

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

## Open Meeting Minutes

<b>Date:</b> January 13, 2016	<b>Time:</b> 9:14a.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. Taft D90 4. Lockport Elementary D91	<b>Members absent:</b> 1. Fairmont D89

## Approval of Items on Consent Agenda

<b>AGENDA ITEM:</b> #L1601-01 Approval of the December 9, 2015 Regular Board Meeting Minutes
<b>AGENDA ITEM:</b> #L1601-02 Approval of Employment – Non-Certified Personnel  <b>Name:</b> Karen Fisk <b>Position:</b> Individual Student Assistant <b>Program:</b> Primary Multi-Needs <b>Terms:</b> <b>Hourly Rate:</b> \$12.28 <b>No. of Days:</b> 105 <b>Start Date:</b> 12/7/2015  <b>Name:</b> Fatima Quintero <b>Position:</b> Individual Student Assistant <b>Program:</b> Early Childhood <b>Terms:</b> <b>Hourly Rate:</b> \$11.07 <b>No. of Days:</b> 100 <b>Start Date:</b> 12/14/2015
<b>AGENDA ITEM #L1601-03</b> Acceptance of Resignation  <b>Name:</b> Karen Fisk <b>Position:</b> Individual Student Assistant <b>Program:</b> Primary Multi-Needs <b>Reason:</b> Personal <b>Effective:</b> 12/14/2015
<b>AGENDA ITEM:</b> #L1601-04 Acceptance of Financial Report a. Monthly Revenue and Expenditure Report b. December 2015 Treasurer's Report c. Approval of Bills for Dec. 1 – Dec 31, 2015 in the amount of \$37,545.81 d. Tentative Approval to Pay Bills from Feb. 1–Feb. 29, 2016 Imprest Fund Account

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

<b>AGENDA ITEM:</b> #L1601-05 Approval of Employment Status – Part-Time to Full-Time	
<b>Summary of discussion:</b> Executive Director indicated Holly Suggs, is moving from part-time to full-time status as an individual student assistant effective December 14, 2015.	
<b>Motion made by:</b> 88A	
<b>Motion:</b> That the LASEC Board of Directors approve the change of employment status for Holly Suggs from part-time to full-time status as presented by the Executive Director.	
<b>Motion seconded by:</b> 90	
<b>“Yeas”</b> 88, 88A, 90, 91	<b>“Nays”</b>
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM:</b> #L1601-06 Approval of Continuation of Child Care Leave – Jennifer Lasak	
<b>Summary of discussion:</b> Executive Director presented a request for continuation of Child Care Leave submitted by Jennifer Lasak effective February 25 through May 23, 2016 due to the birth of her child.	
<b>Motion made by:</b> 88A	
<b>Motion:</b> That the LASEC Board of Directors approve the request for continuation of child care leave submitted by Jennifer Lasak as presented by the Executive Director.	
<b>Motion seconded by:</b> 91	
<b>“Yeas”</b> 88, 88A, 90, 91	<b>“Nays”</b>
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

**Informational Items:**

**AGENDA ITEM:** I1601-01 – Annual Deaf/Hard of Hearing Advocate of the Year 2016  
**Summary of:** Member districts were provided a copy of the Save the Date flyer regarding the LASEC Annual Deaf/Hard of Hearing Advocate of the Year Event scheduled for Tuesday, April 16, 2016 to be held at 176 West Banquet Hall in Joliet.

**AGENDA ITEM:** I1601-02 – Letter Requesting a Waiver from Participation in the Mandatory Breakfast Program  
**Summary of:** Member districts were provided with a copy of correspondence to Mr. Shawn Walsh of the Will County Regional Office of Education dated January 14, 2016. This correspondence is a formal submission of LASEC’s request for a waiver from participating in the mandatory Breakfast Program for the 2016-17 school year.

**AGENDA ITEM:** I1601-03 – Executive Director’s Report  
**Summary of:** Executive Director stated the annual administrative assessment invoices will be issued to the districts by the end of this month.

Executive Director reminded the member districts that their IDEA Excess Cost worksheets are due to ISBE by January 31<sup>st</sup>. Districts were also reminded the worksheets are to be forwarded to Tom at the LASEC office for his processing and submission to the grant coordinator. It was mentioned that one district has submitted their sheet, while the remaining districts are currently in the process.

Executive Director reminded member districts to submit their IDEA grant claims as doing so will ensure timely processing and distribution of their reimbursements.

<b>Closed Session</b>	
<b>Summary of discussion:</b> 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.	
<b>Motion made by:</b> 90	
<b>Motion:</b> That the LASEC Board of Directors adjourn to Closed Session.	
<b>Motion seconded by:</b> 88	
<b>Closed Session Began:</b> 9:25a.m.	
<b>Action:</b> <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	
<i>(If a roll call vote occurred, record the vote of individual Board members.)</i>	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 90, 91	

<b>Return to Open Session:</b> 9:42a.m.
<b>Motion made by:</b> 90
<b>Motion:</b> That the LASEC Board of Directors return to Open Session.
<b>Seconded by:</b> 88A

**Announcements:** Next Board Meeting is February 10, 2016 at 9:00a.m.

**Approval of Motion to Adjourn**

<b>Motion to adjourn made by:</b> 90
<b>Motion seconded by:</b> 91
<b>Action:</b> <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed
<b>Time of adjournment:</b> 9:43a.m.