

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

Advisory Committee Meeting Minutes
Lincoln-Way Central High School
1801 E. Lincoln Highway
New Lenox, IL 60451
September 6, 2011

I. ROLL CALL:

Chairperson Wyllie called the meeting to order at 8:30 a.m. in the Lincoln-Way Central High School boardroom.

Roll call was taken.

Members present: Mr. Howard Butters (District #114); Mr. Thomas Hurlburt (District #157C);
Mrs. Barbara Rains (District #161); Mr. Steve Stein (District #159); Dr.
Lawrence Wyllie (District #210)

Member absent: Dr. Michael Sass

Also present: Dr. Sally Bintz, Director of District #843
Mr. Craig Englert, Assistant Director for Finance and Operations, District #843

II. VISITORS TO BE HEARD

No visitors were in attendance.

III. APPROVAL OF MINUTES - REGULAR MEETING FOR JULY 19, 2011

Mr. Hurlburt moved, seconded by Mrs. Rains, that the Committee approve the minutes of the regular meeting held on July 19, 2011.

Voting Aye: Mr. Butters, Mr. Hurlburt, Mrs. Rains, Mr. Stein, Dr. Wyllie

Motion carried: 5 Aye, 0 Nay

IV. PROGRAMS AND INITIATIVES

Dr. Bintz distributed information pertaining to the administrative services performed on behalf of the member districts, as well as those that support the Cooperative programs and services. The Director reviewed the various categories of the services with the Superintendents.

V. SPECIAL EDUCATION

5.01 Financial Update

Mr. Englert reported on the financial status of the Cooperative. The Cooperative did receive IDEA flow through money on July 1.

5.02 District Refunds

Mr. Englert reported that the Cooperative will provide a detailed year-end reconciliation of funds financial report to the Governing Board. The excess funds or deficiency in any program or fund will be refunded or billed to member districts based on each district's prorated participation in each program. The Cooperative will have an audit adjustment this week and Mr. Englert will provide the business managers with a preliminary breakdown of their individual refunds at their meeting on September 8, 2011.

5.03 Transportation

Mr. Englert indicated that the number of students requiring Cooperative student transportation continues to grow. Dr. Bintz provided information regarding several private placements that have only one student on a route for attendance at an individual facility. There are no available vehicles to use to make individual transportation runs to these facilities. Dr. Bintz further commented that there is a trend among the districts where they are inconsistent with each other in terms of their policies of transporting students outside of their individual boundaries. The Director indicated that the Cooperative will provide transportation to the students in the manner in which the districts' request, however, in some instances these decisions create extra routes and expenses.

5.04 Staff and Classrooms Update

The Director indicated that the Cooperative is fully staffed. She spoke about the elementary private school initiative and provided updated information regarding students being absorbed into the existing Pioneer Grove classes, the newly established classes at Pioneer Grove, Cherry Hill and the existing Cooperative district based classes. Dr. Bintz also distributed a summary of the private placements and some factors to consider as the Cooperative plans for the future.

5.05 Summer Projects Update

Mr. Englert indicated that the AC is fully installed with some minor trouble shooting to be accomplished. The small amount of paving work has been completed at Pioneer Grove. Dr. Bintz stated that she will provide information regarding some necessary work that she will recommend for a five year plan. The Brickman Landscaping Company donated their services and materials as they completed the landscaping of the Transition House last month.

5.06 Joint Board Meeting

Dr. Bintz indicated the Governing Board's recommended day for the Joint Board Meeting be set for February 6, 2012 and to be conducted in a similar manner as the previous meeting that was held in 2009.

5.07 ESY – 2012 Schedule Change

Dr. Bintz reviewed the previous procedures a related to the Cooperative's extended school year. She is recommending that instead of the one session for six weeks and one session for eight weeks that both of the sessions run for six weeks. One would consist of 2.5 hours per day and the other would run 4 or 5 hours. Both of these sessions would meet the necessary hourly requirements for state reimbursement. In addition to her recommendation for the change in days for the programs, she would also like to keep the classes at the Grand Prairie School if it is possible. The Superintendents indicated their agreement to this recommendation.

VI. OLD BUSINESS

VII. NEW BUSINESS

7.01 Emergency School Closing Phone Tree

Dr. Wyllie distributed the emergency school closing phone tree for review and/or corrections by the Advisory Committee and Dr. Bintz. Dr. Wyllie asked that he be notified of any changes and a final copy will be distributed at the October meeting.

VIII. NEXT MEETING DATE: October 11, 2011 at 8:30 a.m.

XIV. ADJOURNMENT

Mr. Butter moved, seconded by Mrs. Rains, that the meeting be adjourned.

Voting Aye: Mr. Butters, Mr. Hurlburt, Mrs. Perry, Mrs. Rains, Dr. Sass, Dr. Wyllie

Motion carried: 5 Aye, 0 Nay

Chairman Wyllie declared the meeting adjourned at 9:05 a.m.

Respectfully submitted by:

Cheryl A. Della Penna

Administrative Assistant, District #843