

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

MINUTES

Regular Meeting, June 27, 2017

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 June, 2017.

A. ROUTINE MATTERS

Roll Call

Present: Edie Adamski (District #157C), Rich Marron (District #161), Ron Lullo (District #210), Terry Doyle (District #114), Anna Briscoe (District #159)

Staff Present: Sarah Rexroad, Director
Colleen Wronski, Business Manager
Kristin Menconi, Administrative Assistant

Visitors Present: Dawn Roiland, Teacher
Judy Boyens, Supervisor
Sue Kaczmarczyk, Principal, Pioneer Grove
Marie Goulet, Principal, Mackay Center
Elizabeth Bingham

B. PUBLIC COMMENT

C. CONSENT AGENDA

Acting on the recommendation of the Director, Anna Briscoe moved, seconded by Edie Adamski for the Governing Board to ratify the Consent Agenda as follows:

1. Approval of the May 23rd Regular and Closed Session Minutes
2. Approval of Financial Statement
3. Approval of Current Payables
4. Approval of Renewal Contracts
5. Approval of Personnel Items

Voting Aye: Adamski, Briscoe, Doyle, Marron, Lullo

Motion carried: 5 Aye, 0 Nay

D. REPORTS

1. Administrators' Reports

a. ESY– Judy Boyens

Dr. Boyens stated that there are 124 students enrolled in ESY this summer. There are 48 students at Pioneer Grove and 76 students at Mackay Center. ESY has been going very well with only three weeks remaining.

b. Pioneer Grove and PSO – Sue Kaczmarczyk

Mrs. Kaczmarczyk stated that ESY goal updates, as well as a parent surveys, are going home with students on Thursday. Three new students have started at Pioneer Grove, and there are three new students slated to start in the fall. The students are going to the splash park in Frankfort, and also will be doing a field trip to the movies. For PSO the budget balance is the same as the previous report. There will be a meeting in July for next year's planning purposes, and a back to school picnic is planned for August.

2. Finance Report

a. Business Manager's Report

Mrs. Wronski indicated that we were dropped by our current carrier for worker's compensation. Assurance is securing a policy for us and we had to make a prepayment of \$146,000 in order for the new carrier to underwrite us. We have tried to mitigate exposure moving forward, and figuring out what we can do better to keep worker's compensation cases down. Assurance stated that if we can get through this year and try to keep our losses to a minimum, they believe we will have no problem going back out into the market place, and coming back on well under where we have been. Mrs. Rexroad mentioned that we are also doing a trial of "Return to Work" currently with light duty assignments. Mrs. Wronski stated that our 10 year Life Safety Report shows that we only have small projects that need to be completed over the next few years but nothing major. Mrs. Wronski stated that she provided each district with the budgets with comparables from FY16, FY17, and the proposed FY18. Mrs. Wronski discussed the IDEA Grant preliminary numbers. The grant system was pulled down for maintenance this afternoon, but by tomorrow morning everyone should be able to write their FY18 grants. Mrs. Wronski stated this is the first fiscal year we are not asking our districts to pre pay their bills. Therefore, she is requesting transferring of funds from Fund 10 to Fund 40 to cover transportation costs.

3. Director's Report

a. Review of Advisory Committee Minutes – June 12, 2017

Mrs. Rexroad presented the minutes from the June 12, 2017, Advisory Meeting.

b. Staff & Classroom Update

Mrs. Rexroad reviewed the enrollment in the programs.

Pioneer Grove:	Budgeted: 51
Mackay Center:	Budgeted: 32
SELF:	Budgeted: 29
ACCESS:	Budgeted: 13

c. Technology Report

Mrs. Rexroad indicated that Mr. Furgason has been working on the Office 365 Sharepoint. He has been cleaning up the closet at Mackay Center because the ROE had some concerns with clutter. He has been getting everything into ASSET Panda. We are trying to go online with our Tyler registration. Tyler Student Information System is a new system that we use for attendance, report cards, transcripts, medical plans for students, etc. Mrs. Rexroad is also recommending an agreement with Tyler Technologies for their TransVersa transportation web based software, which is a routing system. This technology will record how many students on each bus, mileage, attendance, and also help us with our claiming and reimbursement. Mr. Doyle asked about the \$3,500 set up fee and after three years then what? Mrs. Wronski stated that it is a fee to draw all of the maps for us for students in three counties. Mrs. Rexroad stated that we can continue with the agreement, but there will not be a set up fee every three years.

d. FMLA

Waiting on paperwork

e. FOIA

There were none

E. CLOSED SESSION

A motion was made by Terry Doyle and seconded by Edie Adamski to move to closed session at 7:22 p.m. for the purpose of discussing:

- A. The appointment, employment, compensation, or dismissal of specific employees of the Cooperative.**
- B. Collective negotiating matters or deliberations concerning salary schedules for one or more classes of employees.**

C. Litigation

D. Discussion of minutes of meetings lawfully closed under the Open Meetings Act.

OPEN SESSION

A motion was made by Anna Briscoe and seconded by Edie Adamski to return to open session at 8:27 p.m. On voice vote the motion carried.

F. OLD BUSINESS
No Old Business

G. NEW BUSINESS
No New Business

H. ACTION ITEMS

1. Resolution to Appoint Treasurer

A motion was made by Edie Adamski and seconded by Terry Doyle that the Governing Board approve the Resolution to appoint Colleen Wronski as Treasurer for the 2017/2018 school year without compensation.

Voting Aye: Adamski, Briscoe, Doyle, Marron, Lullo

Motion carried: 5 Aye, 0 Nay

2. Treasurer's Bond

A motion was made Anna Briscoe and seconded by Edie Adamski that the Governing Board fix the amount of the Treasurer's Bond in the amount of \$1,500,000.00 effective July 1, 2017 to June 30, 2018.

Voting Aye: Adamski, Briscoe, Doyle, Marron, Lullo

Motion carried: 5 Aye, 0 Nay

3. Approval of Depositories of Funds for 2017/18 School Year

A motion was made by Edie Adamski and seconded by Terry Doyle that the Governing Board approve BMO Harris Bank as Depositories of Funds for the 2017-2018 school year.

Voting Aye: Adamski, Briscoe, Doyle, Marron, Lullo

Motion carried: 5 Aye, 0 Nay

4. Transfer of Funds

A motion was made by Terry Doyle and seconded by Edie Adamski that the Governing Board approve the transfer of funds from Fund 10 to Fund 40 to pay for our leases and new buses.

Voting Aye: Adamski, Briscoe, Doyle, Marron, Lullo

Motion carried: 5 Aye, 0 Nay

5. Approval of Resolution to Establish Prevailing Wage Rate

A motion was made Anna Briscoe and seconded by Rich Marron by that the Governing Board approve the Resolution to Establish Prevailing Wage Rate as presented.

Voting Aye: Adamski, Briscoe, Doyle, Marron, Lullo

Motion carried: 5 Aye, 0 Nay

6. Approval of Contracts for Administrative Staff

A motion was made by Terri Doyle and seconded by Edie Adamski that the Governing Board approve the contracts as presented for the Administrative Staff for 2017-18.

Voting Aye: Adamski, Briscoe, Doyle, Lullo

Voting Nay: Marron

Motion carried: 4 Aye, 1 Nay

7. Approval of Lincoln-Way Area of Special Education Association, IEA-NEA Contract
A motion was made by Edie Adamski and seconded by Anna Briscoe that the Governing Board approve the contract of Lincoln-Way Area Special Education Association, IEA-NEA, beginning July 1, 2017 through June 30, 2019.
Voting Aye: Adamski, Briscoe, Doyle, Marron, Lullo
Motion carried: 5 Aye, 0 Nay

8. Wage Increase for Educational Support Staff:
A motion was made by Anna Briscoe and seconded by Terry Doyle that the Governing Board approve the wage increase for educational support staff as discussed.
Voting Aye: Adamski, Briscoe, Doyle, Marron, Lullo
Motion carried: 5 Aye, 0 Nay

9. Holiday/Closures Calendar
A motion was made by Anna Briscoe and seconded by Edie Adamski that the Governing Board approve the holiday/closures calendar for 12 month employees for the 2017-18 school year.

July 3, 2017	December 26, 2017
July 4, 2017	January 2, 2018
September 4, 2017	January 15, 2018
October 9, 2017	February 19, 2018
November 11, 2017	March 5, 2018
November 23, 2017	March 30, 2018
November 24, 2017	May 28, 2018

Voting Aye: Adamski, Briscoe, Doyle, Marron, Lullo
Motion carried: 5 Aye, 0 Nay

10. Speech Language Contracted Services for ESY
A motion was made by Ron Lullo and seconded by Terry Doyle that the Governing Board approve the speech language contracted services with Tiffaney Ross for \$64.55 per hour from June 8, 2017 through July 20, 2017.
Voting Aye: Adamski, Briscoe, Doyle, Marron, Lullo
Motion carried: 5 Aye, 0 Nay

11. Audiological Services
A motion was made by Anna Briscoe and seconded by Rich Marron that the Governing Board approve the audiological services contract with KASEC for the 2017-18 school year.
Voting Aye: Adamski, Briscoe, Doyle, Marron, Lullo
Motion carried: 5 Aye, 0 Nay

12. Legal Services
A motion was made by Terry Doyle and seconded by Rich Marron that the Governing Board approve the firm Hauser Izzo, LLC, to provide legal services for Lincoln-Way Area Special Education Joint Agreement District 843 effective July 1, 2017.
Voting Aye: Briscoe, Doyle, Marron, Lullo
Voting Nay: Adamski
Motion carried: 4 Aye, 1 Nay

13. Notice of Termination of Transportation Services
A motion was made by Anna Briscoe and seconded by Edie Adamski that the Governing Board approve the notice of termination of transportation services for District #122 effective July 1, 2018.
Voting Aye: Adamski, Briscoe, Doyle, Lullo
Voting Present: Marron
Motion carried: 4 Aye, 1 Nay

14. Tyler Technologies Transportation Software Agreement
A motion was made by Anna Briscoe and seconded by Edie Adamski that the Governing Board approve the 3 year agreement with Tyler Technologies as presented.
Voting Aye: Adamski, Briscoe, Doyle, Lullo
Voting Nay: Marron
Motion carried: 4 Aye, 1 Nay

 15. District 210 Agreements
A motion was made Edie Adamski and seconded by Rich Marron that the Governing Board approve the agreements between Lincoln-Way Area Special Education Joint Agreement District #843 and District #210 beginning July 1, 2017 through June 30, 2018.
Voting Aye: Adamski, Briscoe, Doyle, Marron, Lullo
Motion carried: 5 Aye, 0 Nay

 16. Amend Closed Minutes
A motion was made by Edie Adamski and seconded by Terry Doyle that the Governing Board approve amended closed session minutes for April 25, 2017, as discussed in closed session.
Voting Aye: Adamski, Briscoe, Doyle, Lullo
Voting Nay: Marron
Motion carried: 4 Aye, 1 Nay

 17. Review of Closed Minutes
A motion was made by Rich Marron and seconded by Edie Adamski that the Governing Board not open to the public the Closed Minutes of 11/22/16, 12/20/16, 1/24/17, 2/28/17, 3/21/17 and 4/25/17 relating to confidential personnel issues, litigation involving individual students, and collective bargaining negotiating matters.
Voting Aye: Adamski, Briscoe, Doyle, Marron, Lullo
Motion carried: 5 Aye, 0 Nay

 18. Destruction of Audio Recordings of Closed Meetings
A motion was made by Rich Marron and seconded by Terry Doyle that the Governing Board approve the destruction of audio recordings of the Closed Minutes of 2/24/15 and 8/25/15 relating to confidential personnel issues, matter relating to individual student and litigation.
Voting Aye: Adamski, Briscoe, Doyle, Marron, Lullo
Motion carried: 5 Aye, 0 Nay

 19. Employee Dismissal
Tabled until next meeting
- I. NEXT MEETING
July 25, 2017 – 7:00 p.m. – Pioneer Grove Educational Center
- J. ADJOURNMENT
A motion was made by Rich Marron and seconded by Terry Doyle that the meeting be adjourned. All members voted Aye. Motion carried. President Lullo declared the meeting adjourned at 8:46 p.m.

Respectfully submitted,
Kristin Menconi,
Administrative Assistant

President

Secretary