

MINUTES OF THE REGULAR MEETING
OF THE EXECUTIVE BOARD
A.E.R.O. SPECIAL EDUCATION COOPERATIVE
HELD ON WEDNESDAY, AUGUST 04, 2010
A.E.R.O. BOARD ROOM

The meeting was called to order by President Nebor at 8:31 a.m.

Roll Call:

Present: T. Dixey, 104; R. Schmitz, 110; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220;
J. Nebor, 109; T. Smyth, 122

Admin.: J. Gunnell, Director; T. Brim, Asst. Director

Absent: F. Patrick, 108; C. Kunst, 111; A. Fessler, 123; M. Riordan, 229; B. Hart, 231;

Dr. Kunst reported to the meeting at 8:32 a.m.

Dr. Hart reported to the meeting at 8:36 a.m.

Dr. Nebor welcomed A.E.R.O. Attorney Alan Sraga.

Recognition of Public None in attendance.

Agenda

Change:

Motion #9303

It was moved by Dr. Cody, seconded by Mr. Dixey to move closed session to the beginning of the agenda.

Roll Call Vote:

Aye: T. Dixey, 104; R. Schmitz, 110; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; J. Nebor, 109; T. Smyth, 122

Nays: None

Approval of Revised Agenda Motion #9304

It was moved by Mr. Dixey, seconded by Dr. Cody to approve the revised agenda, including consent agenda.

Roll Call Vote:

Aye: T. Dixey, 104; R. Schmitz, 110; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

MINUTES OF THE RESCHEDULED MEETING
OF THE EXECUTIVE BOARD
A.E.R.O. SPECIAL EDUCATION COOPERATIVE
HELD ON WEDNESDAY, AUGUST 04, 2010
A.E.R.O. BOARD ROOM

The meeting was called to order by President Nebor at 8:31 a.m.

Roll Call:

Present: T. Dixey, 104; R. Schmitz, 110; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220;
J. Nebor, 109; T. Smyth, 122

Admin.: J. Gunnell, Director; T. Brim, Asst. Director

Absent: F. Patrick, 108; C. Kunst, 111; A. Fessler, 123; M. Riordan, 229; B. Hart, 231;

Dr. Kunst reported to the meeting at 8:32 a.m.

Dr. Hart reported to the meeting at 8:36 a.m.

Dr. Nebor welcomed A.E.R.O. Attorney Alan Sraga.

Recognition of Public None in attendance.

Agenda

Change:

Motion #9303

It was moved by Dr. Cody, seconded by Mr. Dixey to move closed session to the beginning of the agenda.

Roll Call Vote:

Aye: T. Dixey, 104; R. Schmitz, 110; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; J. Nebor, 109; T. Smyth, 122

Nays: None

Approval of Revised Agenda Motion #9304

It was moved by Mr. Dixey, seconded by Dr. Cody to approve the revised agenda, including consent agenda.

Roll Call Vote:

Aye: T. Dixey, 104; R. Schmitz, 110; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

The following recommendations on the consent agenda were approved as presented (cont'd.):

Recommend to Governing Board that they approve Payrolls for the months of June and July 2010 (Cont'd.):

July 01, 2010 in the amount of \$67,189.67

Education Fund	\$54,719.50
Building Fund	9,175.88
Transportation Fund	3,294.19

July 15, 2010 in the amount of \$73,920.35

Education Fund	\$62,645.20
Building Fund	8,001.08
Transportation Fund	3,274.07

Approval of Personnel Recommendations

Resignations

Avolio, Maria, Instructional Assistant, STAR Program, effective July 14, 2010

Krol, Michael, Instructional Assistant, Reavis High School, effective July 21, 2010

Stankus, Shannon, Instructional Assistant, FALP, effective July 20, 2010

Strucinski, Erin, Instructional Assistant, effective July 21, 2010

Employment of Certificated Personnel

The following recommendations on the consent agenda were approved as presented (cont'd.):

Approval of Personnel Recommendations

Employment of Non-Certificated Personnel

LAST	FIRST	POSITION	PROGRAM	FTE	SALARY (FY09)	STEP/ LANE	NEW/ REHIRE
Bauer	Kaitlin	Inst. Asst.	STAR	1.0	16,697	1 5	New
Calabrese	Tracy	Inst. Asst.	STAR	1.0	16,697	1 5	New
Cannon	Megan	Inst. Asst.	STAR	1.0	16,697	1 5	New
DeCarlo	Robert	Inst. Asst.	STAR	1.0	19,939	8 5	New
Griffin	Crystal	Inst. Asst.	STAR	1.0	19,476	8 4	New
Hickey	Kristin	Inst. Asst.	STAR	1.0	17,160	4 3	New
Leeney	Katelyn	Inst. Asst.	STAR	1.0	17,160	2 5	New
Pupp	Brianna	Inst. Asst.	STAR	1.0	17,623	3 5	New
O'Brien	Rebecca	Nur/Aide	STAR	1.0	38,171*	5 1	New

*Salary is prorated at 83%

Employment of Contract Agencies

Soliant Health, Inc. (Mandracchio, Michelle), Speech Language Pathologist, temporary, for the period August 31, 2010 through December 17, 2010, at the 2010-2011 approved rate of \$68.00 per hour.

Employee Transfer (None)

Salary Adjustments

The Administration made the following salary adjustments based upon professional hours completed: (None)

Employee Request for Leave of Absence (None)

Out of State Conference Request

Chwierut, Barbara, Assistive Technology Coordinator, requests the opportunity to attend the "Closing the Gap" conference in Minneapolis, Minnesota, from October 20-23, 2010 at a cost not to exceed \$1,075.00. (Budgeted)

The following recommendations on the consent agenda were approved as presented (cont'd.):

Approval of Programs and Services Recommendations:

Accept Donations (None)

Closed Session
Motion #9306

It was moved by Dr. Cody, seconded by Mr. Dixey that the Executive Board enter into Closed Session at 8:33 a.m. under Section 2(c)(1) for the discussion of appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Cooperative, including hearing testimony on a complaint lodged against an employee to determine its validity; under section 2(c)(10) for the discussion of the placement of individual students in special education programs and other matters relating to individual students; and under Section 2(c)(11) for the discussion of pending, or probable and imminent litigation against, affecting or on behalf of the Cooperative

Roll Call Vote:

Aye: T. Dixey, 104; R. Schmitz, 110; C. Kunst, 111; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

Dr. Hart reported at 8:36 a.m. during Closed Session.

Mr. Brim exited Closed Session at 9:07 a.m. He returned to Open Session at 9:25 a.m.

Mr. Sraga exited Closed Session at 9:07 a.m. and did not return to the meeting.

Reconvene Meeting from Closed Session to reconvene the meeting from Closed Session at 9:25 a.m.
Motion #9307

Roll Call Vote:

Aye: T. Dixey, 104; R. Schmitz, 110; C. Kunst, 111; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; B. Hart, 231; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

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Roll Call Following
Closed Session

Present: T. Dixey, 104; R. Schmitz, 110; C. Kunst, 111; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; B. Hart, 231; J. Nebor, 109; T. Smyth, 122

Absent: F. Patrick, 108; A. Fessler, 123; M. Riordan, 229

Closed Session Minutes of 07/07/10 Motion #9308
It was moved by Dr. O'Mara, seconded by Dr. Smyth that the Executive Board approve the Closed Session Minutes of July 07, 2010 and that they be closed to the public.

Roll Call Vote:

Ayes: T. Dixey, 104; R. Schmitz, 110; C. Kunst, 111; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; B. Hart, 231; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

Other Motions After Closed:

Employment of Business Manager Motion #9309
It was moved by Mr. Dixey, seconded by Dr. Smyth that the Executive Board recommend to the Governing Board that it employ Ms. Maggie Lesniak as Business Manager for the A.E.R.O. Special Education Cooperative at the salary and benefits as presented in closed session.

Roll Call Vote:

Ayes: T. Dixey, 104; R. Schmitz, 110; C. Kunst, 111; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; B. Hart, 231; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

Budget Change:
Request for
Additional
Instructional
Assistant
Motion # 9310

It was moved by Mr. Dixey, seconded by Dr. Cody that the Executive Board recommend to the Governing it Board that it authorize the A.E.R.O. Administration to add one (1.0) full time FTE instructional assistant to the FY11 Budget to meet the request of District 220 to employ the following one-on-one instructional assistant applicant and bill Reavis High School District 220 accordingly.

LAST	FIRST	POSITION	PROGRAM	FTE	SALARY	STEP/ LANE	NEW/ REHIRE
Siorek	Karen	Instructional Assistant	FALP/D220	1.0	19,939	8 5	New

Roll Call Vote:

Ayes: T. Dixey, 104; R. Schmitz, 110; C. Kunst, 111; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; B. Hart, 231; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

Budget Change:
Request for
Additional
Instructional
Assistant
Motion # 9311

It was moved by Mr. Dixey, seconded by Mr. Schmitz that the Executive Board recommend to the Governing it Board that it authorize the A.E.R.O. Administration to add one (1.0) full time FTE instructional assistant to the FY11 Budget to meet the request of District 229 to employ a one-on-one instructional assistant and bill Oak Lawn High School District 229 accordingly.

Roll Call Vote:

Ayes: T. Dixey, 104; R. Schmitz, 110; C. Kunst, 111; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; B. Hart, 231; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

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Budget Change:
Request for
Additional
Speech
Pathologist
Motion # 9312

It was moved by Mr. Dixey, seconded by Dr. Riordan that the Executive Board recommend to the Governing it Board that it authorize the A.E.R.O. Administration to add one (1.0) full time FTE Speech Pathologist to the FY11 Budget to meet the request of District 122 to employ the following Speech Pathologist applicant and bill Ridgeland School District 122 accordingly.

LAST	FIRST	POSITION	PROGRAM	FTE	SALARY	STEP/ LANE	NEW/ REHIRE
Quebbeman	Courtney	Speech Path./D122	Speech	1.0	58,602	13 3	New

Roll Call Vote:

Ayes: T. Dixey, 104; R. Schmitz, 110; C. Kunst, 111; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; B. Hart, 231; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

Employ
Noncertificated
Personnel
Motion #9313

It was moved by Dr. Riordan (D. 220), seconded by Dr. Smyth that the Executive Board recommend to the Governing Board that it employ the following personnel:

NAME	POSITION	PROGRAM	FTE	STEP/LANE	SALARY	NEW/ REHIRE/ REPLACEMENT
Schmitz, Krista	Inst. Asst.	STAR	1.0	2/5	17,160	Replacement

Roll Call Vote:

Ayes: T. Dixey, 104; C. Kunst, 111; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; B. Hart, 231; J. Nebor, 109; T. Smyth, 122

Nays: None

Abstain: R. Schmitz, 110

Motion Carried.

FY11 Vacancy
List

Mr. Brim reported that A.E.R.O. is in good shape for the start of the new school year. A.E.R.O. has contracted for three (3) Occupational or Physical Therapists, due to a lack of candidates. There are also a few instructional assistant positions vacant, and the Supervisors are interviewing to fill these positions. Given the number of applicants, this should not be a problem.

Outstanding
Invoices/
Cash Flow

Mr. Gunnell briefly described A.E.R.O.'s current outstanding invoices and cash flow. He stated that there are no unusual outstanding invoices or cash flow concerns at this time.

Insurance

Mr. Gunnell stated that there were no changes to report regarding insurance. During open enrollment 65 employees moved to lower cost insurance plans.

P-Card
Rebate

Mr. Gunnell reviewed former Business Manager Seth Chapman's memo regarding the \$455 rebate that A.E.R.O. recently from participating in the Illinois Association of School Business Official's P-Card program.

ARRA Grant
Status Report

Mr. Gunnell reviewed recent information received from the Illinois State Board of Education regarding the FY11 ARRA Grant application procedures. He stated that A.E.R.O. will submit the applications to ISBE prior to August 16, 2010 in order to receive the July 1 start date. Amendments will then be submitted as final carryover amounts are established for FY11. He answered questions regarding when the carryover might be available. He replied that due to the deadline extensions granted to a couple of A.E.R.O. member districts for FY10 submission of final expenditures, it would probably be sometime in September or October before those carryover amounts were finalized.

IWAS
Registration

Mr. Gunnell reviewed the IWAS Registration process with the Board that allows A.E.R.O. to submit Pupil and Personnel data to the Illinois State Board of Education through the year.

IePoint Data
Reconfiguration

Mr. Gunnell reviewed the steps necessary to finalize the transfer and conversion of IePoint Data to member districts who have indicated they wish to enter their own student and personnel data for reporting to the state for tracking and funding purposes. Harrisburg Project staff have indicated that the first step will be to harvest each district's data from A.E.R.O.'s current database. The data will then be sorted and redistributed to each student's resident district. This will be accomplished electronically. Each district will be contacted to schedule this transfer of data. Data will be harvested and redistributed prior to the group training session scheduled for August 31st in the A.E.R.O. Board Room. After this initial group training session, one-on-one training can be scheduled with A.E.R.O.'s data entry secretary, Barbara Sanders, as needed.

Donations

There were no donations to report.

A.E.R.O.
Operated Programs

Mr. Brim reported that the Extended School Year Program went very well this year. Most of the 2010-11 classes are scheduled to begin Tuesday, August 24th. A.E.R.O.'s maintenance department is busy with moving equipment and supplies for the start of the new school year. He thanked the Superintendents for the classrooms and for allowing our maintenance department access to the buildings for the moves.

Mr. Brim also reported that the first meeting of the new A.E.R.O. Mentoring Program is scheduled for August 16th.

New Staff
Orientation

Mr. Gunnell reported that the New Employee Orientation meeting is scheduled for August 16, 2010 in the A.E.R.O. Board Room.

A.E.R.O. Opening
Day Institute

Mr. Gunnell reported that the A.E.R.O. Opening Day Institute is scheduled for August 23, 2010. It will be held at the Double Tree Hotel in Alsip, IL, beginning at 8:30 a.m. All Superintendents and Governing Board members were invited to attend. The theme this year is "Bringing Out the Best". A.E.R.O.'s new intranet will be showcased as an instructional tool which will make available to all employees the Curriculum Center, a forms center housing all A.E.R.O. forms, a bulletin board feature, calendars and a great deal of other interactive tools.

Other Matters: Mr. Gunnell thanked Dr. O'Mara, Superintendent, and Tim Clark, Director of Educational Support Services, Argo High School District 217, for opening their professional development workshops to A.E.R.O. staff members.

Correspondence: A copy of a letter from a former student's parent was included in the packet. The letter thanked A.E.R.O. for the services provided to his child and credited those services for helping his child attain success.

Freedom of Information Request

Requested by: Whitted Cleary & Takiff, LLC
Extension request sent: July 22, 2010
Response with requested documents sent: July 29, 2010

2010 Special Education Director's Conference Mr. Gunnell reported that A.E.R.O. Administrators and Supervisors, as well as several District Representatives attended the 2010 Special Education Director's Conference held recently in Peoria, IL.

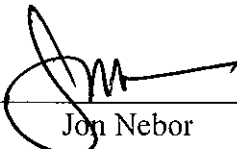
Adjournment Motion #9314 It was moved by Dr. Smyth, seconded by Dr. Cody that the meeting be adjourned.

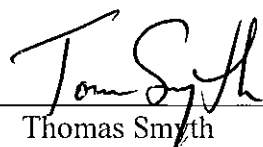
Roll Call Vote:
Ayes: T. Dixey, 104; R. Schmitz, 110; C. Kunst, 111; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; B. Hart, 231; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

The meeting adjourned at 9:45 a.m.

President:  _____ 9/1/10
Jon Nebor Date

Secretary:  _____ 9-1-10
Thomas Smyth Date