

Lockport Area Special Education Cooperative  
Board of Directors Meeting  
1343 E. 7<sup>th</sup> Street  
Lockport, Illinois 60441

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## Open Meeting Minutes

<b>Date:</b> April 11, 2012	<b>Time:</b> 9:45a.m.
<b>Location:</b> LASEC Central Office Board Room	
<b>Type of meeting:</b> <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Special <input type="checkbox"/> Reconvened or rescheduled <input type="checkbox"/> Emergency	
<b>Name of person taking the minutes:</b> Lisa Loveless	
<b>Name of person presiding:</b> Donna Gray, Chairman	
<b>Members in attendance:</b> 1. Chaney-Monge D88 2. Richland D88A 3. Fairmont D89 4. Taft D90 5. Lockport Elementary D91	<b>Members absent:</b>

## Approval of Items on Consent Agenda

<b>AGENDA ITEM:</b> #L1204-01 Approval of the April 11, 2012 Regular Board Meeting Minutes
<b>AGENDA ITEM:</b> #L1204-02 Approval of April 11, 2012 Closed Board Meeting Minutes
<b>AGENDA ITEM:</b> #L1204-03 Acceptance of Resignation Christine Lange <b>Position:</b> Teacher Assistant <b>Program:</b> Early Childhood <b>Reason:</b> Personal <b>Effective:</b> 4/5/2012
<b>AGENDA ITEM:</b> #L1204-04 Approval of Employment – Non-Certified Personnel Rhonda Del Rio <b>Position:</b> Individual Student Assistant <b>Program:</b> Early Childhood <b>Terms:</b> Hourly Rate: \$12.22 No. of Days: 41 Start Date: 4/2/2012
<b>AGENDA ITEM:</b> #L1204-05 Acceptance of Financial Report a. Monthly Revenue and Expenditure Report b. March 2012 Treasurer's Report c. Approval of Bills for March 1 – March 31, 2012 in the amount of \$86,876.04 d. Tentative Approval to Pay Bills from May 1 – May 31, 2012 e. Imprest Fund Account f. Cash Receipts
<b>Summary of discussion:</b> Executive Director presented Consent Agenda Items for Board

review and approval.	
<b>Motion to approve the consent agenda made by:</b> 88A	
<b>Motion:</b> That the LASEC Board of Directors accepts all items listed under Consent Agenda as presented by the Executive Director.	
<b>Motion seconded by:</b> 88	
Roll Call: <i>(Needed when consent agenda contains an item involving the expenditure of money.)</i>	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 89, 90, 91	
Motion: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM:</b> #L1204-06 Approval of Policy Manual Updates: 2:190, 2:200, 2:220-E2, 4:110, 4:170, 5:10, 5:30, 5:125, 5:190, 5:220, 5:260, 6:50, 7:190, 7:270 – Second Reading and Adoption	
<b>Summary of discussion:</b> Executive Director presented policy manual updates for approval and adoption.	
<b>Motion made by:</b> 88	
<b>Motion:</b> That the LASEC Board of Directors approve the second reading of the policy manual updates and adopt as presented as recommended by the Executive Director.	
<b>Motion seconded by:</b> 90	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM:</b> #L1204-07 Approval of Resolution Authorizing Non-Renewal of Non Tenured Certified Personnel, First Through Third Years	
<b>Summary of discussion</b> Executive Director presented the Approval of Resolution Authorizing Non-Renewal of Non-Tenured Certified Personnel, First Through Third Years	
<b>Motion made by:</b> 88A	
<b>Motion:</b> That the LASEC Board of Directors approve the Resolution Authorizing Non-Renewal of Non-Tenured Certified Personnel, First Through Third Years as recommended by the Executive Director.	
<b>Motion seconded by:</b> 90	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM:</b> #L1204-08 Approval to Rescind the Reduction In Force and Honorable Dismissal of Personnel #L1203-07 Omitting Mary France Crum, Occupational Therapist	
<b>Summary of discussion:</b> Executive Director presented the Approval to Rescind the Reduction In Force and Honorable Dismissal of Employee Mary Frances Crum, Occupational Therapist Personnel	
<b>Motion made by:</b> 88A	

<b>Motion:</b> That the LASEC Board of Directors hereby move to rescind the Reduction In Force and Honorable Dismissal of employee Mary Frances Crum, Occupational Therapist, previously passed on March 14, 2012 as presented and recommended by the Executive Director.	
<b>Motion seconded by:</b> 89	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM:</b> #L1204-09 Approval of Amended Resolution Authorizing Reduction In Force and Honorable Dismissal of Tenured Certified Personnel	
<b>Summary of discussion:</b> Executive Director presented the Approval of Amended Resolution Authorizing Reduction In Force and Honorable Dismissal of Tenured Certified Personnel	
<b>Motion made by:</b> 88	
<b>Motion:</b> That the LASEC Board of Directors approve the amended Resolution Authorizing Reduction In Force and Honorable Dismissal of Non-Tenured Certified Personnel as recommended by the Executive Director.	
<b>Motion seconded by:</b> 89	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM:</b> #L1204-10 Approval of Resolution Authorizing Non-Renewal of Part-Time Occupational Therapist	
<b>Summary of discussion:</b> Executive Director presented the Approval of Resolution Authorizing Non-Renewal of Part-Time Occupational Therapist	
<b>Motion made by:</b> 88A	
<b>Motion:</b> That the LASEC Board of Directors approve the Resolution Authorizing Non-Renewal of Part-Time Occupational Therapist as presented and recommended by the Executive Director.	
<b>Motion seconded by:</b> 88	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM:</b> #L1204-11 Approval of Monetary Donation – Hearing Advocacy Event	
<b>Summary of discussion:</b> Executive Director presented monetary donations submitted by Senator A.J. Wilhelmi in the amount of \$50.00 to be applied toward the 10 <sup>th</sup> Annual Deaf/Hard of Hearing Advocate of The Year scheduled for April 17, 2012.	
<b>Motion made by:</b> 88	
<b>Motion:</b> That the LASEC Board of Directors approve the monetary donation submitted by Senator A.J. Wilhelmi in the amount of \$50.00 to be applied toward the Hearing Advocacy Event scheduled for April 17, 2012 as recommended by the Executive Director.	
<b>Motion seconded by:</b> 89	

<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM: #L1204-12 Closed Meeting Records Review &amp; Destruction</b>	
<b>Summary of discussion:</b> Executive Director recommended maintaining all written minutes as closed.	
Executive Director recommends the destruction of the closed session recordings held on April 14, 2010, June 9, 2010 and July 14, 2010 that has been kept during the 18 month period.	
<b>Motion made by: 88A</b>	
<b>Motion:</b> That the LASEC Board of Directors approve all written closed session minutes remain closed and approve the destruction of closed session recordings dated: April 14, 2010, June 9, 2010 and July 14, 2010 as recommended by the Executive Director.	
<b>Motion seconded by: 90</b>	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

**Informational Items:**

<b>AGENDA ITEM: #I1204-01 Initial Evaluations For Special Education and Related Services For Children Ages Three Through Five</b>
<b>Summary of discussion:</b> Member districts were provided with a copy of ISBE memorandum regarding “Initial Evaluations for Special Education and Related Services for Children Ages Three Through Five”. The memorandum is provide clarification regarding the role and responsibilities of local education agencies (LEAs) when receiving requests for initial special education evaluations for children ages three through five. Executive Director mentioned he shared this memo with the district special education coordinators.

<b>AGENDA ITEM: I1204-02 – CLIC Executive Committee Meeting Minutes: March 22, 2012</b>
<b>Summary of discussion:</b> Member districts were provided with a copy of the CLIC Executive Committee Meeting Minutes from their meeting held on March 22, 2012.

<b>AGENDA ITEM: I1204-03 – Tenth Annual Deaf/Hard of Hearing Advocacy Event</b>
<b>Summary of discussion:</b> Member districts were provided with a copy of the “ <i>Tenth Annual Deaf/Hard of Hearing Advocacy Event</i> ” taking place on April 17, 2012 to be held at the 176West Banquets in Joliet. Executive Director distributed a copy of correspondence from the City of Joliet commemorating April 17, 2012 as Deaf/Hard of Hearing (Self) Advocate of the Year Day, to highlight the ten years of outstanding awareness the event has made.

**AGENDA ITEM: I1204-04 – Executive Director’s Report**

**Summary of** Executive Director shared that the grant amendments are due to IBSE by May 31<sup>st</sup>. It was requested that districts submit any amendments to the LASEC office by middle of May to ensure they are processed in a timely manner. Additionally, it was requested that all claims should be submitted prior to June 15<sup>th</sup> in order to be filed prior to the end of the fiscal year.

Executive Director indicated that third quarter billing was distributed last month and districts should be in receipt of their invoices.

Executive Director reminded the member districts to submit a copy of their FY13 school calendar as this will assist in preparing the LASEC calendar and to determine LASEC’s Staff Institute Day.

Executive Director shared the LABP met on April 10<sup>th</sup> discussing insurance rates for the FY13 school year. At the present time rates are looking positive due to claims being lower than in previous years. The next meeting is scheduled for April 18<sup>th</sup> at which time final rate information will be provided.

Executive Director mentioned the next Coordinators’ meeting is scheduled for April 20<sup>th</sup> at 9:00a.m. to be held at the LASEC board room.

**Closed Session**

**Summary of discussion:** The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Cooperative or legal counsel for the Cooperative, including hearing testimony on a complaint lodged against an employee or against legal counsel for the Cooperative to determine its validity. 5 ILCS 120/2(c)(1), as amended by P.A. 93-0057.

**Motion made by:** 88A

**Motion:** That the LASEC Board of Directors adjourn to Closed Session.

**Motion seconded by:** 90

**Closed Session Began:** 10:07a.m.

**Action:**  Passed  Failed

*(If a roll call vote occurred, record the vote of individual Board members.)*

“Yeas”	“Nays”
88, 88A, 89, 90, 91	

<b>Return to Open Session:</b> 10:21a.m.
<b>Motion made by:</b> 88A
<b>Motion:</b> That the LASEC Board of Directors return to Open Session.
<b>Seconded by:</b> 88

**Announcements:** Next Board Meeting is Wednesday, May 9, 2012 at 9:00a.m.

**Approval of Motion to Adjourn**

<b>Motion to adjourn made by:</b> 88A
<b>Motion seconded by:</b> 90
<b>Action:</b> <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed
<b>Time of adjournment:</b> 10:22a.m.