

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

Held at 8:30 a.m. on Tuesday, July 30 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 8:34 a.m.

Roll Call:

Present: Maguire, Rashid, Kopta, Kelsall, Wade, Polyak, Anderson, Prather, Petrasek arrived 8:53.

Absent: Katzin

2. PUBLIC COMMENTS

No comments

3. DISCUSSION / INFORMATION ITEMS

June 2019 Cash Flow & Financial Report

Ms. Pembroke reviewed the cash flow and all object categories were under budget.

Director's Report

Dr. Welch reviewed LASEC booth for Parent-Teacher conference attendance. Throughout the year, LASEC will investigate moving to an OT fee schedule that utilizes FTE district usage.

Business Office Report on Summer Claims

Ms. Pembroke reported that the summer claims were completed. Ms. Pembroke thanked the district staff for their support in completing the claims. The deadline was earlier than in past years. Member districts received copies of their Orphanage and Excess Cost Claims with estimated reimbursements.

ESY Summary

Ms. Potempa reviewed Extended School Year. This year, the high school group ate breakfast in the newly renovated space. This setting fostered communication and social emotional growth for students. Union Ridge and West Leyden staff supported both programs. Thank you to both districts for their ESY program support.

Professional Development Update

Ms. Potempa reviewed the individual professional development for districts. There was a discussion on using CPI as a behavior management training option for member districts. LASEC will provide information on both CPI and MENTA to assist the Executive Committee in determining if this is a viable option moving forward.

SPED Procedural Manual Update

The Superintendents requested a redline copy to share with their Boards. Superintendents share the date that the manual is adopted by their Boards of Education.

LASEC Recruitment Plan

Dr. Welch shared that LASEC will use *Indeed* to advertise open positions. Currently, the open part-time psychology position is advertised through *Indeed*. Using *Indeed* will assist with broadening the candidate pool.

Increase in Occupational Therapist by .4 FTE

Dr. Welch reported that a review of allocations indicated the need for an increase in OT services to support the increase in early childhood students through out the year.

FY20 Preliminary Budget

Ms. Pembroke reported on the preliminary budget. The budget will go on display for 30 days and will be an action items at LASEC September 2019 meeting.

Rhodes D84.5 Request for Planner/Calendar Publications

Dr. Welch reviewed the request from the Parent Teacher Association to advertise LASEC in the school planner/calendar. Discussion included public dollars should not be used on advertising.

4. CONSENT AGENDA

Accounts Payable Dated: 5/29/2019-7/17/2019- \$1,424,267.62

EC Meeting Minutes Dated June 4, 2019

EC Closed Session Meeting Date June 4, 2019

Personnel

Motion to approve the consent agenda as presented by Dr. Polyak, seconded by Dr. Rashid.

Roll call:

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

Nays: None

Absent: Katzin

Motion carried.

5. ACTION ITEMS

Resignation of Travis Friedrich ESY Site Supervisor 6/11/2019

Resignation of Travis Friedrich ESY Supervisor as presented by Dr. Polyak , seconded by Dr.Kelsall.

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

Nays: None

Absent: Katzin

Motion carried.

Resignation of Travis Friedrich Technical Assistant Supervisor 6/28/2019

Motion to approve the resignation of Travis Friedrich Technical Assistance Supervisor as presented by Mr. Prather, seconded by Dr. Rashid.

Roll call:

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

Nays: None

Absent: Katzin

Motion carried.

Menta Group Training Contract FY20

Motion to approve the Menta Group Training Contract FY20 as presented by Dr. Wade, seconded by Mr. Anderson.

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

Nays: None

Absent: Katzin

Motion carried.

Brecht's Database Solutions, Inc. contract Fy20

Motion to approve the Brecht's Database Solutions, Inc. contract FY20 as presented by Dr. Wade, seconded by Dr. Rashid.

Roll call:

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

Nays: None

Absent: Katzin

Motion carried.

Increase in Occupational Therapist by .4 FTE

Motion to approve the increase in Occupational Therapist by .4 FTE. by Dr. Polyak, seconded by Mr. Prather.

Roll call:

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

Nays: None

Absent: Katzin

Motion carried.

6. ITEMS INITIATED BY EXECUTIVE COMMITTEE

Many new paraprofessionals are hired each year in districts. LASEC could provide a training for all LASEC district paraprofessionals regarding proper lift techniques for students.

Mrs. Petrasek shared that a lift training occurs at Enger every year.

7. ADJOURNMENT

Motion to adjourn at 9:20 a.m., seconded by

Motion Carried.

Respectfully submitted,

Danielle Welch

Executive Director