

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> June 11, 2014	<b>Time:</b> 9:02a.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> <ol style="list-style-type: none"><li>1. Chaney-Monge D88</li><li>2. Richland D88A</li><li>3. Fairmont D89</li><li>4. Taft D90</li><li>5. Lockport Elementary D91</li></ol>	<b>Members absent:</b>

## **PRESENTATION:** Kimberly McDonald, Program & Staff Development Coordinator – “Report on Student Progress Assessment”

**Summary of:** Kimberly McDonald presented the LASEC Progress Monitoring Report. It was shared the Brigance Comprehensive Inventories, a progress monitoring program approved by the Board, was used during the 2013-14 school year to assess students' who are enrolled in a LASEC program of their growth and progress during the school year. A total of 46 students enrolled in Early Childhood, Primary Communication Disorder, Primary Multi-Needs, Int/JH Multi-Needs and Intermediate Multi-Needs were part of the monitoring progress. It was further shared that data was missing from one EC classroom due to the teacher of that class out on maternity leave and the substitute teacher was not trained in using the Brigance program; also noted, LASEC Academy uses another tool in monitoring and reporting student progress. Of the 46 students, 21 students resulted in gained/maintained 100% of the areas measured; 12 students gained/maintained in 80% or more of the areas measured; 11 students gained/maintained 50% or more of the measured areas; 2 students gained/maintained less than 50% of measured areas.

Kimberly expressed that even though the Brigance is a very useful tool one measurement system does not adequately assess student progress because the Brigance may not always capture student growth with those having more significant needs. She stated that research into other Type II/Type III tools will be conducted to help bridge the gap and to provide accurate results. The LASEC Evaluation Committee does meet throughout the school year it was also mentioned that focus on the description of “growth” needs to become more defined, to be more specific when monitoring the students' progress. It was also suggested that consideration be made in reducing the number of progress monitoring periods using the Brigance, reducing it from 3 periods to 2 periods; October and April. Reducing the number of testing periods will allow for additional time and results indicate there is more student growth between with October and April vs October and May.

**Approval of Items on Consent Agenda**

<b>AGENDA ITEM:</b> #L1406-01 Approval of the April 14, 2014 Regular Board Meeting Minutes	
<b>AGENDA ITEM:</b> #L1406-02 Approval of the April 14, 2014 Closed Session Meeting Minutes	
<b>AGENDA ITEM:</b> #L1406-03 Acceptance of Resignation	
Name: Kayla Mamroth Position: Speech Language Pathologist Program: Early Childhood Effective: 8/1/2014	
<b>AGENDA ITEM:</b> #L1406-04 Acceptance of Financial Report <ul style="list-style-type: none"> <li>a. Monthly Revenue and Expenditure Report</li> <li>b. May 2014 Treasurer’s Report</li> <li>c. Approval of Bills for May 1 – May 31, 2014 in the amount of \$37,198.14</li> <li>d. Tentative Approval to Pay Bills from July 1 – July 31, 2014</li> <li>e. Imprest Fund Account</li> <li>f. Cash Receipts</li> </ul>	
<b>Summary of discussion:</b> Executive Director presented Consent Agenda Items for Board review and approval. It was mentioned that Agenda Item #L1405-13, D90 was inaccurately reported as being the “Motion Seconded by” and should reflect D88.	
<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 with correction made to Agenda Item #L1405-13 in the minutes, 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, 89, 90, 91	<b>“Nays”</b>
Motion: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM:</b> #L1406-05 Approval of Prevailing Rate of Wages Agreement	
<b>Summary of discussion:</b> Executive Director presented the Prevailing Rate of Wages Agreement for FY14 for review and approval.	
<b>Motion made by:</b> 88A	
<b>Motion:</b> That the LASEC Board of Directors approve the Prevailing Rate of Wages Agreement with the date “passed” to reflect June 11 <sup>th</sup> not May 14 <sup>th</sup> , 2014, as recommended by the Executive Director.	
<b>Motion seconded by:</b> 90	
<b>“Yeas”</b> 88, 88A, 89, 90, 91	<b>“Nays”</b>
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM: #L1406-06 Approval of Re-Organizational Structure</b>	
<b>Summary of discussion:</b> Member districts were provided with a copy of the Reorganizational Structure for FY15. Following review and discussion the following was agreed upon: Mrs. Donna Gray, D91–Chair; Dr. Mike Early, D88A–Vice-Chair; Lisa Loveless, LASEC–Recording Secretary. Tom Brim, Executive Director-Treasurer. Chaney-Monge D88-Administrative District.	
<b>Motion made by:</b> 88A	
<b>Motion:</b> That the LASEC Board of Directors approve the Reorganizational Structure as presented and as a 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: #L1406-07 Approval of CLIC Renewal</b>	
<b>Summary of discussion:</b> Executive Director presented the CLIC insurance coverage for Workers’ Compensation and Property/Casualty Programs for FY15. It was shared that the total premium cost for Property/Casualty incurred an increase from FY14 by 6.20%, reflecting a premium cost of \$18,008 for FY15; however Worker’s Compensation program only experienced an increase of 2.67% for a total premium cost of \$12,948 for FY15.	
<b>Motion made by:</b> 90	
<b>Motion:</b> That LASEC Board of Directors approve the CLIC Insurance coverage for property/casualty, as recommended by the Executive Director.	
<b>Motion seconded by:</b> 88A	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 89,90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM: #L1406-08 Approval of FY15 Lockport Area Benefit Plan</b>	
<b>Summary of discussion:</b> Executive Director provided the Board with a copy of the Lockport Area Benefit Plan - Premium Projection Analysis reflecting renewal rates for medical and dental for FY15. There was slight increase in both medical and dental. Medical increased by 3.65%; dental increased this year by 2.66%.	
<b>Motion made by:</b> 90	
<b>Motion:</b> That the LASEC Board of Directors approve FY15 Lockport Area Benefit Plan premiums as presented and as recommended by the Executive Director.	
<b>Motion seconded by:</b> 91	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM: #L1406-09 Approval of FY15 IDEA Allocations</b>	
<b>Summary of discussion:</b> Executive Director presented the FY15 IDEA Allocations for their review and approval. It was shared that that enrollment numbers decreased from last year, therefore the per student amount resulted in an increase from \$362 in FY14 to \$376 for FY15. Funds retained by LASEC will offset the operating costs of the administrative office and professional development for LASEC and for its member districts. Additionally, it was shared that FY15 will continue with providing professional development opportunities and member districts were encouraged to submit their suggestions to any specific areas they would like to have included as professional development during the upcoming school year. Executive Director addressed the issue of carryover dollars; he stated that for FY15 LASEC will be ok, however, due to state changes with IDEA reimbursement FY16 will result in a significant decrease in dollars and that will be addressed at a future meeting.	
<b>Motion made by: 88</b>	
<b>Motion:</b> That the LASEC Board of Directors approve the usage of FY15 IDEA Funds in the amount of \$376 per student for Administrative costs and for LASEC to continue to develop/coordinate the personnel development needs for LASEC and its member districts as recommended by the Executive Director.	
<b>Motion seconded by: 88A</b>	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM: #L1406-10 Approval of Recalls From Reduction-In-Force and Honorable Dismissal of Educational Support Personnel</b>	
<b>Summary of discussion:</b> Executive Director presented the Recalls From Reduction-In-Force an Honorable Dismissal of Educational Support Personnel for Board review and approval.	
<b>Motion made by: 88A</b>	
<b>Motion:</b> That the LASEC Board of Directors approve the Recalls From Reduction-In-Force and Honorable Dismissal of Educational Support Personnel as recommended by the Executive Director.	
<b>Motion seconded by: 89</b>	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM: #L1406-11 Approval of Recall From Reduction-In-Force and Honorable Dismissal of Non-Tenured Certified Personnel</b>	
<b>Summary of discussion:</b> Executive Director presented the Recall From Reduction-In-Force and Honorable Dismissal of Non-Tenured Certified Personnel for Board review and approval.	
<b>Motion made by: 91</b>	
<b>Motion:</b> That the LASEC Board of Directors approve the Recall From Reduction-In-Force and Honorable Dismissal of Non-Tenured Personnel as recommended by the Executive Director.	
<b>Motion seconded by: 88</b>	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

**Informational Items:**

**AGENDA ITEM:** I1406-01 Policy Manual Updates First Reading: 4:100; 4:160; 4:170; 4:175; 5:280; 7:250

**Summary of:** Executive Director presented policy manual updates for the first reading and review.

**AGENDA ITEM:** I1406-02 Organizational Chart

**Summary of:** Member districts were provided with a copy LASEC Organizational Chart for the 2014-15 school year.

**AGENDA ITEM:** I1406-03 LASEC Program Progress Monitoring Report

**Summary of:** Presentation given at the start of the meeting.

**AGENDA ITEM:** I1406-04 – Executive Director’s Report

**Summary of:** Executive Director reminded the member districts that they need to submit their final FY14 grant claims to the LASEC office as soon as possible in order for their reimbursements to be processed by June 30<sup>th</sup>.

Executive Director indicated that districts need to prepare their FY15 IDEA grants in order for their information to be uploaded when ISBE makes their online system available. Districts will be provided with updates as to when the system is ready.

Executive Director stated that the 4<sup>th</sup> quarter billing is complete and sent out; along with their 4<sup>th</sup> quarter invoice, some districts will have one additional miscellaneous invoice.

Executive Director shared that he was contacted by SOWIC and Lincoln-Way Special Education Cooperative asking if LASEC would have interest in working together in providing special education programming. With the pull-out of New Lenox School D122, Lincoln-Way Special Education Cooperative is looking to other ways it can provide services and pool resources. An informal meeting to discuss options among the Directors of LASEC, SOWIC and Lincoln-Way will take place on June 11<sup>th</sup> at the LASEC office. LASEC Board of Directors was in favor of the informal meeting and the Executive Director will provide a follow-up to that meeting.

**Announcements:** Next Board Meeting is Wednesday, July 9, 2014 at 9:00a.m.

**Approval of Motion to Adjourn**

**Motion to adjourn made by:** 90

**Motion seconded by:** 89

**Action:**  Passed  Failed

**Time of adjournment:** 9:59a.m.