

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> August 12, 2015	<b>Time:</b> 9:42a.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. Richland D88A 2. Chaney-Monge D88 3. Taft D90 4. Lockport Elementary D91	<b>Members absent:</b> 1. Fairmont D89

## Approval of Items on Consent Agenda

<b>AGENDA ITEM:</b> #L1508-01 Approval of the July 8, 2015 Regular Board Meeting Minutes
<b>AGENDA ITEM:</b> #L1508-02 Acceptance of Resignations  <b>Name:</b> Jennifer Carusi <b>Position:</b> Teacher Assistant <b>Program:</b> Int/JH CD <b>Reason:</b> Personal <b>Effective:</b> 7/1/2015  <b>Name:</b> Joe Serio <b>Position:</b> Psychologist <b>Program:</b> Taft D90 <b>Reason:</b> Personal <b>Effective:</b> 7/30/2015
<b>AGENDA ITEM:</b> #L1508-03 Approval of Employment – Certified Personnel  <b>Name:</b> Patricia Ellis <b>Position:</b> Diagnostician/ SpEd Teacher <b>Program:</b> Play-Based <b>Terms:</b> Part Time Hourly Rate: \$54.00 No. of Days: TBD Start Date: 8/13/2015
<b>AGENDA ITEM:</b> #L1408-04 Approval of Employment – Non-Certified Personnel  <b>Name:</b> Michele Hostert <b>Position:</b> Individual Student Assistant <b>Program:</b> Communication Disorder <b>Terms:</b> Hourly Rate: \$11.07

No. of Days: 181  
Start Date: 8/13/2015

**Name:** Emily Simpson  
**Position:** Individual Student Assistant  
**Program:** Primary Multi-Needs  
**Terms:** Hourly Rate: \$12.28  
No. of Days: 181  
Start Date: 8/13/2015

**Name:** Rebecca Welch  
**Position:** Individual Student Assistant  
**Program:** Early Childhood  
**Terms:** Hourly Rate: \$11.19  
No. of Days: 181  
Start Date: 8/13/2015

**Name:** Holly Suggs  
**Position:** Individual Student Assistant  
**Program:** Early Childhood  
**Terms:** Part-Time  
Hourly Rate: \$11.07  
No. of Days: 181  
Start Date: 8/13/2015

- AGENDA ITEM: #L1408-05** Acceptance of Financial Report
- a. Monthly Revenue and Expenditure Report
  - b. June 2015 Treasurer's Report
  - c. July 2015 Treasurer's Report
  - d. Approval of Bills for June 1 – June 30, 2015 in the amount of \$133,321.77
  - e. Approval of Bills for July 1 – July 31, 2015 in the amount of \$86,721.96
  - f. Tentative Approval to Pay Bills from Sept. 1 – Sept. 30 2015
  - g. Imprest Fund Account
  - h. Cash Receipts

**Summary of discussion:** Executive Director presented Consent Agenda Items for Board review and approval.

**Motion to approve the consent agenda made by:** 88A

**Motion:** That the LASEC Board of Directors accepts all items listed under Consent Agenda as recommended by the Executive Director.

**Motion seconded by:** 90

Roll Call: *(Needed when consent agenda contains an item involving the expenditure of money.)*

"Yeas"	"Nays"
88, 88A, 90, 91	

Motion:  Passed  Failed

<b>AGENDA ITEM: #L1408-06 Ratification of FY16 Budget</b>	
<b>Summary of discussion:</b> Executive Director presented the FY16 Budget for final review and ratification by the LASEC Board of Directors.	
<b>Motion made by:</b> 90	
<b>Motion:</b> That the LASEC Board of Directors ratify the FY16 Budget as presented and as recommended by the Executive Director.	
<b>Motion seconded by:</b> 88	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM: #L1508-07 Approval of FY16 IDEA Part B Flow Through Grant</b>	
<b>Summary of discussion:</b> The Executive Director presented the FY16 IDEA Part B Flow Through Grant for review and approval.	
<b>Motion made by:</b> 88A	
<b>Motion:</b> That LASEC Board of Directors approve the FY16 Part B Flow Through Grant in the amount of \$609,298 as recommended by the Executive Director.	
<b>Motion seconded by:</b> 90	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM: #L1508-08 Approval of FY16 IDEA Part B Preschool Grant</b>	
<b>Summary of discussion:</b> The Executive Director presented the FY16 IDEA Part B Preschool Grant for review and approval.	
<b>Motion made by:</b> 90	
<b>Motion:</b> That LASEC Board of Directors approve the FY15 Preschool Grant in the amount of \$24,763 as recommended by the Executive Director.	
<b>Motion seconded by:</b> 88A	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM: #L1508-09 Approval of OT Services Contract Service Agreement with Cumberland Therapy Services</b>	
<b>Summary of discussion:</b> Executive Director presented the occupational therapy service contract with Cumberland Therapy Services for review and approval. It was shared the contractual agreement presented is to provide the additional occupational therapy services required and previously approved for the 2015-16 school year.	
<b>Motion made by:</b> 88A	
<b>Motion:</b> That LASEC Board of Directors approve the contract addendum with Cumberland Therapy Services to provide OT services at the rate of \$73.00 per hour during the 2015-16 school year as recommended by the Executive Director.	

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

<b>AGENDA ITEM: #L1508-10 Approval of PT Services Contract Addendum with Top Echelon</b>	
<b>Summary of discussion:</b> Executive Director presented the physical therapy contract with Top Echelon for review and approval. It was shared that LASEC has an existing rapport with Top Echelon in which the service agreement presented is an addendum to provide the additional physical therapy services required and previously approved for the 2015-16 school year.	
<b>Motion made by: 88A</b>	
<b>Motion:</b> That LASEC Board of Directors approve the contract addendum with Top Echelon to provide PT services at the rate of \$69.00 per hour during the 2015-16 school year as recommended by the Executive Director.	
<b>Motion seconded by: 90</b>	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM: #L1508-11 Approval of Independent Contract Agreement – Workload Assist and Medicaid Billing Provided by R&amp;G Consultants</b>	
<b>Summary of discussion:</b> Executive Director presented a service contract with R& G Consultants to utilize their Workload Assist Software Program, a tool that will assist providers and administrators with initializing/tracking/billing and submitting student information for all Medicaid eligible students receiving related services.	
<b>Motion made by: 90</b>	
<b>Motion:</b> That LASEC Board of Directors approve the independent contract agreement with R&G Consultants to utilize the Workload Assist Program provided by R&G Consultants during the period of 8/13/2015 through 8/12/2017 as recommended by the Executive Director.	
<b>Motion seconded by: 88</b>	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM: #L1508-12 Approval of Lunch Program Intergovernmental Cooperative Agreement Between Richland Grade School D88A and Lockport Elementary School D91</b>	
<b>Summary of discussion:</b> Executive Director presented the Lunch Program Intergovernmental Agreement for Richland Grade School District 88A and Lockport Elementary School District 91 for the 2015-16 school year for review and approval	
<b>Motion made by: 88A</b>	
<b>Motion:</b> That LASEC Board of Directors approve the Lunch Program Intergovernmental Cooperative Agreement Between Richland Grade School D88A and Lockport Elementary School D91 as recommended by the Executive Director.	

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

**Informational Items:**

<b>AGENDA ITEM:</b> I1508-01 LASEC Board Policy Manual – Adopted July 16, 2015
<b>Summary of:</b> Member districts were provided with a copy of the LASEC Board Policy Manual adopted on July 16, 2015.

<b>AGENDA ITEM:</b> I1508-02 Discuss Optional Dates Regarding the November 11, 2015 LASEC Board Meeting
<b>Summary of:</b> The Executive Director brought to the Board’s attention the date of the November meeting falls on a holiday in which school districts as well as the LASEC office will be closed. Following a brief discussion it was agreed to move the dated of the November meeting from Wednesday, November 11 <sup>th</sup> to Thursday, November 12 <sup>th</sup> .

<b>AGENDA ITEM:</b> I1508-03 –
<b>Summary of:</b> Executive Director indicated FY15 IDEA grants have been approved by ISBE also stating carryover information will be forthcoming.
Executive Director mentioned the LASEC Teacher & Staff Institute Day will be held tomorrow (August 13 <sup>th</sup> ) with the event taking place at Richland D88A.
Executive Director reminded the member districts his evaluation is scheduled to take place at the September board meeting and they will soon be in receipt of the evaluation template and are to forward complete evaluations to Donna Gray.
Executive Director stated that it has been a long practice of LASEC to contract Ms. Pat Hall through SOWIC to provide coordinator/supervisor services for the visually impaired itinerant teacher and program. Tom shared that Pat retired at the close of the 2014-15 school year. She indicated it is her intention to continue to work on a part-time basis, as allowed by TRS, continuing her position as the hearing impaired coordinator for LASEC. Additionally, Tom noted Pat inquired would the LASEC Board consider the option to hire her directly for a total of 15 days for FY16 that would be shared between LASEC and another district who wants to contract her services; 10 days would be dedicated for LASEC, the remaining 5 days LASEC would invoice the other district, further explaining this would assist Pat personally with her tax reporting. Following a brief discussion the member districts were in agreement with her request.

**Announcements:** Next Board Meeting is Wednesday, September 9, 2015 at 9:00a.m.

**Approval of Motion to Adjourn**

<b>Motion to adjourn made by:</b> 90
<b>Motion seconded by:</b> 88
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed
<b>Time of adjournment:</b> 10:12a.m.