

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

Held at 8:30 a.m. on Tuesday, April 7th, 2020, in the Conference Room of the LASEC offices, located at 10401 W. Grand Avenue, Franklin Park, Illinois. Dr. Welch was present at LASEC and Executive Committee participated by Zoom conference.

1. CALL TO ORDER / ROLL CALL

Mr. Maguire called the meeting to order at 8:36 a.m.

Roll Call:

Present: Mr. Anderson, Ms. Petrasek, Dr. Katzin, Mr. Prather, Dr. Rashid, Mr. Maguire, Dr. Polyak, Dr. Kelsall and Dr. Wade.

Absent: None.

2. CLOSED SESSION

Motion to enter closed session at 8:39 a.m. was presented by Mr. Prather and seconded by Dr. Rashid for the following purposes:

“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)

Roll Call to approve the motion to enter closed session:

Present: Dr. Kopta, Mrs. Petrasek, Dr. Katzin, Mr. Prather, Dr. Rashid, Mr. Maguire, Dr. Polyak, Dr. Kelsall, Dr. Wade, Mrs. Pembroke LASEC, and Dr. Welch.

Absent: None.

Ayes: Present: Dr. Kopta, Mrs. Petrasek, Dr. Katzin, Mr. Prather, Dr. Rashid, Mr. Maguire, Dr. Polyak, Dr. Kelsall, Dr. Wade, Mrs. Pembroke LASEC, and Dr. Welch.

Nays: None.

The Executive Committee moved to Open Session at 9:05 a.m. as presented by Mrs. Petrasek and seconded by Mr. Prather.

Ayes: Present: Dr. Kopta, Mrs. Petrasek, Dr. Katzin, Mr. Prather, Dr. Rashid, Mr. Maguire, Dr. Polyak, Dr. Kelsall, Dr. Wade, Mrs. Pembroke LASEC, and Dr. Welch.

Nays: None.

3. PUBLIC COMMENTS

No Comments.

4. DISCUSSION / INFORMATION ITEMS

Director's Report

Dr. Welch presented information on the Remote Learning Plan for the staff at LASEC. She explained how staff have adapted their practices to fit the needs of students on their caseloads and, explained the process if staff need to access the building.

Cash Flow February 2020

Mrs. Pembroke presented the Cash Flow report for February which included the 2nd billing for Occupational and Physical therapy.

Professional Development Update

Mrs. Potempa presented the proposed professional development opportunities. Several have been canceled due to opportunities being in person only. Social workers participated in a Zoom professional development and provided positive feedback on the opportunity. Also, Mrs. Potempa created a shared google folder with the Speech Language Pathologists that provides ideas for teletherapy as well as various opportunities to support students remotely. Also, she shared the FY 21 Professional Development revenues for districts.

Payments to Transportation Company During COVID-19 Crisis

Mrs. Pembroke discussed the proposed amendment to the Transportation Company during this school year. Discussion regarding the amendment and how this would affect transportation services when schools move to in person instruction. Also, recommendations as part of the CARES Act were discussed.

Designate Person to Work on Budget

Mrs. Pembroke discussed that she would begin preparing the FY 21 budget and the final budget will be submitted for approval at the August 2020 meeting.

COVID-19 and Special Education

Dr. Welch updated the Board on special education and COVID-19. The reality is that districts are adopting all instruction, including special education to Remote Learning practices.

LASEC Occupational Therapist Direct Hire

LASEC would like to recommend Melinda Simonson as a direct hire as an Occupational Therapist. This will continue to build LASEC's capacity.

Psychologist Internship Candidate

Mrs. Potempa shared that Mrs. Sullivan has expressed interest in being the mentor for Ashley Ulferts, a psychologist internship candidate.

IDEA Grant and Consolidated District Plan

Mrs. Pembroke discussed the IDEA Grant and Consolidated District Plan. As part of the plan, three questions are posed that come from the former IDEA grant. If districts have questions, feel free to contact LASEC. Also, the district can review their program specific areas from year to year in the IDEA grant to determine the past responses to these areas.

Medicaid Billing During COVID-19

Mrs. Potempa explained the recommendations for related service to bill Medicaid. These directives are changing based on COVID-19 legislation. There have been some areas that have become more flexible with Medicaid billing (i.e. teletherapy).

5. CONSENT AGENDA

Accounts Payable Dated: 2/28/2020--3/24/2020 --- \$108,923.84.

EC Meeting Minutes Dated March 3, 2020
Personnel Report

Motion to approve the consent agenda as presented by Mr. Anderson and seconded by Rashid.
Ayes: Mr. Anderson, Dr. Kopta, Mrs. Petrasek, Dr. Katzin, Mr. Prather, Dr. Rashid, Mr. Maguire, Dr. Polyak, and Dr. Kelsall.
Nays: None.
Motion carried.

6. ACTION ITEMS

Motion to approve Action Item 1. Approve Director of Phoenix Academy Contract: Kevin Wolf as presented by Dr. Kelsall and seconded by Mr. Maguire.

Ayes: Mr. Anderson, Dr. Kopta, Mrs. Petrasek, Dr. Katzin, Mr. Prather, Dr. Rashid, Mr. Maguire, Dr. Polyak, Dr. Kelsall and Dr. Wade.
Nays: None.
Absent: None.
Motion carried.

Motion to approve Action Item 2. Approve Assistant Director Contract: Monica Potempa as presented by Mr. Anderson and seconded by Mrs. Petrasek.

Ayes: Mr. Anderson, Dr. Kopta, Mrs. Petrasek, Dr. Katzin, Mr. Prather, Dr. Rashid, Mr. Maguire, Dr. Polyak, Dr. Kelsall and Dr. Wade.
Nays: None.
Absent: None.
Motion carried.

Motion to approve Action Item 3. Business Manager Contract: Cinda Penbroke as presented by Mr. Anderson and seconded by Mrs. Petrasek.

Ayes: Mr. Anderson, Dr. Kopta, Mrs. Petrasek, Dr. Katzin, Mr. Prather, Dr. Rashid, Mr. Maguire, Dr. Polyak, Dr. Kelsall and Dr. Wade.
Nays: None.
Absent: None.
Motion carried.

Motion to Approve Action Item 4. Amendment of Transportation Contract as presented by Dr. Kelsall and seconded by Mrs. Petrasek.

Ayes: Mr. Anderson, Dr. Kopta, Mrs. Petrasek, Dr. Katzin, Mr. Prather, Dr. Rashid, Mr. Maguire, Dr. Polyak, Dr. Kelsall and Dr. Wade.
Nays: None.
Absent: None.
Motion carried.

Motion to Approve Action Item 5. Approve person designated to begin work on the FY 21 budget as presented by Dr. Polyak and seconded by Dr. Rashid.

Ayes: Mr. Anderson, Dr. Kopta, Mrs. Petrasek, Dr. Katzin, Mr. Prather, Dr. Rashid, Mr. Maguire, Dr. Polyak, Dr. Kelsall and Dr. Wade.
Nays: None.
Absent: None.
Motion carried.

Motion to Approve Action Item 6. Approve Infinitec Contract SY 20-21 as presented by Mr. Anderson and the seconded by Dr. Polyak.

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

Nayes: None.

Absent: None.

Motion carried

Motion to Approve Action Item 7. Approve RCM Contract SY 20-21 as presented by Dr. Polyak and seconded by Dr. Katzin.

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

Nayes: None.

Absent: None.

Motion carried

6. ITEMS INITIATED BY EXECUTIVE COMMITTEE

There were no items initiated by the Executive Committee.

7. ADJOURNMENT

Motion to adjourn the meeting at 9:55 a.m. as presented by Mr. Maguire and seconded by Mr. Anderson.

Motion Carried.

Respectfully submitted,
Dr. Danielle Welch
Executive Director