

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

MINUTES

Regular Meeting, January 23, 2024

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 7:04 p.m. on the 23rd day of January 2024.

A. ROUTINE MATTERS

Roll Call

Present: Dana Bergthold (District #210), Anna Briscoe (District #159), Terry Doyle (District #114), Jim Martin (District #161), Ann Zarembo (District 157c)

Staff Present: Sarah Rexroad, Director
Sabina Fitzgerald, Accounting Specialist and Board Secretary

Visitors Present: Judy Boyens, Assistant Director and Transportation Supervisor
Lawrence Piwnicki, Principal
Kevin Richter, Technology Coordinator
Michael Romeo, Administrator
Carlene Hochhalter, Teacher
Emily Leitschuh, Teacher
Lisa Brace, Visitor
Katie Sues, Visitor

B. PUBLIC COMMENT

Lisa Brace, a resident of Summit Hill District 161, requested that the Governing Board clarify information circulating the community regarding Mackay Center asbestos abatement as well as District 843's interests in the schools District 161 is proposing to close. Mrs. Rexroad answered the questions, stating that asbestos testing was done at Mackay Center and considering there are no plans to renovate the building we do not need to take any action regarding asbestos. Mackay Center is currently being used by District 210 for some of their programs. That is expected to continue into next year. There is no discussion of the Mackay Center closing for the 2024-25 school year.

C. CONSENT AGENDA

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

1. Approval of December 19, 2023, Regular & Closed Session Minutes
2. Approval of Financial Statement
3. Approval of Current Payables
4. Approval of Maxim Addendum
5. Approval of Stepping Stones Group Addendum/Addenda
6. Approval of Personnel Items
 - a. *Employment*
Lily Hochhalter, *Bus Monitor & Paraprofessional*, effective January 24, 2024
Donna Kenealy, *Teacher*, effective January 8, 2024
 - b. *Resignation/Retirement*
Sheila Binder, *Bus Monitor*, effective January 9, 2024
Brad Koperski, *Paraprofessional*, effective January 18, 2024
 - c. *Family Medical Leave Act (FMLA)*

***Voting Aye: Bergthold, Briscoe, Doyle, Martin, Zarembo
Motion carried: 5 Aye, 0 Nay***

D. REPORTS

1. Administrative Reports

a. SELF – Michael Romeo

Mr. Romeo reported 55% of the SELF students are enrolled in at least one general education class at the start of second semester. He received positive feedback from parents regarding the recent E-Learning days and staff agreed they went well. Behavior tracking for second semester has been adjusted so that the Microsoft Forms track by classroom rather than the entire program. There are currently two students in the STLR classroom with additional coming soon. The class is going well. The February focus will be Communication: student to student, staff to student, and staff to staff. The next family event will be a sports night at Mokena Elementary School.

b. Pioneer Grove – Larry Piwnicki

Mr. Piwnicki reported the classroom changes at Pioneer Grove have taken place and are going well. The PEAK Curriculum is on order, and trainer(s) will be chosen soon. The PSO is planning an event at the Tinley Park Roller Rink and the Bunny Breakfast. On the next School Improvement/Early Release Day, the staff will be training in either Safety Care, Stop the Bleed, Student Engagement, or Effective Communication. As new staff come on board, either the BCBA, Occupational Therapists, or Physical Therapist trains the new staff on their areas of expertise.

c. Technology – Kevin Richter

Mr. Richter reported multifactor authentication has been completed and he is adjusting the antivirus settings. The desktop computers for the Transition House are ready to install, just waiting for furniture to be set up. One of the two desktop computers that were ordered for District Office staff has been installed. With the help of our E-rate Consultant, we submitted the form to request funds for the Wi-Fi project. Vendors have 30 days to bid on the project which will be done over the summer. The ViewBoard for the STLR classroom is on order. Twenty iPads, four years of support, and supporting apps will be purchased through a grant to start replacing the older ones.

d. Transportation – Judy Boyens

Dr. Boyens reported we currently have 54 drivers, 30 monitors and transport 608 students. Training on the Traversa system started today and went well.

2. Finance Report

a. Review of Accounts

Mrs. Rexroad reported that the most recent invoices produced in January will be the last ones with Buildings & Grounds and Transportation. We may have underbilled for Bus Monitors. Mr. Englert will review and reconcile. Pioneer Grove tuition was significantly decreased due to the higher enrollment numbers. SELF is under budget but we are not adjusting bills yet. Repairs and maintenance costs in the Operations and Maintenance Fund continue to grow, but Capital Outlay is well under budget so overall the Fund should stay within budget. Transportation is projected to be over budget approximately \$60,000 but this is mostly due to insurance reimbursements after bus accidents.

b. Bus Monitor Pay Considerations

Mrs. Rexroad reported the petition from the Bus Monitors regarding their pay was presented to the Advisory Committee. They agreed the only potential change would be to increase the guaranteed minimum hours, but it was not recommended to make a change in the middle of a budget year.

3. Director's Report

a. Staff & Program Update

Mrs. Rexroad reported that Pioneer Grove's enrollment is 66. The SELF Program enrollment is 30 including the STLR classroom. Transportation is transporting 608 students. The classroom changes at Pioneer Grove have made the classroom counts more equalized and allow us to accept more referrals.

- b. Discontinuance of Service (By-Laws 4.06)
Mrs. Rexroad reported she has received notice from all the Member Districts and none are making changes for the 2024-2025 school year. They may wish to purchase additional therapy or psychological services if we are able to accommodate.
- c. Buildings & Grounds
Mrs. Rexroad reported the ductwork at Pioneer Grove was completed over winter break. All of the classrooms are evenly heated now. As part of the work, it was advised the air volume units be drop tested and balanced. This was completed last week. We received a \$50,000 School Maintenance Project Grant which will be used for the mechanicals work planned for the summer.
- d. FOIA
We received and responded to three FOIA requests.
 - 1. Don Burton
 - 2. Mike Gibson
 - 3. Illinois Retired Teachers Association

E. CLOSED SESSION

A motion was made by Anna Briscoe and seconded by Dana Bergthold to move to a closed session at 7:31 p.m. for the purpose of discussing:

- 1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees.
- 2. The placement of individual students in special education programs and other matters relating to individual students.
- 3. Litigation, when an action against, affecting, or on behalf of the particular public body has been filed and is pending in court or administrative tribunal, or when the public body finds that such an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

OPEN SESSION

A motion was made by Jim Martin to return to open session at 7:47 p.m. On a voice vote the motion carried.

F. OLD BUSINESS

G. NEW BUSINESS

H. ACTION ITEMS

- 1. Roberts Environmental Control Repairs to Multiple Zone Constant Air Volume Unit Drops
A motion was made by Anna Briscoe and seconded by Ann Zaremba that the Governing Board approve the quote from Roberts Environmental Control in the amount of \$6,819.00, as presented
Voting Aye: Bergthold, Briscoe, Doyle, Martin, Zaremba
Motion carried: 5 Aye, 0 Nay
- 2. Roberts Environmental Control Test and Balance
A motion was made by Dana Bergthold and seconded by Anna Briscoe that the Governing Board approve the quote from Roberts Environmental Control in the amount of \$3,957.00 as presented
Voting Aye: Bergthold, Briscoe, Doyle, Martin, Zaremba
Motion carried: 5 Aye, 0 Nay
- 3. 95% Group
A motion was made by Anna Briscoe and seconded by Dana Bergthold that the Governing Board approve the 95% Group quote in the amount of \$11,490.60 for curriculum as part of the ESSER III grant
Voting Aye: Bergthold, Briscoe, Doyle, Martin, Zaremba

Motion carried: 5 Aye, 0 Nay

4. *Apple, Inc. Education*

A motion was made by Dana Bergthold and seconded by Ann Zaremba that the Governing Board approve the Apple, Inc. Education quote in the amount of \$ 8,559.00 for the purchase of iPods, AppleCare, and cases as part of the ESSER III grant

Voting Aye: Bergthold, Briscoe, Doyle, Martin, Zaremba

Motion carried: 5 Aye, 0 Nay

5. *CDW-G*

A motion was made by Ann Zaremba and seconded by Anna Briscoe that the Governing Board approve the CDW-G quote in the amount of \$15,409.31 for the purchase of laptops as part of the ESSER III grant

Voting Aye: Bergthold, Briscoe, Doyle, Martin, Zaremba

Motion carried: 5 Aye, 0 Nay

6. *eLuma Online Therapy*

A motion was made by Anna Briscoe and seconded by Dana Bergthold that the Governing Board approve the eLuma agreement in the amount of \$21,000.00 for online therapy as part of the ESSER III grant

Voting Aye: Bergthold, Briscoe, Doyle, Martin, Zaremba

Motion carried: 5 Aye, 0 Nay

7. *Acceptance of Gift*

A motion was made by Anna Briscoe and seconded by Ann Zaremba that the Governing Board accept the gift of \$500.00 to Pioneer Grove Educational Center from Darryl Dupre

Voting Aye: Bergthold, Briscoe, Doyle, Martin, Zaremba

Motion carried: 5 Aye, 0 Nay

I. **NEXT MEETING**

February 27, 2024 – 7:00 p.m. – Pioneer Grove Educational Center

J. **ADJOURNMENT**

A motion was made by Anna Briscoe with a second by Ann Zaremba that the meeting is adjourned. All members voted Aye. Motion carried. President Martin declared the meeting adjourned at 7:52 p.m.

Respectfully submitted,
Sabina Fritzgerald
Accounting Specialist & Board Recording Secretary

President

Secretary