

**Lincoln-Way Area Special Education  
Joint Agreement District 843**

Advisory Committee Meeting Minutes  
Lincoln-Way Area Special Education Administrative Center  
601 Willow Street  
Frankfort, IL 60423  
April 8, 2019

A. Roll Call

Dr. Rains called the meeting to order at 9:04 a.m. in the Lincoln-Way Area Special Education Administrative Center.

Roll call was taken.

Members present: Dr. Barbara Rains (District #161); Mr. Russell Ragon (District #114)  
Dr. Don White (District #159); Dr. Maura Zinni (District #157C); Dr. Scott Tingley (District #210)

Also present: Mrs. Sarah Rexroad, Director of District #843  
Kristin Hopkins, Administrative Assistant

B. PUBLIC COMMENT

C. APPROVAL OF MINUTES - REGULAR MEETING - March 11, 2019

*Dr. White moved, seconded by Dr. Zinni that the Committee approve the minutes of the regular meeting held on February 11, 2019.*

*Voting Aye: Mr. Ragon, Dr. Rains, Dr. Tingley, Dr. White, Dr. Zinni*

*Motion carried: 5 Aye*

D. REPORTS

1. Financial 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 30<sup>th</sup>. 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 IDEA claims are still lagging, so member districts should be mindful of this. 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 1<sup>st</sup>. These bills will be sent out in May.

2. Director's Report

a) *Summary of Governing Board Action*

Mrs. Rexroad shared that the following items were approved by the Governing Board.

- 100 hours added to Mr. Englert's consultative agreement.
- The Infinitec agreement.
- The transportation bus leases.
- The Administrator contracts.

b) *Staff & Program Update*

Mrs. Rexroad stated that Pioneer Grove is at 58 students, SELF 33 students, Mackay 48 students, and Transportation 584 students.

c.) *Technology Report*

Mrs. Rexroad stated that Mr. Furgason has been distributing computers at our buildings. Mr. Furgason has obtained the quotes for the video camera system equipment. Mrs. Rexroad provided the quote information to the Advisory Committee. Mrs. Rexroad recommends using Knight Security to install a system at Pioneer Grove next school year, preferably over summer break, and adding more cameras at Mackay this school year. In addition, a recommendation to replace the DVR at Mackay will be made.

d.) *School Calendars*

Mrs. Rexroad mentioned that we are amending our calendar due to the snow days used. For next year our calendar is similar to District #210's calendar, however, we have an additional Institute Day on August 16<sup>th</sup>.

e.) *Staffing Recommendations*

Mrs. Rexroad mentioned that she would like to increase an additional .5 FTE teacher at Mackay. Mrs. Rexroad also mentioned that we currently contract a certified OT assistant three days per week, and she would like to increase to one full-time OT. Mrs. Rexroad stated that the Directors are still discussing the need for a lower level SOAR class.

f.) *210 Agreement – Buildings and Grounds*

Mrs. Rexroad mentioned that the proposed agreement is to keep things the same as last year's, which is working very well for both districts.

e.) *Summer Work Hours*

Mrs. Rexroad asked what each district was doing for their summer hours this year. Mrs. Rexroad stated that she recommending our district work Monday through Thursday 7:00 a.m. to 4:00 p.m. from June 10<sup>th</sup> through July 26<sup>th</sup>.

E. CLOSED SESSION

*A motion was made by Dr. Zinni and seconded by Dr. Tingley to move to closed session at 9:21 a.m. for the purpose of discussing:*

1. The appointment, employment, compensation, or dismissal of specific employees of the Cooperative.
2. Litigation

F. OLD BUSINESS

G. NEW BUSINESS

H. NEXT MEETING

May 13, 2019 – 9 am

I. ADJOURNMENT

*Dr. White moved, seconded by Mr. Ragon that the meeting be adjourned.*

*Voting Aye: Mr. Ragon, Dr. Rains, Dr. Tingley, Dr. White, Dr. Zinni*

*Motion carried: 5 Aye, 0 Nay*

Dr. Rains declared the meeting adjourned at 9:31 a.m.

Respectfully submitted by:

Kristin Hopkins

Administrative Assistant, District #843