

MINUTES FOR LEYDEN AREA SPECIAL EDUCATION COOPERATIVE

EXECUTIVE COMMITTEE REGULAR MEETING

Held at 8:30 a.m. on Tuesday March 23rd, 2021, in the Conference Room of the LASEC offices, located at 10401 W. Grand Avenue, Franklin Park, Illinois. Dr. Welch, Mrs. Pembroke and Mrs. Potempa were present at LASEC and the rest of the Executive Committee participated by Zoom conference.

1. CALL TO ORDER/ROLL CALL

Mr. Maguire called the meeting to order at 8:45 a.m.

Roll Call:

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

Absent: None.

2. PUBLIC COMMENTS

No public comments.

3. DISCUSSION/INFORMATION ITEMS

Director's Report

Dr. Welch shared the recommendation for Mrs. Stephanie Volpe for the position of Technical Assistant Supervisor for the 2021-2022 school year. She discussed the Educational Support Personnel staffing plan as Mrs. Mindy Kessler, 12-month ESP will retire at the end of June. All LASEC member districts completed the ISTAR Child Count data.

Cash Flow Report – February 2021

Mrs. Pembroke shared through February LASEC incurred 52% of budgeted expenses and have received 70% of budgeted revenues.

Professional Development Plan

Mrs. Potempa shared the LASEC professional development plan. Each district should confirm the recommendations with her by May 1st. The first Administrator's Think Tank will be April 16th. LASEC has added different training and coaching opportunities for the upcoming school year based on district needs assessments.

4. CONSENT AGENDA

Accounts Payable Dated: 2/22/21-3/17/21 --- \$70,573.81

EC Open Meeting Minutes Dated March 2nd, 2021

Personnel Report

Job Description Outplacement Coordinator

Job Description Social Worker Coordinator Position

Job Description 12 Month Educational Support Personnel

Job Description 10 Month ESP Phoenix Academy

Posting of Outplacement Coordinator Position to Replace Current Coordinator's reduced FTE

Posting of Social Worker Coordinator stipend to Replace Current Coordinator's reduced FTE

Posting of 12 Month Educational Support Personnel to Replace ESP Retirement

Motion to approve the Consent Agenda 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 and Mr. Anderson.

Nayes: None.

Absent: None.

Motion Carried.

5. ACTION ITEMS

1. Motion to approve Action Item 1. Social Work Coordinator Stipend as presented by Dr. Kelsall and seconded by Mr. Prather.

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

Nayes: None.

Absent: None.

Motion Carried.

2. Motion to approve Action Item 2. Vacation time for 12 Month staff as presented by Dr. Rashid and seconded by Dr. Kelsall.

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

Nayes: None.

Absent: None.

Motion Carried.

3. Motion to approve Action Item 3. Tuition Reimbursement as presented by Dr. Kelsall and seconded by Dr. Rashid.

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

Nayes: None.

Absent: None.

Motion Carried.

4. Motion to approve Action Item 4. Professional Healthcare Services Contract as presented by Dr. Kopta and seconded by Mr. Maguire.

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

Nayes: None.
Absent: None.
Motion Carried.

5. Motion to approve Action Item 5. Embrace Contract as presented by Dr. Kelsall and seconded by Dr. Rashid.
Ayes: Present: Dr. Kopta, Mrs. Petrasek, Dr. Katzin, Mr. Prather, Dr. Rashid, Mr. Maguire, Dr. Polyak, Dr. Kelsall and Mr. Anderson.
Nayes: None.
Absent: None.
Motion Carried.
6. Motion to approve Action Item 6. Phoenix Academy ESP position as presented by Mrs. Petrasek and seconded by Dr. Rashid.
Ayes: Present: Dr. Kopta, Mrs. Petrasek, Dr. Katzin, Mr. Prather, Dr. Rashid, Mr. Maguire, Dr. Polyak, Dr. Kelsall and Mr. Anderson.
Nayes: None.
Absent: None.
Motion Carried.
7. Motion to approve Action Item 7. Infinitec Contract as presented by Mr. Prather and seconded by Mr. Anderson.
Ayes: Present: Dr. Kopta, Mrs. Petrasek, Dr. Katzin, Mr. Prather, Dr. Rashid, Mr. Maguire, Dr. Polyak, Dr. Kelsall and Mr. Anderson.
Nayes: None.
Absent: None.
Motion Carried.

6. ITEMS INITIATED BY EXECUTVE COMMITTEE

There were no items initiated by the Executive Committee.

7. ADJOURMENT

Motion to adjourn the meeting at 9:13 am as presented by Mr. Prather and seconded by Dr. Rashid.

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

Nayes: None.

Absent: None.

Motion Carried.

Respectfully Submitted,
Dr. Danielle Welch
Executive Director