

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> March 12, 2014	<b>Time:</b> 9:13a.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. Fairmont D89 4. Taft D90 5. Lockport Elementary D91	<b>Members absent:</b>

## Approval of Items on Consent Agenda

<b>AGENDA ITEM:</b> #L1403-01 Approval of the February 12, 2014 Regular Board Meeting Minutes	
<b>AGENDA ITEM:</b> #L1403-02 Acceptance of Financial Report a. Monthly Revenue and Expenditure Report b. February 2014 Treasurer's Report c. Approval of Bills for Feb. 1 – Feb. 28, 2014 in the amount of \$67,191.35 d. Tentative Approval to Pay Bills from April 1 – April 30, 2014 e. Imprest Fund Account f. 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 presented 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>
<b>Motion:</b> <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM:</b> #L1403-03 Approval of Resolution Authorizing Reduction-In-Force and Honorable Dismissal of Educational Support Personnel	
<b>Summary of discussion:</b> Executive Director presented the Resolution Authorizing Reduction-In-Force and Honorable Dismissal of Educational Support Personnel to the Board for review and approval.	
<b>Motion made by:</b> 88A	
<b>Motion:</b> That the LASEC Board of Directors approve the Resolution Authorizing Reduction-In-Force and Honorable Dismissal of Educational Support Personnel as presented and as recommended by the Executive Director	
<b>Motion seconded by:</b> 90	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM:</b> #L1403-04 Approval of Resolution Authorizing Non-Renewal of Part-Time Speech Language Pathologist	
<b>Summary of discussion:</b> Executive Director presented the Resolution Authorizing Non-Renewal of Part-Time Speech Language Pathologist to the Board for review and approval.	
<b>Motion made by:</b> 90	
<b>Motion:</b> That the LASEC Board of Directors approve the Resolution Authorizing Non-Renewal of Part-Time Speech Language Pathologist as presented and 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:</b> #L1403-05 Approval of Three Year Auditor Contract Extension With Wermer, Rogers, Doran & Ruzon, LLC	
<b>Summary of discussion:</b> Executive Director presented the three year auditor contract extension to the Board for approval. Subsequent to discussion, the Board requested the Executive Director obtain quotes from other auditing firms and move to table this item until the April meeting.	
<b>Motion made by:</b> 90	
<b>Motion:</b> That the LASEC Board of Directors approve to table this item until the April 9, 2014 meeting.	
<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:</b> #L1403-06 Approval of FMLA Request – Keri Dyer	
<b>Summary of discussion:</b> Executive Director presented FMLA Request for Keri Dyer for Board review and approval.	
<b>Motion made by:</b> 88A	
<b>Motion:</b> That the LASEC Board of Directors approve the FMLA Request for Keri Dyer due to birth of a child effective the beginning of FY15 school year through 9/26/14 as recommended by the Executive Director	
<b>Motion seconded by:</b> 90	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 89, 90, 91	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

**Informational Items:**

<b>AGENDA ITEM:</b> I1403-01 R.O.E. Correspondence – Breakfast Waiver
<b>Summary of:</b> Member districts were provided with a copy of correspondence from the Will County R.O.E. confirming receipt of LASEC’s waiver from participating in the School Breakfast Program for the 2013-14 school year. A public hearing was held on February 18, 2014 at the Will County R.O.E. in which no public comments opposing the request were made. Following further review by the R.O.E. concerning the total cost to provide the program compared to the number of participants, LASEC’s request to waive the program was approved.

<b>AGENDA ITEM:</b> I1403-02 Annual Deaf/Hard of Hearing Advocate of the Year 2014
<b>Summary of:</b> Member districts were provided with a copy of correspondence regarding LASEC’s “Annual Deaf/Hard of Hearing Advocate of the Year 2014”. This will mark the 12 <sup>th</sup> year for the event and is open to students, parents and teachers. A panel of hard of hearing or deaf college students will be present to discuss their experiences in learning, socializing, and self-advocating. This year it will be held on April 15 at 176West in Joliet, IL.

<b>AGENDA ITEM:</b> I1403-03 LASEC Coordinator’s Meeting Notes: February 27, 2014
<b>Summary of:</b> Member districts were provided with a copy of meeting notes from the LASEC Coordinator’s Meeting held on February 27, 2014.

<b>AGENDA ITEM:</b> I1403-04 ISBE Correspondence: <i>“Public Act Changes State-Level Special Education Mediation Process”</i>
<b>Summary of:</b> Member districts were provided with a copy of correspondence from ISBE reporting that effective August 16, 2013 additional regulatory language that had been incorporated into the Illinois Compiled Statutes, impacting the state-level special education mediation process.

**AGENDA ITEM:** I1403-05 ISBE Correspondence: David Aniel – *“IAASE Talking Points: February 25, 2014”*

**Summary of:** Executive Director attended the IASSE Board Meeting and Conference held on February 19<sup>th</sup>-21<sup>st</sup> where David Aniel, ISBE Special Education Division, spoke about updates taking place at ISBE. Member districts were provided with a copy of the handout titled “IAASE Talking Points”.

**AGENDA ITEM:** I1403-06 CLIC Executive Committee Meeting: February 20, 2014

**Summary of:** Member districts were provided with a copy of the CLIC Executive Committee Meeting minutes from their latest meeting held on February 20, 2014.

**AGENDA ITEM:** I1403-07 – Executive Director’s Report

**Summary of:** Executive Director stated he is currently working on the preliminary budget for FY15 in which considerations are being made with renewing LASEC’s contract with Lincoln-Way Cooperative who are currently providing assistive technology services. At the request of the Executive Director, special education coordinators are providing feedback regarding their district’s needs for assistive technology in the upcoming school year.

Executive Director provided member districts with a copy of their district’s student growth progress reports of their students who are enrolled in a LASEC program. Executive Director mentioned Kimberly McDonald, Program and Staff Development Coordinator, will continue to generate updated reports and will be distributed at future board meetings.

Executive Director reminded member districts to continue in submitting their claims for reimbursement under IDEA especially if they have not done so in a while. Additionally it was shared that there is approximately \$1,400 available that can be applied towards professional development supplies for districts special education staff. Districts were encouraged to forward possible claims to the Executive Director so he could review to confirm if they qualify for reimbursement under the current guidelines.

Executive Director shared that Kimberly McDonald, Program and Staff Development Coordinator will be out of the office for a few weeks to recover from surgery scheduled during the week of Spring Break her medical leave of absence will begin March 24 through April 25, 2014; returning April 28, 2014. The necessary steps in planning have been taken to provide coverage during her absence.

Executive Director mentioned ISBE had recently issued correspondence concerning an audit of CEIS expense included in the FY10 IDEA grant.

Executive Director stated that District 88A had tentatively agreed to be the hosting district for LASEC’s 2014 ESY program, however there may be a couple of caveats; this provided a segue for Dr. Early, Superintendent D88A, to explain further in detail. Dr. Early shared the fact that hosting school districts are not compensated for housing LASEC’s ESY Program and it is very cost prohibitive for LAEC to rent building space. Summer is typically the time when district buildings have routine maintenance updates and projects that need to be done in preparing for the start of the next school year. In previous years they have been able to accommodate their district’s schedule to meet the needs of LASEC’s ESY Program. However, this summer they have projects scheduled that could wind up putting a financial burden in overtime pay of their district’s maintenance and building/grounds with accommodating ESY having to work around the time and dates of the program. Dr. Early noted his district is making adjustments with the start and end date of their

summer program to accommodate the projects and suggested that adjusting the start and end date of the ESY Program could assist in avoiding additional cost with overtime pay. Dr. Early wanted to make clear that he is not anticipating additional cost but in the event his district incurs expenses due to hosting ESY he would revisit this issue with the Board to discuss compensation. Subsequent to discussion, member districts were all in agreement that should D88A incur costs that are not anticipated due to hosting the ESY Program they would provide compensation to cover those costs. The member districts also shared their appreciation to D88A for being able to host ESY again this year.

<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> 9:50a.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, 89, 90, 91	

<b>Return to Open Session:</b> 10:00a.m.
<b>Motion made by:</b> 90
<b>Motion:</b> That the LASEC Board of Directors return to Open Session.
<b>Seconded by:</b> 89

Subsequent to Closed Session the following action occurred.

<b>AGENDA ITEM:</b> #L1403-07 Approval of Amendment to the Executive Director's Contract	
<b>Motion made by:</b> 90	
<b>Motion:</b> That the LASEC Board of Directors approve the amendment to the Executive Director's contract as presented and as recommended by the Chairman of the Board.	
<b>Motion seconded by:</b> 88	
<b>"Yeas"</b> 88, 88A, 89, 90, 91	<b>"Nays"</b>
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

**Announcements:** Next Board Meeting is Wednesday, April 9, 2014

**Approval of Motion to Adjourn**

<b>Motion to adjourn made by:</b> 90
<b>Motion seconded by:</b> 88A
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed
<b>Time of adjournment:</b> 10:05a.m.