement at 2900 Ogden for Transition Program.
Motion made by Member Tom Ruggio, seconded by member Bob Tarasewicz to approve the new lease agreement at 2900 Ogden for the Transition Program.

Discussion included the landlord for 2900 is very interested in having one tenant and will also pay for the full build out. Currently, the Transition Program is housed in an office space that does not fully meet the needs of the students and is on a month to month lease. This lease will save money for SASSED rental and staff will also be able to serve students utilizing all necessary equipment and with more dignity. Students will have more opportunities to work on independent living skills.

Upon Roll Call vote:


Ayes: Benjamin School District #25
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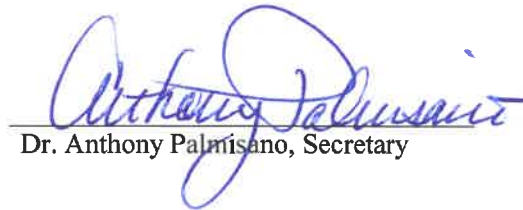
Lisle Community Unit School District #202
Elmhurst Community Unit School District #205

Absent: Keeneyville School District #20
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Ayes: 13 Districts Nays: 0 Absent: 5 Districts Motion Carried

8. Adjournment-- *Member Karina Villa moved, seconded by Member Joel Price to adjourn this meeting at 8:02 p.m. Upon voice vote, motion passed*


Dr. John Correll, Chairperson


Dr. Anthony Palmisano, Secretary