

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

MINUTES

Regular Meeting, April 23, 2019

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 23rd day of April, 2019.

A. ROUTINE MATTERS

Roll Call

Present: Edie Adamski (District #157C), Jim Martin (District #161), Ron Lullo (District #210), Terry Doyle (District #114)

Absent: Anna Briscoe (District #159)

Staff Present: Sarah Rexroad, Director
Kristin Hopkins, Administrative Assistant

Visitors Present: Judy Boyens, Supervisor
Marie Goulet, Principal
Sue Kaczmarczyk, Principal
Carolyn Brescia, Supervisor
Holly Kasper, Teacher
Emily Leitschuh, Teacher
Dawn Roiland, Teacher

Nomination of Secretary Pro-Tem

**A motion was made by Edie Adamski to elect Jim Martin as Secretary Pro-Tem
Jim Martin is elected Secretary Pro-Tem**

B. PUBLIC COMMENT

C. CONSENT AGENDA

Acting on the recommendation of the Director, Terry Doyle moved, seconded by Jim Martin for the Governing Board to ratify the Consent Agenda as follows:

1. Approval of the March 19, 2019, Regular and Closed Session Minutes
2. Approval of Financial Statement
3. Approval of Current Payables
4. Approval of Personnel Items

Voting Aye: Adamski, Doyle, Martin, Lullo

Motion carried: 4 Aye, 0 Nay

D. REPORTS

1. Administrative Reports
 - a. Transportation- Carolyn Brescia
Ms. Brescia shared that we are currently transporting 588 students. Ms. Brescia mentioned that one new bus driver has started and a new monitor will start tomorrow. Ms. Brescia stated that the staff is very busy getting ready for ESY.
 - b. Mackay Center- Marie Goulet
Ms. Goulet shared that today was the last day of SAT testing. The majority of the students tested. Ms. Goulet has been interviewing for teacher and social worker positions. Ms. Goulet stated that a new student started last week, which brings the total at Mackay to 49 students. Ms. Goulet shared

that awards night will be held on May 9th at Lincoln-Way Central. Mackay students have two field trips coming up to Camp Manitoqua and Brookfield Zoo.

c. Pioneer Grove & PSO- Sue Kaczmarczyk

Mrs. Kaczmarczyk shared that students and staff participated in Autism Awareness this month. Mrs. Kaczmarczyk has been busy conducting interviews for staff for ESY and for next school year. Mrs. Kaczmarczyk stated that the PSO budget balance is \$6,409.33. PSO is providing lunch to the Pioneer Grove Staff on May 9th. The next meeting will be on July 2nd.

d. SELF- Judy Boyens

Dr. Boyens shared that SELF is currently at 35 students. Dr. Boyens stated that Kathy High had a representative from the Frankfort Food Pantry come in to talk with the students this month. Dr. Boyens mentioned that the students completed their IAR testing, which went well. The students enjoyed a field trip to the Field Museum. On April 26th the students will go to the Dollar Tree to buy gifts for Mother's Day and Father's Day. Dr. Boyens mentioned that she has been busy planning for ESY.

1. Finance Report

a. Review of Accounts

Mrs. Rexroad stated that operating revenue (everything outside of IDEA Flow-Through) is about \$130,000 below what was budgeted for the year as of March 30th. There are still three months to go for non-member district billing, and more state revenue to come in. Mrs. Rexroad mentioned that revenue looks like it will come in better than budgeted at the end of year, mostly due to higher than budgeted enrollment numbers in several programs. Mrs. Rexroad shared that many IDEA claims have been turned in. Operating expenditures except IDEA Flow-Through and 2017-18 refunds are 73% of the total amount budgeted, which is where we expect to be at this point in the year. Mrs. Rexroad mentioned that Mr. Englert wanted to remind the member districts that though we discussed them not having to pre-bill for the Education Fund for next year, they will still need to pre-bill for bond payments, bus leases, and other transportation expenditures that are due July 1st. These bills will be sent out in May.

2. Director's Report

a. Program & Classroom Update

Mrs. Rexroad reviewed the budgeted enrollment for the programs.

Pioneer Grove:	58
Mackay Center:	48
SELF:	33
Transportation:	584

Mrs. Rexroad shared that a large number of students continue to be from non-member districts.

b. Staffing for 2019-20

Mrs. Rexroad stated that she is making a recommendation for a full-time teaching position at Mackay Center, instead of one teaching position splitting time between Mackay Center and Pioneer Grove. Mrs. Rexroad is also recommending that the part-time Certified Occupational Therapy Assistant position be made into one full-time Occupational Therapist. This would be an increase of .4 FTE. Mrs. Rexroad will also be looking into a potential increase of 1 FTE for Pioneer Grove.

c. Technology Report

Mrs. Rexroad shared that Mr. Furgason met with three vendors to obtain quotes for the new camera system. Mrs. Rexroad recommends using Knight Security.

d. FMLA

There were none.

e. FOIA

There were none.

E. CLOSED SESSION

A motion was made by Edie Adamski and seconded by Jim Martin to move to closed session at 7:21 p.m. for the purpose of discussing:

- A. The appointment, employment, compensation, discipline, performance or dismissal of employees.
- B. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.
- C. Litigation

OPEN SESSION

A motion was made by Edie Adamski and seconded by Jim Martin to return to open session at 7:47 p.m. On voice vote the motion carried.

F. OLD BUSINESS

Mrs. Rexroad provided the Board with the information from the architects pertaining to a wheelchair swing being installed at Pioneer Grove. The cost would be around \$22,000 to install. The Board members discussed what other options could be more affordable. Mrs. Rexroad is going to look into a boat type glider that Manhattan Park District has at one of their parks. Another option that was discussed was to add more adaptable swings at the current playground at Pioneer Grove. Mrs. Rexroad will see if there are any grants currently available for this type of project. There was not an agreement to spend \$22,000 for this project.

G. NEW BUSINESS

H. ACTION ITEMS

1. Amend the 2018-19 School Calendar

A motion was made by Edie Adamski and seconded by Jim Martin that the Governing Board approve amending the 2018-19 school calendar as presented.

Voting Aye: Adamski, Doyle, Martin, Lullo

Motion carried: 4 Aye, 0 Nay

2. Security Equipment and Installation Agreement

A motion was made by Jim Martin and seconded by Edie Adamski that the Governing Board approve the purchase and installation of security cameras as presented.

Voting Aye: Adamski, Doyle, Martin, Lullo

Motion carried: 4 Aye, 0 Nay

3. Operations & Maintenance Agreement

A motion was made by Edie Adamski and seconded by Jim Martin that the Governing Board approve the Operations & Maintenance Agreement with District #210 as presented.

Voting Aye: Adamski, Doyle, Martin, Lullo

Motion carried: 4 Aye, 0 Nay

4. Summer Work Hours

A motion was made by Jim Martin and seconded by Edie Adamski that the Governing Board approve the summer working hour schedule to include Monday through Thursday 7:00 a.m. – 4:00 p.m. and Friday closed, effective June 10, 2019, to July 26, 2019.

Voting Aye: Adamski, Doyle, Martin, Lullo

Motion carried: 4 Aye, 0 Nay

5. Reorganization Meeting

A motion was made by Jim Martin and seconded by Edie Adamski that the Governing Board approve that the reorganization meeting be moved to May 28, 2019.

Voting Aye: Adamski, Doyle, Martin, Lullo

Motion carried: 4 Aye, 0 Nay

6. Transportation Supervisor Contracts
A motion was made by Terry Doyle and seconded by Jim Martin that the Governing Board approve the Transportation Supervisor contracts as presented.
Voting Aye: Adamski, Doyle, Martin, Lullo
Motion carried: 4 Aye, 0 Nay

7. Staffing Recommendations for 2019-20
A motion was made by Terry Doyle and seconded by Jim Martin that the Governing Board approve the staffing recommendations for 2019-20 as presented.
Voting Aye: Adamski, Doyle, Martin, Lullo
Motion carried: 4 Aye, 0 Nay

8. Dismissal of Employee(s)
A motion was made by Jim Martin and seconded by Terry Doyle that the Governing Board approve the dismissal of employee as discussed in closed session.
Voting Aye: Adamski, Doyle, Martin, Lullo
Motion carried: 4 Aye, 0 Nay

I. NEXT MEETING
May 28, 2019 – 7:00 p.m. – Pioneer Grove Educational Center

J. ADJOURNMENT
A motion was made by Terry Doyle and seconded by Jim Martin that the meeting be adjourned. All members voted Aye. Motion carried. President Lullo declared the meeting adjourned at 8:04 p.m.

Respectfully submitted,
Kristin Hopkins,
Administrative Assistant

President

Secretary