



BOARD BRIEFS

Friday, September 6, 2013

The September meeting of the C.A.S.E. Board of Directors was held on Friday, September 6, 2013, 9:00 a.m. at C.A.S.E.

Mr. Nelson introduced all visitors Maureen Quirk, Julie Salamone, Dr. Joseph Williams, Dr. Mary Furbush, Tammy Prentiss and introduced new staff position assignments at C.A.S.E. - Kate Koon, Administrative Assistant/lePoint and Reiley Bechtold, Accounts Payable/Payroll.

CLOSED SESSION

Purpose:

The Board entered into closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body as mandated by Section 2 5ILCS 120/2 (c)(1).

No action was taken as a result of Closed Session.

CONSENT AGENDA

The Board approved the following items:

- Minutes of the August 2, 2013 Regular and Closed Session;
- September Accounts Payable and July and August Payroll and Projected Payroll for September and October, 2013;
- Treasury Reports for July, 2013;
- Personnel

Employment;

- Ashley Simpson, School Psychologist;
- Kelly Moscicki, Speech Language Pathologist;
- Stephanie Lesnik, Program Assistant;
- Erin Lynch, Occupational Therapist;
- Dawn Stewart Walker, Bilingual Social Worker;
- Chris Powell, Job Coach;
- Joseph Graves, Program Assistant;
- Wendy Cyplik, Program Assistant;
- Louise Loewer, Job Coach;
- Jennifer Precht, Program Assistant;
- Kristin King, Program Assistant/Medical;
- Amy Carrera, Social Worker;
- Leann Mack, Program Assistant.

Approval of Full Time Tenure and Tenure Equivalent Status:

The following employees have completed four years of employment, have begun their fifth year, and are eligible for tenure and tenure equivalent status;

- Robin Mina, Hearing Itinerant Teacher
- Kimberly Syregelas, Occupational Therapist – Tenure Equivalent
- Julie Segatti, Physical Therapist – Tenure Equivalent

Lane Change Requests - The following employees have submitted transcripts and requested horizontal advancement on the salary schedule;

- Kathy Brinker, Adapted Physical Education Teacher;
- Casey Pilgeram, Student Services Interventionist;
- Eric Briscoe, Orientation & Mobility.

Resignation;

- Janette Duarte, Accounts Payable/Payroll, C.A.S.E.;
- Nick Kozin, Technology, Administrative Assistant, C.A.S.E.;
- Daisy Garcia, Program Assistant assigned to Glenwood;
- Leadene Loconte, Occupational Therapist, assigned to Marquardt District 15.

Notice of Intent to Retire;

- Mary Anderson submitted a Notice of Intent to Retire Change Date letter effective August 12, 2013.

Memo of Understanding;

- Submission and Acceptance Notification of Intended Retirement Change Date for Mary Anderson effective immediately.

OTHER ACTION ITEMS

- Intergovernmental Agreement for Itinerant Services, NDSEC
- C.A.S.E. Policies
 - 7:340 Student Records
 - 7:340 Student Records – Administrative Procedure

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

SEPTRAN 2013/14 SCHOOL YEAR PARENT/GUARDIAN HANDBOOK

A *Septran 2013/14 School Year Parent/Guardian Handbook* was handed out to all Board members. At the beginning of the school year, bus drivers distributed to all parent/guardian of students taking Septran transportation. The completed Emergency Contract Cards are due to bus drivers by September 15, 2013. Septran will create a database and send to C.A.S.E. and each district.

There was an increase of last minute transportation changes this year. Ms. Prentiss will check data to improve and fix the problems. Septran is out in the district sites to improve transportation.

Ms. Prentiss mentioned implementing a “smart transportation sheet” in NetIEP to be given to parent/guardians at first IEP meeting. This will help them to better understand the transportation process.

ESY REVIEW

Dr. Furbush thanked Dr. Paul Gordon and Glen Ellyn District 41 for the use of ESY facilities at Churchill School, the excellent job of the D41 technology staff and the use of their smart boards. Dr. Furbush stated ESY enrollment was at 310 this year and the severity of students increasing. She also included a district breakdown summary of students enrolled. Dr. Furbush thanked Julie Salamone and Michelle Budz for their help in training staff. NEDSRA organized school-wide events and provided weekly activities in each classroom. She mentioned parent and student surveys were overwhelmingly positive.

2013/14 C.A.S.E. UPDATE

- Glenwood, Dr. Joseph Williams provided highlights for the 2013/14 school year at Glenwood.
 - Overall staff satisfaction is higher this year.
 - Programs Expert 21 Course 1, 2 and 3 are well received and off to a good start.
 - Implementing a new math program – ALEKS.
 - New staff went through a 5-day LCSi training program.
 - Dr. Williams is receiving good feedback from parents.
- C.A.S.E. Itinerant Services, Dr. Mary Furbush provided highlights for the 2013/14 school year.
 - The CIS is servicing 65 districts and over 800 students with itinerant services.
 - Dr. Furbush hired two new Deaf & Hard of Hearing Teacher and three interpreters.
 - Each itinerant has been assigned an iPad.
- C.A.S.E. Supported Programs, Julie Salamone provided highlights for the 2013/14 school year.
 - Emotional Support Program added to responsibilities this year
 - Three new teachers were hired; Kevin Ballardini, Structured Teacher at Elsie Johnson, CCSD 93; Michelle Budz, Structured Teacher at Briar Glen, CCSD 89; and Jaclyn Dailidas, AIP Teacher Park View, CCSD 89.
 - Majority of C.A.S.E. Supported programs are close to capacity, pre-school structured classrooms are at or above targeted numbers.
 - Ms. Salamone is working with teachers to meet “smart goals.”
 - She is working to align community based instruction across all districts.
- Evaluations, Tammy Prentiss
 - Three evaluation trainings are offered this year with 165 staff using the new tool.
 - There are 47 qualified evaluators identified.
 - 97% of C.A.S.E. staff have signed up for a training.
 - Working with the DuPage Regional Office of Education on inter-reliability (get spelling from Tammy) plan.
 - Licensed staff received their Evaluation Plan and letter on Institute Day, August 22, 2013.
 - Paraprofessionals, Job Coaches and Interpreters received their Evaluation Plan and met with C.A.S.E. staff on August 22, 2013. The tool was well received.

C.A.S.E. PROGRAMS & SERVICES BROCHURE

Mr. Nelson handed out a copy of the C.A.S.E. Programs & Services Brochure. This brochure will be presented to the Joint Board on September 18.

DIRECTOR’S REPORT

Strategic Plan 2013-2014

Mr. Nelson reported on the Strategic Plan, this being the last year of the 3 year plan.

- Continuing with the four targeted strategies
 - Programming and Innovation
 - Professional Development
 - Climate, Communication, and Culture
 - Organization and Administrative Services

Mr. Nelson reported on the new “Face of C.A.S.E.”

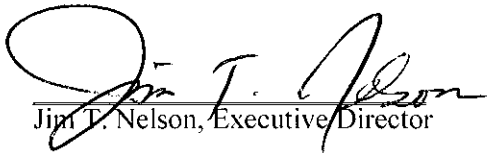
- Recruited, hired and secured over 32 new certified, licensed, and support staff
- Continuing to revise job descriptions
- Continue to update websites

Mr. Nelson stated a survey was sent to administrators and staff for the ED self-contained programs to rename their program. ***Emotional Support Programs (ESP)*** won the title. These programs are located at Winnebago D15 for first through fifth grades, and at Hadley D41 for sixth through eighth.

Mr. Nelson welcomed the new C.A.S.E. supported programs and locations:

- Structured Early Childhood, Forest, Glen Ellyn D41
- Emotional Support Program, Hadley, Glen Ellyn D41
- Structured Intermediate, Manor Hill, Lombard D44

The next meeting of the C.A.S.E. Board of Directors will be held on Friday, October 4, 2013, 9:00 a.m. in the CCSD 89 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