

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

MINUTES

Regular Meeting, November 27, 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 27th day of November, 2018.

A. ROUTINE MATTERS

Roll Call

Present: Anna Briscoe (District #159), Edie Adamski (District #157C), Jim Martin (District #161), Ron Lullo (District #210)

Absent: Terry Doyle (District #114)

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

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 October 23, 2018, Regular 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 stated that Transportation is now transporting 562 students. Ms. Brescia mentioned there are two new drivers that have passed training and have started driving.
 - b. Mackay Center- Marie Goulet
Ms. Goulet shared that enrollment is up to 45 students. Parent teacher conferences were held before Veterans Day. A school wide Thanksgiving Feast was held where the teachers had a potluck for the students.
 - c. Pioneer Grove & PSO- Sue Kaczmarczyk
Mrs. Kaczmarczyk stated that parent and teacher conferences were held this month with a good parent turnout. The students and teachers had a Thanksgiving Feast where Ms. Kasper incorporated the interactive SmartBoard into the activity. Mrs. Kaczmarczyk shared that we currently have two nursing students from St. Xavier, two occupational therapy students, and one student teacher. Mrs.

Kaczmarczyk mentioned that we have had four new students that have joined our AIM program, one new student that transitioned from District #161 to our SCILS Program, and after winter break a new student from Homer will be joining our Multi-Needs class. Mrs. Kaczmarczyk provided the Board members with the most recent PSO budget, and pictures from the Trunk-or-Treat event.

d. SELF- Judy Boyens

Dr. Boyens stated that SELF held their annual Thanksgiving Feast for around 80 people which turned out to be a great event. The 6th grade science students enjoyed a visit from a Professor/Author, who is a parent of a student from 157C, named Melany P. Puglisi-Weening, who wrote the book *Chemical Ecology: The Ecological Impacts of Marine Natural Products*. Dr. Boyens mentioned that one student has started to transition back to his home school.

1. Finance Report

a. Review of Accounts

Mrs. Rexroad stated that the grants were approved by ISBE. Mr. Rexroad mentioned that MOE has been resolved, and the grants were approved with the July 1st date. Mrs. Rexroad stated that the carry over amounts have been given to the member districts. The reconciliation should go out in December.

b. Audit

Mrs. Rexroad mentioned that the audit is almost complete, but the auditors are waiting for corrected TRS reports. Once the TRS reports are corrected, the audit will be submitted.

c. Buildings and Grounds

Mrs. Rexroad mentioned that the PA system will need replacing, because our current system is no longer supported, and the PA hardware has been discontinued. Mrs. Rexroad consulted with Mr. Englert on the budget for this purchase and there are sufficient funds to move forward with this purchase.

2. Director's Report

a. Review of Advisory Committee Minutes – November 5, 2018

Mrs. Rexroad presented the minutes from the November 5, 2018, Advisory Meeting.

Mrs. Rexroad shared that the December Advisory Meeting will be cancelled due to scheduling conflicts.

b. Program & Classroom Update

Mrs. Rexroad reviewed the budgeted enrollment for the programs.

Pioneer Grove:	54
Mackay Center:	41
SELF:	27
Transportation:	556

Mrs. Rexroad shared that she is proposing a new BCBA position for the SELF program at Hickory Creek. This new hire would also be available to assist the member districts. Mrs. Rexroad stated that this position will not put us over budget due to our not being fully staffed.

c. Technology Report

The Board members discussed the quotes that were provided in the Technology Report for replacement computers and Office 2019.

d. FMLA

Diane Broughton, Paraprofessional, November 13, 2018, through November 26, 2018.

e. FOIA

There were none.

E. CLOSED SESSION

A motion was made by Jim Martin and seconded by Anna Briscoe to move to closed session at 7:40 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 8:02 p.m. On voice vote the motion carried.

F. OLD BUSINESS

G. NEW BUSINESS

H. ACTION ITEMS

1. Addition of BCBA Position

A motion was made by Edie Adamski and seconded by Jim Martin that the Governing Board approve a new BCBA position as presented.

Voting Aye: Adamski, Briscoe, Martin, Lullo

Motion carried: 4 Aye, 0 Nay

2. Purchase of Computers

A motion was made by Anna Briscoe and seconded by Jim Martin that the Governing Board approve the purchase of computers through ATS at a total cost of \$21,895.00.

Voting Aye: Adamski, Briscoe, Martin, Lullo

Motion carried: 4 Aye, 0 Nay

3. Purchase of Office 2019

A motion was made by Anna Briscoe and seconded by Edie Adamski that the Governing Board approve the purchase of Office 2019 through CDWG at a total cost of \$2,189.60.

Voting Aye: Adamski, Briscoe, Martin, Lullo

Motion carried: 4 Aye, 0 Nay

4. PA System for Pioneer Grove

A motion was made by Jim Martin and seconded by Anna Briscoe that the Governing Board approve the purchase of a replacement intercom system and battery backup to be installed at Pioneer Grove as presented.

Voting Aye: Adamski, Briscoe, Martin, Lullo

Motion carried: 4 Aye, 0 Nay

5. Amendment to Consultative Services Agreement

A motion was made by Anna Briscoe and seconded by Jim Martin that the Governing Board approve the amendment to the Consultative Services Agreement as presented.

Voting Aye: Adamski, Briscoe, Martin, Lullo

Motion carried: 4 Aye, 0 Nay

6. Holiday Office Hours

A motion was made by Anna Briscoe and seconded by Jim Martin that the Governing Board approve the holiday office schedule as follows:

Holiday Office Hours: 7:30 a.m. to 2:30 p.m.

Voting Aye: Adamski, Briscoe, Martin, Lullo

Motion carried: 4 Aye, 0 Nay

I. NEXT MEETING

December 18, 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 Lullo declared the meeting adjourned at 8:13.

Respectfully submitted,
Kristin Menconi,
Administrative Assistant

President

Secretary