

**Lincoln-Way Area Special Education  
Joint Agreement District 843**

Advisory Committee Meeting Minutes  
Lincoln-Way Area Special Education Administrative Center  
601 Willow Street  
Frankfort, IL 60423  
June 11, 2018

A. Roll Call

Dr. Tingley called the meeting to order at 9:01 a.m. in the Lincoln-Way Area Special Education Administrative Center.

Roll call was taken.

Members present: Dr. Scott Tingley (District #210); Mrs. Barbara Rains (District #161);  
Dr. Kathleen Wilkey (District #159)

Also present: Mrs. Sarah Rexroad, Director of District #843  
Kristin Menconi, Administrative Assistant

Members Absent: Dr. Maura Zinni (District #157C); Mr. Russell Ragon (District #114)

B. PUBLIC COMMENT

C. APPROVAL OF MINUTES - REGULAR MEETING - May 14, 2018

*Mrs. Raines moved, seconded by Dr. Wilkey that the Committee approve the minutes of the regular meeting held on May 14, 2018.*

*Voting Aye: Mrs. Raines, Dr. Wilkey, Dr. Tingley*

*Motion carried: 3 Aye, 0 Nay*

D. REPORTS

1. Financial Report

a) *Review of Accounts*

Mrs. Rexroad stated that we do not need the member districts to prepay in order for the Cooperative to make payroll over the summer. Dr. Tingley asked if June and July 2018 will be the same this year as last year in terms of costs. Mrs. Rexroad stated that she and Mr. Englert will look into it, but anticipates things will be similar due to previously established agreement/renewal schedules.

b) *Buildings and Grounds*

Mrs. Rexroad mentioned that the custodial bid was completed last month. Our current vendor GCA came in as the lowest bid.

c) *Budget 2018-19*

Mrs. Rexroad stated that she met with Mr. Englert last week. Mr. Englert is working on the budget currently, and will be coming into the Cooperative to meet with Mrs. Rexroad on a regular basis this summer.

d) *Maintenance of Effort*

Mrs. Rexroad stated that she and Mr. Englert have been working with the member district's Business Managers to get this done.

e) *IDEA Grant*

Mr. Englert is reviewing the grants, and they will go out to the districts today. The member districts should have these drafted and submitted prior to July 1<sup>st</sup>.

2. Director's Report

a) *Summary of Governing Board Action*

Mrs. Rexroad stated that the Governing Board approved the new worker's compensation broker Risk Manager's a Division of Troxell, and the custodial agreement.

b) *ESY*

Mrs. Rexroad stated that today is the first day of ESY. We did need to contract services to meet the needs of summer school services.

c) *Technology Report*

Mrs. Rexroad stated that the Tyler online registration is running. Some parents still need to complete registration as of last Friday. The VoiceOver IP switch over will take place on June 28<sup>th</sup>.

d.) *Staffing for 2018-19*

Mrs. Rexroad mentioned that we have a candidate for a full time Psychologist position, and are awaiting the candidate's decision.

e.) *Contracted Services*

Mrs. Rexroad stated that we will look to renew the contract for audiological services with KASEC again this year. Mrs. Rexroad will also be recommending our contract to continue with Pat Hall, who provides technical supervision to our itinerant staff.

f.) *Meeting Dates of 2018-19*

Mrs. Rexroad stated that Ms. Menconi emailed out next year's meeting dates. It is agreed that a July meeting is not necessary, and the next meeting will be in August.

E. CLOSED SESSION

*A motion was made by Dr. Wilkey and seconded by Mrs. Raines to move to closed session at 9:12 a.m. for the purpose of discussing:*

1. The appointment, employment, compensation, or dismissal of specific employees of the Cooperative.

OPEN SESSION

*A motion was made by Mrs. Raines and seconded by Dr. Wilkey to return to open session at 9:31 a.m. On voice vote the motion carried.*

F. OLD BUSINESS

G. NEW BUSINESS

H. NEXT MEETING

August 13, 2018 – 9:00 a.m.

I. ADJOURNMENT

*Mrs. Raines moved, seconded by Dr. Wilkey that the meeting be adjourned.*

*Voting Aye: Mrs. Raines, Dr. Wilkey, Dr. Tingley*

*Motion carried: 3 Aye, 0 Nay*

Chairman Tingley declared the meeting adjourned at 9:32 a.m.

Respectfully submitted by:

Kristin Menconi

Administrative Assistant, District #843