

MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD
A.E.R.O. SPECIAL EDUCATION COOPERATIVE
HELD ON MONDAY, JULY 11, 2011
A.E.R.O. GYM

The meeting was called to order by President Johnstone at 7:10 p.m.

Roll Call:

Members Present: C. McSweeney, 108; J. Derting, 109; C. Passmann, 110; K. Smith, 111; T. MacDonald, 124; R. Trzeciak, 231; D. Johnstone, 104; B. Leifker, 123

Members Absent: C. Glader-Wendt, 122; M. VanAllen, 217; M. Cook, 220; J. Melnik, 229

Administrators Present: J. Gunnell, Director; M. Lesniak, Business Manager

Welcome New Board Members President Johnstone introduced and welcomed the newly appointed Governing Board Member Mr. Terry MacDonald, from Evergreen Park Elementary District 124.

Pledge of Allegiance to the Flag

Public Hearing on FY12 Tentative A.E.R.O. Budget President Johnstone declared that the Board was conducting a Public Hearing regarding the Tentative FY12 A.E.R.O. Budget and that such Hearing was being held concurrent with the Business Meeting. Any party desiring to speak to the Board may do so during the Audience portion of the Meeting.

Recognition of Public None present.

Minutes of 05/16/11 Approved - Motion #6341 It was moved by Mrs. McSweeney, seconded by Mrs. Derting that the Board approve the Minutes of the Regular Meeting of the Governing Board held on Monday, May 16, 2011 as presented.

Roll Call Vote

Ayes: C. McSweeney, 108; J. Derting, 109; K. Smith, 111; T. MacDonald, 124; R. Trzeciak, 231; D. Johnstone, 104; B. Leifker, 123

Nays: None

Abstain: C. Passmann, 110

Motion Carried.

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

Approve Payrolls for the months of February, March and April 2011 (Consent Agenda Item #2)

May 6, 2011 in the amount of \$609,732.15

Education Fund	\$591,288.41
Building Fund	7,119.11
Transportation Fund	11,324.63

May 20, 2011, in the amount of \$593,804.10

Education Fund	\$577,006.72
Building Fund	7,214.75
Transportation Fund	9,582.63

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:

Approval of Personnel Recommendations (Consent Agenda Item #3)

Resignations

Name	Position	Program	Effective Date
Bain, Mary	Instructional Assistant	STAR	6/11
Davis, Janiki	Instructional Assistant		04/26/11
Rooney, Kathryn	Speech Pathologist		6/11
Sierra, Joseph III	Speech Paraprofessional		6/11
Elia, Kathryn	Speech Pathologist	Speech	6/11
Granrath, Alex	Instructional Assistant (1:1)	FALP	6/11
Hilburger, Kristin	Social Worker	PRIDE	6/11
McDonnell, Shannon	Speech Pathologist	Speech	6/11
Zara Brettman, Anthony	Instructional Assistant (1:1)	FALP	6/11

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	TBD	N/A	Rehire
Scanlan	Kenneth	Permanent Sub	Perm Sub	1.0	TBD	N/A	Rehire
Trogia	Julie	Permanent Sub	Perm Sub	1.0	TBD	N/A	Rehire
Mayer	Cynthia	Transition Counselor	Voc	1.0	TBD	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:

Approval of Personnel Recommendations (Consent Agenda Item #3)

Employment of Non-Certificated Personnel

LAST	FIRST	POSITION	PROGRAM	FTE	SALARY (FY12)	STEP/LANE	NEW/REHIRE
Kelecich	Kevin	Maintenance – pt time	Bldg & Ground	Daily	10.00/hr		Replace
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
Nebor	Jon	Maintenance – pt time	Bldg & Grounds	Daily	10.00/hr		Summer
Schmitz	Melissa	Job Coach	WIA	1.0	20.00/hr		Summer
Schmitz	Randy	Job Coach	WIA	1.0	46,416		Rehire

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

Accept Notice(s) of Intent to Retire (None)

Salary Adjustments

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

Salary Corrections (None)

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

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

Leave of Absence Request(s)

Barry, Nysheka, Speech Paraprofessional, requests a Family Medical Leave beginning May 16, 2011 through the end of the school year.

Brewer, Alice, Receptionist, requests a Family Medical Leave for a three week period beginning May 9, 2011.

Demos, Voula, Instructional Assistant, STAR Program, requests a Family Medical leave beginning May 3, 2011 through the end of the school year.

Smith, Jeanelle, Teacher, STAR Program, requests a Family Medical leave beginning May 19, 2011 through the end of the school year.

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

Extended School Year 2011

Recommendation: It is recommended that the Governing Board employ the individuals listed on Ms. Poe's addendums dated May 23, 2011 and June 22, 2011 for the 2011 Extended School Year Program at the rates listed.

Approval of Budget and Fiscal Recommendations

Medicaid Reimbursement Distribution – Fee for Service (Consent Agenda Item #4)

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.

Medicaid Reimbursement Distribution – Administrative Outreach (Consent Agenda Item #5)

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.

Resolution 2012-02
Approving
Membership in
IEC
Motion #6345
Roll Call Vote

It was moved by Mrs. Derting, seconded by Mrs. McSweeney that the Governing Board approve A.E.R.O.'s membership in the Illinois Energy Consortium and adopt Resolution #2012-02, authorizing the membership.

Ayes:

C. McSweeney, 108; J. Derting, 109; C. Passmann, 110; K. Smith, 111; T. MacDonald, 124; R. Trzeciak, 231; D. Johnstone, 104; B. Leifker, 123

Nays:

None

Motion Carried.

Resolution
No. 2012-01
Prevailing
Wage Act
Motion #6346
Roll Call Vote

It was moved by Mr. Trzeciak, seconded by Mrs. Derting that the Governing Board 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.

Ayes:

C. McSweeney, 108; J. Derting, 109; C. Passmann, 110; K. Smith, 111; T. MacDonald, 124; R. Trzeciak, 231; D. Johnstone, 104; B. Leifker, 123

Nays:

None

Motion Carried.

Vocational Office
Space Lease
Agreement
Motion #6347

It was moved by Mr. Johnstone, seconded by Mr. Trzeciak that the Governing Board approve the Rental Agreements with Edmond and Annette Buckingham for office space for the Vocational Staff and Occupational and Physical Therapy Staff and direct the Governing Board President and Secretary to sign the rental agreements.

Roll Call Vote

Ayes:

C. McSweeney, 108; J. Derting, 109; C. Passmann, 110; K. Smith, 111; T. MacDonald, 124; R. Trzeciak, 231; D. Johnstone, 104; B. Leifker, 123

Nays:

None

Motion Carried.

Medicaid
Reimbursement –
Fee for Service

Consent Agenda Item #4

Medicaid
Reimbursement –
Administrative Outreach

Consent Agenda Item #5

Contract for
FY12 Annual
Certified Audit
Motion #6348
Roll Call Vote

It was moved by Mrs. Derting, seconded by Mrs. McSweeney that the Governing Board enter into a contract with McGladrey and Pullen LLP for the FY12 A.E.R.O. Audit at the rates listed on the proposal.

Ayes:

C. McSweeney, 108; J. Derting, 109; C. Passmann, 110; K. Smith, 111; T. MacDonald, 124; R. Trzeciak, 231; D. Johnstone, 104; B. Leifker, 123

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, and that the outstanding invoices are all less than 30 days.

Outstanding Invoices:	\$ 1,016,659
Balances:	
Fund 10	\$ 898,379
Fund 20	\$ 725,533
Fund 40	\$ 331,190

Insurance

Ms. Lesniak reported that there are no changes to the insurance plans at this time. Board members asked what the rate increases were for this year (FY12). Ms. Lesniak replied that the PPO plans increased by 4.5%, and the HMO increased by 12.5%. A discussion took place regarding insurance rates and the stability of the South Suburban Benefit Cooperative and board members inquired what percentage of the premiums do A.E.R.O. employees pay. Ms. Lesniak stated that she would do the calculations and report this information to the Board at the next meeting. Board members also requested that other companies and options be explored in an effort to cut these costs.

Worth Township
Treasurer's Office

Ms. Lesniak reported that the Worth Township Treasurer's Office is considering purchasing a new financial software program, "Infinite Visions". This new software would cost approximate \$1.1 million. She stated that she would keep the board updated.

Illinois Public
Risk Fund

Mr. Gunnell reported that A.E.R.O. has received grant funds in the amount of \$8,100 from the Illinois Public Risk Fund. A.E.R.O. will utilize these funds to defray the costs of asbestos removal and replacement of the gym floor at A.E.R.O. Educational Center. ARRA funds will also be utilized.

Changes to
A.E.R.O.'s
Billing
Procedures

Mr. Gunnell reviewed a memo from Ms. Lesniak, A.E.R.O. Business Manager, which outlines billing procedures for FY12. These procedures have been shared with the Superintendents and a copy of the memo was in the board packet. The procedures will eliminate the grace period of student attendance; districts will be charged based on actual attendance each day.

A.E.R.O.
Operated
Programs

Mr. Gunnell reviewed the end of the year activities, stating that it was very busy but enjoyable. Many different events were held and he was able to attend several of them, including graduations, the annual Art Show, the annual track and field event which was held at Oak Lawn Community High School this year, the Spring Dance, also held at Oak Lawn High School.

PRIDE held a clothing drive recently, Mr. Gunnell reported. The PRIDE students collected over 41,000 pieces of clothing. This qualified them for an Assembly with Brian Campbell. Mr. Campbell held a pep rally and posed for pictures with the students, as well as autographed memorabilia.

Mr. Gunnell then informed the Board that student enrollment numbers are up by 56 students from the time the budget was initially built. One hundred thirty students were in and out of the STOP Program this past school year, many more than had been anticipated.

Mr. Gunnell thanked Districts 123 and 220 for hosting the A.E.R.O. Extended School Year Programs this year. Once again ESY is focusing on maintenance of skills; with some fun activities mixed in such as bowling, swimming, and community trips.

AERO
Operated
Programs (Cont'd.)

Mr. Gunnell informed the board that over the last two years the A.E.R.O. budget has been reduced by \$2,000,000, producing a very lean budget. One of the results of this will be the effect this has on cost analysis, refunds may be decreased significantly or nonexistent. Enrollment in our programs is at or near capacity; classrooms and staff may need to be added, if a large number of new students move into the area. It is difficult to predict the enrollments for the fall during the budget-building process so early in the year.

A.E.R.O. has scheduled two Teacher Institute Days this year for beginning of the year activities, Mr. Gunnell reported. A cooperative-wide physical restraint training will be held on August 18th. On August 19th, the A.E.R.O. staff will meet at the Double Tree in Alsip for the annual "Opening Day" Institute.

Following up on a Governing Board discussion regarding the minimal transition programs and opportunities available for high school level students with diverse abilities held at one of last meetings, Mr. Gunnell reported that he has reviewed a program designed by Midwest Educational Consultants. He said that he would like to investigate this further, as there was not enough data supplied to justify the \$52,000 quote. He will keep the board posted as more information becomes available.

Federal
ARRA and
IDEA Grants
Update

Mr. Gunnell stated that the grants have been extended until August 30, 2011 to accommodate the summer projects. He reminded the Board that they approved 25% of the IDEA district allocations to be used by A.E.R.O. and 5% of the ARRA district allocations to be used by A.E.R.O.

Mr. Gunnell then informed the board that the FY12 IDEA grants have been submitted on behalf of A.E.R.O. and its member districts for the July 1st start date. They will be amended once Maintenance of Effort (MOE) calculations are available.

Mr. Gunnell informed the board that substantial changes are expected in FY13 in how federal grant money will be allocated. It has been announced that the money will no longer flow through the cooperatives, but rather be distributed directly to each district as they submit their expense vouchers. This will create a significant impact on A.E.R.O. finances.

- A.E.R.O. Early Childhood End of Year Report Mr. Gunnell reviewed the report that was included in the Board Packet. It is a summary of childfind and screening activities for the 2011-2012 school year. Individual reports are sent to each elementary district Superintendent.
- 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 The most recent DuPage/West Cook newsletter was included in the board packet for you to review.
- 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.
- Reavis High School/
A.E.R.O. Track &
Field Classic A copy of the newspaper article from the *Burbank-Stickney Independent* newspaper dated May 19, 2011, covering the recent Track and Field Meet is included in the packet. Mr. Gunnell attended with other A.E.R.O. administrators/ supervisors and several Superintendents. He stated that everyone attending had a great time and he thanked the Superintendents for their districts' participation, use of facilities, etc.

Closed Session
Motion #6348

It was moved by Mrs. Derting, seconded Mrs. Passmann that the Board enter into Closed session at 7:58 p.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: C. McSweeney, 108; J. Derting, 109; C. Passmann, 110; K. Smith, 111; T. MacDonald, 124; R. Trzeciak, 231; D. Johnstone, 104; B. Leifker, 123

Nays: None

Motion Carried.

Reconvene Meeting
Motion #6349

It was moved by Mrs. Derting, seconded by Mrs. Passmann to reconvene the meeting from Closed Session at 8:28 p.m.

Roll Call Vote:

Ayes: C. McSweeney, 108; J. Derting, 109; C. Passmann, 110; K. Smith, 111; T. MacDonald, 124; R. Trzeciak, 231; D. Johnstone, 104; B. Leifker, 123

Nays: None

Motion Carried.

Roll Call Following
Closed Session:

Present: C. McSweeney, 108; J. Derting, 109; C. Passmann, 110; K. Smith, 111; T. MacDonald, 124; R. Trzeciak, 231; D. Johnstone, 104; B. Leifker, 123

Absent: C. Glader-Wendt, 122; M. VanAllen, 217; M. Cook, 220; J. Melnik, 229

Minutes of the Regular Meeting
of the A.E.R.O. Governing Board
Held on Monday, July 11, 2011
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Closed Session
Minutes of
May 16, 2011
Motion #6350
Roll Call Vote

It was moved by Mrs. Derting, seconded by Mrs. Smith that the Board approve the Minutes of the Closed Session held on May 16, 2011 and that they be closed to the public.

Ayes:

C. McSweeney, 108; J. Derting, 109; C. Passmann, 110; K. Smith, 111; T. MacDonald, 124; R. Trzeciak, 231; D. Johnstone, 104; B. Leifker, 123

Nays:

None

Motion Carried.

Closed Session
Minutes - Closed
to the Public
Motion #6351
Roll Call Vote

It was moved by Mr. Trzeciak, seconded by Mrs. Derting that, after reviewing the Closed Session Minutes listed below, the Board determined to keep these Minutes closed to the public:

Ayes:

C. McSweeney, 108; J. Derting, 109; C. Passmann, 110; K. Smith, 111; T. MacDonald, 124; R. Trzeciak, 231; D. Johnstone, 104; B. Leifker, 123

Nays:

None

Motion Carried.

Adjournment
Motion #6352
Roll Call Vote

It was moved by Mrs. Derting, seconded by Mrs. Smith that the meeting be adjourned.

Ayes:

C. McSweeney, 108; J. Derting, 109; C. Passmann, 110; K. Smith, 111; T. MacDonald, 124; R. Trzeciak, 231; D. Johnstone, 104; B. Leifker, 123

Nays:

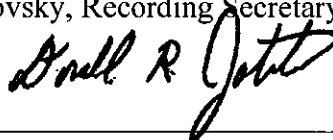
None

Motion Carried.

The meeting adjourned at 8:35 p.m.

Diana Karlovsky, Recording Secretary

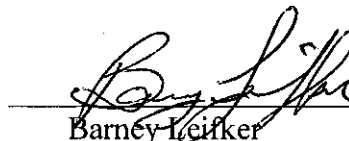
President:


Donald Johnstone

8-15-11

Date

Secretary:


Barney Leifker

8/15/11

Date