

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

Held at 8:00 a.m. on Tuesday, November 14, 2023 in the Conference Room of LASEC offices, located at 10401 W. Grand Avenue, Franklin Park, Illinois 60131.

1. CALL TO ORDER / ROLL CALL

Mr. Jonak called the meeting to order at 8:00 a.m.

Roll Call:

Present: Mr. John Jonak, Dr. Kristin Kopta, Dr. David H. Katzin, Mr. Jim Prather, Dr. Jan Rashid, & Mr. Michael Maguire, Dr. Nick Polyak, & Dr. Jennifer Kelsall

Absent: Dr. Diego Giraldo

2. PUBLIC COMMENTS

None

3. DISCUSSION / INFORMATION ITEMS

3.1. Director's Report

The committee reviewed the report with a discussion about RTO training requirements. The committee is seeking clarification on what components LASEC is consistently providing for member districts and do we need to expand professional learning opportunities based on the needs of member districts. This data will be gathered across the cooperative and reported back.

3.2. Professional Learning Update

The committee reviewed the report with a discussion about the two components of IEP compliance and student outcomes. The discussion focused on expectations for the delivery of services and how district administrators can support teachers and related service providers in the improvement of practice. This included a discussion about the development of a tool to support an administrator's ability to support staff in providing specially designed instruction. The tool could include key questions for preparation and reflection on instructional practices. It should include what high-leverage practices look like in the classroom for students requiring specially designed instruction.

3.3. Cash Flow Report-October 2023

The report was reviewed as presented with no further discussion. However, the committee expressed gratitude for the snapshots of data and the annual comparisons.

3.4. Early Childhood Cooperative Program Expansion

The report was reviewed as presented with no further discussion.

3.5. Richlee Contract

The report was reviewed as presented with no further discussion.

4. CONSENT AGENDA

4.1. Accounts Payable Dated: 10/12/2023-11/6/2023 - \$130,902.33

4.2. The EC Minutes for Meeting October 17, 2023

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4.3. Closed Session Minutes October 17, 2023

4.4. Personnel:

4.4.1. Resignations & Hires

Motion to approve the consent agenda as presented by Dr. Kelsall and seconded by Dr. Polyak.

Roll Call:

Ayes: Mr. John Jonak, Dr. Kristin Kopta, Dr. David H. Katzin, Mr. Jim Prather, Dr. Jan Rashid, & Mr. Michael Maguire, Dr. Nick Polyak, & Dr. Jennifer Kelsall

Nays: None

Absent: Dr. Diego Giraldo

Motion Carried

**5. CLOSED SESSION**

Motion to move to closed session at 8:45 a.m. as presented by Mr. Prather and seconded by Dr. Rashid for the purpose of

“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:

Ayes: Mr. John Jonak, Dr. Kristin Kopta, Dr. David H. Katzin, Mr. Jim Prather, Dr. Jan Rashid, & Mr. Michael Maguire, Dr. Nick Polyak, & Dr. Jennifer Kelsall

Nays: None

Absent: Dr. Diego Giraldo

Motion Carried

The EC Committee exited the Closed Session at 9:10 a.m. and returned to Open Session.

Roll Call:

Present: Mr. John Jonak, Dr. Kristin Kopta, Dr. David H. Katzin, Mr. Jim Prather, Dr. Jan Rashid, & Mr. Michael Maguire, Dr. Nick Polyak, & Dr. Jennifer Kelsall

Absent: Dr. Diego Giraldo

**6. ACTION ITEMS**

Motion to approve Action Item 1. Approve Early Childhood Cooperative Program Expansion as presented by Mr. Prather and seconded by Mr. Maguire.

Roll Call:

Ayes: Mr. John Jonak, Dr. Kristin Kopta, Dr. David H. Katzin, Mr. Jim Prather, Dr. Jan Rashid, & Mr. Michael Maguire, Dr. Nick Polyak, & Dr. Jennifer Kelsall

Nays: None

Absent: Dr. Diego Giraldo

Motion Carried

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Motion to approve Action Item 2. Approve Notice to remedy. The Executive Committee did not move this item forward for motion.

Motion to approve Action Item 3. Richlee Contract as presented by Mr. Maguire and seconded by Dr. Polyak.

Roll Call:

Ayes: Mr. John Jonak, Dr. Kristin Kopta, Dr. David H. Katzin, Mr. Jim Prather, Dr. Jan Rashid, & Mr. Michael Maguire, Dr. Nick Polyak, & Dr. Jennifer Kelsall

Nays: None

Absent: Dr. Diego Giraldo

Motion Carried

**7. ITEMS INITIATED BY EXECUTIVE COMMITTEE**

Dr. Kelsall acknowledged the collaboration of Mr. Wolf with Ridgewood High School leadership regarding the delivery of special education service in the least restrictive environment.

Dr. Polyak acknowledged the service of our colleagues who served in the armed forces and IASA publicly recognized the individuals as well on Veterans Day.

**8. ADJOURNMENT**

Motion to adjourn the meeting at 9:13 a.m. as presented by Dr. Rashid and seconded by Mr. Maguire.

Roll Call:

Ayes: Mr. John Jonak, Dr. Kristin Kopta, Dr. David H. Katzin, Mr. Jim Prather, Dr. Jan Rashid, & Mr. Michael Maguire, Dr. Nick Polyak, & Dr. Jennifer Kelsall

Nays: None

Absent: Dr. Diego Giraldo

Motion Carried

Respectfully submitted,

Kevin M. Wolf

Executive Director