

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

Held at 8:30 a.m. on Tuesday, January 7, 2020, 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 8:31a.m.

Roll Call:

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

Absent: none

**2. PUBLIC COMMENTS**

No comments

**3. CLOSED SESSION**

No Closed Session.

**4. DISCUSSION / INFORMATION ITEMS**

Cash Flow Report as of November, 2019

The second billing for Administration will be sent out this week. No significant variance from budget was noted.

Excess Cost-Change in Reporting Format

ISBE is changing the way the Excess Cost information is being provided. The information is now provided in IWAS. Ms. Pembroke requested access to this report from each member District. The Excess Cost reporting is information obtained through the Annual Financial Report so it is similar reporting structure as the Maintenance of Effort. As a result, the reports should be similar.

Director's Report

Dr. Welch shared information about the ED Program. Mr. Faulkner, LASEC Attorney, participated in a discussion around the resolution to the District Boards. TAS will work with District Administration to complete the Needs Assessment. Dr. Welch will attend a workshop on Threat Assessment.

ED Cooperative Program Option

Ms. Pembroke presented information on average salaries across the member districts. There was a discussion on developing a starting salary schedule and benefits structure that considers the range of salaries in the member districts.

Professional Development Update

Mrs. Potempa provided an update on CPI training. The needs of districts will be gathered and shared at the next Executive Committee Meeting. If districts would like to include the sub rate for special education teachers to attend conferences in their IDEA Professional Development grants, they need to amend their grant to make sure this line item is included.

Articles of Agreement Revision

Mrs. Pembroke shared information on the revision to the Articles of Agreement.

Julie Ackerman Retirement

Mrs. Pembroke shared information about the retirement of Mrs. Ackerman and the plan for replacing her position.

FY19 Audit

The Financial Audit was completed in December. There were no findings in the Audit.

303 Cab contract extension

Dr. Welch shared that there was no increase to the contract. It was recommended to continue the contract with 303 Cab.

Indeed Contract

This year, LASEC has utilized Indeed to recruit staff and it has been successful. Indeed has changed their model from a fee per posting to an annual fee option. With the vision to recruit additional LASEC staff, it is recommended to continue to use Indeed. With the frequency of using Indeed, it is beneficial for LASEC to opt in to the annual fee option.

Draft Resolution regarding the establishment of a LASEC ED program

The Executive Committee reviewed a Draft Resolution to take to their Boards of Education. The resolution provides the information regarding the LASEC ED Program model. The Executive Committee members will bring the resolution to their respective Boards of Education.

**5. CONSENT AGENDA**

Accounts Payable Dated: 11/26/2019—1/02/2020 -- \$108,779.83

EC Meeting Minutes Dated December 3, 2019

EC Special Meeting Minutes Dated December 17, 2019

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

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

Nays: None

Absent: None.

Motion carried.

**6. ACTION ITEMS**

FY19 Audit

Motion to approve the FY19 Audit as presented by Mrs. Petrasek, and seconded by Dr. Wade.

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

Nays: None.

Absent: None

Motion carried.

Post ESP Position with change from 10-month to 12-month position

Motion to approve the posting of an ESP position (change from 10-12 months) as presented by Mr. Prather, and seconded by Dr. Polyak.

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

Nays: None.

Absent: None.

Motion carried.

303 Cab Contract extension

Motion to approve the 303 Cab contract extension as presented by Dr. Wade and seconded by Dr. Kopta.

Roll Call:

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

Nays: None.

Absent: None

Motion carried.

Indeed Contract

Motion to approve the Indeed Contract as presented by Dr. Polyak, and seconded by Dr. Kelsall.

Roll Call:

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

Nays: None.

Absent: None

Motion carried.

LASEC Articles of Agreement

Motion to approve LASEC Articles of Agreement as presented in the redlined document as presented by Dr. Kopta and seconded by Dr. Rashid.

Roll Call:

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

Nays: None.

Absent: None.

Motion carried.

**7. ITEMS INITIATED BY EXECUTIVE COMMITTEE**

There were no items initiated by the Executive Committee.

**8. ADJOURNMENT**

Motion to adjourn 10:41 a.m. as presented by Mrs. Petrasek.

Motion Carried.

Respectfully submitted,

Dr. Danielle Welch

Executive Director