

**Lincoln-Way Area Special Education  
Joint Agreement District 843**

Advisory Committee Meeting Minutes  
Lincoln-Way Area Special Education Administrative Center  
601 Willow Street  
Frankfort, IL 60423  
April 10, 2017

A. Roll Call

Mr. Ragon called the meeting to order at 9:08 a.m. in the Lincoln-Way Area Special Education Administrative Center.

Roll call was taken.

Members present: Mr. Russell Ragon (District #114); Mrs. Barbara Rains (District #161);  
Dr. Scott Tingley (District #210)  
Also present: Mrs. Sarah Rexroad, Director of District #843  
Mrs. Colleen Wronski, Business Manager

B. PUBLIC COMMENT

C. APPROVAL OF MINUTES - REGULAR MEETING - March 13, 2017

*Mrs. Raines moved, seconded by Dr. Tingley that the Committee approve the minutes of the regular meeting held on March 13, 2017.*

*Voting Aye: Mr. Ragon, Mrs. Rains, Dr. Tingley*

*Motion carried: 3 Aye, 0 Nay*

D. REPORTS

1. Financial Report

a) *Review of Accounts*

Mrs. Wronski indicated that we have consolidated our bank accounts. Our account at Fifth Third Bank, which was used for payroll, will be closed this month because Harris Bank was able to give us a lower rate. When looking at our cash flow standpoint, we are doing well through the end of the year or until the month of July. The Treasurer's Report in regards to IDEA money month to month shows we are down from where we were the previous year from an expense perspective. Mrs. Wronski also stated that if you compare FY17 versus FY16, when you remove the 1.6 million in refunds that we gave to districts, you'll see that our expenditures have decreased from fiscal year to fiscal year.

b) *Building and Grounds*

Mrs. Wronski stated that based on the 10 year Life Safety Report there is nothing major that needs to be completed at Pioneer Grove next year. Though there are smaller projects to complete, we can spread them out over ten years and complete one every two years and that should not have a huge expenditure in the budget. Mrs. Wronski also stated that we were visited by the ROE inspector at all of our buildings last week. The inspector was pleasantly surprised at how few violations we had. Minor things such as cords under the desks, putting grounded outlets in all the lower level classrooms and moving carbon monoxide detectors into the rooms where the electricals are housed in three locations. These should all be taken care of with no problems.

c) *ISBE Personnel and Transportation Reimbursement*

We are expecting to only receive one payment before the close of this fiscal year. This means we are short one payment that we budgeted for which is approximately \$85,000 for District #843.

d) *GATA FY18 Registration*

Mrs. Rexroad mentioned that registration has to be done each year and the information has gone out to the Business Managers.

2. Director's Report

a) *Summary of Governing Board Action*

No new information to report at this time.

b) *Staff and Program Update*

Mrs. Rexroad stated that the numbers have been emailed out and the report gives our present enrollment numbers that are up to 140 from 138 from last month.

c. *ESY Registration*

Mrs. Rexroad explained that ESY is done for Districts 843, 159, and 114. The numbers are low right now and there are no current registrations for District 159. We would like to make sure we have the staff on hand if these registrations start to pick up. Mrs. Rexroad will remain in touch with the Superintendents and Directors of Special Education regarding registrations.

d. *Technology Report*

Mrs. Rexroad stated that the purchased laptops and desktop computers are arriving. A new asset tag system will be in place. Mrs. Raines requested the template of the Technology Report be sent to her as well as the other Superintendents.

e. *2017-2018 Calendar*

Mrs. Rexroad says the calendar matches up closely with District 210's calendar. Differences include that we will take off the last institute day May 25<sup>th</sup> and make it an emergency day and then put our three institute days in the beginning of the year for Menta training, CPI training as well as going over our medical plans, etc. Students are at the correct number of days and certified staff are working their number of contractual days.

f. *Discontinuance of Non-Certified Staff*

Mrs. Rexroad stated she is working on her projections. If she does reduce staff, it will be a few paraprofessionals. This depends on prospective students coming in and those that may be moving out. She plans to go over the numbers again with Mrs. Wronski and Mrs. Kaczmarczyk before a final decision is made.

g. *Last Day of School*

Mrs. Rexroad asked what day the rest of the districts last day of school will be. Mrs. Raines stated June 1, 2017, Mr. Ragon June 6, 2017, and Dr. Tingley May 25, 2017.

E. OLD BUSINESS

F. NEW BUSINESS

G. NEXT MEETING

May 8, 2017 – 9:00 a.m.

H. ADJOURNMENT

*Mrs. Raines moved, seconded by Dr. Tingley, that the meeting be adjourned.*

*Voting Aye: Mr. Ragon, Mrs. Rains, Dr. Tingley*

*Motion carried: 3 Aye, 0 Nay*

Chairman Ragon declared the meeting adjourned at 9:23 a.m.

Respectfully submitted by:  
Kristin Menconi  
Administrative Assistant, District #843