

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

**MINUTES**

**Regular Meeting, March 19, 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 19<sup>th</sup> day of March, 2019.

**A. ROUTINE MATTERS**

*Roll Call*

Present: Anna Briscoe (District #159), Edie Adamski (District #157C), Jim Martin (District #161), Ron Lullo (District #210), Arriving at 7:34 - Terry Doyle (District #114)

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

**B. PUBLIC COMMENT**

**C. CONSENT AGENDA**

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

1. Approval of the February 26, 2019, Regular and Closed Session Minutes
2. Approval of Financial Statement
3. Approval of Current Payables
4. Approval of Personnel Items

***Voting Aye: Adamski, Briscoe, 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 582 students. Ms. Brescia mentioned that we have one new driver that has started, and a monitor starting tomorrow. Ms. Brescia stated that on March 5<sup>th</sup> defensive driver training was held. On March 6<sup>th</sup> the bus monitors had training on equipment, evacuations, emergency plans, IEPs, health and medical plans, wheelchair lift, etc. Ms. Brescia mentioned that Transportation has received over 100 change requests since January, which include school changes, equipment, drop-off locations, etc.

b. Mackay Center- Marie Goulet

Ms. Goulet shared that some students participated in the Art Fair at Lincoln-Way East on March 16<sup>th</sup>. Team ASSET had the fundraiser on March 5<sup>th</sup> for the Pediatric Oncology Treasure Chest Foundation, where they raised just under \$200. Ms. Goulet shared that some students volunteered at the high school Special Games last week. The students and staff are getting ready for the PSATs and SATs.

c. Pioneer Grove & PSO- Sue Kaczmarczyk

Mrs. Kaczmarczyk shared that a new student from Lemont will start this fall when he turns three. A new student from Chicago joined the multi-needs program. Mrs. Kaczmarczyk shared that two students are transitioning back to district programming. Mrs. Kaczmarczyk mentioned that she hired two new paraprofessionals, and will be interviewing teachers soon. Mrs. Kaczmarczyk stated that a company called PRC will be presenting their assistive technology devices to the speech pathologists on March 20<sup>th</sup>.

d. SELF- Judy Boyens

Dr. Boyens shared that the staff participated in staff development last week. Dr. Boyens stated that the addition to the staff of the new BCBA has been very positive for both students and staff. Dr. Boyens mentioned that she and Mrs. Rexroad attended a job fair on Saturday, which was successful. They received many resumes and met some great candidates. Dr. Boyens shared that she held a parent meeting at Mokena JH on Monday, which focused on the move from Hickory Creek to Mokena JH next school year. Dr. Boyens stated that she has extended offers to ESY staff, and we are in need of paraprofessionals and speech pathologists.

1. Finance Report

a. Review of Accounts

Mrs. Rexroad stated that the fuel line is low because District 210 did not send the bill yet for this month. Tuition is down as expected compared to last year as a result of the ACCESS program. Mrs. Rexroad shared that our worker's compensation premium refund of \$189,305 was received this month. Mrs. Rexroad mentioned that district refunds were paid in February, which is what is causing the overall February 2019 expenditures to be so much higher than last year. Mrs. Rexroad stated that Mr. Englert suggested that the districts try to expend all IDEA funds this fiscal year, and submit their expenditure reports sooner than later. District refunds were paid in February, which is what is causing the overall February 2019 expenditures to be higher than last year.

b. Budget Planning 2019-20

Mrs. Rexroad stated she and Mr. Englert have started discussions concerning the mandate for the new minimum wage. Mrs. Rexroad mentioned that this is a negotiation year for both of our bargaining agreements, so we will see what the raises will be.

2. Director's Report

a. Program & Classroom Update

Mrs. Rexroad reviewed the budgeted enrollment for the programs.

Pioneer Grove:	58
Mackay Center:	48
SELF:	31
Transportation:	578

Mrs. Rexroad shared that the job fair that she and Dr. Boyens attended this past Saturday produced around 35 potential candidates.

b. Technology Report

Mrs. Rexroad shared that the set up and distribution of new computers is about 80% complete. Mr. Furgason emailed Mrs. Rexroad the camera system information, and Mrs. Rexroad will have that information for the next board meeting.

c. Transportation

Mrs. Rexroad mentioned that the proposal for bus leases were due on Friday. Mrs. Rexroad received two proposals, and she is recommending a 3 year lease with Midwest Transit, who we have used for many years now.

d. FMLA

*There were none.*

e. FOIA

*There were none.*

E. CLOSED SESSION

***A motion was made by Anna Briscoe and seconded by Jim Martin to move to closed session at 7:27 p.m. for the purpose of discussing:***

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

**Mr. Doyle arrived.**

OPEN SESSION

***A motion was made by Anna Briscoe and seconded by Terry Doyle to return to open session at 7:50 p.m. On voice vote the motion carried.***

F. OLD BUSINESS

G. NEW BUSINESS

H. ACTION ITEMS

1. Amendment to Consultative Services Agreement

***A motion was made by Anna Briscoe and seconded by Terry Doyle that the Governing Board approve the Consultative Services Agreement as presented.***

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

***Motion carried: 5 Aye, 0 Nay***

2. Infinitec Agreement

***A motion was made by Terry Doyle and seconded by Jim Martin that the Governing Board approve the Infinitec Agreement as presented.***

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

***Motion carried: 5 Aye, 0 Nay***

3. Bus Leases

***A motion was made by Anna Briscoe and seconded by Jim Martin that the Governing Board approve the Bus Lease agreement as presented.***

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

***Motion carried: 5 Aye, 0 Nay***

4. Administrative Contracts

***A motion was made by Anna Briscoe and seconded by Jim Martin that the Governing Board approve the Administrative Contracts as presented.***

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

***Motion carried: 5 Aye, 0 Nay***

I. NEXT MEETING

April 23, 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 7:56 p.m.

Respectfully submitted,  
Kristin Hopkins,  
Administrative Assistant

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President

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Secretary