

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

MINUTES

Regular Meeting, December 15, 2011

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 15th day of December, 2011.

I. CALL TO ORDER

The meeting was called to order by President Katherine Moore at 7:00 p.m.

II. ROLL CALL

Present: Timothy Doyle (District #114), James Gast (District #210), Susan Gillooley (District #122) arrived at 7:03 p.m., Mary Kenny (District #161), Katherine Moore (District #159), Patrick Usher (District #157C)

Staff Present: Dr. Sally H. Bintz, Director
Craig Englert, Assistant Director for Finance and Operations
David Armbrrecht, District 843 Transportation Supervisor
Cheryl Della Penna, Administrative Assistant
DiAnne Bielinski, Pioneer Grove Principal
Mollie Frick, supervisor
Debra Heffernan, Mackay Center Principal
Sue Kaczmarczyk, supervisor
Pam Pedziwiatr, Lincoln-Way Area Special Education Association
Sarah Rexroad, supervisor
Eileen Parente, supervisor
Toni Strait, Lincoln-Way Area Special Education Association

Visitors Present: Cindy James

III. APPROVAL OF MINUTES OF REGULAR MEETING AND CLOSED SESSION OF NOVEMBER 17, 2011

A motion was made by Mary Kenny and seconded by James Gast to approve the minutes of the Regular and Closed Session Meetings of November 17, 2011.

Voting Aye: Doyle, Gast, Kenny, Moore, Usher

Motion carried: 5 Aye, 0 Nay

IV. PUBLIC COMMENT

There were no comments.

V. REPORTS -

A. Treasurer's Report – Financial and Payables

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

B. Review of Advisory Committee Minutes

Dr. Bintz reviewed the minutes from the December 6, 2011 Advisory Meeting. She provided details about the SELF classes and their location for the 2012-13 school year. The primary and intermediate SELF classes will no longer be able to be housed at Spencer Campus next year. Dr. Bintz reported that there is a possibility of leasing the basement of Oakview School, but only if that area is renovated for student use, or utilizing space in District 161 for the program. Discussion took place among the Board Members about the additional costs associated with the leasing of the District 122 space and other possible options. Dr. Bintz will attend a special Advisory Committee meeting on December 16. At that time it is anticipated a recommendation should be provided by the superintendents regarding the

direction of the SELF classes the 2012-2013 school year. Dr. Bintz will report the outcome of that meeting to the Governing Board members.

C. Director's Report

1. *Foundation*

Dr. Bintz informed the Governing Board that approximately \$1,500 has been collected to date for the 50/50 holiday cash raffle sponsored by the Foundation. The SCRIP Cards for holiday entertaining and gifts has generated \$500 for the Foundation.

2. *Parent Advisory Council*

Dr. Bintz indicated there was no new information to report.

3. *Transportation*

Mr. Englert stated that on July 1, 2012 there will be nine vehicles coming off lease. He has met with Midwest Transit and will return in January with information about pricing for the nine buses.

4. *Mackay Life Safety Survey*

Mr. Englert indicated that it will be necessary to conduct a Life Safety Survey at the Mackay Educational Center in the spring of 2012. He is obtaining an estimate from the architects for the cost to perform that survey.

5. *Auditor*

Mr. Englert indicated that the Cooperative is in the third year of a three year contract with the current auditing firm. He was seeking the Governing Board's opinion about whether to seek auditing bids or continue with the current firm. Mr. Englert indicated that he is satisfied with the present firm's work. The Governing Board provided their general consensus that it was acceptable to continue with the current firm of Evans, Marshall & Pease.

6. *Holiday Open House*

Dr. Bintz informed the Governing Board that the Cooperative held their second Holiday Open House on December 8 at Pioneer Grove Educational Center. She indicated it was enjoyed by all in attendance.

D. Principals' Reports

Mackay Education Center

Debbie Heffernan stated that Katie Cichon from District 210 and 14 special education teachers visited the Mackay Center this week to tour the facility and observe the programs, as well as the Credit Recovery Program. Mrs. Heffernan also stated that they are nearing the end of the semester at Mackay and it appears that there may be two more students graduating. The service program has been making Christmas cards to send to members in the military.

Pioneer Grove Educational Center

DiAnne Bielinski reported that the Lincoln-Way East Madrigals performed for the students at Pioneer Grove this morning. Parent Involvement Day will take place on December 16 and the second annual PSO *Breakfast with Santa* will take place at Pioneer Grove Educational Center of December 17, 2011. Approximately 100 students and family members have registered for this event.

VI. APPROVAL OF THE CONSENT AGENDA

Acting on the recommendation of the Director, Susan Gillooley moved, seconded by Mary Kenny 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
Dr. Bintz provided verbal Information regarding the Financial Statement for the month of November 2011 and investments through December 15, 2011.
- C. Approval of Personnel Items as Listed:
1. Resignation
Non-Certified Staff
Ausra Petry, paraprofessional, effective December 2, 2011.
Mary Zeller, paraprofessional, effective November 28, 2011.
 2. Employment
Non-Certified Staff
Joe Serio, school psychologist, not to exceed 47 days.
Non-Certified Staff
Kristin Medrano, substitute bus driver.
Stacy Taheny, paraprofessional, effective December 5, 2011.
- D. Approval of Stipends
A \$2,000 stipend to be given to each of the following supervisors:
Dave Armbrecht, Robin Latman, Sue Kaczmarczyk, Eileen Parente, Sarah Rexroad
- E. FMLA Request
Employee 0509 to begin December 20, 2011
Employee 8028 to begin December 5, 2011
Employee 0993 to begin December 5, 2011
Employee 5293 to begin March 16, 2012
- F. FOIA Request
None were received

CONSENT VOTE:

Voting Aye: *Gast, Gillooley, Kenny, Moore, Usher*

Voting Nay: *Doyle*

Motion carried: *5 Aye, 1 Nay*

VII. CLOSED SESSION

A motion was made by Mary Kenny and seconded by Susan Gillooley to move to closed session at 7:50 p.m. for the purpose of discussing:

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

B. *Collective Negotiating Matters*

C. *Matters Relating to Individual Students*

Voting Aye: *Doyle, Gast, Gillooley, Kenny, Moore, Usher*

Motion carried: *6 Aye, 0 Nay*

OPEN SESSION

A motion was made by Mary Kenny and seconded by Patrick to return to open session at 8:07 p.m. On voice vote the motion carried.

VIII. ACTION ITEMS

A. Semi-Annual Review of Closed Session Minutes

A motion was made by Mary Kenny and seconded by James Gast to not open to the public the closed minutes for June 16, 2011, August 18, 2011, and October 20, 2011.

Voting Aye: *Gast, Gillooley, Kenny, Moore, Usher*

Voting Nay: *Doyle*

Motion carried: *5 Aye, 1 Nay*

B. Verbatim Destruction of Closed Session Minutes

A motion was made by Patrick Usher and seconded by Susan Gillooley to approve the destruction of audio recordings of closed meetings of January 26, 2010, February 23, 2010, March 23, 2010, April 27,

2010, and May 24, 2010 due to the fact 18 months have passed since being made and the written minutes of the closed sessions have been approved by the Governing Board.

Voting Aye: Doyle, Gast, Gillooley, Kenny, Moore, Usher

Motion carried: 6 Aye, 0 Nay

C: Employee Termination

A motion was made by Timothy Doyle and seconded by Mary Kenny to approve the termination of employee 6757 due to inability to perform assigned duties.

Voting Aye: Doyle, Gast, Gillooley, Kenny, Moore, Usher

Motion carried: 6 Aye, 0 Nay

IX. INFORMATION ITEMS AND ANNOUNCEMENTS

The next regular meeting of the Board of Special Education will be held at 7:00 p.m. on January 19, 2012 at the Administrative Center, Frankfort, IL.

X. ADJOURNMENT

A motion was made by James Gast and seconded by Patrick Usher that the meeting be adjourned. All members voted Aye. Motion carried. President Moore declared the meeting adjourned at 8:10 p.m.

Respectfully submitted,
Cheryl A. Della Penna,
Administrative Assistant

President

Secretary