

MINUTES OF THE REGULAR MEETING  
OF THE EXECUTIVE BOARD  
A.E.R.O. SPECIAL EDUCATION COOPERATIVE  
HELD ON WEDNESDAY, JULY 06, 2011  
A.E.R.O. GYM

The meeting was called to order by President Nebor at 8:34 a.m.

Roll Call:

Present: T. Dixey, 104; F. Patrick, 108; R. Schmitz, 110; D. Cody, 124; K. O'Mara, 217; M. Riordan, 229; J. Nebor, 109; T. Smyth, 122

Admin.: J. Gunnell, Director; M. Lesniak, Business Manager

Absent: C. Kunst, 111; A. Fessler, 123; D. Riordan, 220; B. Hart, 231

Mr. Fessler reported at 8:44 a.m.

Recognition of Public None in attendance.

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

Motion #9292

Roll Call Vote:

Ayes: T. Dixey, 104; F. Patrick, 108; R. Schmitz, 110; D. Cody, 124; K. O'Mara, 217; M. Riordan, 229; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

Approval of Minutes It was moved by Dr. Cody, seconded by Mr. Patrick to approve the Minutes of the Regular Executive Board Meeting held June 01, 2011.

Motion #9293

Roll Call Vote:

Ayes: T. Dixey, 104; F. Patrick, 108; R. Schmitz, 110; D. Cody, 124; K. O'Mara, 217; M. Riordan, 229; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

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

Regular June 2011 Bills, dated July 6, 2011 in the amount of \$2,191,626.29 (**Consent Agenda Item #1**)

Education Fund (Fund 10)	\$ 844,936.56
Building Fund (Fund 20)	33,162.63
Transportation Fund (Fund 40)	25,355.99
IDEA Flow Through Grant (Fund 19)	1,288,171.11
Medicaid Administrative Outreach (Fund 18)	-0-
Medicaid Fee for Service (Fund 17)	-0-

Recommend to Governing Board that they approve Payrolls for the month of June 2011 (**Consent Agenda Item #2**)

June 03, 2011 in the amount of \$615,319.67

Education Fund	\$596,935.91
Building Fund	7,159.13
Transportation Fund	11,224.63

June 17, 2011 in the amount of \$2,261,285.19

Education Fund	\$2,236,914.06
Building Fund	9,372.38
Transportation Fund	14,998.75

June 30, 2011 in the amount of \$244,151.50

Education Fund	\$244,151.50
Building Fund	-0-
Transportation Fund	-0-

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

Approval of Personnel Recommendations (**Consent Agenda Item #3**)

Resignations

Name	Position	Program	Effective Date
Elia, Kathryn	Speech Pathologist	Speech	June 2011
Granrath, Alex	Instructional Assistant (1:1)	FALP	June 2011
Hilburger, Kristin	Social Worker	PRIDE	June 2011
McDonnell, Shannon	Speech Pathologist	Speech	June 2011
Zara Brettman, Anthony	Instructional Assistant (1:1)	FALP	June 2011

Employment of Certificated Personnel

LAST	FIRST	POSITION	PROGRAM	FTE	SALARY (FY12)	STEP/ LANE	NEW/ REHIRE
Brown	Mary Anne	Permanent Sub	Perm Sub	1.0	\$29,525	N/A	Rehire
Ewell	Margaret	Permanent Sub	Perm Sub	1.0	\$35,658	N/A	Rehire
Scanlan	Kenneth	Permanent Sub	Perm Sub	1.0	\$29,525	N/A	Rehire
Trogia	Julie	Permanent Sub	Perm Sub	1.0	\$33,960	N/A	Rehire
Mayer	Cynthia	Transition Counselor	Voc	1.0	\$92,912	N/A	Rehire
Barry	Nysheka	Speech ParaPro	Speech	1.0	\$52,034	9/2	Rehire
Risley	Kate	Speech ParaPro	Speech	1.0	\$52,034	9/2	Rehire
Casey	Heather	Speech Pathologist	Speech	.5	\$56,310	11/3	Rehire
Nunez	Bethany	Speech Pathologist	Speech	1.0	\$51,534	8/3	New
Smith	Andrea	Speech Pathologist	Speech	1.0	\$53,316	11/1	Rehire
Smith	Jennifer	Speech Pathologist	Speech	.6	\$59,740	13/3	Rehire
Wurster	Robin	Speech Pathologist	Speech	1.0	\$54,671	10/3	Rehire
Murray	Regina	Speech Pathologist	Speech	0.2	59.48/hr (13 wks)		Rehire
Feldner-Pikula	Janeen	Speech Pathologist	Speech	0.4	60.00/hr (13 wks)		Rehire

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

Approval of Personnel Recommendations (**Consent Agenda Item #3**) (cont'd)

Employment of Non-Certificated Personnel

LAST	FIRST	POSITION	PROGRAM	FTE	SALARY (FY12)	STEP/ LANE	NEW/ REHIRE
Glass	Tammie	Job Coach	Voc	1.0	32,066	N/A	Rehire
Konieczny	Katie	Job Coach	WIA	1.0	45,508	N/A	Rehire
Konieczny	Renee	Job Coach	WIA Summer	1.0	20.00/hr	N/A	New
Merkle	Vanessa	Job Coach	Voc	1.0	44,617	N/A	Rehire
Noftz	Linda	Job Coach	Voc	1.0	33,081	N/A	Rehire
Vertucci	Jina	Instructional Assistant	STAR	1.0	\$19,112	7/2	Rehire
Fuentes	Niko	Maintenance – Summer	Maintenance	PT	8.25/hr	N/A	Rehire

Employment of Contract Agencies

AGENCY / NAME	POSITION	PROGRAM	FTE	STEP / LANE	SALARY	NEW / REHIRE
Bilingual Therapies (McMillen, D)	Speech Pathologist	D104	1.0		75.69/hr	Rehire
PPR Healthcare (Golden, A.)	Occupational Therapist	OT/PT	1.0	n/a	67/hr.	Rehire
Soliant Health (Oshen, J.)	Speech Pathologist	d104	1.0	n/a	77.54/hr	Rehire
Top Echelon (LeRoy, P)	Occupational Therapist	OT	1.0	n/a	73.50/hr	Rehire
Top Echelon (Reynolds, L.)	Occupational Therapist	ESY	1.0	n/a	72/hr	n/a

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

**Approval of Personnel Recommendations (Consent Agenda Item #3) (cont'd)**

Employee Transfer (None)

Salary Adjustments

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

Employee Request for Leave of Absence

McIntosh, Nora, has requested a FMLA leave for six weeks tentatively beginning August 22, 2011.

Out of State Conference Request (None)

Extended School Year 2011

Approve employment of the individuals listed on Ms. Poe's addendum #4 dated June 22, 2011 for the 2011 Extended School Year Program.

**Approval of Budget and Fiscal Recommendations (Consent Agenda Item #4 & 5)**

Recommend to the Governing Board that it authorize the Administration to disburse \$295,398.36 to Member Districts, PCG and A.E.R.O. as described in Column "C" of the attached reimbursement schedules (for March 2011, April 2011 and May 2011) for the Fee for Services Program.

Recommend to the Governing Board that it authorize the Administration to disburse \$364,017.72 to Member Districts and A.E.R.O. as described in Column "A" of the attached reimbursement schedules (for the period 07/01/10-09/30/10, 10/01/10-12/31/10 and 01/01/11-03/31/11) for the Administrative Outreach Program.

**Approval of Programs and Services Recommendations (Consent Agenda Item #6)**

Accept Donations (None)

Employ  
Noncertificated  
Personnel  
Motion #9294

It was moved by Mr. Patrick, seconded by Mr. Dixey that the Executive Board recommend to the Governing Board that it employ the following personnel:

NAME	POSITION	PROGRAM	FTE	STEP/LAN E	SALARY (FY09)	NEW/REHIRE
Schmitz, Melissa	Job Coach	WIA	1.0	n/a	\$20.00	Summer
Schmitz, Randy	Job Coach	WIA	1.0	n/a	\$46,416	Rehire

Roll Call Vote:

Ayes: T. Dixey, 104; F. Patrick, 108; D. Cody, 124; K. O'Mara, 217; M. Riordan, 229; J. Nebor, 109; T. Smyth, 122

Abstain: R. Schmitz, 110

Nays: None

Motion Carried.

FY12 Vacancy  
List

Mr. Gunnell reported that Supervisors will continue to interview applicants for the 2011-2012 school year upon their return in August. There are vacancies for five instructional assistants at this time. Overall, we are in good shape for the fall.

Resolution  
No. 2012-01  
Prevailing  
Wage Act  
Motion # 9295

It was moved by Dr. O'Mara, seconded by Dr. Cody that the Executive Board recommend to the Governing Board that they approve Resolution No. 2012-01, a resolution adopting the Prevailing Wage Rates for Laborers, Workers, and Mechanics employed by the A.E.R.O. Special Education Cooperative for 2011-2012.

Roll Call Vote:

Ayes: T. Dixey, 104; F. Patrick, 108; R. Schmitz, 110; D. Cody, 124; K. O'Mara, 217; M. Riordan, 229; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

Vocational Office  
& OT/PT Office  
Space Lease  
Agreements  
Motion #9296

It was moved by Mr. Dixey, seconded by Mr. Schmitz that the Executive Board recommend to the Governing Board that it approve the Rental Agreements with Edmond and Annette Buckingham for office space for the Vocational Staff Occupational and Physical Therapist Staff and direct the Governing Board President and Secretary to sign the rental agreements.

Roll Call Vote:

Ayes: T. Dixey, 104; F. Patrick, 108; R. Schmitz, 110; D. Cody, 124; K. O'Mara, 217; M. Riordan, 229; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried

Medicaid  
Reimbursement  
Fee for Service

Consent Agenda Item #4

Medicaid  
Reimbursement  
Administrative  
Outreach:

Consent Agenda Item #5

Contract for  
Annual Audit  
Motion #8688

It was moved by Mr. Dixey, seconded by Dr. Cody that the Executive Board recommend to the Governing Board that it enter into a contract with McGladrey and Pullen for the FY11 A.E.R.O. Audits at the rates listed on the proposal. A brief discussion took place regarding the value of changing auditors periodically.

Roll Call Vote:

Ayes: T. Dixey, 104; F. Patrick, 108; R. Schmitz, 110; D. Cody, 124; K. O'Mara, 217; M. Riordan, 229; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried

Outstanding  
Invoices/  
Cash Flow

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

Education Fund Balance (Fund 10)	\$ 749,323
Building Fund Balance (Fund 20)	\$ 716,149
Transportation Fund Balance (Fund 40)	\$ 318,079
Outstanding Invoices	\$1,269,996

Ms. Lesniak answered questions about the final FY12 budget.

Mr. Fessler reported at 8:44 a.m.

Insurance

Ms. Lesniak reported that there are no changes to the insurance plans at this time.

Donations

Consent Agenda Item #6 (None)

A.E.R.O.  
Operated Programs

Mr. Gunnell reported that the A.E.R.O. Extended School Year Program has gone very well. Mr. Gunnell also noted that the focus has been on curriculum and data collection this summer, with some "fun" activities like swimming and bowling mixed in. He thanked Districts 123 and 220 for the use of their buildings for the ESY Program. He then reported that A.E.R.O. enrollment is up 37 students from the budgeted amount, stating that by using enrollment numbers from so early in the school year to build next year's budget, it is difficult to estimate the fall enrollment. If the enrollment goes up much more, A.E.R.O. may need to amend its budget for additional classrooms and staff. The PRIDE/STOP Program Kindergarten- 3rd grade fall enrollment is full. Primary classrooms in the PRIDE Program are at or near capacity and there are only a few seats remaining in the PRIDE high school program. Mr. Gunnell stated that if there is an increase in enrollment this fall, we may have to amend the budget and add staff and classrooms.

Mr. Gunnell then addressed a concern received from the Special Education Director in District 217, Tim Clark, regarding transition programming. At 217's request A.E.R.O. has received a proposal from Midwest Education Consultants. The proposal states that \$51,000 would cover the lowest level of service they provide. Mr. Gunnell informed the board that he would like to see more data from Midwest before he makes a commitment. Additionally, A.E.R.O. would need to amend the budget for FY12 to accommodate the cost of these services as they were not considered when A.E.R.O.'s FY12 budget was finalized. After looking at more data from Midwest, Mr. Gunnell will report back to the board his findings.

- Early Childhood  
End of Year  
Report – FY11
- Mr. Gunnell reviewed with the Board the Early Childhood End of Year report which summarizes the Early Childhood Program and screening activities that occurred during the 2010-2011 school year.
- DuPage/West Cook  
Board Briefs
- A copy of the Board Briefs were included in the board packets. Mr. Gunnell reported that D/WC's enrollment is 337 for the 2011-12 school year. He also reported that at the last D/WC Board meeting, a discussion took place about whether or not to include OT and PT services in the tuition or to bill separately for it as a Purchased Service. It was decided to keep the billing separate as a purchased service item.
- A.E.R.O. Center  
Newsletter
- A copy of the A.E.R.O. Center Newsletter was included in the board packets.
- Update on  
Summer  
Projects
- Mr. Gunnell reported that the Summer Projects are going well. The Board Room renovation has begun; new carpet tiles will be laid, drywall will be put over the paneling and painted, and a white board will be installed along with storage cabinets. Not all of the technology enhancements will be done due to the cost, but drop cords will be installed.
- Mr. Gunnell also stated that the landscaping has been updated and new downspouts have been installed around the building. He concluded by reporting that the gym floor will be redone immediately following ESY.
- Correspondence:
- No correspondence was received.
- Unfinished Business
- IDEA Flow Through  
Grant Status
- Mr. Gunnell reported that although the Maintenance of Effort (MOE) will have to be recalculated, A.E.R.O. was able to submit all member district and A.E.R.O. grants on time for the July 1st start date. Amendments for Moe and district requests will be made this fall.
- ARRA Funds
- Mr. Gunnell provided an update on the status of the ARRA funds. He reported that due to extensions that were granted until August 31st, final reimbursement claims have not yet been submitted for all districts. Once A.E.R.O. has the final expenditures, they will be submitted.
- New Business:
- None

Closed Session  
Motion #9297

It was moved by Mr. Dixey, seconded by Mr. Patrick that the Executive Board enter into Closed Session at 8:53 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)(21) for the purpose of the discussion of minutes of prior meetings lawfully closed under the Open Meetings Act, for the purpose of review, approval or release of such minutes.

Roll Call Vote:

Ayes: T. Dixey, 104; F. Patrick, 108; R. Schmitz, 110; A. Fessler, 123; D. Cody, 124; K. O'Mara, 217; M. Riordan, 229; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

Reconvene Meeting  
from Closed Session  
Motion #9298

It was moved by Dr. Nebor, seconded by Mr. Patrick to reconvene the meeting from Closed Session at 9:05 a.m.

Roll Call Vote:

Ayes: T. Dixey, 104; F. Patrick, 108; R. Schmitz, 110; A. Fessler, 123; D. Cody, 124; K. O'Mara, 217; M. Riordan, 229; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

Roll Call Following  
Closed Session

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

Absent: C. Kunst, 111; D. Riordan, 220; B. Hart, 231

Closed Session Minutes of 04/06/11 Motion #9299  
It was moved Mr. Fessler, seconded by Mr. Smyth that the Executive Board approve the Closed Session Minutes of March 03, 2010 and that they be closed to the public.

Roll Call Vote:

Ayes: T. Dixey, 104; F. Patrick, 108; R. Schmitz, 110; A. Fessler, 123; D. Cody, 124; K. O'Mara, 217; M. Riordan, 229; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

Closed Session Minutes – Closed to the Public Motion #9300  
It was moved by Mr. Patrick, seconded by Dr. Cody that, after reviewing the Closed Session minutes listed below, the Board chose to keep these Minutes closed to the public.

August 07, 1996	September 07, 2005	March 10, 2008
September 04, 1996	January 11, 2006	May 07, 2008
October 02, 1996	February 01, 2006	June 04, 2008
May 14, 1997	March 1, 2006	March 04, 2009
September 03, 1997	April 5, 2006	May 06, 2009
October 01, 1997	May 3, 2006	June 03, 2009
November 05, 1997	June 7, 2006	July 01, 2009
December 03, 1997	July 12, 2006	September 02, 2009
January 07, 1998	October 4, 2006	October 07, 2009
February 04, 1998	November 15, 2006	November 04, 2009
March 11, 1998	January 10, 2007	January 06, 2010
April 01, 1998	February 07, 2007	March 03, 2010
May 13, 1998	March 07, 2007	July 06, 2011
June 03, 1998	April 04, 2007	August 04, 2010
July 15, 1998	July 11, 2007	December 01, 2010
April 14, 1999	August 08, 2007	January, 05, 2011
May 05, 1999	September 05, 2007	March 02, 2011
September 13, 2000	January 09, 2008	
September 01, 2004	February 13, 2008	

Roll Call Vote:

Ayes: T. Dixey, 104; F. Patrick, 108; R. Schmitz, 110; A. Fessler, 123; D. Cody, 124; K. O'Mara, 217; M. Riordan, 229; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

Destruction of  
Recordings  
Motion #9301

It was moved by Mr. Smyth, seconded by Dr. O'Mara  
that the Executive Board has reviewed the minutes of and now approves  
the destruction of tapes from the following closed session meetings:

July 01, 2009	(Approved and Closed to Public at September 02, 2009 Board Meeting)
September 02, 2009	(Approved and Closed to Public at October 07, 2009 Board Meeting)
October 07, 2009	(Approved and Closed to Public at November 04, 2009 Board Meeting)
November 04, 2009	(Approved and Closed to the Public at December 09, 2009 Meeting)
December 02, 2009	(Approved and Opened to the Public at January 06, 2010 Meeting)

Roll Call Vote:

Ayes: T. Dixey, 104; F. Patrick, 108; R. Schmitz, 110; A. Fessler, 123; D. Cody,  
124; K. O'Mara, 217; M. Riordan, 229; J. Nebor, 109; T. Smyth, 122

Nays: None

Motion Carried.

Adjournment  
Motion #9302

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

Roll Call Vote:

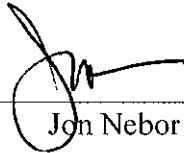
Ayes: T. Dixey, 104; F. Patrick, 108; R. Schmitz, 110; A. Fessler, 123; D. Cody,  
124; K. O'Mara, 217; M. Riordan, 229; J. Nebor, 109; T. Smyth, 122

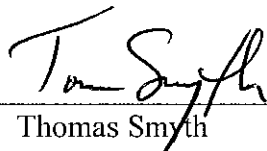
Nays: None

Motion Carried.

Minutes of the Regular Meeting  
of the A.E.R.O. Executive Board  
Held on Wednesday, July 06, 2011  
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The meeting adjourned at 9:07 a.m.

President:  9/7/2011  
Jon Nebor Date

Secretary:  9/7/2011  
Thomas Smyth Date