

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

Held at 8:30 a.m. on Tuesday August 31st, 2021, in the Conference Room of LASEC located at 10401 W. Grand Avenue.

CALL TO ORDER/ROLL CALL

Mr. Maguire called the meeting to order at 8:40 a.m.

Roll Call:

Present: Dr. Rashid, Dr. Kopta, Mrs. Petrasek, Dr. Katzin, Mr. Maguire, Dr. Polyak, Dr. Kelsall, Mr. Prather. Dr. Welch, Mrs. Potempa and Mrs. Pembroke attended the meeting.

Absent: Mr. Anderson.

1. PUBLIC COMMENTS

No public comments.

2. DISCUSSION/INFORMATION ITEMS

Director's Report

Dr. Welch shared information of LASEC's Institute Day at Phoenix Academy on August 9th, 2021. LASEC hosted the Public Hearing for the modification of the 2021-2022 school calendar for Phoenix Academy. The laws HB2748 and HB40 were discussed with regard to their implications for students eligible for transition services. LASEC welcomed all new staff for the 2021-2022 school year.

ESSER III Update

Dr. Welch explained that cooperatives received funding as part of the America Rescue Plan Elementary and Secondary School Emergency Relief Grant (ARP ESSER III). The funding is used to provide additional support to those students for whom the cooperative is listed as the serving entity.

Communications Specialist Stipend Update

Dr. Welch recommended the Job Description for the Communications Specialist Stipend.

Substitute Pay for Phoenix Academy

Dr. Welch described the various substitute pay rates regionally and will present recommendation for Substitute Rate Pay at Phoenix Academy at the next Executive Committee Meeting.

ESY 2021

Mrs. Potempa presented data on ESY.

Professional Learning Update

Mrs. Potempa explained the trainings supported by LASEC.

SOPPA Update

LASEC is using Education Framework to support compliance with SOPPA.

Brite Lift Contract FY22

The committee approved a contract with Brite Lift.

Audit Engagement Letter – FY21 through FY23

Mrs. Pembroke discussed the recommendation to approve the engagement letter for the audits for the years FY21-FY23.

Cash Flow Report – June

Mrs. Pembroke reviewed the Cash Flow Report.

Proposed Budget FY22

Mrs. Pembroke discussed the preliminary FY22.

3. CONSENT AGENDA

Accounts Payable Dated: 05/27/2021-08/02/2021 - \$688,053.58 & 8/2/21-8/24/21 - \$51,418.80

EC Meeting Minutes Dated June 1st, 2021

EC Meeting Minutes Closed Dated June 1st, 2021

Personnel Report

Motion to approve the Consent Agenda as presented by Mrs. Petrasek and seconded by Dr. Kopta.

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

Nayes: None.

Absent: Mr. Anderson.

Motion Carried.

4. ACTION ITEMS

Motion to Approve Action Item 1. Approve Phoenix Academy School Calendar 2021-2022 as presented by Dr. Katzin and seconded by Dr. Rashid.

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

Nayes: None.

Absent: Mr. Anderson.

Motion Carried.

Motion to Approve Action Item 2. Supplemental Contract for Occupational Therapist as presented by Dr. Kelsall and seconded by Mr. Prather.

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

Nayes: None.

Absent: Mr. Anderson.

Motion Carried.

Motion to Approve Action Item 3. DuPage/West Cook Cooperative Agreement as presented by Dr. Kelsall and seconded by Mrs. Petrasek.

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

Nayes: None.

Absent: Mr. Anderson.

Motion Carried.

Motion to Approve Action Item 4. Parent Teach MOU with Phoenix Academy as presented by Mrs. Petrasek and seconded by Dr. Polyak.

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

Nays: None.

Absent: Mr. Anderson.

Motion Carried.

Motion to Approve Action Item 5. Brite Lift Contract as presented by Dr. Kelsall and seconded by Mr. Prather.

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

Nays: None.

Absent: Mr. Anderson.

Motion Carried.

Motion to Approve Action Item 6. Audit Engagement Letter as presented by Dr. Polyak and seconded by Dr. Rashid.

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

Nays: None.

Absent: Mr. Anderson.

Motion Carried.

5. ITEMS INITIATED BY EXECUTVE COMMITTEE

No items at this time.

6. ADJOURMENT

Motion to adjourn the meeting at 10:35 am as presented by Mrs. Petrasek and seconded by Dr. Rashid.

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

Nays: None.

Absent: Mr. Anderson.

Motion Carried.

Respectfully Submitted,
Dr. Danielle Welch
Executive Director