

MINUTES OF THE REGULAR MEETING
OF THE EXECUTIVE BOARD
A.E.R.O. SPECIAL EDUCATION COOPERATIVE
HELD ON WEDNESDAY, DECEMBER 07, 2011
A.E.R.O. BOARD ROOM

The meeting was called to order by President Jon Nebor at 8:00 a.m.

Roll Call:

Present: T. Dixey, 104; F. Patrick, 108; R. Schmitz, 110; C. Kunst, 111; A. Fessler, 123;
D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; M. Riordan, 229; B. Hart, 231;
J. Nebor, 109; T. Smyth, 122

Admin.: J. Gunnell, Director; C. Putlak, Asst. Director, M. Lesniak, Bus. Manager

Absent: None

Recognition of
Public

Dr. O'Mara introduced Marcus Alexander, who is observing at Argo High School District 217 as part of his Superintendent Practicum.

Approval of
Agenda
Motion #9423

It was moved by Mr. Patrick, seconded by Mr. Dixey to approve the agenda including consent agenda.

Recommend to Governing Board that they approve Bills for Payment - Regular November, 2011 Bills, dated December 07, 2011 in the amount of \$1,492,665.86

Recommend to Governing Board that they approve Payrolls: October 28, 2011 in the amount of \$597,208.66; November 10, 2011 in the amount of \$603,564.25; and November 23, 2011 in the amount of \$603,575.87

Recommend to Governing Board that they approve Personnel Recommendations

Recommend to the Governing Board that they accept the Donations (None)

Recommendation: That the Executive Board recommend to the Governing Board that it approve the four (4) Consent Agenda Items.

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Approval of Agenda (Cont'd.)

Motion #9423

Roll Call Vote:

Aye: T. Dixey, 104; F. Patrick, 108; R. Schmitz, 110; C. Kunst, 111; A. Fessler, 123; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; M. Riordan, 229; B. Hart, 231; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

Approval of Minutes of 10/05/11 Motion #9424
It was moved by Dr. O'Mara, 217, seconded by Mr. Rick Schmitz to approve the Minutes of the November 02, 2011. Regular Executive Board Meeting.

Roll Call Vote:

Aye: T. Dixey, 104; F. Patrick, 108; R. Schmitz, 110; C. Kunst, 111; A. Fessler, 123; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; M. Riordan, 229; B. Hart, 231; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

The following recommendations on the consent agenda were approved as presented:

Regular October 2011 Bills, dated December 07, 2011 in the amount of \$1,492,665.86. **(Consent Agenda Item #1)**

Education Fund (Fund 10)	\$816,982.08
Building Fund (Fund 20)	16,523.62
Transportation Fund (Fund 40)	20,590.38
IDEA Flow Through Grant (Fund 19)	637,674.73
Medicaid Administrative Outreach (Fund 18)	-0-
Medicaid Fee for Service (Fund 17)	895.05

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 September 2011 and October 2011 (**Consent Agenda Item #2**)

October 28, 2011, in the amount of \$497,208.66

Education Fund	\$580,212.32
Building Fund	6,983.08
Transportation Fund	10,013.26

November 10, 2011, in the amount of \$603,564.25

Education Fund	\$585,407.41
Building Fund	6,958.08
Transportation Fund	11,198.76

November 23, 2011, in the amount of \$603,575.87

Education Fund	584,785.53
Building Fund	6,993.08
Transportation Funds	11,797.26

Approval of Personnel Recommendations (Consent Agenda Item #3)

Resignations

Kawalko, Bart, Instructional Assistant, FALP Program, effective November 09, 2011.

Lang, David, Instructional Assistant, FALP Program, effective November 10, 2011.

Pellegrino, Karri, Instructional Assistant. STAR Program, effective November 22, 2011.

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

Employment of Certificated Personnel

Certificated Personnel

Name	Position	Program	Contract/ Days	Step	Lane	Salary
Napleton, Michael	Teacher	PRIDE	181/114	1	3	\$44,778/ \$28,202
Cerf, Amanda	Teacher	FALP	180/105	1	3	\$44,778/ \$26,121
Konieczny, Katie	Career Facilitator	PRIDE	181/109	1	3	\$44,778/ \$26,966

Non-Certificated (None)

Name	Position	Program	Contract/ Days	Step	Lane	Salary
Costello, Nicole	Inst. Assist.	48 STAR	181/115	1	5	\$17,532/ \$11,139
Fox, Ryan	ASIP Student Worker	ASIP	hourly			\$6.50/hr
Metoyer, Anthony	Inst. Asst. 1:1	44 FALP	181/108	2	5	\$18,018/ \$10,810
Monzon, Kathleen	Inst. Asst.	51 EC	181/119	1	3	\$16,560/ \$10,948
Wulff, Katie	Inst. Asst.	44 – FALP	181/111	1	3	\$16,560/ \$10,155
Gainer, James	Inst. Asst.	44 – FALP	180/104	3	5	\$18,505/ \$10,692
Simpson, Patrick	IT Specialist	IT	261/147			\$54,678/ \$30,795

Employment of Contract Agencies (None)

Employee Transfer (None)

Salary Adjustments (None)

Salary Correction(s) (None)

Employee Request for Leave of Absence (None)

Out of State Conference Request (None)

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

Approval of Programs and Services Recommendations

Accept Donations (Consent Agenda Item #4) (None)

FY12 Vacancy
List

Ms. Putlak reported that there are only a few vacant positions at this time including two instructional assistants and one job coach position. Supervisors are interviewing applicants and it is expected that all positions will be filled shortly.

Bills Payable
to A.E.R.O. /
Cash Flow

Ms. Lesniak briefly described A.E.R.O.'s current outstanding invoices and cash flow. She stated that there are no significant concerns at this time.

Education Fund Balance (Fund 10)	\$ 1,093,000
Building Fund Balance (Fund 20)	\$ 577,000
Transportation Fund Balance (Fund 40)	\$ 251,000
Outstanding Invoices (current)	\$2,900,000

Insurance

Ms. Lesniak stated that there were no changes to report regarding insurance premiums or plans. An audit report was given at the last insurance meeting that showed the funds were in good shape. Claims are down this year compared to last year.

Board Presentation:

Overview of A.E.R.O.'s
Financial Structure

Mr. Gunnell and Ms. Lesniak presented an Overview of A.E.R.O.'s financial structure to the Executive Board which included brief reviews of: the Articles of Agreement; prorata formula; Budget Projections for FY12 by District; funding sources; billing schedule; and IDEA allocations. Handouts were distributed to each District Superintendent which included individual district calculations of prorata, projected cost breakdowns by program; as well as expected revenues from IDEA, classroom rentals, etc. A discussion then took place regarding the current formula and it was agreed that the Finance Committee would convene to look further at A.E.R.O.'s budget and investigate possible cost saving measures. The following Board members volunteered to serve on the A.E.R.O. Executive Board Finance Committee: Beth Hart, 231; Rick Schmitz, 110; and Tom Smyth, 122. They will report to the board in February regarding the outcome of their meetings. Dr. Nebor encouraged Superintendents to attend the committee meetings if they would like to be involved in the budget planning for 2012-13.

Donations (Consent Agenda Item #4) (None)

A.E.R.O. Ms. Putlak reported the following with respect to
Operated Programs A.E.R.O. operated programs:

- Board members were provided copies of the Occupational Therapy RtI Guides along with the referral/teacher questionnaire to distribute to their principals and special education directors
- Highlights from the A.E.R.O. Educational center
 - Gym floor project is complete
 - Students from HS transition program will be working at the center learning various job skills
 - The food drive will continue through the month of December
 - Activities are scheduled for the students, including Mrs. Claus reading stories to the students and Santa coming to deliver gifts (books) to each student
- FALP/STAR Programs
 - Students continue to show great progress with the literacy program “Jolly Phonics”, making sounds they were unsuccessful with previously
 - We have a District 104 student attending Wilkins Jr. High (District 109) that made the 109 basketball team!
- EC /Pre-primary are working towards developing positive behaviors with this month’s theme being “Kindness”. They are learning to be courteous of others.
- PRIDE Social Workers designed a week of activities to coordinate with National Bullying Awareness Week including:
 - Signing a pledge to stop the bullying
 - Art contests
 - Social Skills lessons
- PRIDE’s Transition Program is well on its way with all staff being hired and in place. The curriculum focus for next semester is pre-vocational skills.
- The PRIDE School holiday play this year is “A Charlie Brown Christmas”, scheduled for 11:00 on December 16th.

A.E.R.O. Operated
Programs (Cont'd.)

- Menta update:
 - As of December 1st, a total of 336 AERO staff and 114 district staff have been trained in Menta de-escalation and restraint methods
 - There have been 17 trainings to date and additional trainings are on the schedule
 - Upcoming STEP programs (effective parenting workshops) have been set. There are 4 (6 week) programs scheduled between January and August. All special education administrators have been provided the flier to disseminate to parents

Building & Grounds

Mr. Gunnell reported that the renovation to the A.E.R.O. gym was complete. He invited Superintendents to walk down and see the new floor after the meeting.

Other Matters:

Unfinished Business: None

New Business:

Dr. Nebor reminded the Board Members that the next meeting was scheduled for January 4, 2012, and that several districts would not yet have returned from Winter Break. After a brief discussion, it was unanimously agreed to change the date of the January meeting to the eleventh to accommodate district schedules.

Mr. Gunnell reminded the Policy Committee that a meeting was scheduled to follow today's Executive Board Meeting. The Policy Committee meeting will begin after the Superintendents return from inspecting the gym.

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Adjournment
Motion #9425
Roll Call Vote:

It was moved by Mr. Smyth, seconded by Dr. Cody
that the meeting be adjourned.

Aye:

T. Dixey, 104; F. Patrick, 108; R. Schmitz, 110; C. Kunst, 111; A. Fessler,
123; D. Cody, 124; K. O'Mara, 217; D. Riordan, 220; M. Riordan, 229; B.
Hart, 231; J. Nebor, 109; T. Smyth, 122

Nays:

None

Motion Carried.

The meeting adjourned at 8:28 a.m.

President: _____
Jon Nebor Date

Secretary: _____
Thomas Smyth Date