



**SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE**

**Board of Control Meeting  
April 24, 2019  
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.

Roll call was taken with the following responding:

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

**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
- Elliot May, Director of Technology, SASED
- Lynn Schroeder, Director for the Human Resource Department, SASED
- Anita Howard, Recording Secretary, SASED

*Motion was made by Member Dr. John Correll, seconded by Member Dr. Matt Rich to appoint Member Dr. Kerry Foderaro as secretary pro-tem. Upon voice vote, motion passed.*

**2. Pledge of Allegiance**

3. **Public Comments**— Dr. Volpe welcomed Dr. Mindy McGuffin and Ms. Teresa Bishop. He also recognized board members Kathe Doremus (District 94), Doug Purcell (District 58) and Gil Wagner (District 33). He thanked each of them for their years of service with the Board of Control as well as the Governing Board.
4. **Consent Agenda**  
*Motion made by Member Gil Wagner, seconded by Member Dr. Matt Rich to approve the consent agenda items as presented.*
  - a. Approve the minutes of the March 20, 2019 open session meeting.
  - b. Personnel Recommendations
    - 1) Accept/Approve Resignations, Appointments and Change of Employment Status of Administrative Staff and Educational Support Personnel as presented.
  - c. Accept the Financial Reports
    - 1) Treasurer's Report--March 2019
    - 2) Revenue/Expenditure Report--March 2019
    - 3) Gross Payroll--March 2019--\$1,916,964.39
    - 4) Interim Payroll Liabilities--March 2019--\$684, 327.36
    - 5) April Bill List--\$1,724,798.62
    - 6) Interim Checks--March 2019--\$700,641.89
  - d. Conduct Second Reading/Adoption of Substantive Change Policies
    - 1) 2:260 Uniform Grievance Procedure
    - 2) 5:20 Workplace Harassment Prohibited
    - 3) 5:60 Expenses
    - 4) 5:100 Staff Development Program
    - 5) 5:190 Teacher Qualifications
    - 6) 5:220 Substitute Teachers
    - 7) 6:250 Community Resource Persons and Volunteers
  - e. Adopt Resolution for Appointment of IMRF Authorized Agent
  - f. Adopt the resolution regarding the ROE application for the mobile classrooms
  - g. Approve the destruction of the October 25, 2017 closed session recording.

**Upon Roll Call Vote:**

**Ayes:**

Benjamin School District #25  
 West Chicago Elementary School District #33  
 Winfield School District #34  
 Salt Creek School District #48  
 Downers Grove School District #58  
 Cass School District #63  
 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

**Nays:** none

**Abstain:** DuPage High School District #88  
Lisle Community Unit School District #202

**Absent:**  
Keeneyville School District #20  
School District #45, DuPage County  
Maercker District #60  
Center Cass School District #66  
Elmhurst Community Unit School District #205

**Ayes: 11 Districts Nays: 0 Districts Abstain: 2 Districts Absent: 5 District Motion Carried**

## 5. Discussion Without Action

### a. Informational/Correspondence

- 1) Invitation to introduction of Executive Director and CSBO to district business officers—Dr. Volpe shared that this event is scheduled for May 31<sup>st</sup>, and it is especially important given the changes in IDEA funding and to introduce Teresa Bishop, CSBO to the business managers of our member districts. Dr. McGuffin will also be here to meet the district staff. He asked that District Business Office staff be encouraged to attend.
- 2) Approved Building Permit for Southeast School—This is for this summer’s construction projects.

- b. District Satisfaction Survey Results 2019— Dr. Volpe reported there was 100% participation from district members and that the data is used by the Program Administrators for deeper discussion regarding the performance feedback as well as planning. As in previous years, 100% of districts accessed Southeast School and all high school and unit districts accessed the Transition Program. In previous years, placement procedures have been a conversation and this year’s results show positive movement in that area. Results indicated that each district purchased more than one service from SASSED. Challenges include working on communications and wider-spread information sharing about SASSED’s work with parents. These results will provide a good base for Dr. McGuffin to understand the strengths and challenges our districts see within the cooperative. There is a clear upward trend of satisfaction.

### c. Board Committee Updates

- 1) Policy Committee--4/24/2019— Met prior to the Board meeting. The committee is caught up through the February/March 2019 PRESS edition; all policies will be updated on the website by the June meeting.
- 2) Finance Committee--No Meeting

### d. Administrative Update

- Sam reported that in comparing the Maintenance of Effort between FY17 and FY18, 6 of 18 districts have a reduction of spending so will have to provide justification. His department is helping districts with this if needed, and the reports will come one more year to SASSED then to the districts.
- Nan reminded members that Outdoor Ed. Day is Friday, May 3<sup>rd</sup> and encouraged everyone to attend. SASSED is hosting a large Early Intervention training this Friday. The curriculum committee has selected a pilot curriculum for ELA which increases rigor for our students. This is an ongoing process through the Steering Committee and aligned with our Strategic Plan.
- Lynn reported she is working on ESY hires. She added that the Multi-Needs Program Administrator was hired this evening and the team will now be working on the SIIS Administrator candidates. The ROE compliance visit is in 2 weeks and she is working on finalizing the staff calendars.

- Elliot shared that he was able to clear out old equipment and that recyclers took electronics that were over six years old. The summer inventory is coming in and there is a new update from Microsoft which will impact summer imaging.
- e. Executive Director Report— Dr. Volpe recognized Occupational Therapy Month and Autism Awareness Month adding that many activities are taking place in schools to acknowledge the efforts of staff. The employee satisfaction survey has been released and while there is a decent response, reminders will be pushed up to the deadline. Dr. Volpe also reported he is still waiting to hear from the lawyers for appropriate Articles of Agreement language and continues to hope to process these changes by May. He shared that he and Sam had a positive meeting with the Keeneyville District and will be getting a better indication of their plans to go to NDSEC after their May Finance Committee meeting.
- f. Agenda Items for May meeting--none

**6. Closed Session—not held**

**7. Discussion with Action**

- a. Adopt resolution for Honorable Reduction and Reassignment of Administrative Staff  
*Motion made by member Dr. Nancy Kupka, seconded by Member Kathe Doremus to adopt the resolution for the honorable reduction of the administrative position and reassignment of Africa Anderson.*

**Upon Roll Call Vote:**

**Ayes:**

Benjamin School District #25  
 West Chicago Elementary School District #33  
 Winfield School District #34  
 Salt Creek School District #48  
 Downers Grove School District #58  
 Cass School District #63  
 Woodridge School District #68  
 DuPage High School District #88  
 Community High School District #94  
 Community High School District #99  
 Community Consolidated School District #180  
 Westmont Community Unit School District #201  
 Lisle Community Unit School District #202

**Nays:** none

**Absent:**

Keeneyville School District #20  
 School District #45, DuPage County  
 Maercker District #60  
 Center Cass School District #66  
 Elmhurst Community Unit School District #205

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

- b. Adopt Resolution for Honorable Dismissal of Educational Support Personnel  
*Motion made by Member Dr. Scott Helton, seconded by Member Doug Purcell to adopt the resolution for the honorary dismissal of Kathleen Guilfoyle due to decrease in education support personnel.*

**Upon Roll Call Vote:**

**Ayes:**

Benjamin School District #25  
West Chicago Elementary School District #33  
Winfield School District #34  
Salt Creek School District #48  
Downers Grove School District #58  
Cass School District #63  
Woodridge School District #68  
DuPage High School District #88  
Community High School District #94  
Community High School District #99  
Community Consolidated School District #180  
Westmont Community Unit School District #201  
Lisle Community Unit School District #202

**Nays:** none

**Absent:**

Keeneyville School District #20  
School District #45, DuPage County  
Maercker District #60  
Center Cass School District #66  
Elmhurst Community Unit School District #205

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

- c. Approve recommendation of Dismissal of Probationary Educational Support Staff  
*Motion made by Member Dr. Matt Rich, seconded by Member Gil Wagner to approve the dismissal of the following probationary educational support personnel, Jarvis Alexander, Jodi Burlison, Patrick Caproni and Jami Lieder.*

**Upon Roll Call Vote:**

**Ayes:**

Benjamin School District #25  
West Chicago Elementary School District #33  
Winfield School District #34  
Salt Creek School District #48  
Downers Grove School District #58  
Cass School District #63  
Woodridge School District #68  
DuPage High School District #88  
Community High School District #94  
Community High School District #99  
Community Consolidated School District #180  
Westmont Community Unit School District #201  
Lisle Community Unit School District #202

**Nays:** none

**Absent:**

Keeneyville School District #20  
School District #45, DuPage County

Maercker District #60  
Center Cass School District #66  
Elmhurst Community Unit School District #205

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

- d. Approve recommendation of Dismissal of Occupational Therapist  
*Motion made by Member Joel Price, seconded by Member Dr. Matt Rich to approve the dismissal of Occupational Therapist Amy Hirschel.*

**Upon Roll Call Vote:**

**Ayes:**

Benjamin School District #25  
West Chicago Elementary School District #33  
Winfield School District #34  
Salt Creek School District #48  
Downers Grove School District #58  
Cass School District #63  
Woodridge School District #68  
DuPage High School District #88  
Community High School District #94  
Community High School District #99  
Community Consolidated School District #180  
Westmont Community Unit School District #201  
Lisle Community Unit School District #202

**Nays: none**

**Absent:**

Keeneyville School District #20  
School District #45, DuPage County  
Maercker District #60  
Center Cass School District #66  
Elmhurst Community Unit School District #205

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

**8. Adjournment**

*Motion made by Member Dr. Matt Rich, seconded by Member Dr. Nancy Kupka to adjourn the meeting at 7:12 p.m.*

*Upon voice vote, motion passed.*

Chairperson



Secretary

