

**MINUTES FOR,
LEYDEN AREA SPECIAL EDUCATION COOPERATIVE
EXECUTIVE COMMITTEE SPECIAL MEETING**

Held at 9:30 a.m. on Tuesday, November 13, 2018, in the Conference Room of the LASEC offices, located at 10401 W. Grand Avenue, Franklin Park, Illinois.

1. CALL TO ORDER / ROLL CALL

Mr. Prather called the meeting to order at 9:34.

Roll Call:

Present: Prather, Petrasek, Katzin, Kopta, Polyak, Kelsall, Maguire, Rashid

Absent: Wade, Andersen

2. AMENDMENT AND EFFECTIVE DATE OF LASEC ARTICLES OF AGREEMENT

The amendments to the LASEC articles of agreement as approved and recommended by the LASEC Executive Committee on August 10, 2018, and as approved by a 2/3 majority of the boards of Education of the LASEC Member School Districts with an effective date of October 9, 2018, are in effect.

3. ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON OF THE EXECUTIVE COMMITTEE

A. Nomination for Chairperson of the Executive Committee

1. Nominations

Mr. Mike Maguire was nominated for the position of Chairperson of the Executive Committee by Dr. Katzin, seconded by Dr. Polyak.

2. Election

Dr. Polyak made a motion, seconded by Mrs. Petrasek to elect Mr. Maguire to the position of Chairperson of the Executive Committee

Vote

Ayes: Prather, Petrasek, Katzin, Kopta, Polyak, Kelsall, Maguire, Rashid

Nays:

Absent: Wade, Andersen

Motion carried.

B. Nomination for Vice-Chairperson of the Executive Committee

1. Nominations

Dr. Dave Katzin was nominated for the position of Vice-Chairperson of the Executive Committee by Dr. Kelsall, seconded by Dr. Kopta.

2. Election

Mr. Prather made a motion, seconded by Dr. Kelsall to elect Dr. Katzin to the position of Vice-Chairperson of the Executive Committee.

Vote

Ayes: Prather, Petrasek, Katzin, Kopta, Polyak, Kelsall, Maguire, Rashid

Nays:

Absent: Wade, Andersen

Motion Carried.

4. PUBLIC COMMENTS

No comments

5. CLOSED SESSION

Motion to enter closed session at 9:39 a.m. presented by Mr. Maguire seconded by Dr. Kelsall for the area listed below:

Roll Call to approve the motion to enter closed session:

Present: Prather, Petrasek, Katzin, Kopta, Polyak, Kelsall, Maguire, Rashid

Absent: Wade, Andersen

Motion carried.

“The appointment , employment, compensation, discipline, performance and, or dismissal of specific employees of the public body, or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.” **5 ILCS 120/2 (c)(1)**

Motion to exit closed session at 11:32 a.m. was presented by Mr. Prather, seconded by Mrs. Petrasek
Roll call:

Present: Prather, Petrasek, Katzin, Kopta, Polyak, Kelsall, Maguire, Rashid

Absent: Wade, Andersen

Motion carried.

6. DISCUSSION / INFORMATION ITEMS

September 2018 Cash Flow Report

Mrs. Pembroke provided an update on the LASEC cash flow. First administration billing was sent out on October 31, 2018. No outstanding receivables. OT/PT bills will be going out later this week.

DuPage West Cook Amendments to Articles of Agreement

Possible change in the Articles of Agreement with regards to representation for districts based on the size of the representative population. Ongoing discussion. If action is required, a resolution will be sent to the Boards of Education of all of the DuPage West Cook districts.

LASEC Personnel Update

Ridgewood still needs .5 psychologist. 1.0 Occupational Therapist is needed, currently interviewing.

Center for Psychological Services Evaluators

Consideration to contract clinical psychologists to support the upcoming re-evaluations due in the second semester. Discuss pros and cons of contracting and will bring the item up for consideration at the December Executive Committee meeting.

**LEYDEN AREA SPECIAL EDUCATION COOPERATIVE
EXECUTIVE COMMITTEE SPECIAL MEETING MINUTES**

Held at 4:00 p.m. on Monday, November 19, 2018, in the Conference Room of the LASEC offices, located at 10401 W. Grand Avenue, Franklin Park, Illinois.

1. Call to Order

Mr. Maguire called the meeting to order at 4:24 p.m.

Roll call:

Present: Mrs. Petrasek Superintendent Mannheim 83
Dr. Rashid, Superintendent, River Grove, 85.5
Dr. Katzin, Superintendent/Vice Chairperson, Franklin Park 84
Mr. Maguire, Superintendent/Chairperson 86
Dr. Kopta, Superintendent Pennoyer 79,
Mr. Anderson, Superintendent, Rosemont 78
Dr. Kelsall, Superintendent, Ridgewood High School 234
Dr. Polyak, Superintendent, Leyden High School District 212

Absent: Dr. Wade, Superintendent, Elmwood Park Community Unit School District #401
Mr. Prather, Superintendent, Rhodes 84.5

2. Public Comment

None

3. Closed Session

Motion to enter closed session for the following purposes presented by Dr. Katzin, seconded by Mrs. Petrasek.

Roll call:

Present: Mrs. Petrasek Superintendent Mannheim 83
Dr. Rashid, Superintendent, River Grove, 85.5
Dr. Katzin, Superintendent/Vice Chairperson, Franklin Park 84
Mr. Maguire, Superintendent/Chairperson 86
Dr. Kopta, Superintendent Pennoyer 79,
Mr. Anderson, Superintendent, Rosemont 78
Dr. Kelsall, Superintendent, Ridgewood High School 234
Dr. Polyak, Superintendent, Leyden High School District 212

Absent: Dr. Wade, Superintendent, Elmwood Park Community Unit School District #401
Mr. Prather, Superintendent, Rhodes 84.5

“The appointment, employment, compensation, discipline, performance and, or dismissal of specific employees of the public body, or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.” 5 ILCS 120/2 (c) (1)

“The placement of individual students in special education programs and other matters relating to individual students.” 5 ILCS 102/2(c) 10.

“Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.” 5 ILCS 102/2(c)11.

Additional present in closed session are: Dr. McGuffin, LASEC Director, Mrs. Potempa, Assistant Director, Mrs. Pembroke, Business Manager, Mr. Faulkner, Attorney Franczek Radelet.

Motion to exit closed session at 5:02 p.m. by Dr. Katzin, seconded by Mrs. Petrasek.

4. Call to Order

Mr. Maguire called the meeting to order at 5:02 p.m.

Roll call:

Present: Mrs. Petrasek Superintendent Mannheim 83
Dr. Rashid, Superintendent, River Grove, 85.5
Dr. Katzin, Superintendent/Vice Chairperson, Franklin Park 84
Mr. Maguire, Superintendent/Chairperson 86
Dr. Kopta, Superintendent Pennoyer 79,
Mr. Anderson, Superintendent, Rosemont 78
Dr. Kelsall, Superintendent, Ridgewood High School 234
Dr. Polyak, Superintendent, Leyden High School District 212

Absent: Dr. Wade, Superintendent, Elmwood Park Community Unit School District #401
Mr. Prather, Superintendent, Rhodes 84.5

5. Discussion Items

1. Post Withdrawal Issues Regarding the Intergovernmental Agreement Withdrawal of Norridge School District #80 From LASEC.

This item was tabled.

6. Adjournment

Motion to adjourn the meeting at 5:06 p.m. by Mr. Maguire, seconded by Dr. Polyak.

Ayes: Mrs. Petrasek Superintendent Mannheim 83
Dr. Rashid, Superintendent, River Grove, 85.5
Dr. Katzin, Superintendent/Vice Chairperson, Franklin Park 84
Mr. Maguire, Superintendent/Chairperson 86
Dr. Kopta, Superintendent Pennoyer 79,
Mr. Anderson, Superintendent, Rosemont 78
Dr. Kelsall, Superintendent, Ridgewood High School 234
Dr. Polyak, Superintendent, Leyden High School District 212

Nays: None

Absent: Dr. Wade, Superintendent, Elmwood Park Community Unit School District #401
Mr. Prather, Superintendent, Rhodes 84.5

IDEA Allocation Procedural Change

Ms. Pembroke shared information on the proposed procedures for 2019-2020. Continue to discuss in December. Anticipating changes to the articles of agreement, yet awaiting guidance from ISBE.

Preschool and Kindergarten 2019-2020

Dr. McGuffin discussed the current census of students and projections for the 2019-2020 school year for ECSE preschool, Pietrini Autism class, Enger school preschool and Kindergarten. A discussion of the needs of incoming kindergarteners and an option for expanding the continuum was offered. The discussion will continue at the December executive Committee meeting.

LIFE High School Programs 2019-2020 and Beyond

High school administrators met in October and discussed current programming and student needs. At this time there are to be reciprocal high school visits before an upcoming meeting to review student needs and projections. A future meeting date was set for December 4.

Executive Committee 2018-2019 regular meeting schedule

One meeting date is proposed to change. Propose changing February 12, 2019 to February 19, 2019.

DLM and the 1% cap

Discuss and review the criteria for alternative assessment appropriateness. Discuss additional discussion at the district level to insure appropriate students are taking DLM. Review will also be provided to Technical Assistance Supervisors and Psychologists. There is no longer a waiver process, but a response to an ISBE inquiry if you exceed the 1% cap.

Rich Lee Transportation Services for FY20

Dr. McGuffin discussed the history of the Rich Lee contract and asked for permission to begin negotiation of an extension.

303 Taxi Transportation Services for FY20

Dr. McGuffin discussed the history of the 303 Taxi contract and asked for permission to begin negotiations of an extension.

Indicator 12 Early Intervention to Early Childhood Transition

Mrs. Potempa shared that LASEC is completing the 27-month data entry for all districts except 401. All districts must have an outcome even if the local CFC does not provide information.

Professional Development

Mrs. Potempa provided an update on current professional development offerings as well as sharing about the national conference for Council for Exceptional Children conference will be located in Indiana this January.

Pitney Bowes 5-year Lease

Mrs. Pembroke presented a request for a new postage machine.

OT PT Billing

Ms. Pembroke explained the process for billing services.

Executive Director Search

No information to share

Elmwood Park Community Unit School District #401 Petition and Resolution to Withdraw from LASEC

LASEC has not received the petition but will contact the District. Member districts re in the process of bringing the resolution before their boards.

Strategic Planning-schedule a date

Tentative date to be scheduled. Mr. Maguire will reach out to Mr. Schwartz to assess his availability.

Future Programming

No information to share. This item was tabled.

LASEC subcommittees

Mr. Maguire suggested that the Executive Committee may want to explore the development of a committee structure moving forward. This item will be revisited later in the year.

7. CONSENT AGENDA

1. Accounts Payable Dated: 10/3/2018-11/12/2018 \$147,750.10
2. EC Regular Meeting Minutes Dated October 9, 2018
3. EC Regular Meeting Closed Session Minutes Dated October 9, 2018

Motion to approve the consent agenda as presented by Mr. Prather, seconded by Dr. Katzin.

Roll call:

Ayes: Prather, Petrasek, Katzin, Kopta, Polyak, Kelsall, Maguire, Rashid

Nays: None

Absent: Wade, Andersen

Motion carried.

8. ACTION ITEMS

1. Employment of Jennifer Gardner, 1.0 FTE Occupational Therapist contracted through Maxim Health Care Services

Motion to approve the employment of Jennifer Gardner, 1.0 FTE Occupational Therapist contracted through Maxim health care Services by Dr. Polyak, seconded by Mrs. Petrasek.

Ayes: Prather, Petrasek, Katzin, Kopta, Polyak, Kelsall, Maguire, Rashid

Nays: None

Absent: Wade, Andersen

Motion carried.

2. Employment of Anna Blazevic, Part-time Occupational Therapist contracted through EDU Healthcare Service

Motion to approve the employment of Anna Blazevic, part time Occupational Therapist contracted through EDU Healthcare Services Dr. Kopta, seconded by Mrs. Petrasek.

Ayes: Prather, Petrasek, Katzin, Kopta, Polyak, Kelsall, Maguire, Rashid

Nays: None

Absent: Wade, Andersen

Motion Carried.

3. Executive Committee 2018-2019 regular meeting schedule

Motion to approve the updated 2018-2019 regular meeting schedule to reflect a new date for the February 2019 meeting as presented by Dr. Kelsall, seconded by Dr. Katzin.

Ayes: Prather, Petrasek, Katzin, Kopta, Polyak, Kelsall, Maguire, Rashid

Nays: None

Absent: Wade, Andersen

Motion Carried.

4. Pitney Bowes 5 year lease

Motion to approve the Pitney Bowes 5 year lease as presented by Dr. Katzin, seconded by Mr. Prather.

Ayes: Prather, Petrasek, Katzin, Kopta, Polyak, Kelsall, Maguire, Rashid

Nays: None

Absent: Wade, Andersen

Motion Carried.

5. Resignation of Dr. Melinda McGuffin, Executive Director, effective June 30, 2019

Motion to approve the resignation of Dr. McGuffin as presented by Mr. Prather, seconded by Dr. Polyak.

Ayes: Prather, Petrasek, Katzin, Kopta, Polyak, Kelsall, Maguire, Rashid

Nays: None

Absent: Wade, Andersen

Motion Carried.

9. ITEMS INITIATED BY EXECUTIVE COMMITTEE

None

10. ADJOURNMENT

Motion to adjourn at 12:48 p.m. by Mr. Prather, seconded by Dr. Polyak.

Ayes: Prather, Petrasek, Katzin, Kopta, Polyak, Kelsall, Maguire, Rashid

Nays: None

Absent: Wade, Andersen

Motion Carried.