

**LINCOLN-WAY AREA SPECIAL EDUCATION  
Joint Agreement District 843**

**MINUTES**

**Regular Meeting, November 28, 2017**

Minutes of the regular meeting of the Board of Special Education, Will County, Illinois, held at Pioneer Grove Educational Center, 601 Willow Street, Frankfort, IL 60423, at 7:00 p.m. on the 28th day November, 2017.

**A. ROUTINE MATTERS**

*Roll Call*

Present: Ron Lullo (District #210), Anna Briscoe (District #159), Edie Adamski (District #157C), Terry Doyle (District #114) arrived 7:04 p.m.

Staff Present: Sarah Rexroad, Director  
Colleen Wronski, Business Manager  
Kristin Menconi, Administrative Assistant

Visitors Present: Emily Leitschuh, Teacher  
Judy Boyens, Supervisor  
Sue Kaczmarczyk, Principal, Pioneer Grove  
Carolyn Brescia, Transportation Supervisor

**B. PUBLIC COMMENT**

**C. CONSENT AGENDA**

***Acting on the recommendation of the Director, Anna Briscoe moved, seconded by Edie Adamski for the Governing Board to ratify the Consent Agenda as follows:***

1. Approval of the October 24, 2017, Regular and Closed Session Minutes
2. Approval of Financial Statement
3. Approval of Current Payables
4. Approval of Personnel Items
5. Approval of ProCare Therapy Contract
6. Approval of Policies

***Voting Aye: Adamski, Briscoe, Lullo***

***Motion carried: 3 Aye, 0 Nay***

**D. REPORTS**

1. Administrative Reports

a. ACCESS & Transportation- Carolyn Brescia

Ms. Brescia stated that Mokena Junior High students went to Medieval Times with the sixth grade class this month. Ms. Brescia mentioned that parent teacher conferences were held on November 9<sup>th</sup>. The Wilson Creek students saw the Pro Show at the beginning of the month, and participated in grade level risk/watch presentations about gun safety. The 1<sup>st</sup> graders have been going to their assigned 1<sup>st</sup> grade class once a week for calendar time, and a 2<sup>nd</sup> grade student has been going once a week for daily language arts activities. Ms. Brescia stated that Transportation is currently transporting 529 students. Last month they were at 519 students.

b. Mackay Center- Marie Goulet

Mrs. Rexroad shared that Mackay is currently at 44 students. Last week they had a wonderful Thanksgiving Feast. This week the students are attending the movie *Wonder*, which is being paid for

from a Foundation grant. Mackay will be having their annual DRS meeting, where a representative from the Department of Human Services comes to meet with the students and parents of seniors.

c. Pioneer Grove & PSO- Sue Kaczmarczyk

Mrs. Kaczmarczyk mentioned that the Trunk-or-Treat event that was held for Halloween was very well attended, and was a lot of fun for the students. Thanksgiving feasts were held last week at Pioneer Grove. Mrs. Kaczmarczyk stated that they will be getting a new three year old student from District #157C next week.

d. SELF- Judy Boyens

Dr. Boyens mentioned that SELF had a great Thanksgiving feast last week. SELF is at 30 students as of today, because one student graduated. The Mokena PTA is sponsoring the students going to a KISS event, where there will be ginger bread activities. The kindergarten through 3<sup>rd</sup> grade students are invited along with a special guest of their choice.

2. Finance Report

Mrs. Wronski stated that the Cooperative will be getting \$763,000. Last week Mrs. Wronski attended a meeting with Dr. Jacoby who was instrumental in putting the funding model together. Half of the money will go back into tuition in January, and then she will see how the rest of the year goes. Mrs. Wronski mentioned that we have billed seven months so far for all districts. Mrs. Wronski mentioned that one of our buses was totaled in an accident. Therefore, we are currently short a bus. Midwest Transit is putting a lease deal together for us. Mrs. Wronski would recommend leasing a bus rather than purchasing a new one as soon as possible. Mrs. Wronski stated that we put into the budget to replace and purchase two new minivans. The price for each will total under \$22,000. Mrs. Wronski mentioned that the new lighting for the gym at Pioneer Grove will be put in over winter break.

3. Director's Report

a. Review of Advisory Committee Minutes – November 13, 2017

Mrs. Rexroad presented the minutes from the November 13, 2017, Advisory Meeting.

b. Staff & Classroom Update

Mrs. Rexroad reviewed the enrollment in the programs.

Pioneer Grove:	53
Mackay Center:	44
SELF:	31
ACCESS:	14
Transportation:	527

Mrs. Rexroad mentioned that Mokena District #159 and Manhattan District #114 will be taking back the ACCESS programs for 2018-19. District #843 staff was notified on October 31<sup>st</sup>. Mrs. Rexroad, Mrs. Karalus and Mrs. Parente created a unified letter that was mailed out to parents stating their districts were taking back that programming. The loss of ACCESS will affect the number of staff retained for 2018-19.

c. Technology Report

Mrs. Rexroad stated that we have switched to Microsoft Office 365. Mr. Furgason is working with Mrs. Kaczmarczyk on training for staff with the Smart Boards. Mr. Furgason is researching vendors for Voice Over IP, and we are hoping to make that switch this summer.

d. FMLA

There were none

e. FOIA

There were none

E. CLOSED SESSION

**A motion was made by Terry Doyle and seconded by Edie Adamski to move to closed session at 7:34 p.m. for the purpose of discussing:**

- A. The appointment, employment, compensation, discipline, performance or dismissal of employees.
- B. Litigation

OPEN SESSION

**A motion was made by Terry Doyle and seconded by Edie Adamski to return to open session at 7:52 p.m. On voice vote the motion carried.**

F. OLD BUSINESS

No Old Business

G. NEW BUSINESS

No New Business

H. ACTION ITEMS

1. Purchase of Minivans

**A motion was made by Terry Doyle and seconded by Edie Adamski that the Governing Board approve the purchase of two minivans for the price not to exceed \$22,000 per vehicle including delivery.**

**Voting Aye: Adamski, Briscoe, Doyle, Lullo**

**Motion carried: 4 Aye, 0 Nay**

2. Holiday Office Hours

**A motion was made by Anna Briscoe and seconded by Edie Adamski that the Governing Board approve the winter break office hours of 7:30 a.m. to 2:30 p.m.**

**Voting Aye: Adamski, Briscoe, Doyle, Lullo**

**Motion carried: 4 Aye, 0 Nay**

3. Employee Dismissal

**A motion was made by Edie Adamski and seconded by Terry Doyle that the Governing Board terminate the employment of Janis Travis and Beverly Gallo effective immediately.**

**Voting Aye: Adamski, Briscoe, Doyle, Lullo**

**Motion carried: 4 Aye, 0 Nay**

I. NEXT MEETING

November 28, 2017 – 7:00 p.m. – Pioneer Grove Educational Center

J. ADJOURNMENT

A motion was made by Anna Briscoe and seconded by Edie Adamski that the meeting be adjourned. All members voted Aye. Motion carried. President Lullo declared the meeting adjourned at 7:57 p.m.

Respectfully submitted,  
Kristin Menconi,  
Administrative Assistant

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President

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Secretary