

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

Held at 8:30 a.m. on Tuesday, February 2nd, 2021, in the Conference Room of the LASEC offices, located at 10401 W. Grand Avenue, Franklin Park, Illinois. Dr. Welch was present at LASEC and the 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, Dr. Kopta, Mrs. Petrasek, Dr. Katzin, Mr. Prather, Dr. Rashid, Mr. Maguire, Dr. Polyak and Dr. Kelsall.

Absent: None.

2. PUBLIC COMMENTS

No Comments.

3. DISCUSSION / INFORMATION ITEMS

Director's Report

Dr. Welch shared that she has met with Dr. McElherne 6 times and this has been a valuable experience. Information on enrollment in cooperative, private day and public day programs was shared. Technical Assistant Supervisors are setting up Needs Assessment District meetings.

Cash Flow Report - December 2020

Mrs. Pembroke shared that through December, LASEC incurred 39% of budgeted expenses and have received 53% of budgeted revenues. The second LASEC Service Level II bills went out last month and our second OTPT bills will be going out this month.

Professional Development Update

Mrs. Potempa encouraged Superintendents and administration to determine professional development opportunities for the Fall as highly sought presenters are typically booked by Spring for opening school year dates. CPI training is available through LASEC and contact Mrs. Potempa to secure dates.

TAS/Psyche Allocations for the 2021-2022 School Year

LASEC recommended to maintain the current staffing of 7 Technical Assistant Supervisors and 6.4 School Psychologists for the upcoming school year. These recommendations for allocations were made by considering 12.1 Child Count, ADA numbers and the effects of COVID on enrollment trends.

FY20 Audit Completion

There were no significant findings mentioned in the audit report. The LASEC fund balance has remained fairly consistent from year to year.

Raises for the 2021-2022 School Year

Based on an analysis of member districts CBA, LASEC recommends a 3% wage increase for the FY22 school year.

Phoenix Academy Tuition Update

The Executive Committee discussed the tuition for Phoenix Academy in its first year. The Committee discussed using a portion of fund balance in computing the FY 21 Phoenix tuition, recognizing that all member districts will have access to this program.

4. CLOSED SESSION

Motion to enter Closed Session at 9:15 a.m. was presented by Mrs. Petrasek and seconded by Mr. Maguire 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/Ayes: Mr. Anderson, Dr. Kopta, Mrs. Petrasek, Dr. Katzin, Mr. Prather, Dr. Rashid, Mr. Maguire, Dr. Polyak and Dr. Kelsall.

Absent: None.

Nayes: None.

The Executive Committee moved to Open Session at 9:30 a.m. as presented by Mrs. Petrasek and seconded by Mr. Anderson.

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

Absent: None.

Nayes: None.

5. CONSENT AGENDA

Accounts Payable Dated: 12/18/2020-1/22/2021 --- \$84,844.70

EC Open Meeting Minutes Dated January 5th, 2021

Personnel Report

Letter of Retirement-Linda Nugent

Job Description-ESP-Administrative Assistant to the Business Manager and Assistant Director

Posting of ESP Position to Replace ESP Retirement

Acceptance of FY20 Audit

Parents ABLE MOU

TAS/Psyche Allocations for the 2021-2022 School Year

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

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

Nayes: None.

Absent: None.

Motion carried.

6. ACTION ITEMS

Motion to approve Action Item 1. Raises for the 2021-2022 School Year for LASEC certified staff and LASEC leadership team as presented by Mr. Anderson and seconded by Dr. Kopta.

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

Nayes: None.

Absent: None.

Motion carried.

Motion to approve Action Item 2. Phoenix Academy Tuition as presented by Mr. Anderson and seconded by Dr. Kopta.

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

Nayes: None.

Absent: None.

Motion carried.

Motion to approve Action Item 3. Dr. Welch Contract Extension as presented by Mr. Anderson and seconded by Dr. Kopta.

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

Nayes: 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 the meeting at 9:35 a.m. as presented by Mr. Maguire and seconded by Mr. Prather.

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

Nayes: None.

Absent: None.

Motion carried.

Respectfully Submitted,
Dr. Danielle Welch
Executive Director