

# Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST

www.lyonstto.net

BOARD OF SCHOOL TRUSTEES  
Michael S. Thiessen, President  
Theron G. Tobolski, Trustee  
Michael Dickman, Trustee

22 Calendar Ave. STE D  
LaGrange, IL 60525  
Phone 708-352-4480  
Fax 708-352-4417

## *Minutes of the Special Meeting of the Lyons Township Trustees of Schools September 25, 2017 – 5:30 P.M.*

<u>Board of School Trustees</u>	<u>PRESENT</u>	<u>ABSENT</u>
Mr. Michael Thiessen (arrived at 5:50)	<u>X</u>	___
Mr. Theron Tobolski	<u>X</u>	___
Mr. Michael Dickman	<u>X</u>	___

### Staff Present

Dr. Susan Birkenmaier      Mr. Ken Getty      Ms. Lauralee Conway

### Others Present

Ms. Emily Witt      Dr. David Palzet

### Call to Order & Roll Call

Trustee Tobolski motioned to appoint Trustee Dickman President pro-tem. Seconded by Trustee Dickman.

All in favor, motion carried.

The meeting was called to order by **President pro-tem Dickman** at 5:30 P.M.

### Pledge of Allegiance

### Public Comments

None

### Review/Approval of Minutes

**Motion by Trustee Dickman** to approve the following minutes:

August 14, 2017 – TTO Open Meeting

**Seconded by President Tobolski**

Roll Call:    Ayes:            Dickman, Tobolski  
                 Nays:            None  
                 Absent:          Thiessen

*Motion carried.*

**Review/Approval of Minutes**

**Motion by Trustee Dickman** to approve the following minutes:

August 14, 2017 – TTO Closed Meeting

**Seconded by President Tobolski**

Roll Call: Ayes: Tobolski, Dickman  
Nays: None  
Absent: Thiessen

*Motion carried.*

**Review of the Lyons Township Treasurer's financial reports for the months of July 2017 and August 2017**

Treasurer Birkenmaier reported the expenditures are currently at 20% expended for July and August FY18. Western Springs School District #101's payment was received and booked in July 2017.

**Review School Districts Official Records**

Treasurer Birkenmaier reviewed the July and August 2017 School District Official Records with the Board of Trustees. Discussion was had on the West 40 Educational Services growing deficit. Dr. Birkenmaier and President Thiessen have met with the Mr. Klaisner the Executive Director of West 40 Educational Services. Mr. Klaisner reported the State of Illinois has recently released funds since the State of Illinois passed the budget. Dr. Birkenmaier reported the auditors have also raised concerns regarding the West 40 Educational Services growing deficit. Dr. Birkenmaier will reach out to Mr. Klaisner to discuss the deficit balance and report back to the Board of Trustees.

**Review/Approval of Payables List – September 25, 2017**

**Motion by Trustee Dickman** to approve the payables list for:

September 25, 2017 - \$ 172,310.56. Seconded by President Tobolski

Roll Call: Ayes: Tobolski, Dickman  
Nays: None  
Absent: Thiessen

*Motion carried.*

***President Thiessen arrived at 5:50 P.M.***

**Review/Approval FY18 Final Budget**

Treasurer Birkenmaier reported the salary compensation for receptionist/banking and payroll have been adjusted per the Boards recommendations at the August 2017 Board Meeting. Mr. Ken Getty reported insurance figures were also finalized. The litigation budget increased from \$ 300,000 to \$ 500,000.

**Motion by Trustee Dickman** to approve the FY18 Final Budget.

FY18 Final Budget - \$ 1,678,187. Seconded by President Tobolski

Roll Call: Ayes: Thiessen, Tobolski, Dickman  
Nays: None  
Absent: None

*Motion carried.*

### **FY17 TTO/District Audit Update**

Dr. Birkenmaier reported Miller Cooper advised the LTTO that the Final Audit Report is expected to be delivered on October 15, 2017.

### **Semi-annual review of the minutes of meetings lawfully closed under the Open Meetings Act**

The Board of School Trustees agreed to review and discuss the semi-annual minutes in closed session.

### **Disposal of Surplus Property**

The Board of School Trustees reviewed the list of surplus property for disposal. The disposal items on the list are no longer in use by the office due to age or condition. Mr. Ken Getty will reach out to the school districts and inquire whether they are in need of 2 (two) tables that are on the disposal list.

**Motion by Trustee Tobolski** to dispose the surplus property after the LTTO reaches out to the school districts. **Seconded by President Thiessen.**

Roll Call: Ayes: Thiessen, Tobolski, Dickman  
Nays: None  
Absent: None

*Motion carried.*

### **Motion to suspend the Special Meeting for the purpose of entering closed session.**

**Motion by Trustee Tobolski** to suspend the Special Meeting for the purpose of entering closed session at **6:04 P.M.**, for the purpose of:

- *Illinois Open Meetings Act, (5 ILCS 120/2 (c)(1)*, “Discussion on the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body.”
- *Illinois Open Meetings Act, (5 ILCS 120/2 (c)(11)*, “Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that 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.”
- *Illinois Open Meeting Act, (5ILCS 120/2(c)(21)*, “Discussion of minutes of meetings lawfully closed under this Act, whether for the purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.”

**Seconded by President Thiessen.**

**Reconvene the Special Meeting of the Board of Trustees**

**Motion by President Thiessen** to reconvene the Special Meeting of the Board of Trustees at **6:53 P.M. Seconded by Trustee Dickman.**

Roll Call: Ayes: Thiessen, Tobolski, Dickman  
Nays: None  
Absent: None

*Motion Carried.*

**Action Items after Closed Session**

**Motion by Trustee Tobolski** to continue closed status of the below minutes of meetings lawfully closed under the Open Meetings Act. **Seconded by President Thiessen.**

Roll Call: Ayes: Thiessen, Tobolski, Dickman  
Nays: None  
Absent: None

*Motion Carried.*

December 21, 2012	October 2, 2015	October 31, 2016
February 6, 2014	November 9, 2015	November 28, 2016
February 24, 2014	December 17, 2015	January 9, 2017
August 25, 2014	February 3, 2016	March 13, 2017
October 29, 2014	March 16, 2016	April 24, 2017
December 11, 2014	April 25, 2016	May 22, 2017
February 12, 2015	June 27, 2016	June 26, 2017
March 23, 2015	August 22, 2016	
May 26, 2015	September 26, 2016	

**Adjournment**

**President Thiessen** moved to adjourn the Special Meeting of the Board of Trustees at **6:52 P.M. Seconded by Trustee Tobolski.**


Roll Call: Ayes: Thiessen, Tobolski, Dickman  
Nays: None  
Absent: None

*Motion Carried.*

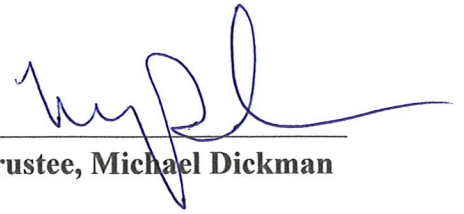
**Minutes approved by:**



**President, Michael Thiessen**



**Trustee, Theron Tobolski**



**Trustee, Michael Dickman**

Approved on: 11-28-17

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## *MINUTES OF THE CLOSED MEETING OF THE LYONS TOWNSHIP TRUSTEES OF SCHOOLS*

*September 25, 2017*

### **1. Call to Order.**

The Closed Session of the Lyons Township Trustees of Schools was called to order by Trustee Michael Dickman at the Township School Treasurer's Office, 22 Calendar Court, LaGrange, Illinois at 6:10p.m.

### **2. Roll Call.**

Taken by Trustee Dickman. Present were President Thiessen, Trustee Dickman, Trustee Tobolski, Treasurer Susan Birkenmaier, Ken Getty, and attorney Emily Witt.

### **3. Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the Body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120(c)(21).**

The Board reviewed the minutes of the closed meetings that had not yet been approved for release. The Board recommended that the minutes remain closed as the need for confidentiality remained.

### **4. Discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body. 5 ILCS 120/2(c)(1).**

The Treasurer discussed the financial specialist's progress and capabilities. The Board discussed areas of concern regarding the financial specialist's work performance.

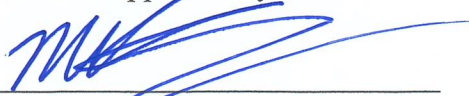
### **5. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when a public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c)(11).**

Trustee Dickman gave an update on the status of the litigation with District 204. Trustee Dickman stated that the Judge would be making a decision on the Summary Judgment Briefs in October. The Board discussed the next steps and timeline in the case.

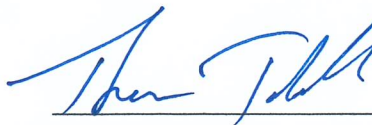
### **6. Adjournment.**

Trustee Tobolski moved to adjourn the Closed Session, seconded by President Thiessen. A roll call vote was taken, with President Thiessen, Trustee Tobolski, and Trustee Dickman voting aye. Closed session was adjourned at 6:52 p.m.

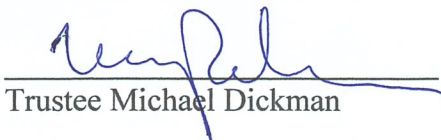
Minutes Approved by:



President, Michael Thiessen



Trustee Theron Tobolski



Trustee Michael Dickman

Date: 11-28-17