

C.A.S.E. BOARD BRIEFS

August 4, 2017

The August meeting of the C.A.S.E. Board of Directors was held on Friday, August 4, 2017, 8:04 a.m., at C.A.S.E., in the Board Room.

The Board approved the following items:

1. Approval of Minutes for June 9, 2017, Regular and Closed Session;
2. Approval of June and July Accounts Payable and Payroll and Projected Payroll for July and August 2017;
3. Treasurer's Report, May & June 2017;
4. Personnel;
Employment;
Resignation;
5. Contracts;
Intergovernmental Cooperation Agreement Maywood-Melrose Park-Broadview School District 89 and C.A.S.E., July 1, 2017 to June 30, 2018.

Other Action Items approved by the C.A.S.E. Board;

1. FY2017 CASE Budget, Final
2. CASE Board Policies;
 - 2.100 Board Member, Conflict of Interest
 - 3.70 General Admin., Succession of Authority
 - 4.15 Operational Services, Identity Protection
 - 5.120 General Personnel, Employee Ethics, Conduct & Conflict of Interest
 - 5.300 ESP Schedules and Employment Year

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

CASE FACILITIES PLAN

CASE storage is currently at Glenwood and the lease ends June 30, 2018. Dr. Furbush asked the Board if any district had 2,000 sq. ft. of space available. Some Board members know they do not and others will check before the September Board Meeting.

If it is not possible to store APE, Physical Therapy, Vision and ESY materials in a district facility, Dr. Furbush will recommend that CASE begin the process of finding an appropriate location for storage. The search for a location will include both options below:

- 1) Seek storage facilities for a two-year lease to store materials from July 2018 to July 2020.
- 2) See a facility that would include necessary storage and office space to relocate both the CASE Itinerant Services and CASE Administrative Office so that all CASE locations are consolidated.

This information will be shared with the Business Managers.

2017/2018 BOARD MEETING SCHEDULE

Dr. Larson has prior commitments with five of the CASE Board Meeting dates. He plans to send a proxy to attend the meetings who will not have voting rights and will be part of the audience. The CASE Board Meeting dates will remain as previously approved, held on Fridays at 8:00 a.m.

CASE ORGANIZATIONAL STRUCTURE

Dr. Furbush opened the discussion about formalizing the organizational structure as related to the positions of Chair, Vice-Chair, Administrative District and Extended School Year. At this time, only the administrative agent and Board Chair information are included in the Articles of Agreement. The Board of Directors would be informed in June prior to the start of the new school year in the June Organizational Meeting as to Board positions.

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

- 5.330 Educational Support Personnel, Sick Days, Vacation, Holidays, and Leaves

Dr. Furbush gave a brief description of procedure and policy change.

DIRECTOR'S REPORT

Annual Update on 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 Realty is through June 30, 2018

Needs after June 30, 2018

- 2,000 SF storage

Extended School Year

- Thank you to Queen Bee 16 for the use of Glen Hill and Glenside Middle School
- Participation was high – overall there were approximately 300 students who attended ESY from across the cooperative
- Full report with recommendations for ESY 2018 will be presented at the September Board meeting.

Start-up for 2017-2018

- Recruited and hired 11 new staff members as of August 1, 2017.
- New staff orientation is on Thursday August 10, 2017.
- C.A.S.E. all-staff meeting will be on Thursday, August 31, 2017, at 2:30 pm.
- Please inform building administrators about CASE In-Service day! We are asking that CASE staff be permitted to leave at 2:20.

Staff Activities

Special Education Directors Conference

Keynote speakers Dr. Elise Frattura and Dr. Colleen A. Capper presented on “Integrated Comprehensive Systems for Equity.” They gave an overview of the four cornerstone framework and process which includes

- a) a focus on equity;
- b) alignment of staff and students;
- c) transforming teaching and learning;
- d) leveraging funding and policy.

Workshops we attended included Illinois State Plan for ESSA Overview, IL-EMPOWER, PERA at the Early Childhood Level, Updated Guidance for ELs with Disabilities and School Health Issues. The handouts from the sessions presented are online at <https://www.isbe.net/Pages/Annual-Special-Education-Directors-Conference.aspx>. Information specific to staff (particularly ELL and school health updates) will be shared at Learning Team meetings this year.

Supervisory Cohort

CASE partnered with Aurora University to host a cohort for staff in low-incidence areas (Vision, Hearing, Speech) to offer a two-course program that would allow participants to have their PELs endorsed as Technical Supervisors. Nineteen individuals participated in the cohort including 5 members of the CASE staff.

District 93 Tech Academy

Sherri Maupin-Szweda offered several workshops at the District 93 Tech Academy this summer. Workshops she facilitated included:

- **MacBook 101**
Provided to paraprofessionals or any staff who were new to using a district MacBook Air. Participants were guided through basic operations such as charging the device, accessing files, opening web browsers, creating desktop shortcuts, and logging into their district Gmail account. Participants also explored the apps and features on the MacBook that they were interested in learning more about.
- **Universal Design for Learning**
In this course the terminology and principles of UDL were reviewed. Participants shared UDL strategies they are using in District 93 and were encouraged to collaborate on ideas for further addressing each principle of UDL across classroom and school settings.
- **Assistive Technology Considerations and the SETT Framework**
The contents of this course were based on the Illinois Assistive Technology Guidance Manual and the SETT Framework for Assistive Technology. This course targeted licensed special education staff and service providers who collaborate on assistive technology services and tools for students.
- **Speech Recognition as Assistive Technology for Writing**
This session focused on the use of speech recognition as a tool for writing. The skills required for speech recognition to be an effective tool were discussed during this session. Participants may download a free guide (written by Kelly Key & Daniel Cochrane) at the time of the session.
- **Co:Writer and Snap & Read**
Co:Writer and Snap & Read are available on all CCSD93 MacBook Air devices. They were designed to support struggling readers and writers. This workshop included step-by-step tutorials of the features found in Co:Writer and Snap & Read and included time to practice using the features.
- **Assistive Technology for Executive Function Skills**
This session focused on assistive technology tools that support executive functions in students. The session included tools using Universal Design for Learning principles as well as assistive technology supports which can be customized to meet individual needs for learners with disabilities.

Assessment for Learning

Mary Furbush and Maureen Quirk created and led a workshop for CASE related services staff members in District 15 on Assessment for Learning. A second session will be held in mid-August.

IAD/IRID

Mindy Long and Faith Pritchard attended the Illinois Association for the Deaf and Illinois Registry of Interpreters for the Deaf Conference in Naperville. Workshops on ethics, interpreting in STEM, inclusive practices for deaf students and the American with Disabilities Act were offered.

Legislative Summit

Mary Furbush attending the 2017 Special Education Legislative Summit in Washington, DC in July with other members of the Illinois Alliance for Special Education Administrators and the Illinois Council of Exceptional Children. We had several presentations by OSEP, OCR and DOE. Our final day of the summit included meeting with members of Congress and/or their staff members to discuss Medicaid funding, MOE, vouchers and IDEA funding.

Hearing Like Me

A parent of one of the DHH students served through CASE Itinerant Services writes a monthly blog for Phonak Corporation. An excerpt from her recent blog-

"However, one huge piece that came out of the year was there were gaps in his vocabulary. With more understanding from his hearing itinerant, Kara Graham, I began to have a better understanding why. It's tough for kids with hearing loss to learn language "incidentally" meaning, they don't necessarily overhear their parents talking and pick up the "side language" – Kara Graham, Hearing Itinerant Teacher at CASE Itinerant Services." Nice job Kara!

Physical Therapy

Julie Segatti spent her summer working at a Pediatric clinic in Hinsdale and also attended a course entitled "The Habits of Stress-Resilient People" with one of our school nurses.

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 find 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, September 8, 2017 at 8:00 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.



Dr. Mary Furbush
Executive Director