

**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
January 14, 2019

A. Roll Call

Dr. Rains called the meeting to order at 9:03 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 Menconi, Administrative Assistant

B. PUBLIC COMMENT

C. APPROVAL OF MINUTES - REGULAR MEETING - November 5, 2018

Dr. White moved, seconded by Dr. Zinni that the Committee approve the minutes of the regular meeting held on November 5, 2018.

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 billing rates for SELF and PT services were adjusted on the January (and subsequently for the February bill) due to enrollment differences between actual average enrollment and what was budgeted. Mrs. Rexroad shared that our balances are where they should be currently. Mrs. Rexroad shared Mr. Englert's recommendations concerning the Pioneer Grove parking lot's anticipated cost of \$230,000, and holding back member district's refunds in the area of Operations and Maintenance. This money would be held back over time to pay for the parking lot. This will also help avoid future issues with Maintenance of Effort.

b) *Audit*

All member districts received the audit reports, and Mrs. Rexroad stated that there were no audit findings.

c) *Reconciliation*

Mrs. Rexroad provided each district with their refund reports.

2. Director's Report

a) *Summary of Governing Board Action*

Mrs. Rexroad mentioned that the Governing Board issued a Notice of Remedy for a certified staff member. The Governing Board approved an employee dismissal for a transportation employee who needed a multi-month leave, and approved an OT services contract from one day of service to three.

b) *Staff & Program Update*

Mrs. Rexroad stated that Pioneer Grove is at 56 students, SELF 31 students, Mackay 49 students, and Transportation 570 students. Mrs. Rexroad mentioned that the Coop is still looking to fill Paraprofessional positions.

c.) *Technology Report*

Mrs. Rexroad stated that the PA system was replaced over winter break. Mrs. Rexroad shared that she has asked Mr. Furgason to look into the cost of security cameras being installed at Pioneer Grove.

d.) *Transportation*

Mrs. Rexroad stated that we do not need to purchase any minivans for this upcoming school year. Mrs. Rexroad is now working with Mr. Englert on the RFP for bus leases. Mrs. Rexroad shared a draft copy of the contract for New Lenox District #122, which includes an administrative charge. In preparing for the 2019 school year, Mrs. Rexroad stated that she would recommend a twelve month transportation supervisor to be employed by District #843. The Advisory Committee agreed to this recommendation.

e.) *Discontinuance of Service*

Mrs. Rexroad reminded the Committee of the provision in the By-Laws that state any member district that plans to discontinue services or significantly scale back services for the upcoming year, must notify the Director of the Cooperative in writing no later than the last working day in January 2019.

E. CLOSED SESSION

A motion was made by Dr. White and seconded by Dr. Tingley to move to closed session at 9:36 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

Dr. Tingley shared that CPI came back at 1.9%. Dr. Tingley and Mrs. Rexroad will be negotiating the contracts for psychologist, social workers, speech pathologist, and teachers beginning in February or March.

H. NEXT MEETING

February 11, 2019 – 9am

I. ADJOURNMENT

Dr. Zinni moved, seconded by Dr. White 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 9:48 a.m.

Respectfully submitted by:

Kristin Menconi

Administrative Assistant, District #843