

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

**MINUTES**

**Regular Meeting, September 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 September 2011.

I. CALL TO ORDER

The meeting was called to order by President Pro Tem Timothy Doyle at 7:00 p.m.

II. ROLL CALL

Present: Timothy Doyle (District #114), James Gast (District #210), Susan Gillooley (District #122), Mary Kenny (District #161), Patrick Markham, substituting for Katherine Moore, (District #159), Patrick Usher (District #157C)

Absent: Katherine Moore (District #159)

Staff Present: Dr. Sally H. Bintz, Director  
Craig Englert, Assistant Director for Finance and Operations  
Cheryl Della Penna, Administrative Assistant  
David Armbrecht, District 843 transportation supervisor  
DiAnne Bielinski, Pioneer Grove Principal  
Mollie Frick, District 843 supervisor  
Holly Kasper, Lincoln-Way Area Special Education Association  
Sue Kaczmarczyk, District 843 supervisor  
Robin Latman, District 843 supervisor  
Eileen Parente, District 843 supervisor  
Liza Pawelek, District 843 supervisor  
Pam Pedziwiatr, Lincoln-Way Area Special Education Association  
Toni Strait, Lincoln-Way Area Special Education Association

III. APPROVAL OF MINUTES OF REGULAR MEETING OF AUGUST 18, 2011

***A motion was made by Patrick Markham and seconded by Susan Gillooley to approve the minutes of the Regular and Closed Meetings of August 18, 2011.***

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

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

IV. PUBLIC COMMENT

V. REPORTS

A. Treasurer's Report – Financial and Payables

Mr. Englert provided the Treasurer's Report for the Governing Board. He indicated that a preliminary breakdown of the individual year-end reconciliation of funds was provided to the business managers.

B. Review of Advisory Committee Minutes

Dr. Bintz reviewed the minutes from the September 6, 2011 Advisory Meeting.

C. Director's Report

1. *Transition House*

Dr. Bintz informed the Governing Board that the landscaping was completed by the Brickman Landscaping Company as a donation project. The Cooperative is most grateful for this generous

work. The Transition House continues to be used as a site for various meetings and events for schools and educational facilities in the area. The students enrolled at the Transition House are doing well. Some of them are working or attending junior college as well.

2. *Parent Advisory Council*

Dr. Bintz stated that the Parent Advisory Council met on September 12, 2011 and is preparing for the Parent University in November.

3. *Transportation*

Dr. Bintz indicated that the donated wheelchair buses to transport senior citizens in the community to a play at the Lincoln-Way North High School. The Cooperative is presently transporting 500 students daily. There are currently 64 buses in use compared to 59 at this time last year. All of the buses have cameras installed on them as well as two of the mini vans. Every wheelchair bus has a monitor on board.

4. *ESY – Revised Schedule*

Dr. Bintz reported her recommendation to the Advisory Committee, which they approved, that the extended school year be adjusted to conduct two six-week sessions next year instead of one six-week session and one eight-week session. One of the new sessions would run for 2.5 hours and the other 4 or 5 hours long. This change would logistically accommodate the various school year calendars of the other districts.

5. *Elementary Private School Initiative*

Dr. Bintz reported on the elementary private school initiative and provided updated information regarding students being absorbed into the existing Cooperative and Districts' classes. She distributed a summary of the private placements and some factors to consider as the Cooperative plans for the future.

6. *Joint Board Meeting – February 6, 2012*

Dr. Bintz stated that the Advisory Committee was in agreement with the proposed February 6, 2012 date for the Cooperative to host the Joint Board Meeting.

D. Principals' Reports

*Mackay Education Center*

In Principal Debbie Heffernan's absence, Dr. Bintz reported that the Mackay Center graduated their first 2011-12 MacTrack credit recovery student this week from Lincoln-Way North. September 16 marks the middle of the first quarter and mid-term grades will be sent out next week.

*Pioneer Grove Educational Center*

DiAnne Bielinski reported that the Pioneer Grove Educational Center has had a smooth opening to school. One half hour was added to the education day this year. The Center has added art, story time, and expanded adapted physical education and music services to the curriculum this year.

VI. APPROVAL OF THE CONSENT AGENDA

***Acting on the recommendation of the Director, James Gast moved, seconded by Susan 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 August, 2011 and investments through September 15, 2011 were presented.

C. Approval of Personnel Items as Listed:

1. Retirement

**Non-Certified Staff**

*Jay Parsons*, bus driver, effective October 28, 2011.

2. Resignation

**Non-Certified Staff**

*Linda Loftus*, paraprofessional, effective August 19, 2011.

*Mary Minor Starmann*, paraprofessional, effective August 31, 2011.

3. Employment

**Non-Certified Staff**

*Christopher Drake*, bus driver, effective September 1, 2011.

*Keith Elias*, paraprofessional, effective August 30, 2011.

*Roger Dryfhout*, bus driver, effective September 1, 2011.

*Matthew Hurst*, paraprofessional, effective September 6, 2011.

*Jerry Wilson*, bus monitor, effective August 31, 2011.

*James Visny*, bus driver, effective August 18, 2011.

D. FMLA Requests

*Employee 9862* to begin August 25, 2011 for up to 12 weeks if necessary.

*Employee 5767* to begin August 18, 2011 for up to 12 weeks if necessary.

E. FOIA Request

None were received.

**CONSENT VOTE:**

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

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

VII. ACTION ITEMS

A. Copier Agreement

***A motion was made by James Gast and seconded by Susan Gillooley to approve the recommended settlement agreement as presented with Ricoh Corporation to cover copier billings.***

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

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

B. Acceptance of Gift

***A motion was made by Patrick Usher and seconded by Mary Kenny to accept a donation in the amount of \$3,500.00 from the Knights of Columbus Council #10926 to be designated for special education classes.***

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

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

VIII. INFORMATION ITEMS AND ANNOUNCEMENTS

The next regular meeting of the Board of Special Education will be held at 7:00 p.m. on October 20, 2011 at the Pioneer Grove Educational Center in Frankfort.

IX. ADJOURNMENT

A motion was made by Susan Gillooley and seconded by James Gast that the meeting be adjourned. All members voted Aye. Motion carried. President Pro Tem Doyle declared the meeting adjourned at 8:14 p.m.

Respectfully submitted,  
Cheryl A. Della Penna,  
Administrative Assistant

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President

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Secretary