

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

Held at 9:30 a.m. on Tuesday, May 7, 2019, in the Conference Room of the LASEC offices, located at 10401 W. Grand Avenue, Franklin Park, Illinois.

1. CALL TO ORDER / ROLL CALL

Mr. Maguire called the meeting to order at 9:30 a.m.

Roll Call:

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

Absent: Anderson

2. PUBLIC COMMENTS

No comments

3. DISCUSSION / INFORMATION ITEMS

March 2019 Cash Flow & Financial Report

Ms. Pembroke reported that 61.2% of budgeted revenue has been received and 58.2% of budgeted expenditures have been incurred. LASEC is expected to be under budget FY19 with more detail to be reported at the June 2019 meeting. The 3rd Admin Billing went out in April.

Director's Report

Dr. McGuffin reviewed a summary of current proposed legislation of interest to the cooperative and member districts. This included SB1757, SB0209, SB2025, HR0088, HB3586, HB2605, HB 3302, and HB 190 .Also, Dr. Welch is continuing her transition activities and will be meeting back at LASEC in May and June. Lastly, the PD committee chaired by Dr. Rashid met in April.

FY20 Treasurer Bond

Ms. Pembroke reported that the LASEC business manager is required by school code to be bonded. The amount of the bond is 25% of the total of LASEC expected revenues and fund balance. The cost will be approx. \$1,700 FY20.

Sick Day Allowance

This item was tabled pending further investigation.

Professional Development Committee Update

Dr. Rashid shared the scope of the meeting of the professional development committee in April. All districts had a representative present and the committee identified and prioritized topics for next school year. The priorities were identified as: Social emotional focus/trauma, PD for paraprofessionals (independence and behavior de-escalation), IEP Language (goal writing, legal language, transition planning), research based instructional interventions, CHAMPS-SCERTS-LCSI, School refusal, Assistive technology, Autism, Menta training-initial and refresher. Additional committee discussion on the changing nature of the IDEA grant and past LASEC PD offerings. Moving forward Danielle and Monica will meeting and report back to the EC on June 4, 2019.

AIMSWEB 2020

The cooperative is suggesting the AIMSWEB accounts be uncoupled from the umbrella so that district's can work directly with AIMSWEB to access their accounts. Dr. McGuffin will follow up and collect district contact information so that the AIMSWEB representative can work directly with the district for FY20.

Occupational Therapist Job Description and Search Update

Dr. McGuffin shared the current status of the search process for Occupational Therapists. Although candidates had been offered positions there was a request as to whether or not the salary is negotiable. The committee discussed options and settled on proposing for action an increase of 2.5% off the base for each year of service in education for candidates. Dr. McGuffin will confer with candidates again and will proceed with remaining contracts to fill vacancies if necessary after this round is completed.

TAS Allocations for FY20

Dr. McGuffin reviewed the allocations and noted that a TAS candidate has accepted the position and will be on the agenda for action in June.

Psychologist Allocations for FY20

Dr. McGuffin shared the request by part time psychologist for a reduced assignment for next year. Per discussion it was determined that there is not flexibility available and that the position will need to be posted.

IDEA Update

Ms. Pembroke emphasized the fact that it was important to prepare FY21 when the IDEA procedural change will go into effect since the districts' have taken advantage of the extension FY20. It was noted that for FY21 the required 5% of each district's IDEA allocation to be used for professional development will need to be carefully planned so that planned events are first approved by ISBE.

4. CONSENT AGENDA

Accounts Payable Dated: 4/5/2019-4/30/2019- \$100,191.83

EC Meeting Minutes Dated May 7, 2019

Personnel

Motion to approve the consent agenda as presented by, Dr. Kopta seconded by Dr. Wade.

Roll call:

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

Nays: None

Absent: Anderson

Motion carried.

5. ACTION ITEMS

Destruction of closes session tapes dated: March 7, 2017, September 23, 2017, October 10, 2017.

Motion to approve the destruction of the closed session tapes as presented by Dr. Wade, seconded by Mr. Prather.

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

Nays: None

Absent: Anderson

Motion carried.

Treasurer's Bond FY20

Motion to approve the Treasurer's bond as presented by Dr. Polyak seconded by Mrs. Petrasek.

Roll call:

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

Nays: None

Absent: Anderson

Motion carried.

Sick Day Allowance

This item was tabled.

Occupational Therapist Job Description and Search Update

Motion to approve a 2.5% increase on the base for each year of experience in the field of education not to exceed 10 years as presented by Dr. Kopta, seconded by Mr. Prather.

Roll call:

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

Nays: None

Absent: Anderson

Motion carried.

6. ITEMS INITIATED BY EXECUTIVE COMMITTEE

None

7. ADJOURNMENT

Motion to adjourn at 11:16 a.m. Dr. Wade, seconded by Dr. Polyak

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

Nays: None

Absent: Anderson

Motion Carried.

Respectfully submitted,

Melinda R. McGuffin