

C.A.S.E. Board Briefs July 29, 2015

The August meeting of the C.A.S.E. Board of Directors was held on Friday, July 29, 2015, 9:00 a.m., at C.A.S.E., in the Board Room.

CONSENT AGENDA

The Board approved the following items:

1. Approval of Minutes for June 5, 2015, Regular and Closed Session;
2. Approval of June and July Accounts Payable and Payroll and Projected Payroll for August;
3. Treasurer's Report, May & June 2015;
4. Memorandum of Understanding;
5. Personnel;
Employment;

- ESY Employment List, June 15 to July 15, 2015.
See attached FY2015 C.A.S.E. ESY Staff Roster.
- Katie Gillihan, Health Aide, assigned to Glenwood, 1.0 FTE for the 2015/2016 school year. This position is necessary in order to fill a vacancy;
- Megan Kramer, Teacher, LBS1, assigned to Glenwood, at BA Step 2, 1.0 FTE for the 2015/2016 school year. This position is necessary in order to fill a vacancy;
- Norine Kapicak, School Psychologist, pending board approval of Memorandum of Understanding, 1.0 FTE for the 2015/2016 school year. This position is necessary in order to fill a vacancy;
- Christiana Gorman, Deaf and Hard of Hearing Teacher, as Substitute covering maternity leave for Hope Vecellio, assigned to C.A.S.E. Itinerant Services;
- Pat O'Connor, School Psychologist, as Substitute covering a maternity leave for Jackie Mackin, Lombard District 44;
- Ashley Korbal, Sign Language Interpreter, assigned to C.A.S.E. Itinerant Services, at 1.0 FTE for the 2015/2016 school year. This position is necessary in order to fill a vacancy.

Change in Assignment;

- Erin Moll, from Glenwood Program Assistant to Glenwood Teacher, at a salary of BA Step 1, at 1.0 FTE for the 2015/16 school year. This position is necessary in order to fill a vacancy.

Increase in Hours;

- Tina Breitenbach, Student Services Interventionist, assigned to Glenbard Township District 87 at .6 FTE and Directions at .2 FTE, at MA30 Step 17, for the 2015/2016 school year. This increase is necessary in order to fill a vacancy.

Lane Change;

- Eileen Pugsley, School Psychologist, from MA45 Step 12 to MA60 Step 12;
- Tara McCarthy, Adapted Physical Education Teacher, from MA Step 19 to MA15 Step 19;
- Sherri Maupin-Szweda, Occupational Therapist, from MA15 Step 10, to MA30 Step 10;
- Brian Lohman, Speech/Language Pathologist, from MA15 Step 8 to MA30 Step 8.

Resignation;

- Jill Marshall, Speech/Language Pathologist, assigned to Marquardt District 15, has submitted a letter of resignation, effective immediately;
- Jennifer Moore, Sign Language Interpreter, assigned to C.A.S.E. Itinerant Services, has submitted a letter of resignation, effective immediately. 6.

Contracts;

- FY2015-2016 RhythmWORKS Music Therapy, LLC

OTHER ACTION ITEMS

1. FY2016 C.A.S.E. Budget
2. FY2016 C.A.S.E. Cooperative Professional Development Fee Schedule Increase for Non-Members
3. C.A.S.E. Policies and Procedures, Second Read
 - 2.110 Board of Directors, Terms and Duties
 - 5.260 Professional Personnel, Student Teachers
 - 7.260 Students, Exemption from Physical Activity

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

FY2016 C.A.S.E. PROFESSIONAL DEVELOPMENT UPDATE

Cindy D'Ambrosio provided an update of professional development options available for the 2015/2016 school year.

C.A.S.E. POLICIES AND PROCEDURES, First Read

- 2.140 Board Communications, Communications To and From the Board
- 2.140E Governing Board, Exhibit Guidance for Board Member Communications, Including Email Use
- 4.10 Operational Services, Fiscal and Business Management
- 4.30 Operational Services, Revenue and Investments
- 4.45 Operational Services, Insufficient Fund Check and Debt Recovery
- 4.50 Operational Services, Payment Procedures

DIRECTOR'S REPORT

Mr. Nelson provided an update on the C.A.S.E. Facilities;

- **Central Office**
Current lease from CCSD 89 is through September 30, 2020
- **Glenwood**
Current lease from Queen Bee 16 is through June 30, 2018
- **C.A.S.E. Itinerant Office**
Current lease from L.L.C. Rothbart Reality is through July 31, 2016

Mr. Nelson stated the 2015 C.A.S.E. Extended School Year ended on July 15, 2015. He thanked CCSD 93 for the use of Heritage Lakes and Glenbard District 87 for the Condo space and Glenbard North High School. Enrollment was high again this year with 320 students from across the cooperative. A full Extended School Year Report will be forthcoming at the September Board Meeting.

Mr. Nelson reported for the 2015/2016 school year;

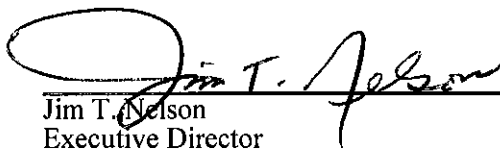
- Recruited and hired 10 new staff members as of July 24, 2015
- New staff orientation begins August 17
Session will include a review of our Danielson-based evaluation tool. All new staff members have been provided a copy of *ENHANCING PROFESSIONAL PRACTICE: A FRAMEWORK FOR TEACHING* by Charlotte Danielson and asked to familiarize themselves with her research prior to orientation.
- Linkage meeting dates and times have been confirmed
- Each year we select and read a book—incorporating it into orientation and other activities through the year. We select a relevant book which melds with district initiatives. We're building on the last two years' work (Tom Carr's *GOT GRIT* and Suzanne Bates *DISCOVER YOUR CEO BRAND*). This year I'm pleased to announce our book read is *DON'T WE ALREADY DO INCLUSION?* by Paula Kluth.

A Closed Session was held for the purpose of;

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).

There was no action as a result of Closed Session.

The September meeting of the C.A.S.E. Board of Directors will be held on Friday, August 28, 2015, 9:00 a.m. at C.A.S.E. 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