

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

Held at 8:30 a.m. on Tuesday, March 3, 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 8:30 a.m.

Roll Call:

Present: Anderson, Kopta, Katzin, Prather, Rashid, Maguire, Polyak, Kelsall, Ms. Petrsek arrived at 9:18 am.

Absent: Wade

2. PUBLIC COMMENTS

No comments.

3. DISCUSSION / INFORMATION ITEMS

Lease for ED Program

Ms. Pembroke presented information on the lease for the ED program. The proposal includes a 5 year with 3% increase annually. There is a provision which allows us to gain an additional 2000 square feet on another floor during the original lease term. Mr. Crowley, LASEC attorney, was present and reviewed the lease. There was a discussion on the financial cost and how the districts using the program will cover the cost.

Pennoyer Program

Ms. Schmeisser, Pennoyer School Director of Student Services, presented on the structured learning classrooms at Pennoyer. Pennoyer School has a structured learning classroom for grades 3-5. Currently at K-2, there is pull out support and co-teaching models. The students have opportunity to participate in general education classrooms. Dr. Welch shared that this program could support students leaving preschool that might require more intensive support. Dr. Kopta shared information on the classroom capacity. Mr. Prather shared that in the past the Committee has approved the designation of cooperative programs. The committee agreed to consider the Pennoyer Program a cooperative program.

Teacher Salary Structure

Ms. Pembroke presented the proposed salary teacher structure for FY21. There was a discussion in the salary schedule and if it meets the needs of the elementary and high school districts. There was a discussion of salary schedules for other cooperatives.

Benefits Package FY21 new hires

Ms. Pembroke shared information on the benefits package for member districts for family insurance. The recommendation for benefits package was proposed.

Director's Report

Dr. Welch shared information about psychology intern salaries across cooperatives and school districts. There has been a request for a psychology internship for the next school year. There was a discussion of the compensation for the mentor.

ESY Update

Mrs. Potempa shared the process for staff to apply to work ESY. ESY applications for students were delivered to Technical Assistant Supervisors.

January 2020 Cash Flow & Financial Report

Mrs. Pembroke updated the Board on revenues and expenditures. There is no significant variance to the budget at this time.

Professional Development Update

Mrs. Potempa updated the Board on CPI training dates for the upcoming school year.

Child Count Certification in I- Star

Ms. Pembroke shared information on the certification child count. The staff at LASEC monitor this certification.

OT PT Allocations

The Occupational Therapist and Physical Therapist allocations for the upcoming school year will remain the same. There is no recommendation to increase the staff at this time.

OT PT Contracts

It was recommended to utilize Klaus Inc. and Professional Health Care for the 2020-2021 school year.

Technology Specialist

Mrs. Pembroke discussed moving the Technology Specialist position from an hourly position to a salaried position. This will increase the hours of the position from 7 hours a day to 7.5 hours a day.

LASEC Website

Mr. Maguire suggested that the LASEC include the member districts on it. Also, look at ways to update the website.

4. CLOSED SESSION

No closed session

5. CONSENT AGENDA

Accounts Payable Dated: 1/30/2020—2/27/2020 -- \$80,010.66

EC Meeting Minutes Dated February 2, 2020

EC Closed Session Minutes Dated February 2, 2020

Personnel Report

Motion to approve the consent agenda as presented by Mrs. Petrasek and seconded by Dr. Kopta.

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

Absent: Wade.

Motion carried.

6. ACTION ITEMS

Motion to approve the LASEC Lease for the ED Program as presented by Dr. Kopta , and seconded by Mr. Anderson.

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

Absent: Wade.

Motion carried.

Motion to approve the Teacher Salary Structure as presented by Mr. Andersen and seconded by Mrs. Petrasek.

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

Absent: Wade.

Motion carried.

Motion to approve the Benefits Package FY21 for new hires as presented by Dr. Katzin and seconded by Dr. Kelsall.

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

Nays: None.

Absent: Wade

Motion carried.

Motion to approve Administrators contracts

Tabled

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

Nays: None.

Absent: Wade

Motion carried.

Motion to approve OT/PT contracts as presented by Mrs. Petrasek and seconded by Dr. Polyak.

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

Nays: None.

Absent: Wade

Motion carried.

Motion to approve Technology Specialist Job Description as presented by Dr. Kopta and seconded by Dr Kelsall.

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

Nays: None.

Absent: Wade

Motion carried.

7. ITEMS INITIATED BY EXECUTIVE COMMITTEE

There were no items initiated by the Executive Committee.

8. ADJOURNMENT

Motion to adjourned at 10:32 a.m. as presented by Dr. Polyak and seconded by Mr. Anderson.

Motion Carried.

Respectfully submitted,

Dr. Danielle Welch

Executive Director