

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

MINUTES

Regular Meeting, October 23, 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 23rd day of October, 2018.

A. ROUTINE MATTERS

Roll Call

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

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 September 25, 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, Lullo

Motion carried: 5 Aye, 0 Nay

D. REPORTS

1. Administrative Reports
 - a. Transportation- Carolyn Brescia
Ms. Brescia stated that Transportation is now transporting 555 students. Ms. Brescia attended the Tyler/Versatrans user group meeting on October 18th, and it was very informative. Ms. Brescia shared that one new bus driver passed her driver test today, and two more drivers are currently in training.
 - b. Mackay Center- Marie Goulet
Ms. Goulet shared that the students just finished the 1st Quarter. Ms. Goulet recently had meetings with the Department of Rehabilitation Services, along with the junior and senior students.
 - c. Pioneer Grove & PSO- Sue Kaczmarczyk
Mrs. Kaczmarczyk stated that students and staff have completed the Law Enforcement drill, and the Shelter in Place drill. Mrs. Kaczmarczyk shared that the students will be participating in the Trunk-or-Treat event again this year for Halloween. Mrs. Kaczmarczyk mentioned that two new students have started, and one new student will be starting on November 1st. Mrs. Kaczmarczyk shared that

we have a new student teacher who will be with Ms. Kasper through February from Trinity College, and quite a few more student teachers and interns that will be starting in the coming months.

d. SELF- Judy Boyens

Dr. Boyens stated that the MES students went to Big Run Wolf Ranch, and to Konow's Corn Maze this month. Dr. Boyens mentioned that the Foundation held an event Saturday that raised over \$1,600. Dr. Boyens shared that the 7th Annual Thanksgiving Feast will be held on November 12th at 11:45, at Peace Lutheran Church.

1. Finance Report

a. Review of Accounts

Mrs. Rexroad stated that revenue is down due to the following: timing of tuition billing vs. member district board meeting dates, has resulted in timing differences of collection of revenue from the member districts. Mrs. Rexroad mentioned that Mr. Englert believes the member districts were billed at the end of June in 2017 for the 2017-18 tuition. State revenue is down because last year the Cooperative received both categorical funds that the state owed from the prior year, in addition to the normal base funding minimum allocation. However, this year the Cooperative is only receiving the base funding minimum calculation. Mrs. Rexroad shared that federal revenue is down because the Cooperative paid out more IDEA Funds in summer of 2017 vs. summer 2018. Mrs. Rexroad shared that expenditures are down. Salaries are down as expected, and the equipment line is down due to vehicle purchases the prior year. Mrs. Rexroad stated that TRS is up slightly due to retiree penalties. Mr. Englert will be getting the 2017-18 refund calculations for the reconciliation process out to the member districts soon.

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 board members have the spreadsheet with all of the quotes from different companies for snow removal this winter. Mrs. Rexroad recommends using Eternally Green for snow plow removal services. Their quote came in the lowest, and District #161 uses them for their snow removal needs.

2. Director's Report

a. Review of Advisory Committee Minutes – October 15, 2018

Mrs. Rexroad presented the minutes from the October 15, 2018, Advisory Meeting.

b. Program & Classroom Update

Mrs. Rexroad reviewed the budgeted enrollment for the programs.

Pioneer Grove:	53
Mackay Center:	41
SELF:	28
Transportation:	556

c. Technology Report

Mrs. Rexroad stated that Mr. Furgason has been working on how many computers we need to purchase, as well as on our current inventory. Our cycle for replacement desktops will be every 7 years, and laptops every 5 years.

d. FMLA

Victoria Wheatley, effective January 7, 2019, for up to 12 weeks.

e. FOIA

There were none.

No closed session.

F. OLD BUSINESS

Mrs. Rexroad stated that she is in the process of locating the wheel chair swing files.

G. NEW BUSINESS

H. ACTION ITEMS

1. Snow Removal Agreement

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

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

Motion carried: 5 Aye, 0 Nay

2. Approval of the Interagency Agreement with Momence School District CUSD #1

A motion was made by Anna Briscoe and seconded by Terry Doyle that the Governing Board approve the agreement as presented.

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

Motion carried: 5 Aye, 0 Nay

I. NEXT MEETING

November 27, 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 7:27.

Respectfully submitted,
Kristin Menconi,
Administrative Assistant

President

Secretary