

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

**MINUTES**

**Regular Meeting, December 18, 2018**

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 18<sup>th</sup> day of December, 2018.

**A. ROUTINE MATTERS**

*Roll Call*

Present: Anna Briscoe (District #159), Edie Adamski (District #157C), Jim Martin (District #161), Terry Doyle (District #114)

Absent: Ron Lullo (District #210)

Staff Present: Sarah Rexroad, Director  
Kristin Menconi, 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

**B. PUBLIC COMMENT**

**C. CONSENT AGENDA**

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

1. Approval of the November 27, 2018, Regular and Closed Session Minutes
2. Approval of Financial Statement
3. Approval of Current Payables
4. Approval of Personnel Items

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

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

**D. REPORTS**

1. Administrative Reports

a. Transportation- Carolyn Brescia

Ms. Brescia stated that Transportation is now transporting 570 students. Ms. Brescia mentioned that one new driver and two new bus monitors have started this month. Ms. Brescia shared that the bus drivers participated in a Winter Wonderland bus decorating contest this week, which all staff and students seemed to really enjoy.

b. Mackay Center- Marie Goulet

Ms. Goulet shared that they conducted their annual ALICE drill with staff this month. Ms. Goulet mentioned that a few students took a community service field trip to two local nursing homes. The students participated in crafts and sang with the residents. The New Lenox Resource officer talked to drivers education class about driving do's and don'ts. Ms. Goulet mentioned that final exams will be held this week.

c. Pioneer Grove & PSO- Sue Kaczmarczyk

Mrs. Kaczmarczyk stated that they had a staff holiday party, and a door decorating contest this month. The students and staff participated in a Whobilation Day where they turned the gym into Whoville from the *Grinch Who Stole Christmas*. The students made crafts, played games, watched a movie, and enjoyed cookies. Mrs. Kaczmarczyk mentioned that the students participated in Santa's Secret Shop where they purchased gifts for their friends and families for the holidays. Mrs. Kaczmarczyk shared that the annual holiday sing along will be in the downstairs commons at Pioneer Grove on December 19<sup>th</sup>.

d. SELF- Judy Boyens

Dr. Boyens stated that they had a student transition back to the SELF program last week. Dr. Boyens attended the Silver Oaks Behavior Hospital ribbon cutting ceremony on December 13<sup>th</sup>. Dr. Boyens is very thankful that this kind of facility has opened in our area. Dr. Boyens shared that the 5<sup>th</sup> grade students went to Aurora to see the *Wizard of Oz* this week. The students at MES went to the Dollar Tree with staff to purchase gifts for their families. Dr. Boyens stated that students at District #159 are completing the benchmark screenings for FastBridge this week.

1. Finance Report

a. Review of Accounts

Mrs. Rexroad presented the notes provided by Mr. Englert. There were no questions on the Financial Report.

b. Audit

Mrs. Rexroad mentioned that the audit is complete, and each Board Member was provided with a copy of the audit reports.

2. Director's Report

a. Program & Classroom Update

Mrs. Rexroad reviewed the budgeted enrollment for the programs.

Pioneer Grove:	54
Mackay Center:	45
SELF:	30
Transportation:	562

Mrs. Rexroad shared that she is requesting to contract services for a Certified Occupational Therapist Assistant (COTA) 3 days per week with HealthPRO Pediatrics, LLC.

b. Technology Report

Mrs. Rexroad shared that Mr. Furgason will be installing the new PA system over winter break at Pioneer Grove. Mr. Furgason will be getting the pricing for phones to be installed in all of the classrooms at Pioneer Grove.

c. FMLA

*There were none.*

d. FOIA

*Jennifer Smith Richards Chicago Tribune, December 6, 2018, requesting records from August 1, 2017 to present, in accordance with the Illinois Freedom of Information Act (5ILCS 140), for any instances of students being placed in "isolated time out," or "restraint." Additionally, a list of all staff who were trained, and the materials used for the same time period.*

E. CLOSED SESSION

***A motion was made by Terry Doyle and seconded by Jim Martin to move to closed session at 7:23 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 Anna Briscoe and seconded by Edie Adamski to return to open session at 7:37 p.m. On voice vote the motion carried.***

F. OLD BUSINESS

G. NEW BUSINESS

H. ACTION ITEMS

1. Issuance of Notice of Remedy

***A motion was made by Anna Briscoe and seconded by Jim Martin that the Governing Board approve the Notice of Remedy as discussed in closed session.***

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

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

2. Employee Dismissal

***A motion was made by Terry Doyle and seconded by Jim Martin that the Governing Board approve the employee dismissal of Daniel Valencia.***

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

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

3. OT Services Contract

***A motion was made by Anna Briscoe and seconded by Terry Doyle that the Governing Board approve the contract with HealthPRO Pediatrics LLC., for three days per week of COTA services as presented.***

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

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

I. NEXT MEETING

January 22, 2018 – 7:00 p.m. – Pioneer Grove Educational Center

J. ADJOURNMENT

A motion was made by Anna Briscoe and seconded by Jim Martin that the meeting be adjourned. All members voted Aye. Motion carried. President Pro Tem Adamski declared the meeting adjourned at 7:41 p.m.

Respectfully submitted,  
Kristin Menconi,  
Administrative Assistant

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary