

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> September 11, 2013	<b>Time:</b> 9:31a.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> #L1309-01 Approval of the August 14, 2013 Regular Board Meeting Minutes
<b>AGENDA ITEM:</b> #L1308-02 Approval of the August 14, 2013 Closed Session Meeting Minutes
<b>AGENDA ITEM:</b> #L1308-03 Acceptance of Resignations  <b>Name:</b> Monique Koenigsmark <b>Position:</b> Individual Student Assistant <b>Program:</b> Early Childhood <b>Reason:</b> Personal <b>Effective:</b> 8/14/2013
<b>AGENDA ITEM:</b> #L1309-04 Approval of Employment – Non-Certified Personnel  <b>Name:</b> Debra Hostert <b>Position:</b> Program Secretary <b>Program:</b> LASEC Central Office <b>Terms:</b> Full-Time/12 Month Employee Annual Salary: \$31,000 Start Date: 8/19/2013  <b>Name:</b> Stephanie Petkus <b>Position:</b> Individual Student Assistant <b>Program:</b> Early Childhood <b>Terms:</b> Part-Time - AM Hourly Rate: \$15.63 No. of Days: 180 Start Date: 8/19/2013

<b>AGENDA ITEM: #L1309-05</b> Acceptance of Financial Report	
<ul style="list-style-type: none"> <li>a. Monthly Revenue and Expenditure Report</li> <li>b. July 2013 Treasurer's Report</li> <li>c. Approval of Bills for Aug. 1 – Aug. 31, 2013 in the amount of \$44,360.07</li> <li>d. Tentative Approval to Pay Bills from Oct. 1 – Oct. 31, 2013</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.	
<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>	<b>“Nays”</b>
88, 88A, 89, 90, 91	
Motion: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed	

<b>AGENDA ITEM: #L1309-06</b> Approval of FMLA Requests	
<b>Summary of discussion:</b> Executive Director presented two FMLA requests; Larry Spencer, Coordinator, and Dannetta Turturillo, Teacher, for review and approval.	
<b>Motion made by:</b> 90	
<b>Motion:</b> That the LASEC Board of Directors approve the FMLA Request for Larry Spencer due to personal illness effective 7/29/2013 through 8/23/2013 as recommended by the Executive Director.	
That the LASEC Board of Directors approve the FMLA Request for Dannetta Turturillo due to birth of a child effective 11/18/2013 through January 3, 2013 as 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:</b> #L1309-07 Approval of Physical Therapy Contract	
<b>Summary of discussion:</b> Executive Director presented the physical therapy contract with KidTracks for review and approval.	
<b>Motion made by:</b> 88	
<b>Motion:</b> That the LASEC Board of Directors approve the physical therapy contract with KidTracks to provide physical therapy services three days per week during the 2013-14 school year at the rate of \$65 per hour for physical therapist; \$60 per hour for physical therapist assistant 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> I1309-01 – Policy Manual Updates First Reading: 2:105; 5:20; 6:120; 7:230; 7:340
<b>Summary of:</b> Executive Director presented policy manual updates for the first reading and review.

<b>AGENDA ITEM:</b> I1309-02 –CLIC – Executive Committee Meeting – July 25, 2013
<b>Summary of:</b> Member districts were provided with a copy of the CLIC Executive Committee Meeting Minutes from their meeting held on July 25, 2013.

<p><b>AGENDA ITEM:</b> I1309-03 – Executive Director’s Report</p> <p>Executive Director shared the LASEC nurses held a meeting on September 3<sup>rd</sup> in which they reviewed the current health history form and current procedures. Member districts were provided with a copy of the minutes from that meeting.</p> <p>Executive Director stated that the next LASEC Coordinators Meeting is scheduled for September 13<sup>th</sup> at 8:30a.m.</p> <p>Executive Director indicated he will be attending the IASSE Executive Board Meeting on September 25<sup>th</sup> and attending the conference scheduled for September 26<sup>th</sup> through September 27<sup>th</sup>.</p> <p>Executive Director informed the member districts that representatives from Wermer Rogers will be at the LASEC Board Meeting in October to present the FY13 Audit.</p> <p>Member districts were encouraged to submit their IDEA grant amendments to the LASEC office during the next couple of weeks for timely processing.</p> <p>Member districts were reminded that every year they are to provide authorization allowing LASEC to enter and submit on their school districts behalf their special education data into iePoint (Harrisburg Project). Districts are able to grant permission by logging on to the IWAS website.</p> <p>Executive Director provided an additional update concerning excess dollars in the LASEC Fund Account. He shared that over the past few weeks he has spoken to several individuals having expertise with school budgets/procedures and MOE. Following several discussions regarding the best viable option for LASEC in distributing some of the excess funds back to the member districts, there are still conflicting responses among these individuals. Further discussions and review will be necessary prior to a final decision to</p>
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ensure proper distribution without affecting member districts MOE reporting and to allow LASEC to maintain a balance in the account that would cover six months' worth of operating expenses.

<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> 88A	
<b>Motion:</b> That the LASEC Board of Directors adjourn to Closed Session.	
<b>Motion seconded by:</b> 90	
<b>Closed Session Began:</b> 10:16a.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> 11:07a.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

**Announcements:** Next Board Meeting is Wednesday, October 9, 2013

**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> 11:08a.m.