C.A.S.E.
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COOPERATIVE ASSOCIATION for SPECIAL EDUCATION

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Jim T. Nelson
Executive Director

BOARD BRIEFS

Friday, February 6, 2015

The February meeting of the C.A.S.E. Board of Directors was held on Friday, February 6, 2015, 9:00 a.m. at C.A.S.E.

CONSENT AGENDA

The Board approved the following items;

1. Approval of Minutes January 9, 2015, Regular and Closed Session;
2. Approval of Accounts Payable for January and February, Payroll for January, and Projected Payroll for February 2015;
3. Treasurer's Report, December 2014;
1. Personnel;

   Intent to Return;
   - Jennifer Stafiej, School Psychologist, has submitted a letter of intent to return to C.A.S.E. effective with the start of the 2015/16 school year.

   Resignation;
   - Dr. Joseph Williams, Principal, assigned to Glenwood, has submitted a letter of resignation effective June 30, 2015.
   - Becky Cortesi-Caruso, Director of District Special Education, Marquardt School District 15, has submitted a letter of resignation effective June 30, 2015.

   Retirement;
   - Ana Kafkes, Occupational Therapist, assigned to Lombard District 44, has submitted a letter of intent to retire at the end of the 2018/19 school year.
   - Nancy Carter, Adapted Physical Education Teacher, assigned to Districts 16, 41, 44, has submitted a letter of intent to retire at the end of the 2018/19 school year.
   - Kim Piechota, School Psychologist, assigned to Districts 93 and 87, has submitted a letter of intent to retire at the end of the 2018/19 school year.

   Lane Change:
   - Etta Avila, Deaf and Hard of Hearing Teacher, assigned to C.A.S.E. Itinerant Services, from BA18 Step 8 to MA Step 8;
   - Sarah Finlayson, Teacher ED, assigned to Glenwood, from MA Step 8 to MA15 Step 8.

The Board approved the following items;

OTHER ACTION ITEMS

1. Draft 1, FY2016 C.A.S.E. Budget.
2. C.A.S.E. Board Policies, Second Read
   - 7.50 Students, School Admissions, Eligibility For Services
   - 7.80 Students, Release Time for Religious Instruction/Observance
   - 7.140 Student, Search and Seizure
   - 7.185 Student, Teen Dating and Violence Prohibited
3. Hawthorn Medicaid Fee-for-Service Contract, July 1, 2015 to June 30, 2018.

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

PRELIMINARY EBC INSURANCE RATES 2015/16

Jerry Brendel, C.A.S.E. Business Manager, presented the preliminary EBC insurance rates for 2015/16. The EBC Insurance rates will be finalized the end of March 2015.

C.A.S.E. BOARD POLICIES AND PROCEDURES, FIRST READ

The policies listed below were presented to the C.A.S.E. Board of Directors for first read.

7.230 Misconduct by Students with Disabilities
7.250 Student Support Services
7.270 Administering Medicines to Students

EXCESS COST WORKSHEET

Jerry Brendel, C.A.S.E. Business Manager, presented the IDEA Excess Cost Work Sheets to each district. They will also be sent to the district Business Managers.

DIRECTOR'S REPORT

Mr. Nelson recapped the following news at Glenwood:

- Second semester schedules are secure
- High school teachers have implemented the course content of Edgenuity, delivering blended instruction for all high school math courses
- All students have been uploaded to SIS and are coded appropriately for PARCC Testing
- Glenwood received a safety award from Gallagher Bassett for maintaining a safe school environment and resolving all facilities issues

Mr. Nelson recapped the following news at C.A.S.E. Itinerant Services:

- Erin Hoving, C.A.S.E. Transition Specialist, targeted the teachers of low-incident special education on opportunities within DuPage County at a recent linkage meeting. This is a goal area for the staff at the Itinerant office.
- New referrals are continuing to be received as expected with well-over 100 received to date.
- Vision and Hearing professional learning communities PLCs have been working on researching and in some cases creating proposed Type III assessments for measuring student growth.

Mr. Nelson reported the strategic plan dates have been revised to accommodate all targeted stakeholders. The dates are:

February 17
March 6
March 11

The target dates to the C.A.S.E. Board are April 10, 2015 for first read and May 8, 2015 for final approval.

Mr. Nelson shared Educational Environment (EE) code for students is part of the ISBE required data found in the student's IEP. This information is tracked by ISBE as part of their state performance Indicator 5.

Percent of children with IEPs aged 6 through 21 served:

A. Inside the regular class 80% or more of the day, goal: 52.0%
B. Inside the regular class less than 40% of the day, goal 18.5%
C. In separate schools, residential facilities, or homebound/hospital placements, goal 3.9%

Calculating Indicator 5

As noted in the ISBE Division of Funding and Disbursement Services reference, to determine the percentage of time INSIDE the general education classroom, divide the time (in minutes or hours) that the student is INSIDE the general education classroom each week by the total time in the school week. Also please note that time spent outside the general education classroom receiving services unrelated to the student's disability (e.g. time receiving LEP services) should be considered time inside the general education classroom.

Mr. Nelson stated ISBE reported the final 2013-14 school year claims exceeded the amount of IDEA Room and Board funds available. Proration was calculated at 71 percent of the final claims. Claims reimbursed from federal IDEA Part B grant funds have been escalating at a rate beyond the set aside amounts ISBE retains from our annual IDEA Part B award. The final 2013-14 school year voucher was processed by ISBE on December 22 and released by the Office of the Comptroller on December 29.

2014-15 Proration

Due to the projected increase of claims and available IDEA funds for the 2014-15 school year, the estimated proration will be 77%. To avoid potential overpayment, submitted monthly claims will be paid at 60 percent during the year. Once all claims are finalized in December 2015, final claims and proration will be calculated and paid at that time.

CLOSED SESSION

I. Purpose:

Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of minutes or semi-annual review of the minutes as mandated by Section 2.06 5ILCS 120/2(c)(1).

II. Purpose:

Board minutes from the following closed sessions should remain closed because of the need for confidentiality still exists as to all or part of the minutes.

ACTION AS A RESULT OF CLOSED SESSION

1. **Electronic Verbatim Records of Closed Sessions Prior to May 2013.**
   All electronic verbatim records of the Closed Sessions held on the following dates are hereby authorized for destruction.
   January 18, 2013
   February 15, 2013
   March 8, 2013
   April 19, 2013
2. **Board Minutes from the following Closed Sessions Should Remain Closed**
   Board minutes from the following Closed Sessions will remain closed.
   November 1, 2013
   January 10, 2014

The next meeting of the C.A.S.E. Board of Directors will be held on Friday, March 6, 2015, 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