

**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  
May 8, 2017

A. Roll Call

Mr. Ragon called the meeting to order at 9:04 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. Maura Zinni (District #157C); Dr. Omar Castillo (District #159);  
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 - April 10, 2017

*Dr. Zinni moved, seconded by Dr. Tingley that the Committee approve the minutes of the regular meeting held on April 10, 2017.*

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

*Motion carried: 5 Aye, 0 Nay*

D. REPORTS

1. Financial Report

a) *Review of Accounts*

Mrs. Wronski has reviewed where District #843 should be by end of the year financially. She stated she is considering a transfer of funds from Fund 10 to Fund 40 to meet our obligations for Fund 40 lease agreements. Mrs. Wronski would like to talk with the member district business managers by June 1<sup>st</sup>. She hopes that the districts will not need to do pre billing. We will need to issue bills for July 1st so the Superintendent's can get the bills on their agendas for approval in July. Mrs. Wronski also stated that if you compare FY17 versus FY16, when you remove the 1.6 million dollars in refunds that we gave to the districts, you can see that our expenditures have decreased from fiscal year to fiscal year and that cost cutting has been effective. Dr. Zinni asked if the district is getting 43% less in federal revenues. Mrs. Wronski stated that all of the districts will need to submit their IDEA grants expending the money, and until they do submit an expenditure report, we cannot claim that money. Mrs. Wronski will notify our member districts if she does not receive their expenditure reports.

b) *Building and Grounds*

Mrs. Wronski stated that the ROE visited all of our buildings and that we had a few minor issues that have been fixed. Everything else will be completed the day after the last of school at Pioneer Grove where they will finish up some electrical work on the lower level. Dr. Zinni asked Mrs. Wronski if she had a plan in place for lead testing. Mrs. Wronski stated that she has received three quotes and now plans to do our own testing and send the results to the state lab. These are due in December.

c) *Budget 2017-18*

Mrs. Wronski will provide the Advisory Committee with a preview of the budget most likely by the end of this week or by the end of May. Mrs. Wronski is waiting on projections for student headcounts by each district.

- d) *IDEA Grant*  
Mrs. Wronski stated that the staff has been getting informative emails for the IDEA Grant and GATA. If anyone has questions they may contact her. Mrs. Wronski is aware that some employees are having some difficulty as they have been trying to do it through ISBE, but now there is an actual separate GATA portal.
- e) *Transfer of Funds*  
Mrs. Wronski is going to ask for the ability to transfer funds in the event it is needed. Overall we have the money, but it is not in Fund 40.
- f) *210 Agreements*  
Mrs. Rexroad mentioned that we have three agreements in place this year including the Transportation Agreement, Operation and Maintenance Agreement, and a Coordinator Special Services Agreement. Mrs. Rexroad would like to continue with these agreements. There was some discussion about the agreements. Mrs. Rexroad indicated that there were no changes made to the terms of any of them. It was discussed that the continuation of the agreements would be a Governing Board decision.

2. Director's Report

- a) *Summary of Governing Board Action*  
Mrs. Rexroad stated that the 2017-2018 school calendar was adopted, which is similar to District #210's except for an institute day being moved from the end of the year to the beginning of the school year for teacher training purposes. She also mentioned that the district did reduce staff including four para professional positions and one speech language assistant. Mrs. Rexroad said that the Infnitec Assisitive Technology Grant had been finalized, and the official presentation of The 10 Year Life Safety Report was accepted and can be submitted to the state. Mrs. Rexroad also stated that we received a gift of an Oxygen Concentrator and accessories for one of our students which are very helpful to the student and extremely generous. Mrs. Rexroad mentioned that the Summer working hours for District #843 were approved for Monday thru Thursday 7 a.m. to 4 p.m. beginning May 29th and ending August 4<sup>th</sup>. The Governing Board approved Mrs. Rexroad's contract for a one year extension of her existing contract and an amendment was added at the end. There was a discussion regarding the administrative raises.
- b) *Staff and Program Update*  
Mrs. Rexroad stated that enrollment numbers for May; are Mackay is at 37, Pioneer Grove at 52, SELF at 32, ACCESS at 15 and Transportation is 535.
- c) *ESY Registration*  
Mrs. Rexroad explained that ESY deadline is this week. Mokena District #159 did submit some registrations prior to May 1<sup>st</sup> leaving our total enrollment at around 100 students.
- d) *Technology Report*  
Mrs. Rexroad stated that Mr. Furgason is working on deploying the new computers as well as setting up Tyler online registration that goes into effect this fall. Tyler is new this year and has had some nuances that we have worked through. The schools are using it for attendance, transcripts, report cards, and hoping to use it more for behavior data. The school nurse at Pioneer Grove has been using it to enter our student's medical records. Mr. Furgason will be assisting in the move of SELF out of District #122. He will be relocating some promethean boards to Mackay for summer school and then the boards off to their final destinations for the fall.

*A motion was made by Dr. Zinni and seconded by Dr. Tingley to move to closed session at 9:30 a.m. for the purpose of discussing:*

- A. The appointment, employment, compensation, or dismissal of specific employees of the Cooperative.
- B. Litigation

OPEN SESSION

*A motion was made by Dr. Zinni and seconded by Dr. Tingley to return to open session at 10:27 a.m. On voice vote the motion carried.*

F. OLD BUSINESS

Dr. Zinni inquired about the wheel chair swing being installed at Pioneer Grove. Discussion has occurred at two previous Governing Board meetings.

G. NEW BUSINESS

H. NEXT MEETING

June 12, 2017 – 9:00 a.m.

I. ADJOURNMENT

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

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

*Motion carried: 5 Aye, 0 Nay*

Chairman Ragon declared the meeting adjourned at 10:29 a.m.

Respectfully submitted by:

Kristin Menconi

Administrative Assistant, District #843