

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> November 14, 2012	<b>Time:</b> 9:30a.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> Mrs. Donna Gray	
<b>Members in attendance:</b> 1. Chaney-Monge D88 2. Richland D88A 3. Taft D90	<b>Members absent:</b> 1. Fairmont D89 2. Lockport Elementary D91

## Approval of Items on Consent Agenda

<b>AGENDA ITEM:</b> #L1211-01 Approval of the October 10, 2012 Regular Board Meeting Minutes
<b>AGENDA ITEM:</b> #L1211-02 Approval of Minutes of the October 10, 2012 Closed Session Meeting
<b>AGENDA ITEM:</b> #L1211-03 Acceptance of Financial Report a. Monthly Revenue and Expenditure Report b. October 2012 Treasurer's Report c. Approval of Bills for Oct. 1 – Oct 31, 2012 in the amount of \$29,610.27 d. Tentative Approval to Pay Bills from Nov. 1 – Nov. 30, 2012 e. Imprest Fund Account f. Cash Receipts
<b>Summary of discussion:</b> Executive Director presented Consent Agenda Items for Board review and approval. Dr. D.J. Skogsberg, D90, noted for the record, that he will motion to approve Consent Agenda, however, will abstain from voting due to his absence at last month's board meeting and was not present during the closed session.
<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> 88
Roll Call: <i>(Needed when consent agenda contains an item involving the expenditure of</i>

<i>money.)</i>	
<b>“Yeas”</b>	<b>“Abstain”</b>
88, 88A	90
Motion: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM: #L1211-04 Approval of Contract – 176 West Banquets Facility</b>	
<b>Summary of discussion:</b> Executive Director presented a facilities contract with 176 West Banquets to host the Annual Hearing Advocacy Event scheduled for April 16, 2013.	
<b>Motion made by:</b> 90	
<b>Motion:</b> That the LASEC Board of Directors approve the contract with 176 West Banquets Facility for the approximate amount of \$3,200 with hosting the Annual Hearing Advocacy Event - April 16, 2013 as recommended by the Executive Director.	
<b>Motion seconded by:</b> 88	
<b>“Yeas”</b>	<b>“Nays”</b>
88, 88A, 90	
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

**Informational Items:**

<b>AGENDA ITEM: #I1211-01 Policy Manual Update – First Reading: 2:140-E, 2:200, 4:45, 4:100, 4:170, 5:30, 5:125, 6:65</b>
<b>Summary of discussion:</b> Executive Director presented policy manual updates for the first reading and review.

<b>AGENDA ITEM: #I1211-02 CLIC Executive Committee Meeting Minutes – October 18, 2012</b>
<b>Summary of discussion:</b> Member districts were provided with a copy of the CLIC Executive Committee Meeting Minutes from their meeting held on September 30, 2011.

<b>AGENDA ITEM: I1211-03 – Executive Director’s Report</b>
<b>Summary of:</b> Executive Director made a reminder that in order to maintain compliance with the IBSE; districts are to submit a complete copy of their annual audit to LASEC. Tom thanked those districts who had submitted their information.
Executive Director updated the Board regarding the two year contract extension with Illinois Central School Bus. In his follow up discussion with Dan O’Brien, Business Manager, concerning the first year rate increase of 9%, it was shared that the best rate Illinois Central School Bus can offer would be 8%. LTHS D205 has also been notified of the latest offer. Tom suggested that the Coop hold out on making any final decisions until early part of January after Illinois Central School Bus have completed their collective bargaining process with their drivers. Member districts will be provided with an update at a future meeting.
Executive Director shared that he is currently co-chairing a workgroup with other special education directors in the development of an evaluation tool specifically designed for

special education administrators. The evaluation tool is based on the state model; however, adjustments are being made that pertain to special education coordinators. Additional information will be forthcoming.

Executive Director mentioned that the ISBE will soon be issuing guidance in regards to the new school nursing law. Member districts were reminded that Angelica Mork, LASEC Nurse, is currently taking courses to obtain her school nurse certification. Upon completion, LASEC will have satisfied the requirement where only a qualified individual such as registered nurses and or advanced practice nurses are allowed to conduct medical reviews and complete school district Health History forms. Member districts not employing a qualified individual will be able to share in her services when situations require a certified school nurse. It was mentioned that district nurses periodically meet to network and discuss student nursing needs and exchange ideas and to develop universal practices within the member districts. A copy of the minutes from the Nurses Round Table Meeting held on November 6<sup>th</sup> was provided to each member district.

Executive Director reminded the member districts that SIS data reporting is due for students enrolled in LASEC programs. If districts are requiring assistance in the reporting to please contact him.

<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> 10:00a.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	

<b>Return to Open Session:</b> 10:03a.m.
<b>Motion made by:</b> 90
<b>Motion:</b> That the LASEC Board of Directors return to Open Session.
<b>Seconded by:</b> 88

**Announcements:** Next Board Meeting is Wednesday, December 12, 2012 at 9:00a.m.

**Approval of Motion to Adjourn**

<b>Motion to adjourn made by:</b> 90
<b>Motion seconded by:</b> 88
<b>Action:</b> <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed
<b>Time of adjournment:</b> 10:11a.m.