



COOPERATIVE ASSOCIATION for SPECIAL EDUCATION

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Jim T. Nelson
Executive Director

BOARD BRIEFS

Friday, January 10, 2014

The January meeting of the C.A.S.E. Board of Directors was held on Friday, January 10, 2014, 9:00 a.m. at C.A.S.E.

Mr. Nelson introduced new employee, Kevin O'Donnell, Information Technology for C.A.S.E.

CONSENT AGENDA

The Board approved the following items:

1. Approval of Minutes December 6, 2013, Regular Session;
2. Approval of Accounts Payable for December and January, Payroll for December and Projected Payroll for January 2014;
3. Personnel;
Employment;

- Suzanne Hodgkins, Invo Healthcare Associates, Inc. contracted Speech Language Pathologist, assigned to CCSD 93, at .4 FTE. This position is necessary in order to meet IEP requirements.
- Carla Stevens, Program Assistant/Medical, assigned to Queen Bee District 16, at 1.0 FTE, for the remainder of the 2013/14 school year. This position is necessary in order to meet IEP requirements.

Increase in Hours;

- Kelli Moscicki, Speech Language Pathologist, assigned to Queen Bee District 16, from .5 FTE to 1.0 FTE for the remainder of the 2013/14 school year. This increase in hours is necessary in order to meet IEP requirements.

Resignation;

- Meghan McNicholas, Job Coach, assigned to Glenbard East, has submitted a letter of resignation effective December 13, 2013.
- Kelli Biedenbach, Administrative Assistant Human Resources, assigned to C.A.S.E., has submitted a letter of resignation effective January 6, 2014.

Retirement;

- Sandra Haugh, Occupational Therapist, assigned to Glen Ellyn District 41, has submitted a letter of intent to retire at the end of the 2017/18 school year.

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

FISCAL YEAR 2015 BUDGET ASSUMPTIONS AND TIMELINES

Jerry Brendel provided a copy of the Fiscal Year 2015 Budget Assumptions and Timelines. He also stated;

- IDEA Flow-Through, IDEA Preschool, and Medicaid Fee for Service and Outreach funding will remain flat. We do not expect a second year sequestration from the federal government.
- C.A.S.E. received the 1st quarter payment of Personnel Reimbursement on December 18, 2013.
- The total costs for certified and licensed staff salaries will increase 3.0%. This is year 2 of the 3 year contract.
- Health, dental and prescription coverage are expected to increase 5-7%.
- Supply allocations will remain the same.
- Equipment/Capital Outlay will remain the same.

C.A.S.E. Board Briefs / January 10, 2014

The Fiscal Year 2015 Budget Timelines are as follows:

The first draft will be presented at the C.A.S.E. Board meeting on February 7, 2014.

Draft II will be presented at the C.A.S.E. Board Meeting on March 7, 2014.

Draft III (final) will be presented at the C.A.S.E. Board Meeting on April 7, 2014.

FISCAL YEAR 2013 AUDIT & AFR

Jerry Brendel provided a copy of the Fiscal Year 2013 Audit & AFR from Mathieson, Moyski, Celer & Co., LLP. A District Business Manager's Meeting will be held on January 22, 2014 to review documents.

Mr. Brendel stated this was the last year of the three-year contract with Mathieson, Moyski, Celer & Co., LLP. He will be soliciting proposals and bring recommendations to the March 7, 2014 C.A.S.E. Board Meeting.

INTER-RATER RELIABILITY TRAINING

Tammy Prentiss provided a follow-up handout to the Inter-Reliability Training core piece. Training would be scheduled in spring with morning and afternoon sessions for grades K-5 and 6-12. In June she would like to schedule two full day sessions. More details, framework will follow at a later date.

DIRECTOR'S REPORT

Mr. Nelson provided final proration and payments calculated for the 2012/13 school year categorical claims that will be vouchered in FY2014.

Mr. Nelson announced a Collaborating Academic Partnership Program with Aurora University and will provide the following:

- **Credit** – Aurora University graduate-level credit for select C.A.S.E. workshops and training.
- **Demonstration Option** – Staff who want to demonstrate Domain 4 components at the “distinguished” level may prepare and instruct courses for C.A.S.E. that have been approved by Aurora University for graduate credit.
- **Intern** – C.A.S.E. is an approved site for their interns in the master's program for Applied Behavior Analysis Program.
- **Recruiting** – The first two Behavior Technicians from the program start this semester, with supervision from both the C.A.S.E. BCBA's and Aurora University staff.
- **Increased Training and Support** – The partnership will crease the training and support for all C.A.S.E. supported programs and in particular our autism population and emotional disability population that are served in the ESP programs.

Mr. Nelson stated the C.A.S.E. contract for auditing services ends with fiscal year 2013 and is writing RFP soliciting proposals for a new agreement to begin with fiscal year 2014.

Mr. Robert Cummings, ISBE auditor completed an exit summary for C.A.S.E. on Dec. 16, 2013. He reviewed;

- 2011/12 Special Education Personnel
- 2012/13 IDEA Pre-School Flow Through
- 2012/1 IDEA Flow Through

C.A.S.E. is waiting for the final report from ISBE.

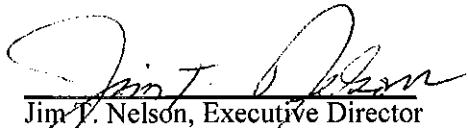
Mr. Nelson reported Dana Crumley, Attorney for Franczek Radelet presented “*Special Education Law- IEP Basics*” on Dec. 6, 2013. Participants enjoyed the Q & A opportunity.

CLOSED SESSION

Purpose: Personnel - The Board entered into closed session 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 probable 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 (c)(11).

No action was taken as a result of closed session.

The next meeting of the C.A.S.E. Board of Directors will be held on Friday, February 7, 2014, 9:00 a.m. in the Board Room. Recipients of this notice may request more information on any of these topics by calling C.A.S.E. at 630-942-5600.


Jim T. Nelson, Executive Director

**It is the mission of CASE to collaborate as educational advocates for children with special needs
in order to provide appropriate and high quality educational programs and services.**