

**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
May 14, 2018

A. Roll Call

Dr. Tingley called the meeting to order at 9:07 a.m. in the Lincoln-Way Area Special Education Administrative Center.

Roll call was taken.

Members present: Dr. Maura Zinni (District #157C); Dr. Scott Tingley (District #210); Mrs. Barbara Rains (District #161); Mr. Russell Ragon (District #114); Dr. Omar Castillo (District #159)
Also present: Mrs. Sarah Rexroad, Director of District #843
Kristin Menconi, Administrative Assistant

B. PUBLIC COMMENT

C. APPROVAL OF MINUTES - REGULAR MEETING - April 9, 2018

Mr. Ragon moved, seconded by Dr. Zinni that the Committee approve the minutes of the regular meeting held on April 9, 2018.

Voting Aye: Mr. Ragon, Dr. Zinni, Dr. Tingley, Mrs. Rains, Dr. Castillo

Motion carried: 5 Aye, 0 Nay

D. REPORTS

1. Financial Report

a) *Review of Accounts*

Mrs. Rexroad stated that an agreement with Craig Englert has been finalized for him to work with us on business consultation. Mrs. Rexroad mentioned that we are still billing our non-member districts, and we are on track for expenditures.

b) *Buildings and Grounds*

Mrs. Rexroad mentioned that we have a custodial bid in process. Mr. Wilkey has been assisting with the pre-bid process, and the bid opening will be held on May 17, 2018. Six custodial bidders attended the pre-bid meeting.

c) *Budget 2018-19*

Mrs. Rexroad mentioned that she is working with Mr. Englert on the budget. Mrs. Rexroad will present the budget to the member district Board meetings in July and August.

d) *IDEA Grant*

Mrs. Rexroad stated that she has received everyone's expenditure reports, and reminded the district's that any amendments that need to be made have to be done prior to May 31, 2018.

e) *Worker's Compensation*

Mrs. Rexroad shared three pages of worker's compensation information. Mrs. Rexroad discussed our current policy and premiums. There was a discussion about seeking other options from other brokers or markets to find the best solution for District #843.

2. Director's Report

a) *Summary of Governing Board Action*

Mrs. Rexroad mentioned that the Governing Board did take action to approve the salary increases for educational support staff, as well as administrative contracts. Additional action included an employee separation agreement, amending the current calendar, and for a new IMRF authorized agent.

b) *Staff and Program Update*

Mrs. Rexroad stated that enrollment is as follows: Pioneer Grove 57, Mackay 46, SELF 28, ACCESS 14, and Transportation 564.

c) *ESY Registration*

Mrs. Rexroad stated that the bulk of registration needed to be completed last Friday for staffing purposes. We are currently short at Pioneer Grove 18 paraprofessionals, two speech pathologists, and two teachers. Some of these services may need to be contracted.

d.) *Technology Report*

Mrs. Rexroad mentioned that Mr. Furgason has completed the Tyler online registration for parents for ESY. Mr. Furgason is still working on the VoiceOver IP.

e.) *210 Agreements*

Mrs. Rexroad stated that drafts of the agreements are in the Superintendent's packets. The Transportation Supervisor and Administrative Support Agreement has some changes made to it for this year. These agreements will be an action item for Governing Board approval next week.

f.) *Staffing for 2018-19*

Mrs. Rexroad mentioned that she has posted the bookkeeper position, a full-time psychologist position, and will be posting the Business Manager position. Mrs. Rexroad will also be looking to recall two paraprofessionals. There may be a need to contract staff through an agency due to a shortage of qualified applicants.

g.) *Future of District #843*

Mrs. Rexroad stated that she has not had anything official sent to her from District #161. Dr. Tingley mentioned that District #161 would have to notify by January 2019 for a July 1, 2020, withdraw date. Mrs. Rains stated that all she is aware of is what was put out from the press at the meeting. The withdrawal has not been discussed at another meeting. Dr. Zinni stated that with this speculation it is hard to attract and retain staff. The Advisory Committee agreed to have financial numbers run in the fall to get a clear picture of how the future may look for the Cooperative if District #161 withdraws.

E. CLOSED SESSION

A motion was made by Mr. Ragon and seconded by Dr. Zinni to move to closed session at 9:28 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 Dr. Zinni and seconded by Dr. Tingley to return to open session at 9:33 a.m. On voice vote the motion carried.

F. OLD BUSINESS

G. NEW BUSINESS

H. NEXT MEETING

June 11, 2018 – 9:00 a.m.

I. ADJOURNMENT

Dr. Zinni moved, seconded by Mrs. Rains that the meeting be adjourned.

Voting Aye: Mr. Ragon, Dr. Zinni, Dr. Tingley, Mrs. Rains, Dr. Castillo

Motion carried: 5 Aye, 0 Nay

Chairman Tingley declared the meeting adjourned at 9:34 a.m.

Respectfully submitted by:

Kristin Menconi

Administrative Assistant, District #843