

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

**MINUTES**

**Regular Meeting, December 20, 2016**

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 20th day December 2016.

A. ROUTINE MATTERS

*Roll Call*

Present: Edie Adamski (District #157C) arrived at 7:40 p.m., Stacy Cesta (District #159), Ron Lullo (District #210), Patricia Martin (District 161) substituting for Pam Kohlbacher

Absent: Mark Gray (District #114)  
Pam Kohlbacher (District (#161)

Staff Present: Sarah Rexroad, Director  
Colleen Wronski, Business Manager  
Cheryl Della Penna, Administrative Assistant

Visitors Present: Patsy Bodach, Speech Pathologist  
Carolyn Brescia, Supervisor  
Judy Boyens, Supervisor  
Marie Goulet, Principal, Mackay Center  
Sue Kaczmarczyk, Principal, Pioneer Grove  
Jodi Nystrom, Paraprofessional  
Dawn Roiland, Teacher

B. PUBLIC COMMENT

C. CONSENT AGENDA

***Acting on the recommendation of the Director, Ron Lullo moved, seconded by Stacy Cesta, for the Governing Board to ratify the Consent Agenda as follows:***

1. Approval of the November 22, 2016 Regular and Closed Session Minutes
2. Approval of Financial Statement
3. Approval of Current Payables
4. Approval of Personnel Items
  - a. Millie Herbst, speech pathologist, 17 hours per week, effective December 12, 2016, for the remainder of the 2016-17 school year at \$63.00 per hour.

***Voting Aye: Cesta, Lullo***

***Voting Abstain: Martin***

***Motion not carried. Three affirmative votes were required to carry a motion.***

D. REPORTS

1. Administrators' Reports
  - a. ACCESS and Transportation  
The Anna McDonald classroom will participate at the school Dodgeball Tournament and holiday parties with their general education friends on December 22, 2016. The Wilson Creek second graders had their holiday music program. On December 22 all of the students will join the general education classes for holiday parties. The District 114 staff showed an incredible amount of love and support to the family of one of the students in Lisa Wheeler's class in Wilson Creek. They donated a large monetary gift along with many personal gifts for the family. The ACCESS class at Mokena Junior High helped the art teacher/classes make decorations for the Mokena Junior High Holiday Choir production. The class went to the Frankfort Fire Training Station where they delivered donated gifts for boys and girls that live in the surrounding communities. They were given a tour of

the fire station. The students went to Mayor Baldermann's Christmas Transition party where they joined students in the high school's LIFE program for pizza and dancing. There are 75 bus drivers

and 36 monitors transporting 533 students to and from school on approximately 138 routes.

Employee of the Week recognitions:

Chris Bolinger – bus monitor

Pat Burdy – bus driver

Heidi Curtis – bus driver

Neil Nijakowski and Mollie Smith – bus driver and monitor received a letter of appreciation from a parent.

b. Mackay Center – Marie Goulet

Mrs. Goulet indicated that the Mackay Center students have finals this week. One student will graduate mid-year and one student will return full time to his home school. The after school Art Club was extended by rave reviews from the students this semester. They are asking for it to continue next semester. The seniors took a trip to JJC and there will be another one scheduled in the spring. The staff active shooter drill with Officer Jurka from the New Lenox Police Department took place. Mrs. Goulet will meet with the New Lenox Police Department over the winter break and with a private organization called ALICE Training (Alert, Lockdown, Inform, Counter, Evacuate). This is a new way of dealing with violent intruder attacks in schools and other facilities. She will then become a trainer. The students went on a community service field trip to an assistive living home and all students participated, even if they did not go on the trip. All the students wrote Christmas cards for the residents. She expressed her appreciation for the Foundation Grant to purchase fidgets which are so valued at the Mackay Center. The New Lenox Police gave Mackay coat vouchers to give to the students. The students expressed gratitude for this gesture. District #210 reached out to their faculty and clubs and provided ten students a variety of items such as clothes, gift cards, and meaningful gifts. Mrs. Goulet stated the students were appreciative. The Mackay Center staff also contributed for student holiday purchases.

b. Pioneer Grove – Sue Kaczmarczyk

Mrs. Kaczmarczyk stated the PSO sponsored a breakfast with Santa on December 3. The families who attended were not charged. There have been many IEP and parent involvement meetings. The Lincoln-Way East Madrigals visited this week to entertain the students and staff. Tomorrow is the holiday sing-a-long where parents were invited to attend. PSO is sponsoring a gift shop on December 22 for the students. Infinetec Southwest Coalition presented an opportunity for staff to reach out for students in need. Holly Kasper, multineeds teacher, reached out for a student and some gifts were provided. Social Worker, Kim Crafton, put together a Giving Tree where parents provided some ideas for gift purchases by the staff. Mrs. Kaczmarczyk is very proud of the staff at Pioneer Grove for all they do every day.

d. SELF – Judy Boyens

Dr. Boyens indicated there will be a gingerbread house activity on Wednesday for kindergarten through third grade students and their parents. Last week the students attended the Dollar Tree for family gifts that were wrapped to take home. They then went to the Transition House for an annual spaghetti dinner which they cooked.

Mrs. Cesta announced that Dr. Boyens has completed her Doctorate of Education. The Governing Board extended their congratulations.

RECESS MEETING

***Ron Lullo moved, seconded by Stacy Cesta, for the Governing Board to recess for five minutes at 7:30 p.m. On voice vote the motion carried.***

Mrs. Cesta stated the recess ended at 7:35 p.m. and called the meeting to order.

RECONSIDER CONSENT AGENDA

**Ron Lullo moved, seconded by Stacy Cesta, for the Governing Board to reconsider and ratify the Consent Agenda as follows:**

*Approval of the November 22, 2016 Regular and Closed Session Minutes*

**Voting Aye: Cesta, Lullo**

**Voting Abstain: Martin**

**Motion carried: 2 Aye, 1 Abstain**

**Ron Lullo moved, seconded by Patricia Martin, for the Governing Board to reconsider and ratify the Consent Agenda as follows:**

*Approval of Financial Statement*

*Approval of Current Payables*

*Approval of Personnel Items*

Millie Herbst, speech pathologist, 17 hours per week, effective December 12, 2016, for the remainder of the 2016-17 school year at \$63.00 per hour.

**Voting Aye: Cesta, Lullo, Martin**

**Voting Nay:**

**Motion carried: 3 Aye, 0 Nay**

2. Finance Report

a. Business Manager's Report

Mrs. Wronski stated that all of the FY16 reconciliation refunds were released in November to the member districts. She spoke with the business managers and it was agreed to do a true-up of accounts at the end of December and adjust billings moving forward. They spoke about putting a plan in place for next year.

b. Transportation

Mrs. Wronski indicated that the Cooperative did receive the EPA grant for any diesel bus that is 2006 or older. It is \$15,000 per bus and the Cooperative has six owned diesel buses. She is working with a bus company to put together a proposal for the Governing Board. She has met with Mike Leone in District 210 transportation to determine how much the Cooperative has spent in keeping the six buses running. It is about \$110,000 over the last ten years. Only five of the six buses were eligible because there was a requirement to travel over 10,000 miles to be eligible. Mrs. Wronski also stated that the Cooperative also has the option to say no to the grant.

c. Program Surcharge

Mrs. Wronski stated the way the withdrawal agreement was written between the Cooperative and District 122 was that any surcharge the Cooperative charges out of district members to attend SELF would be reimbursed back to District 122. There have been three business managers at the Cooperative since that was put in place, but no reimbursements back to District 122 have occurred. The 2014-15 year was the first year that would have been in effect. Discussion has taken place between District 122 and the Cooperative to look at what the Cooperative charged the non-member districts to be in the SELF program. The program ran over budget and the full tuition rate was never collected from the non-member districts. It was a net loss to the Cooperative to have the non-member districts in the program. Mrs. Rexroad was contacted by District 122 and they will not pursue reimbursement for the 2014-15 school year. They are seeking the surcharge from the 2015-16 school year, which is approximately \$18,000. This amount will be a line item on the January bill so a check can be given to District 122. The 2015-16 reconciliation process was completed before District 122 asked for the reimbursement. Mrs. Wronski will have this added to the true-up of accounts at the end of this month.

3. Director's Report

a. Review of Advisory Committee Minutes – December 12, 2016

Mrs. Rexroad presented the minutes from the December 12, 2016 Advisory Meeting.

b. Staff & Classroom Update

Mrs. Rexroad reviewed the enrollment in the programs.

Pioneer Grove:	Budgeted: 47	Currently: 51
Mackay Center:	Budgeted: 32	Currently: 35
SELF:	Budgeted: 31	Currently: 32
ACCESS:	Budgeted: 13	Currently: 15
Transportation:		Currently: 534

c. Technology Report

Mrs. Rexroad stated that the fall semester intern has completed his training. Mr. Furgason has been working on updating the network documentation and cleaning up the IT closets. He is looking at the wireless system at Pioneer Grove, Mackay, and the Transition House and possibly upgrading it. The Cooperative relies on the wireless with the web based IEP and it is disconnecting during the IEP meetings. He has been looking at upgrading the system with booster equipment in the amount of \$2,000. Mr. Furgason can do the installation of that equipment himself over the winter break. He has worked on obtaining information about installing security cameras at Pioneer Grove due to some vandalism on the playground. Mrs. Rexroad stated that Mrs. Wronski recently attended a CLIC meeting. They provide a service at no charge where they come out to a facility and conduct an assessment to recommend where cameras should be placed. They will come out in January for the assessment.

d. SELF

Mrs. Rexroad presented a comparison of options for the SELF/Social-Emotional Programming. This report provided updated budget details from District 122 and the proposed District #843 SELF program. This was presented to the Advisory Committee as well.

Mrs. Rexroad reviewed the report and discussed what District 122 was offering and the continuation of the District 843 SELF program at a new location. The current space provided by New Lenox will not be an option for District #843 to use beyond the 2016-17 school year. Mrs. Rexroad reviewed several positive factors in relocating the SELF program to Districts 159 and District 157C. The Director and the Supervisor of the SELF program have visited both of the districts and reported that the available space is comparable to the current space at District 122. Mrs. Rexroad reviewed several considerations for the SELF program should District 122 run a Social-Emotional Program. There was a comparison that summarized the possibility of District 843 running four classrooms or three classrooms and the District 122 classrooms costs.

Since the presentation of this report to the Advisory Committee Mrs. Rexroad received communication from the Advisory Committee Chairperson indicating that three of the district superintendents indicated they were planning to stay with District 843 and have SELF continue with at least three classrooms.

Discussion took place among the Board Members regarding costs and staffing. Mrs. Rexroad stated that it comes down to the Cooperative doing their best to provide quality service to students, as well as keeping the costs down. She stated to be a member of the Cooperative sometimes a district pays a little bit more, but the benefit is the control of quality of services and doing what is best for the students. She felt that the best interest of the SELF students is letting them go with the staff they have now and with the curriculum and procedures with which they are familiar. The geographic setting would be the only change.

e. FMLA

Gail Stetch, bus monitor, effective 11.14.16 for 3 work weeks

f. FOIA

Mr. Matthew Hoffmann from SEIU Local 73.

SECRETARY PRO TEM

Mrs. Cesta appointed Mrs. Adamski as Secretary Pro Tem in the absence of Mr. Gray.

E. CLOSED SESSION

***A motion was made by Edie Adamski and seconded by Ron Lullo to move to closed session at 8:20 p.m. for the purpose of discussing:***

- A. The appointment, employment, compensation, or dismissal of specific employees of the Cooperative**
- B. Placement of individual students in special education programs and other matters relating to students**

***Voting Aye: Adamski, Cesta, Lullo, Martin***

***Motion carried: 4 Aye, 0 Nay***

OPEN SESSION

***A motion was made by Ron Lullo and seconded by Edie Adamski to return to open session at 9:00 p.m. On voice vote the motion carried.***

F. OLD BUSINESS

No Old Business

G. NEW BUSINESS

No New Business

H. ACTION ITEMS

1. Acceptance of Gifts

***A motion was made by Patricia Martin and seconded by Edie Adamski to accept the following gifts:***

- ***Knights of Columbus for the Intellectual Disabilities Program at Pioneer Grove - \$2,119.92***
- ***Twin Hearts Autism Foundation for Smart Board at Pioneer Grove - \$2,500.00***

***Voting Aye: Adamski, Cesta, Lullo, Martin***

***Motion carried: 4 Aye, 0 Nay***

2. Dismissal of Employee

***A motion was made by Ron Lullo and seconded by Edie Adamski to approve dismissal of Jodi Nystrom due to inability to complete her essential job functions.***

***Voting Aye: Adamski, Cesta, Lullo***

***Voting Abstain: Martin***

***Motion carried: 3 Aye, 1 Abstain***

3. Nursing Contracted Services

***A motion was made by Patricia Martin and seconded by Edie Adamski to approve entering into a contractual agreement for the provision of nursing services at a rate of \$36.50 per hour at a minimum of 15 hours per week during the 2016-17 school year, as needed.***

***Voting Aye: Adamski, Cesta, Lullo, Martin***

***Motion carried: 4 Aye, 0 Nay***

I. NEXT MEETING

January 24, 2017 – 7:00 p.m. – Pioneer Grove Educational Center

J. ADJOURNMENT

A motion was made by Ron Lullo and seconded by Edie Adamski that the meeting be adjourned. All members voted Aye. Motion carried. President Cesta declared the meeting adjourned at 9:09 p.m.

Respectfully submitted,  
Cheryl A. Della Penna,  
Administrative Assistant

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President

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Secretary