

**CASE BOARD OF DIRECTORS MEETING  
BOARD BRIEFS  
August 2, 2019**

The August meeting of the CASE Board of Directors was held on Friday, August 2, 2019 8:00 a.m. at CASE Itinerant Services Office.

The Board approved the following items:

1. Approval of Minutes for June 7, 2019, Regular and Closed Session;
2. Approval of Accounts Payable and Payroll for June, July and August 2019, Projected Payroll for August 2019;
3. Treasurer's Report, May and June 2019
4. Contracts;
  - a. Rhythm Works Music Therapy, LLC
5. Personnel;  
Employment;
  - Fy2020 CASE Extended School Year Employment List.
  - Kari Gibbons, Executive Assistant, Human Resources, assigned to CASE, at a salary of \$50,000, prorated to \$47,500.57, at 12 months, starting on July 22. This position is necessary to fill a vacancy.
  - Kathleen Kreller, Administrator of Programs and Services, assigned to CASE, at a salary of \$105,000 prorated to \$99,750.95, at 12 months, starting on July 22. This position is necessary to fill a vacancy.
  - Marie Brenza, Program Assistant, RN, assigned to Glenbard Township, at a salary of \$53,000, at 1.0 FTE, for the 2019/2020 school year. This position is necessary in order to meet IEP requirements.
  - Jonathan Adkins, Job Coach, assigned to Glenbard Township, at an hourly rate of \$15.00, at 1.0 FTE, for the 2019/2020 school year.
  - Matt Zondor, Job Coach, assigned to Glenbard Township, at an hourly rate of \$15.00, at 1.0 FTE, for the 2019/2020 school year.
  - ESY 2019 Final Hire Report

Resignations;

- Jamie Davidson, Teacher Hearing Itinerant, assigned to CASE Itinerant Services, has submitted a letter of resignation, effective June 28, 2019.
- Ivonne Muralles, Speech Language Pathologist, assigned to Marquardt District 15, has submitted a letter of resignation, effective June 28, 2019.
- Emily Burnett, Administrator of Programs and Services, assigned to CASE, has submitted her letter of resignation, effective June 28, 2019.
- Shanna Platten, Occupational Therapist Substitute, assigned to CASE, has submitted her letter of resignation, effective June 30, 2019.

**OTHER ACTION ITEM APPROVED**

**A.Organizational Meeting**

- a. Resolution appointing Kari Gibbons as the CASE Board Recording Secretary
- b. Resolution appointing Kari Gibbons as Authorized Agent to Illinois Municipal Retirement Fund
- c. Resolution approving the Diversified Benefits Contract FY2020.
- d. Approval for the following CASE Policies and Procedures: 4.30 Revenue and Investments, 4.100 Operational Services, Insurance Management, 4.160 Operational Services, Environmental Quality of Buildings and Grounds, 5.250 Personnel, Leaves of Absences, 5.330 ESP Sick Days, Vacation, Holidays and Leaves.

## ITEMS FOR INFORMATION, DISCUSSION AND/OR FUTURE BOARD APPROVAL

### CASE RELOCATION/CONSOLIDATION

Dr. Furbush provided a presentation, and information, regarding CASE'S need for additional office space and need for additional storage space. The presentation included initial designs and prices for reconfiguring current space and the Board was also shown the locations who have submitted proposals to CASE allowing all offices to come under one roof. Requests for additional information, including an update on costs and an independent architectural evaluation, will be discussed at the next CASE Executive Board meeting on Friday, September 6, 2019.

### PROFESSIONAL DEVELOPMENT

Dr. Furbush provided a CASE Professional Development 2019-2020 Handout. Cindy will present at the next CASE Executive Board meeting on Friday, September 6, 2019.

### CASE POLICIES AND PROCEDURES, First Read

2.20 School Board, Powers and Duties of the School Board, Indemnification

3.40 Executive Director

3.40-E Checklist for the Superintendent Employment Contract Negotiation Process

6.65 Instruction, Student Social and Emotional Development

Dr. Furbush provided a summary of the revisions on each policy.

### Director's Report

#### Extended School Year

- Thank you to Marquardt District 15 for the use of Blackhawk Elementary School
- Participation was high – overall there were approximately 320 students who attended ESY from across the cooperative – an increase of approximately 25 students.
- Full report with recommendations for ESY 2019 will be presented at the September Board meeting.

#### Start-up for 2019-2020

- Recruited and hired 27 new staff members as of August 1, 2019.
- New staff orientation is on Wednesday August 7, 2018.
- C.A.S.E. all-staff meeting will be on Thursday August 29, 2018 at 3:45pm at Glendale Lakes Golf Club.
- Please inform building administrators about CASE Welcome Back event! We are asking that CASE staff be permitted to leave at 3:30.



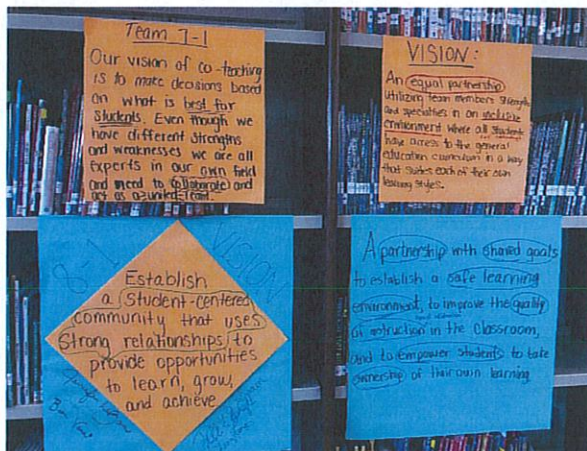
## Partner Plan Act Grant



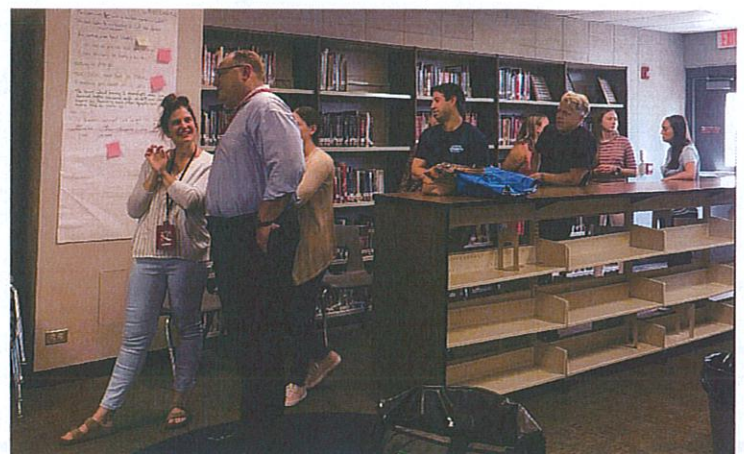
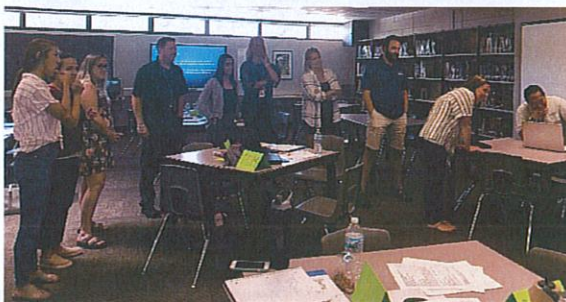
communities, various trainings, and one-on-one coaching. The team includes partners Katy Almendinger from the Glen Ellyn Public Library, Gene Olsen from CCSD89, Fakeila Guyton from the Dupage Early Childhood Collaborative, Jeanine Woltman from Glenbard Early Childhood Collaborative and Cindy D'Ambrosio from CASE.

Jeanine Woltman and Cindy D'Ambrosio wrote for a grant for coaching provided by Partner Plan Act (an initiative of Illinois Action for Children in partnership with ISBE) and were 1 of 6 awarded for the 2nd cohort of CS3 (Community Systems Statewide Supports). This is a year long endeavor that is intended to strengthen and empower our EC Collaborative to further our work with families in the Glenbard Community with online learning

## Co-Teaching Training and Support



Barb Layer worked with District 16 staff for three days in July to introduce and develop increased co-teaching opportunities in D16. Staff was trained in co-teaching strategies, productive planning meetings, and differentiated lessons for all learners. The staff are enthusiastically looking for continued professional development support and classroom coaching for the 2019-2020 school year





### Summer Committee Work

**Strategic Dashboard** – This committee met twice this summer to review local strategic dashboards and consider how CASE can “tell its story” using this platform. Also discussed data availability and sources and what indicators we would like to highlight about our work and our staff.

**Micro-credentials** – The committee identified a platform (Educational Leaders Network) to use for developing micro-credentials. If we decide to move forward with this initiative, we will partner with the IL Principals Association. The micro-credential(s) we would develop would target general education teachers in the content areas of Autism and Understanding Student Behavior.

**Staff Handbook** – we have developed a full staff handbook that will be online for all CASE staff. Thank you for all of your assistance in providing your handbooks for us to use as a model. Hard copies will be given to all new staff and will be made available to returning staff.

### CASE Space Update

Mary will provide a brief update.

### IL Excellence in Education Luncheon



Tara McCarthy was invited to the Illinois Excellence in Education luncheon sponsored by the Illinois State Board of Education, Illinois Education Association and Illinois Federation of Teachers. Along with other educators who have won Teacher of the Year awards, Tara was recognized as a teacher who makes a difference.

### Special Education Directors Conference

CASE Administrators as well as representatives from most of our member districts attended the IL Special Education Directors conference in Springfield. ISBE puts this conference on annually and it is a good opportunity to meet and interact directly with many staff members at ISBE that we communicate with on a regular basis. We attended workshops on assistive technology, early childhood, family engagement, ELL and special education and the special education teacher shortage.

### Partner Plan Act Conference



Jeanine Woltman and Cindy D'Ambrosio were presenters at the annual Partner Plan Act Conference, "Equity from the Start: Community Systems Development through a Racial Equity Lens" in Bloomington/Normal on June 11<sup>th</sup>. The title of their

presentation was, "The Power of Collaboration: How One Cooperative and Member Districts Joined Forces to Increase Opportunities for Early Learners."



### Building Upon Parenting Strengths in a MultiCultural, Multi-Lingual Community

Jeanine Woltman and Carol Montgomery Fate presented at the Illinois Association for Infant Mental Health as part of the 2019 Seminar Season. They concentrated on working with families utilizing an equity mindset, identifying and removing barriers, building parent and child resilience, and supporting all parents as the child's first and most important teacher. Key information on trauma and resilience, 2<sup>nd</sup> language development, as well as deep group discussions provided the backbone "why" information. Carol and Jeanine shared concrete steps and order to effectively planning and leading parent-child groups that engage and empower immigrant and refugee families. Attendees left with resources to develop, support and enhance parent-child groups and relationships within their organizations.

### District 93 Tech Academy

Sherri Maupin-Szweda led several workshops at the District 93 Tech Academy this summer.

- **Is that Assistive Tech?** Designed for special education staff members who consider, implement and support students' use of assistive technology tools.
- **My Boardmaker Online** – This session was offered to district staff who use Boardmaker Online to create and share visual and communication supports and for curriculum-based activities.
- **Personalized Learning with Snap&Read** – The highlights of the Snap&Read Google Chrome Extension were featured during this hands-on session.
- **The WRITE Tech** – Focused on technology-based tools for written production and expression and what to consider when matching the tool to the task.

### Upcoming Dates:

CASE Welcome Back – Thursday August 29<sup>th</sup> from 3:30-5:30 at Glendale Lakes Golf Club

CASE Business Managers – Thursday August 9<sup>th</sup>

CASE Business Managers – Thursday August 29<sup>th</sup>

**CASE Student Services Directors – Friday September 6<sup>th</sup>**

A Closed Session was held for the purpose to discuss litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probably or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(11).

The next meeting of the CASE Board of Directors will be held on Friday, September 6, 2019, at 8:00 a.m., at CASE. Recipients of this notice may request more information on any of these topics by calling CASE at 630-942-5600.



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Dr. Mary Furbush  
Executive Director