



**Board of Control Meeting
September 18, 2019
SASED Administration Center 2900 Ogden Lisle, IL 60532
MINUTES**

Dr. Matt Rich, 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
	Keeneyville School District #20	April Dislers
	Benjamin School District #25	Jack Buscemi
	West Chicago Elementary School District #33	Kristina Davis
	Winfield School District #34	Dr. Matt Rich
	School District #45, DuPage County	Dr. Anthony Palmisano
	Salt Creek School District #48	Raymond Kielminski
	Maercker District #60	Dr. Sean Nugent
	Center Cass School District #66	Dr. Griff Powell
	Woodridge School District #68	Tom Ruggio
	DuPage High School District #88	Dr. Scott Helton
	Community High School District #99	Joanna Vazquez Drexler
Absent:	Downers Grove School District #58	Greg Harris
	Cass School District #63	Dr. Kerry Foderaro
	Community High School District #94	Lynn Casey-Maher
	Community Consolidated School District #180	Dr. Thomas Schneider
	Westmont Community Unit School District #201	Joel Price
	Lisle Community Unit School District #202	Vacant
	Elmhurst Community Unit School District #205	Dr. David Moyer

Present: 11 Districts

Absent: 7 Districts

Also in attendance:

- Dr. Melinda McGuffin, Executive Director, SASED
- Teresa Bishop, 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. **Public Comment**

4. Consent Agenda

Motion made by Member Tom Ruggio, seconded by Member Dr. Anthony Palmisano to approve the consent agenda items as presented.

- a. Approved August 21, 2019 Open and Closed Session Minutes
- b. Personnel Recommendations
 - 1) Accepted/Approved Appointments and Resignations of Educational Support Personnel as outlined.
- c. Accepted the Financial Reports
 - 1) Treasurer's Report--August 2019
 - 2) Revenue/Expenditure Reports --August 2019
 - 3) Gross Payrolls --August 2019
 - 4) Interim Payroll Liabilities--August 2019
 - 5) Interim Checks -- August 2019
 - 6) September 18, 2019 Bill List
 - 7) September Voided Checks
- d. Approved student trip for Goal Ball Tournament

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
Salt Creek School District #48
Maercker District #60
Center Cass School District #66
Woodridge School District #68
DuPage High School District #88
Community High School District #99

Nays: none

Absent: Downers Grove School District #58
Cass School District #63
Community High School District #94
Community Consolidated School District #180
Westmont Community Unit School District #201
Lisle Community Unit School District #202
Elmhurst Community Unit School District #205

Ayes: 11 Districts Nays: 0 Absent: 7 Districts Motion Carried

5. Discussion Without Action

- a. ESY Presentation-- Andy Hubble, ESY Coordinator, thanked Salt Creek District 48 and Woodridge District 68 for housing the ESY programs. There were 339 students in ESY, up from 330 last year. The two measured goals for ESY were Accountability (attendance) and Goal Attainment (maintenance and improvement). While overall attendance (83.8%) improved .3% from last year, there is little doubt that the extreme heat impacted attendance this year, especially for the Multi-Needs/Early Childhood programs. 93.6% of all students maintained or showed some

level of improvement in the two identified goal areas—academic and/or social emotional goals. The District Administrators received goal attainment reports for every student. For future reports, the Board requested comparing ESY program attendance with regular term program attendance and break out attendance/goal attainment for SASED program students and non-SASED program students. Mr. Hubble also thanked the football programs of Benet Academy and Willowbrook High School for their field days for the students.

b. Informational

- 1) Administrator and Teacher Salary Report will be posted on the SASED website.
- 2) Annual IMRF Salary Report will be posted on the SASED website.
- 3) Report on classrooms and enrollment-- The report on classrooms and enrollment breakdown included that there are 59 SASED classrooms and 40 of those are housed within member districts. Overall enrollment has decreased by 22 students since the end of the 2019 school year although it is anticipated, as has been the trend in previous years, that the enrollment increases as the school year progresses. Dr. McGuffin and Nan Diamond thanked the 12 SASED districts that host program classrooms and added SASED wishes to partner with districts to establish Multi-Needs/STARS cluster sites to increase staffing pattern efficiencies.
- 4) Transition kitchen update—Ms. Bishop shared that last month the Board approved moving forward with the kitchen changes as required by the Health Department. While small traces of asbestos were found, it is encapsulated so there is no risk to students and staff and the remediation will be taken care of over Thanksgiving break. She added the building landlord, Tom Lichner, is very supportive and cooperative regarding the necessary changes.
- 5) Tuition Billing and Intergovernmental Agreements—These agreements are for students who attend SASED/DWC classrooms who are not in either entity (out of district students). The goal is to formalize the process by creating an intergovernmental agreement which will be approved by the student's home board and then the SASED Board.

c. Board Committee Updates—there were no committee meetings however, by October, members for the Support Association Negotiations team need to be identified. It is anticipated negotiations will start in January.

- 1) Finance Committee
- 2) Policy Committee
- 3) Negotiations Team Selection

d. Administrative Update

- o Elliot May reported most support tickets have been closed. Discussion included that the Technology Department received approximately 242 support tickets in the last month. At the start of school, the help desk receives substantially more with 100 in two days. While someone usually responds to the ticket within the hour, the resolution of the issue may take longer to solve.
- o Lynne Schroeder shared much of her updates were addressed in the consent agenda.
- o Nan Diamond updated that staff are working on the implementation of Fast Bridge and streamlining the facilitated IEP process. The Steering Committee is expanding its newsletter that goes across all classrooms in efforts to keep staff engaged in the committee's work.
- o Teresa Bishop shared that budget has built in for six new vans but only five are needed. She will be going through procurement and will be bringing the purchase to the board for approval. Current vans will most likely be put on the disposal list. She added she is researching p-cards for possible implementation at SASED and the discussion will be part of the finance committee agenda.

e. Executive Director's Report— Dr. McGuffin shared that given the short timeframe between the August and September Board of Control meetings, the Director's Report is combined with the

Communiqué. She shared that she is actively in SASED districts and is on track to visit every classroom by the end of September. Dr. McGuffin added that Christine Martin and Dana Gerus have created a staff lending library accessible across all programs/classrooms. Other updates included:

- She will be visiting approximately five district board meetings this year.
- The leadership team is reviewing SASED's internal/external web presence.
- The student wellness committee has met and will be continuing to develop programming for students. Any Board member is welcome to attend.
- Administration is actively supporting districts regarding the flurry of legislative changes—the Program Administrator and District Administrator meetings addressed the legislation.

6. Closed Session

Motion made by Member Dr. Scott Helton, seconded by Member April Dislers to convene in closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity at 7:11 p.m.. 5 ILCS 120/2c1

7. Discussion with Action

a. Approved disposal of SASED Box Truck

Motion made by Member Jack Buscemi, seconded by Member April Dislers to adopt the resolution regarding disposal of SASED Box Truck.

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
Salt Creek School District #48
Maercker District #60
Center Cass School District #66
Woodridge School District #68
DuPage High School District #88
Community High School District #99

Nays: none

Absent: Downers Grove School District #58
Cass School District #63
Community High School District #94
Community Consolidated School District #180
Westmont Community Unit School District #201
Lisle Community Unit School District #202
Elmhurst Community Unit School District #205

Ayes: 11 Districts Nays: 0 Absent: 7 Districts Motion Carried

b. Approve submission of Ten Year Life Safety Plan

Motion made by Member Sean Nugent, seconded by Member Kristina Davis to approve the submission the SASED Ten Year Life Safety Plan to ISBE as presented.

Board discussion included questions regarding the details (if each item has to be done) and color coding based on prioritization of items. Priority one items are the only ones that will be reported to ISBE with Priority two and best practice items not having to be completed. Based on confusion regarding the documents the architect provided, Member Nugent and Member Davis withdrew their motion and the item was tabled for the next meeting.

c. Approved executive director revised 2019-2020 goals numbered 2, 3 and 5 as presented
Motion made by Member Dr. Scott Helton, seconded by Member Ray Kielminski to approve the executive director revised 2019-2020 goals as presented.


Upon voice vote, motion carried.

8. Adjournment

Motion made by Member Dr. Griff Powell, seconded by Member Dr. Scott Helton to adjourn the SASED Board of Control meeting at 7:36 p.m.

Upon voice vote, motion carried.


Chairperson


Secretary