

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

Open Meeting Minutes

Date: December 12, 2012	Time: 8:50a.m.
Location: LASEC Central Office Board Room	
Type of meeting: <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Special <input type="checkbox"/> Reconvened or rescheduled <input type="checkbox"/> Emergency	
Name of person taking the minutes: Lisa Loveless	
Name of person presiding: Mrs. Donna Gray	
Members in attendance: 1. Chaney-Monge D88 2. Richland D88A 3. Fairmont D89 4. Taft D90 5. Lockport Elementary D91	Members absent:

Approval of Items on Consent Agenda

AGENDA ITEM: #L1212-01 Approval of the November 14, 2012 Regular Board Meeting Minutes
AGENDA ITEM: #L1212-02 Approval of Minutes of the November 14, 2012 Closed Session Meeting
AGENDA ITEM: #L1212-03 Acceptance of Resignation Name: Elizabeth Brusa Position: Teacher Program: LASEC Academy Reason: Personal Effective: 12/21/2012
AGENDA ITEM: #L1212-04 Acceptance of Financial Report a. Monthly Revenue and Expenditure Report b. November 2012 Treasurer's Report c. Approval of Bills for Nov. 1 – Nov. 30, 2012 in the amount of \$108,596.44 d. Tentative Approval to Pay Bills from Jan. 1 – Jan. 31, 2012 e. Imprest Fund Account f. 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 presented by the Executive Director.	
Motion seconded by: 90	
Roll Call: <i>(Needed when consent agenda contains an item involving the expenditure of money.)</i>	
“Yeas”	“Abstain”
88, 88A, 89, 90, 91	
Motion: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

AGENDA ITEM: #L1212-05 Policy Manual Updates: 2:140-E; 2:200; 2:220; 4:45; 4:100; 4:170, 5:30, 5:125; 6:65 – Second Reading Approval & Adoption	
Summary of discussion: Executive Director presented policy manual updates 2:140-E; 2:200; 2:220; 4:45; 4:100; 4:170, 5:30, 5:125; 6:65 for second reading and adoption.	
Motion made by: 90	
Motion: That the LASEC Board of Directors approve and adopt policy manual updates: 2:140-E; 2:200; 2:220; 4:45; 4:100; 4:170; 5:30; 5:125; 6:65 as recommended by the Executive Director.	
Motion seconded by: 89	
“Yeas”	“Nays”
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

AGENDA ITEM: #L1212-06 Approval of Electricity Sales Agreement: Energy Me	
Summary of discussion: Executive Director shared that following the October Articulation Meeting, he contacted the presenter who discussed various energy saving plans that are available to school districts in which he was provided several quotes from various energy supply companies. Energy Me quoted they will be able to save the cooperative approximately \$2,000 per year on energy costs. It was explained that there will be no change with ComEd, who delivers the electricity, only the electricity supplier would change and the rates associated with that provider. The initial term is for 24 months and will begin December 26, 2012. The Board was presented with the Electricity Sales Agreement with Energy Me for review and approval.	
Motion made by: 90	
Motion: That the LASEC Board of Directors approve the Electricity Sales Agreement and authorize change in electric service provider to Energy Me as presented and as recommended by the Executive Director.	
Motion seconded by: 88A	
“Yeas”	“Nays”
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

AGENDA ITEM: #L1212-07 Acceptance of Executive Director's 2012-13 Goals	
Summary of discussion: Executive Director stated his goals for the 2012-13 school year were presented last month during closed session and being brought to the board for formal approval.	
Motion made by: 90	
Motion: That the LASEC Board of Directors approve the Executive Director's Goals for the 2012-13 school year.	
Motion seconded by: 88A	
"Yeas"	"Nays"
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

AGENDA ITEM: #L1212-08 Approval of Request For FMLA – Karen Cichowski	
Summary of discussion: Executive Director presented a FMLA request for Karen Cichowski, Assistive Technology Specialist. He shared the request meets the FMLA guidelines and her leave would be effective January 8, 2013 through February 1, 2013.	
Motion made by: 90	
Motion: That the LASEC Board of Directors approve the Request For FMLA for Karen Cichowski for the period of 1/8/2013 to 2/1/2013 due to serious illness as recommended by the Executive Director.	
Motion seconded by: 89	
"Yeas"	"Nays"
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

AGENDA ITEM: #L1212-09 Approval of Resolution Supporting Governmental Self-Insurance Pooling An In Opposition To Non-Productive Legislative Restraints	
Summary of discussion: The Executive Director presented the CLIC Resolution Supporting Governmental Self-Insurance Pooling and in Opposition to Non-Productive Legislative Restraints for approval.	
Motion made by: 88A	
Motion: That the LASEC Board of Directors approve the Resolution Supporting Governmental Self-Insurance Pooling An In Opposition To Non-Productive Legislative Restraints as recommended by the Executive Director.	
Motion seconded by: 90	
"Yeas"	"Nays"
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

Informational Items:

AGENDA ITEM: #11212-01 LASEC Coordinator's Meeting Notes – November 30, 2012

Summary of discussion: Member districts were provided with a copy of meeting notes from the November 30th LASEC Coordinator's Meeting. Highlighted topics were: **IAA/SAT Procedures** reminding member districts to make sure their SIS data is reported correctly to ensure tests are delivered to the proper buildings. **2013-14 LASEC Class Projections** currently it is anticipated an additional CD classroom will be required at the start of the next school year designed specifically for autism spectrum students. Executive Director shared he provided Coordinators with a survey to provide LASEC with information about potential students who would benefit from programming not currently being offered by LASEC who are receiving services through outside placements. It was stated that if the need for an additional program occurs, a thorough cost comparison would be conducted that would compare the current district cost to the outplacement facility vs. how much it would cost LASEC to operate the program. **Legal Speakers** Executive Director has secured Teri Engler, Attorney, of Sraga and Hauser for February 22, 2012 to speak on several topics which include the use of social media and special education students and staff, new school nursing law as well as various hot topics related to special education. Member districts were encouraged to submit legal topics they would like to have addressed during this meeting and to forward those topics directly to him.

AGENDA ITEM: #11212-02 Nursing Guidelines - Draft

Summary of discussion: Member districts were provided with a draft copy of the guidelines regarding qualifications required of personnel responsible for conducting medical reviews as well as addressing frequently asked questions regarding the requirements. Beginning July 1, 2013 medical review required for a student who is being evaluated or re-evaluated for special education services shall be conducted by a certified school nurse, licensed physician, or registered nurse with a bachelor's degree or higher or advanced practice nurse.

AGENDA ITEM: 11212-03 – Executive Director's Report

Summary of: Executive Director indicated that 2nd quarter billing will be distributed within the next couple of weeks and prior to the Winter Break. A reminder was made regarding the Administrative Assessment invoice in which member districts were asked not to remit payment as a revised invoice will be distributed in the early part of 2013.

Executive Director asked districts to continue submitting their IDEA grant claims on a regular basis as this will assist in processing and distribution of funds to the districts.

Executive Director stated he will provide the Board with periodic updates regarding the bargaining of contractual agreement between LASEC and the Teachers Union. Member districts were requested to submit a copy of their current salary schedule along with salaries of their ESPs. Executive Director indicated volunteers are needed for the bargaining committee in which Richland D88A and Lockport Elementary D91 both agreed to be part of the committee. Executive Director stated from past negotiations with LASEC union he anticipates negotiations to go well.

Executive Director shared that LASEC currently has an opening for the following positions: Teacher - LASEC Academy; part-time Individual Student Assistant - EC. It is anticipated that the teacher position will be filled by the time classes resume following Winter Break.

Executive Director shared projected rate increases for CLIC and LABP 2013-14 school that was provided during the most recent meetings of CLIC and LABP. Member districts will be provided with the final rate information as they are determined.

Closed Session - NONE HELD	
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:	
Motion: That the LASEC Board of Directors adjourn to Closed Session.	
Motion seconded by:	
Closed Session Began:	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	
<i>(If a roll call vote occurred, record the vote of individual Board members.)</i>	
“Yeas”	“Nays”
88, 88A 90	

Return to Open Session: N/A
Motion made by:
Motion: That the LASEC Board of Directors return to Open Session.
Seconded by:

AGENDA ITEM: #L1212-10 Possible Discipline of Personnel	
Summary of discussion: No Action Taken	
Motion made by:	
Motion:	
Motion seconded by:	
“Yeas”	“Nays”
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

Announcements: Next Board Meeting is Wednesday, 9, 2013 at 9:00a.m.

Approval of Motion to Adjourn

Motion to adjourn made by: 90
Motion seconded by: 89
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed
Time of adjournment: 9:29am