



# COOPERATIVE ASSOCIATION for SPECIAL EDUCATION

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Jim T. Nelson  
Executive Director

## BOARD BRIEFS

Friday, February 5, 2016

The February meeting of the C.A.S.E. Board of Directors was held on Friday, February 5, 2016, 8:00 a.m. at C.A.S.E.

Mr. Nelson recognized Sarah Lager and Debbie Marszalik for extraordinary work and going above and beyond their normal duties while the C.A.S.E. office was short staffed.

### CONSENT AGENDA

The Board approved the following items;

1. Approval of Minutes January 8, 2016, Regular and Closed Session;
2. Approval of Accounts Payable for January and February, Payroll for January, and Projected Payroll for February and March 2016;
3. Treasurer's Report, December 2015;
4. Personnel;  
Employment;
  - Colleen Neustadt, Administrative Assistant IEP Sub, assigned to C.A.S.E., at .5 FTE, effective February 2 to the remainder of the 2015-2016 school year.Resignation;
  - Ryan Wells, Teacher LBS1, assigned to Glenwood, has submitted a letter of resignation effective June 30, 2016.Lane Change:
  - Ken Zaboth, Teacher LBS1, assigned to Marquardt District 15, from MA Step 19 to MA15 Step 19;
  - Kelly Gagen, Teacher Vision Itinerant, assigned to C.A.S.E. Itinerant Services, from BA Step 10 to BA15 Step 10;
  - Barbara Hollowed, Speech Language Pathologist, assigned to Marquardt District 15, from MA 45 Step 29 to MA60 Step 29.

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

#### PRELIMINARY EBC INSURANCE RATES, 2016-2017

Jerry Brendel, C.A.S.E. Business Manager, presented the preliminary EBC insurance rates for 2016-2017.

The EBC Insurance rates will be finalized on March 16<sup>th</sup> and brought for approval to the April 8 C.A.S.E. Board Meeting.

#### TRANSPORTATION BID UPDATE

Mr. Nelson was happy to report there was a good turnout for the Transportation Pre-Bid Meeting on February 1<sup>st</sup>. All bids are due on March 1<sup>st</sup>.

#### EXCESS COST WORKSHEET

Jerry Brendel, C.A.S.E. Business Manager, reported all districts had made excess cost and M.O.E.

#### 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.

- 4.60 Operational Services, Purchases and Contracts
- 4.80 Operational Services, Accounting and Audits\
- 5.10 General Personnel, Equal Employment Opportunities
- 5.30 General Personnel, Hiring Process and Criteria
- 5.220 Professional Personnel, Substitute Teachers
- 5.250 Professional Personnel, Leaves of Absence

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- 6.20 Instruction, School Year and Calendar
- 7.20 Students, Harassment of Students Prohibited
- 7.100 Students, Health, Eye and Dental Examinations; Immunizations; and Exclusion of Students
- 7.270 Students, Administering Medicines to Students

Mr. Nelson mentioned the reviewing process of Press Plus, administration counsel, Al Sraga, C.A.S.E. Legal Counsel and first read to the C.A.S.E. Board of Directors.

### **C.A.S.E. SENIORITY LISTS 2015/2016**

Mr. Nelson stated the annual C.A.S.E. Seniority Lists for 2015/2016 are posted at C.A.S.E., C.A.S.E. Itinerant Services, and Glenwood. They are also posted for staff on the C.A.S.E. "Intranet".

### **DIRECTOR'S REPORT**

Mr. Nelson reported the following news;

#### **Glenwood**

- Primary teachers completed units on addition and subtraction concepts. Curriculum-based measurement results show growth for all students. The average student growth was 62% better than baseline. The primary team's next goal is a 70% improvement over baseline as the average growth goal for all classrooms.
- High school team members continue to work with juniors and seniors on post-secondary transition skills (part of a goal setting unit in the social emotional learning curriculum). As of January 28, all Glenwood's juniors and seniors have been on a job interview. Sixty percent of those students found employment as a result of these interviews. The High School Team's goal is 100% employment for juniors and seniors who make the decision, with their families, to pursue employment.
- Both our high school and middle school teams are looking for professionals to speak to students about overcoming obstacles in the pursuit of meaningful careers. We have had volunteers speak on video game design, plumbing and pipe fitting, project management, law, and law enforcement. Potential volunteers are asked to contact Dr. Mary Bell at [mbell@casedupage.com](mailto:mbell@casedupage.com).
- Requests for the transition team have increased, to support students in their home school environments. These increases are driven by both referrals and transitions back to the home school environments.

#### **C.A.S.E. Itinerant Services**

- Jill McReynolds and Eric Briscoe presented at an in-service day in Oak Park School District 97 about C.A.S.E. Itinerant Services and low-incidence disabilities.
- Terra Knowles presented the C.A.S.E. Itinerant Services plan for Student Growth to the Illinois Vision Leadership Council.
- ISBE requested, and was provided, a list of concerns and questions about ACCESS services. Our response, provided by Tracy Mack, will help prepare ISBE to discuss ELL and DHH services, ACCESS, and certification issues.
- Dr. Mary Furbush was appointed to the Outreach Committee of the Illinois Vision Leadership Council. The committee develops ways for the Leadership Council to reach itinerant vision specialists throughout the state that do not have a dedicated supervisor.
- Etta Avila and Christianna Gorman hosted an ice cream social for students with a hearing loss and their families on February 3.

### **ISBE to Rollout I-Star for 2016-17**

The State Board of Education has announced the new I-Star system will be in place for the 2016-17 school year. I-Star is ISBE's new web-based special education database system and data management tool for all districts and joint agreements. I-Star incorporates all aspects of student and personnel approvals. I-Star also includes an optional Individualized Education Program (IEP) component. I-Star will replace the current iePoint software and data transmissions systems.

C.A.S.E. is currently participating as a pilot test site for the system. We are too early in the testing to have reached any conclusions or formed any opinions on I-Star.

Some of the features of the new I-Star system include:

- Access via ISBE's IWAS portal. Local administrators will assign security to specific staff and access to modules within I-Star as appropriate.
- All student demographic information will be populated from the Student Information System eliminating duplication and overlapping entries between local education agencies.
- Personnel data will be populated from the Employment Information and Educator Licensure Information Systems.

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- Feedback of all user entries and verification of data with ISBE systems in I-Star are in real-time.

**CLOSED SESSION**

Purpose I. 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 5ILSC 120/2(c)(1).

Purpose II. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees 5 ILCS 120/2(c)(2).

Purpose III. The Board will enter 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).

**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.

September 5, 2014

October 3, 2014

December 5, 2014

**2. Board Minutes from the following Closed Sessions Should Remain Closed**

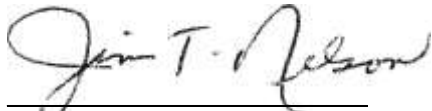
Board minutes from the following Closed Sessions will remain closed.

September 5, 2014

October 3, 2014

December 5, 2014

The next meeting of the C.A.S.E. Board of Directors will be held on Friday, March 4, 2016, **10:00** 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