

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

Open Meeting Minutes

Date: June 10, 2015	Time: 9:04a.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: Donna Gray, Chairman	
Members in attendance: 1. Richland D88A 2. Taft D90 3. Lockport Elementary D91	Members absent: 1. Chaney-Monge D88 2. Fairmont D89

Approval of Items on Consent Agenda

AGENDA ITEM: #L1506-01 Approval of the May 13, 2015 Regular Board Meeting Minutes
AGENDA ITEM: #L1506-02 Approval of the May 13, 2015 Closed Session Meeting Minutes
AGENDA ITEM: #L1506-03 Approval of the May 6, 2015 Special Meeting Minutes
AGENDA ITEM: #L1506-04 Acceptance of Resignation Name: Melissa Grevengood Position: Teacher Program: Early Childhood Reason: Personal Effective: End of the 2014-2015 School Year
AGENDA ITEM: #L1506-05 Approval of Employment – Certified Personnel Name: Jennifer Lasak Position: Teacher Program: Intermediate Multi-Needs Terms: Annual Salary: \$38,197 No. of Days: 181 Start Date: 8/13/2015
AGENDA ITEM: #L1506-06 Approval of Employment – Non-Certified Personnel Name: Terry Sullivan Position: LASEC Inter-Office Mail Carrier Program: LASEC Programs Terms: Part-Time \$20.00/per hour + mileage Start Date: 5/27/2015

AGENDA ITEM: #L1506-07 Acceptance of Financial Report	
<ul style="list-style-type: none"> a. Monthly Revenue and Expenditure Report b. May 2015 Treasurer's Report c. Approval of Bills for May 1 – May 31, 2015 in the amount of \$80,046.58 d. Tentative Approval to Pay Bills from July 1 – July 31, 2015 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 recommended 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”	“Nays”
88A, 90, 91	
Motion: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

AGENDA ITEM: #L1506-08 Approval of Prevailing Rate of Wages Agreement	
Summary of discussion: Executive Director presented the Prevailing Rate of Wages Agreement for FY2015-2016 for review and approval.	
Motion made by: 88A	
Motion: That the LASEC Board of Directors approve the Prevailing Rate of Wages Agreement as recommended by the Executive Director.	
Motion seconded by: 90	
“Yeas”	“Nays”
88A, 90,91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

AGENDA ITEM: #L1506-09 Approval of Re-Organizational Structure	
Summary of discussion: Due to the absence of Chaney-Monge D88 and Fairmont D89, it was suggested that this item be tabled until the July 8, 2015 meeting.	
Motion made by: 90	
Motion: That the LASEC Board of Directors approve to table this action item until the July 8, 2015 meeting as recommended by the LASEC Chairman.	
Motion seconded by: 88A	
“Yeas”	“Nays”
88A, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

AGENDA ITEM: #L1506-10 Approval of CLIC Renewal	
Summary of discussion: Executive Director presented the CLIC insurance coverage for Workers' Compensation and Property/Casualty Programs for 2015-2016. The program cost comparison sheet reflected Property/Casualty Program having a total premium cost in the amount of \$18,541; Worker's Compensation Program having a total premium cost in the amount of \$15,528.	
Motion made by: 90	
Motion: That LASEC Board of Directors approve the CLIC Insurance coverage for Workers' Compensation and Property/Casualty Programs for 2015-16, as recommended by the Executive Director.	
Motion seconded by: 88A	
"Yeas"	"Nays"
88A, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

AGENDA ITEM: #L1506-11 Approval of FY16 Lockport Area Benefit Plan	
Summary of discussion: 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 FY16. It was shared the information had been previously presented as an informational item and discussed during last month's meeting and is now being presented for formal approval. There was a slight increase to both medical and dental; medical increased by 3.87% while dental increased by 2.86% over FY15.	
Motion made by: 90	
Motion: That the LASEC Board of Directors approve FY16 Lockport Area Benefit Plan premiums as presented and as recommended by the Executive Director.	
Motion seconded by: 88A	
"Yeas"	"Nays"
88A, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

AGENDA ITEM: #L1506-12 Approval of FY16 IDEA Allocations	
Summary of discussion: Executive Director presented the FY16 IDEA Allocations for review and approval. It was shared carryover dollars that LASEC would normally maintain has slowly been decreasing each year in which FY16 continues in the trend, however, LASEC and its member districts will not be financially impacted as previously anticipated for the upcoming school year. Additionally, it was mentioned there is reason for concern with experiencing a financial impact for the 2016-2017 school year. Therefore, the Executive Director indicated IDEA allocations for FY17 will need to be addressed at a future Board meeting during the FY16 school year, when he will present for review and discussion various options the Board has when it comes to applying IDEA Grant and Medicaid dollars.	
<p>Regarding the upcoming school year, Tom noted that the per student amount resulted in an increase from \$362 in FY15 to \$385 for FY16. The increase was due to a decrease of student enrollment and the diminishing carryover dollars. 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 FY16 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.</p>	

Motion made by: 88A	
Motion: That the LASEC Board of Directors approve the usage of FY16 IDEA Funds in the amount of \$385 per student for Administrative costs and for LASEC to continue to develop/coordinate the professional development needs for LASEC and its member districts as recommended by the Executive Director.	
Motion seconded by: 90	
“Yeas”	“Nays”
88A,90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

AGENDA ITEM: #L1506-13 Approval of Recalls From Reduction-In-Force and Honorable Dismissal of Educational Support Personnel for the 2015-16 School Year	
Summary of discussion: Executive Director presented the Recalls From Reduction-In-Force an Honorable Dismissal of Educational Support Personnel for the 2015-16 School Year for Board review and approval.	
Motion made by: 88A	
Motion: That the LASEC Board of Directors approve the Recalls From Reduction-In-Force and Honorable Dismissal of Educational Support Personnel for the 2015-16 School Year as recommended by the Executive Director.	
Motion seconded by: 90	
“Yeas”	“Nays”
88A, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

AGENDA ITEM: #L1506-14 Approval of Recall From Non-Renewal of Part-Time Speech Pathologist for the 2015-16 School Year	
Summary of discussion: Executive Director presented the Recall From Non-Renewal of Part-Time Speech Pathologist for the 2015-16 School Year for Board review and approval.	
Motion made by: 90	
Motion: That the LASEC Board of Directors approve the Recall From Non-Renewal of Part-Time Speech Pathologist for the 20015-16 School Year as recommended by the Executive Director.	
Motion seconded by: 88A	
“Yeas”	“Nays”
88A, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

AGENDA ITEM: #L1506-15 Approval to Increase LASEC Occupational Therapy Services by .5 FTE for the 2015-2016 School Year	
Summary of discussion: Executive Director indicated that Kimberly McDonald, Program & Staff Development Coordinator, submitted projected occupational therapy service minutes for FY16 resulting with the need to increase LASEC OT services by .5 FTE for the upcoming school year.	
Motion made by: 88A	
Motion: That the LASEC Board of Directors approve to increase LASEC occupational therapy services by .5 FTE as recommended by the Executive Director.	
Motion seconded by: 90	
“Yeas”	“Nays”
88A, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

AGENDA ITEM: #L1506-16 Approval to Increase LASEC Speech/Language Services by .5 FTE for the 2015-2016 School Year	
Summary of discussion: Executive Director stated that in addition to the previous action item, Kimberly McDonald had submitted projections relating to speech/language service minutes for FY16 that as well resulted with the need to increase LASEC speech/language services by .5 FTE for the upcoming school year.	
Motion made by: 90	
Motion: That the LASEC Board of Directors approve to increase LASEC speech/language services by .5 FTE as recommended by the Executive Director.	
Motion seconded by: 88A	
“Yeas”	“Nays”
88A, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

Informational Items:

AGENDA ITEM: I1506-01 Policy Manual Updates First Reading: 2:250; 3:40; 3:50; 4:45; 5:40; 5:120; 5:180; 5:270; 5:290; 5:330; 6:40
Summary of: Executive Director presented policy manual updates for the first reading and review.

AGENDA ITEM: I1506-02 Organizational Chart
Summary of: Member districts were provided with a copy LASEC Organizational Chart for the 2015-16 school year.

AGENDA ITEM: I1506-03 Legal Update May 21, 2015 – Presented at IAASE Executive Board Meeting by Hodges, Loizzi, Eisenhammer, Rodick & Kohn
Summary of: Member districts were provided with a copy of the legal update presented by Loizzi, Eisenhammer, Rodick & Kohn during the IAASE Executive Board Meeting held on May 20th. It was shared that a copy of this legal update was provided to LASEC and member district special education coordinators.

AGENDA ITEM: I1506-04 FY16 Staff Needs Assessments

Summary of: Member districts were provided with a copy of their district's FY16 Staff Needs Assessments; survey results were based on responses from certified and non-certified staff. Information obtained through the survey will assist with planning staff development workshop opportunities for LASEC and its member districts special education staff for the upcoming school year and/or future.

While member districts were reviewing their assessment results, it was realized there was a mix-up with the distribution of the results. Survey results were then collected from each district, stating that upon correction they will be re-distributed via inter-office mail.

AGENDA ITEM: I1506-05 – Executive Director's Report

Summary of: Executive Director reminded the member districts that they need to submit their final FY15 grant claims to the LASEC office as soon as possible in order for their reimbursements to be processed by June 30th.

Executive Director indicated that districts need to prepare their FY16 IDEA grants in order for their information to be uploaded to ISBE to ensure a July 1st start date. Additionally it was noted the deadline to be submitted to Tom is June 23rd as this will allow him time to review the documents prior to submitting to ISBE.

Announcements: Next Board Meeting is Wednesday, July 8, 2015 at 9:00a.m.

Approval of Motion to Adjourn

Motion to adjourn made by: 90

Motion seconded by: 88A

Action: Passed Failed

Time of adjournment: 9:26a.m.

Chairman, LASEC Board of Directors

Date

Recording Secretary

Date