

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

Open Meeting Minutes

Date: September 12, 2012	Time: 9:50a.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: Mrs. Donna Gray	
Members in attendance: 1. Chaney-Monge D88 2. Richland D88A 3. Fairmont D89 4. Taft D90 5. Lockport Elementary D91	Members absent:

Approval of Items on Consent Agenda

AGENDA ITEM: #L1209-01 Approval of the August 8, 2012 Regular Board Meeting Minutes
AGENDA ITEM: #L1209-02 Acceptance of Resignation Name: Laura Wagner Position: Business Office Secretary Program: LASEC Central Office Reason: Personal Effective: 7/14/2012
AGENDA ITEM: #L1209-03 Approval of Employment – Non-Certified Personnel Name: Laura Wagner Position: Business Office Secretary Program: LASEC Central Office Terms: Part-Time Daily Rate: \$126.49 per day No. of Days Per Week: 2.5 No. of Days: 100 Annual Salary: \$12,649.00 No. of Sick Days: 5.5 No. of Personal Days: 1 Start Date: 9/17/2012
AGENDA ITEM: #L1209-04 Approval of Employment – Certified Personnel Name: Sheila Newcomb Position: Physical Therapist Terms: Part-Time Hourly Rate: \$52.00

No. of Days: 109
Start Date: 8/16/2012

Name: Karen Bogdan
Position: Daily Rate: \$400.00
No. of Days: 22
Start Date: 8/27/2012

- AGENDA ITEM: #L1209-05** Acceptance of Financial Report
- a. Monthly Revenue and Expenditure Report
 - b. August 2012 Treasurer's Report
 - c. Approval of Bills for August 1 – August 31, 2012 in the amount of \$32,310.52
 - d. Tentative Approval to Pay Bills from Oct. 1 – Oct.31, 2012
 - 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 presented by the Executive Director.

Motion seconded by: 90

Roll Call: *(Needed when consent agenda contains an item involving the expenditure of money.)*

"Yeas"	"Nays"
88, 88A, 89, 90, 91	

Motion: Passed Failed

AGENDA ITEM: #L1209-06 Approval of Increase of Social Work Services for Early Childhood 2012-13 School Year –
(Kelly DeWitt, Social Worker)

Summary of discussion: Executive Director shared that since the start of the school year, the need to increase Social Work services for the Early Childhood and Multi-Needs programs as occurred. The increase is based on the needs and service minutes of the students enrolled in Early Childhood and the time required to address social work minutes for students in parochial schools.

Motion made by: 88A

Motion: That the LASEC Board of Directors approve the increase of social work services for the Early Childhood Program for 2012-13 school year as presented and as recommended by the Executive Director.

Motion seconded by: 90

"Yeas"	"Nays"
88, 88A, 89, 90, 91	

Action: Passed Failed

Discussion: Immediately following the last action an inquiry was made regarding the ratification of the FY13 LASEC Budget. It was mentioned that the budget has not been formally approved as in prior years by this time. Due to county and state reporting requirements, and the timing of LASEC's Administrative District, Chaney-Monge D88's Board Meeting, where a public hearing approving both their district and LASEC's budget is scheduled, it was agreed that a special board of directors meeting take place on September 14, 2012 to ratify the FY13 LASEC Budget.

Informational Items:

AGENDA ITEM: #11209-01 Tenure Personnel

Summary of discussion: Executive Director shared Sally Prokopec, Hearing Impaired Teacher, has reached tenure status with the beginning of the 2012-13 school year.

AGENDA ITEM: #11209-02 Staff Development Workshop

Summary of discussion: Member districts were provided with a memo from Kimberly McDonald, LASEC/Staff Development Coordinator, regarding an upcoming staff development workshop on the topic of Progress Monitoring, scheduled for September 14, 2012 from 1:00p-3:00p to be held at the LASEC Central Office. Participants will gain a better understanding of the relationship between Common Core/State Standards. This workshop is open to both LASEC and its member districts.

AGENDA ITEM: #11209-03 CPI Non-Violent Crisis Intervention Training – Initial

Summary of discussion: Member districts were provided with a flyer regarding the CPI Non-Violent Training-Initial, scheduled for October 5, 2012 from 8:00a.m. to 3:15p.m. to be held at Richland D88A. This training is open to LASEC and its member districts and districts are encouraged to have appropriate staff attend this training as it will provide educators with initial training on the tools in crisis prevention, intervention, and non-violent physical crisis intervention. It was shared that space is limited and asked districts were asked to RSVP by September 28, 2012.

AGENDA ITEM: #11209-04 Illinois Assistive Technology Guidance Manual

Summary of discussion: Member districts were provided with a copy of the Illinois Assistive Technology Guidance Manual. The purpose of the manual is to provide guidance to school systems regarding the processes associated with effective AT use by students with disabilities.

AGENDA ITEM: #11209-05 Symetra Financial "Heroes in the Classroom"

Summary of discussion: Member districts were provided with a copy of a memo from Kimberly McDonald, LASEC Program and Staff Development Coordinator, regarding the nomination of Mrs. Janine Harder, LASEC Multi-Needs Teacher, as one of 16 Chicago area teachers who was recognized by Symetra Financial as being a "Hero in the Classroom". Her nomination came from a parent of a former student, who recognized her as a teacher who balanced the core curriculum with students' individual needs; built trust among students, parents and community and invests in students' long-term success. In honor of her recognition, Mrs. Harder was awarded two tickets to a 2012 Chicago Bears home game with VIP sideline experiences, a \$250 gift card from an office supply store and \$1,000 donation for the school.

AGENDA ITEM: I1209-06 – Executive Director’s Report

Summary of: Executive Director shared that Angelica Mork, LASEC Nurse, is currently taking classes to obtain her Type 73 School Nurse certification. Additionally, this will satisfy the school code that takes effect on July 1, 2013, for both LASEC and member districts, 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.

Executive Director indicated the contract with Illinois Central School Bus Company will expire at the end of the current fiscal year. The current contract does provide LASEC with the option to extend the contract for an additional two years in which an RFP was requested and will be provided at a future meeting. Member districts expressed their satisfaction in services with Illinois Central School Bus Company.

Executive Director mentioned Elizabeth Shields, Auditor, with Wermer Rogers, et al, will be in attendance at the October Board Meeting to present the FY12 Audit.

Executive Director shared he will be in attendance at the IAASE Fall Conference on September 20th and 21st and will attend the IAASE Board Meeting scheduled on the 19th.

Executive Director indicated that this year will also be a contract negotiation year between LASEC and the teachers union. He shared that he does not anticipate any problems with negotiations at this time.

Closed Session

Summary of discussion: 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.

Motion made by: 90

Motion: That the LASEC Board of Directors adjourn to Closed Session.

Motion seconded by: 88

Closed Session Began: 9:34a.m.

Action: Passed Failed

(If a roll call vote occurred, record the vote of individual Board members.)

“Yeas”
88, 88A, 89, 90, 91

“Nays”

Return to Open Session: 10:49a.m.
Motion made by: 90
Motion: That the LASEC Board of Directors return to Open Session.
Seconded by: 88

Announcements: Next Board Meeting is Wednesday, October 10, 2012 at 9:00a.m.

Approval of Motion to Adjourn

Motion to adjourn made by: 88A
Motion seconded by: 90
Action: <input checked="" type="checkbox"/> Passed <input type="checkbox"/> Failed
Time of adjournment: 10:50a.m.