

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

**MINUTES**

**Regular Meeting, April 27, 2010**

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 April 2010.

**I. CALL TO ORDER**

The meeting was called to order by President Brian Klene at 7:00 p.m.

**II. ROLL CALL**

Present: Timothy Doyle (District #114), James Gast (District #210), Susan Gillooley (District #122), Brian Klene (District #157C), Dee Molinare (District #161), Katherine Moore (District #159)

Absent:

Staff Present: Dr. Sally H. Bintz, Craig Englert, David Armbrecht, Cheryl Della Penna, DiAnne Bielinski, Mollie Frick, Jeanne Hartung, Debra Heffernan, Sue Kaczmarczyk, Holly Kasper, Robin Latman, Sarah Rexroad, Eileen Parente, Gloria Slightom

Visitors Present: Mary Kenny, Bob Nielsen, Lisa Ruby

**III. APPROVAL OF MINUTES OF REGULAR MEETING AND CLOSED SESSION OF March 23, 2010**

***A motion was made by James Gast and seconded by Dee Molinare to approve the minutes of the Regular and Closed Session Meetings of March 23, 2010.***

***Voting Aye: Doyle, Gast, Gillooley, Klene, Molinare, Moore***

***Motion carried: 6 Aye, 0 Nay***

**IV. PUBLIC COMMENT**

**V. REPORTS**

**A. Lose the Training Wheels – Lisa Ruby**

Ms. Lisa Ruby, Director of Operations for the national organization of Lose The Training Wheels, was in attendance to provide an overview of the camp that is currently taking place at the Lincoln-Way West Field House. Ms. Ruby indicated the activities this week involve a LTTW pilot program with the Cooperative in that it is being conducted during the school day instead of during the summer break. It is hoped that this specialized instructional program can be incorporated into future curriculum and services can be delivered during the school day for students who meet the necessary criteria. Ms. Ruby and Dr. Bintz invited the Governing Board members to stop by to observe the activities this week. The Governing Board expressed their appreciation to Ms. Ruby for attending the meeting and her comments.

**B. Treasurer's Report – Financial and Payables**

Mr. Englert reviewed the Treasurer's Report with the Governing Board.

**C. Review of Advisory Committee Minutes**

Dr. Bintz reviewed the minutes from the April 13, 2010 Advisory Meeting.

**D. Director's Report**

**1. *Parent Advisory Council***

Dr. Bintz stated that the Parent Advisory Council met on April 5, 2010. She indicated that the PAC continued to focus their efforts on developing a parent education and mentoring program.

2. *Transition House – Bob Nielsen, Henry Bros. Co.*  
Dr. Bintz reported on the status of the Transition House. She recently met with Mary Harrison from District 210 and Cooperative staff, Sue Kaczmarczyk and Melinda Green, to discuss the transition planning and curriculum for the students. Mr. Bob Nielsen of Henry Bros. Co. was in attendance. He is the project manager for the Transition House. He has reached out to key contractors in the Lincoln-Way area for donations to offset and reduce the costs of this project. Currently Mr. Nielsen has secured the volunteered services of an electrical and plumbing contractor for all labor and Henry Bros. Co. has donated the cost of the demolition of the existing structure and the future excavation equipment and labor. The target date for identifying donations will be May 12 so that bid documents can be finalized for additional building materials and work. It was noted that the Village of Frankfort has been working very well with the Cooperative regarding the necessary approvals for this project. Dr. Bintz indicated that members of the Transition Committee have volunteered to go to the individual board meetings to talk about this project if they are invited. Mr. Klene requested a draft of the curriculum and Dr. Bintz will present that to the Governing Board at the June meeting.
  3. *Lincoln-Way Cooperative Field Day – May 12, 2010*  
Mrs. Robin Latman gave a brief description of the 2<sup>nd</sup> Annual Field Day to be held at Wilson Creek School in Manhattan. Students from the Cooperative AI, SCII, STEP, D/HH, and VI classes attend this event and participate in modified activities and games. Ribbons and medals are presented to the students. Mrs. Latman stated that donations have been greatly accepted from Berkots, Walts, and Aurelios to help with the lunch items. Mrs. Hogan, principal at Wilson Creek School, has been very cooperative in helping to coordinate the event.
  4. *Interim Financial Report*  
Mr. Englert reviewed the Interim Financial Report.
  5. *Teacher Appreciation Week*  
Dr. Bintz stated that Teacher Appreciation Week is May 2 – 7 and she and Mr. Englert would be distributing an appreciation gift to the staff.
  6. *Mackay Center Awards Night*  
Mrs. Debbie Heffernan stated that Mackay Awards Night will take place on May 20, 2010 at 6:30 at the Pioneer Grove Educational Center. She invited the Governing Board to stop by if they are available.
  7. *FOIA Requests*  
Dr. Bintz stated that an FOIA request was received from Mr. John Troy.
- E. **Principals' Reports**
- Mackay Education Center*  
Debbie Heffernan stated that students at the Mackay Center will take the PSAT test on April 28 and 29. The students finished up their mid terms and she will give a report at the May meeting. Eligible students at the Center have participated in three basketball games. The art class has been working on the back drop for the spring dance held for Adapted Instruction, SCII, and Out of District Placement students that will take place on May 6, 2010.
- Pioneer Grove Educational Center*  
DiAnne Bielinski reported that a spirit tee shirt was designed by a relative of one of the members of the Parent Student Organization and Mrs. Bielinski displayed the finished product. The high school multi-needs class was given a one hour tour of the White Sox Park today. The Easter egg hunt was a success with over 80 youngsters participating. Every student received a gift that was donated by the Parent Student Organization.

VI. APPROVAL OF THE CONSENT AGENDA

***Acting on the recommendation of the Director, Katherine Moore moved, seconded by Sue Gillooley, for the Governing Board to ratify the Consent Agenda as follows:***

- A. **Approval of Current Payables**  
Current payables were presented for review in each respective fund.

- B. Approval of Financial Statement  
The Financial Statement for the month of March 2010 and investments through April 27, 2010 was presented.
- C. Approval of Personnel Items as Listed:
1. Employment  
**Certified Staff**  
*Nancy Price*, substitute social worker at Pioneer Grove at two days per week for three to six weeks.  
*Kristin Troutman*, substitute social worker at Pioneer Grove at two days per for three to six weeks.  
**Non-Certified Staff**  
*Rosalynne Halpin*, substitute orientation & mobility specialist, effective March 30, 2010.  
*Barbara Ohlund*, bus monitor, effective March 29, 2010.  
*Marcella Rogers*, bus driver, effective April 13, 2010.
  2. Resignation  
**Non-Certified Staff**  
*Megan Golembiewski*, bus monitor, effective April 27, 2010.  
*Susan Koopman*, paraprofessional, effective at the end of the 2009-1010 school year.
- D. FMLA Requests  
Employee 6811 to begin April 12, 2010  
Employee 1427 to begin April 20, 2010  
Employee 9499 to begin April 26, 2010

**CONSENT VOTE:**

**Voting Aye:** *Doyle, Gast, Gillooley, Klene, Molinare, Moore*  
**Motion carried:** *6 Aye, 0 Nay*

VII. **CLOSED SESSION**

***A motion was made by Dee Molinare and seconded by Timothy Doyle to move to closed session at 7:45 p.m. for the purpose of discussing:***

- A. **The appointment, employment, discipline, performance, or dismissal of specific employees of the Cooperative.**

**Voting Aye:** *Doyle, Gast, Gillooley, Klene, Molinare, Moore*  
**Motion carried:** *6 Aye, 0 Nay*

**OPEN SESSION**

***A motion was made by Susan Gillooley and seconded by Dee Molinare to return to open session at 8:10 p.m. On voice vote the motion carried.***

VIII. **ACTION ITEMS**

- A. Calendar Adoption for 2010-2011 School Year  
***A motion was made by Timothy Doyle and seconded by Katherine Moore to approve the proposed calendar for the 2010-2011 school year.***  
**Voting Aye:** *Doyle, Gast, Gillooley, Klene, Molinare, Moore*  
**Motion carried:** *6 Aye, 0 Nay*
- B. Summer Working Hours  
***A motion was made by Dee Molinare and seconded by Katherine Moore to approve the summer work hour schedule to include Monday through Thursday 7:30 a.m. – 4:00 p.m. and Friday 7:30 a.m. – 12:00 Noon, effective June 7 through August 6, 2010.***  
**Voting Aye:** *Doyle, Gast, Gillooley, Klene, Molinare, Moore*  
**Motion carried:** *6 Aye, 0 Nay*

C. Insurance Benefits

***A motion was made by Katherine Moore and seconded by Susan Gillooley that the Governing Board approve the adjustments to the employee insurance plans as presented.***

***Voting Aye: Doyle, Gast, Gillooley, Klene, Molinare, Moore***

***Motion carried: 6 Aye, 0 Nay***

D. Reinstatement of Primary ED Class

***A motion was made by Susan Gillooley and seconded by Dee Molinare to approve the reinstatement of the Primary ED class to be housed at Spencer Pointe School in District #122 for the 2010-2011 school year.***

***Voting Aye: Doyle, Gast, Gillooley, Klene, Molinare, Moore***

***Motion carried: 6 Aye, 0 Nay***

E. Retirement Notifications

***A motion was made by Dee Molinare and seconded by James Gast to approve the retirement notification of employee 0730 at the end of the 2009-2010 school year and employee 5954 at the end of the 2013-2014 school year.***

***Voting Aye: Doyle, Gast, Gillooley, Klene, Molinare, Moore***

***Motion carried: 6 Aye, 0 Nay***

F. Termination of Employee

***A motion was made by Dee Molinare and seconded by Susan Gillooley to table any action of this agenda item.***

***Voting Aye: Gast, Gillooley, Klene, Molinare, Moore***

***Voting Nay: Doyle***

***Motion carried: 5 Aye, 1 Nay***

IX. INFORMATION ITEMS AND ANNOUNCEMENTS

Dr. Bintz expressed her condolences to District 210 regarding their Board of Education Vice President Ron Kokal, who passed away unexpectedly on April 22, 2010.

The next regular meeting of the Board of Special Education will be held at 7:00 p.m. on May 25, 2010 at the Pioneer Grove Educational Center in Frankfort.

X. ADJOURNMENT

A motion was made by James Gast and seconded by Timothy Doyle that the meeting be adjourned. All members voted Aye. Motion carried. President Klene declared the meeting adjourned at 8:32 p.m.

Respectfully submitted,  
Cheryl A. Della Penna,  
Administrative Assistant

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President

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Secretary