➢ COOPERATIVE ASSOCIATION FOR SPECIAL EDUCATION

Friday, October 3, 2014 C.A.S.E. BOARD MEETING

C.A.S.E., District 89 Board Room
22W600 Butterfield Road
Glen Ellyn
9:00 AM

AGENDA

I. **Call to Order**

II. **Roll Call**

III. **Recognition of Visitors**
Comments and Suggestions from Audience

IV. **Items for Board Action**

A. **Consent Agenda**

1. Approval of Minutes – September 5, 2014 Regular and Closed Session.
2. Approval of Approval of September Accounts Payable and Payroll and Projected Payroll for October 2014.
3. Treasurer's Report, August 2014
4. Personnel
5. Approval of 125 Plan Administrative Services Agreement

B. **Other Action Items**

1. C.A.S.E. Policies and Procedures, Second Read
   1. Board of Directors, 2:10 C.A.S.E. Governance
   2. Board of Directors, 2:100 Board Member Conflict of Interest
   3. Board of Directors, 2:105 Ethics and Gift Ban
   4. Board of Directors, 2:140 Communications To and From the Board
   5. Board of Directors, 2:190 Mailing Lists for Receiving Board Material
   6. Board of Directors, 2:200 Types of Board Meetings
   7. Board of Directors, 2:230 Public Participation at Board of Directors Meetings and Petitions to the Board
   8. Board of Directors, 2:250 Access to Cooperative's Public Records
   9. Board of Directors, 2:260 Uniform Grievance Procedure
   10. General Administration, 3:50 Administrative Personnel Other than the Executive Director
   11. General Administration, 3:60 Administrative Responsibility of the Building Principal

V. **Items for Information, Discussion and/or Future Board Approval**

A. **Director's Report -** A written report is included for your information.

B. **Professional Development Update -** A written report is included for your information.

C. **ESY 2014 Board Summary -** A written report is included for your information.

D. **Articles of Agreement -** First Read

E. **C.A.S.E. Policies and Procedures, First Read**

1. General Administration, 3.70 Succession of Authority

2. Operational Services, 4.15 Identity Protection
3. Operational Services, 4.160 Environmental Quality of Buildings and Grounds
4. Operational Services, 4.170 Safety
5. Operational Services, 4.175 Convicted Child Sex Offender; Criminal Background Check and/or Screens
6. Operational Services; 4.180 Pandemic Preparedness
7. General Personnel, 5.10 Equal Opportunity and Minority Recruitment
8. General Personnel, 5.20 Workplace Harassment Prohibited
9. General Personnel, 5.30 Hiring Process and Criteria
10. General Personnel, 5.35 Compliance with the Fair Labor Standards Act
11. General Personnel, 5.40 Communicable and Chronic Infectious Disease
12. General Personnel, 5.50 Drug and Alcohol Free Workplace
13. General Personnel, 5.70 Religious Holidays
14. General Personnel, 5.90 Abused and Neglected Child Reporting
15. General Personnel, 5.100 Staff Development Program
16. General Personnel, 5.120 Ethics and Conduct
17. General Personnel, 5.125 Personal Technology and Social Media
18. General Personnel, 5.130 Responsibilities Concerning Internal Information

VI. **Closed Session**

I. 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 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).

II. 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).

VII. **Action as a Result of Closed Session**

A. **Electronic Verbatim Records of Closed Sessions Prior to January 2013;**
August 24, 2012
October 26, 2012
November 30, 2012
December 21, 2012

B. **Board Minutes from the following Closed Sessions Should Remain Closed.**
August 2, 2013
September 6, 2013
October 4, 2013

VIII. **Other Business**

IX. **Adjournment**