

Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST

www.lyonstto.net

BOARD OF SCHOOL TRUSTEES
Michael S. Thiessen, President
Michael Dickman, Trustee
Nicholas A. Kantas, Trustee

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

NOTICE

NOTICE OF A SPECIAL MEETING OF THE BOARD OF TRUSTEES OF THE LYONS TOWNSHIP SCHOOL TREASURER'S OFFICE

September 23, 2019 – 5:30 P.M.

The Board of Township Trustees of Schools, Range 38 North, Range 12 East, Illinois (Lyons Township) have called a special meeting to be held in the office of the School Treasurer located at 22 Calendar Court, Suite D., LaGrange, Illinois, on September 23, 2019 at 5:30 P.M.

AGENDA

1. **Call to Order & Roll Call**

2. **Pledge of Allegiance**

3. **Public Comments**

4. **Review/Approval of Minutes**

Board of School Trustees review and approval of the Lyons Township School Treasurer's minutes of:

1. August 26, 2019 – TTO Open Meeting
2. August 26, 2019 – TTO Closed Meeting

5. **Review the Lyons Township Treasurer's Financial Reports**

Board of School Trustees discussion and review of the Lyons Township School Treasurer's financial statements for the following months as presented.

- August 2019

6. **Review/Approval of Payables List**

Board of School Trustees approval and ratification for the payment of expenses is requested for the Lyons Township School Treasurer's payables in the amount of

- September 3, 2019 - \$ 5,462.40
 - September 23, 2019 - \$ 89,984.26
- **Total \$ 95,446.66**

7. **Review School Districts Official Records**

Board of School Trustees discussion and review of the Lyons Township Schools and Coop's financial records for:

- August 2019

NEW BUSINESS:

8. **Comcast –Contract Approval**

9. **First Communication –Contract Approval**

10. **Review/Approval of Depositories**

OLD BUSINESS:

11. **Approval of Dissolution of the Lyons Township Elementary School Districts' Employee Benefit Cooperative (LTESDEBC)**

12. **District 204 Litigation Update**

13. **West 40**

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

- *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 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.”

15. **Motion to reconvene the Special Meeting of the Board of Trustees**

16. **Action as a result of Closed Session**

17. **Adjournment**

Township of School Trustees
Special Meeting
September 23, 2019

5:30 P.M.

22 Calendar Court, Suite D



MEETING

Call to Order

Pledge of Allegiance

Public Comments

Review/Approval of Minutes

August 26, 2019 – TTO Open Meeting
August 26, 2019 – TTO Closed Meeting

Review the Lyons Township Treasurer's Financial Reports

- August 2019

Lyons Township Trustee of Schools

Account Level Operating Statement For the Period 08/01/2019 through 08/31/2019

Fiscal Year: 2019-2020

		<u>08/01/2019 - 08/31/2019</u>	<u>Budget</u>	<u>Budget Balance</u>		
All Funds						
REVENUE						
LineDesc		MTD	YTD	Budget	BudgetBalance	Percent
10.4.1940.0000.000.4001	PRORATA - CURRENT YEAR	\$0.00	\$0.00	(\$1,678,186.00)	(\$1,678,186.00)	0.0%
10.4.1940.0000.000.4002	PRORATA - IMMEDIATE PRIOR YEAR	(\$104,372.02)	(\$597,761.76)	(\$354,104.00)	\$243,657.76	168.8%
10.4.1940.0000.000.4003	PRORATA - PRIOR YEARS	\$0.00	\$0.00	(\$386,985.00)	(\$386,985.00)	0.0%
10.4.1950.0000.000.0000	REFUND OF PRIOR YEARS' EXPENDITURES	(\$9.72)	(\$9.72)	\$0.00	\$9.72	0.0%
REVENUE		(\$104,381.74)	(\$597,771.48)	(\$2,419,275.00)	(\$1,821,503.52)	24.7%
EXPENDITURE						
LineDesc		MTD	YTD	Budget	BudgetBalance	Percent
10.5.2520.1000.000.5001	SALARIES - TREASURER	\$11,666.66	\$23,333.32	\$140,000.00	\$116,666.68	16.7%
10.5.2520.1000.000.5002	SALARIES - OFFICE MANAGER	\$6,067.24	\$12,000.00	\$72,000.00	\$60,000.00	16.7%
10.5.2520.1000.000.5004	SALARIES - PAYROLL	\$5,500.00	\$10,500.00	\$63,000.00	\$52,500.00	16.7%
10.5.2520.1000.000.5008	SALARIES - PT RECORDS MANAGEMENT	\$3,500.00	\$6,483.50	\$40,000.00	\$33,516.50	16.2%
10.5.2520.1000.000.5010	SALARIES - OVERTIME	\$0.00	\$0.00	\$2,000.00	\$2,000.00	0.0%
10.5.2520.1000.000.5011	SALARIES - DIR OF FINANCE AND OPERATIONS	\$4,618.32	\$12,118.32	\$101,603.05	\$89,484.73	11.9%
10.5.2520.1000.000.5012	SALARIES - ACCOUNTANT	\$3,454.04	\$6,670.92	\$40,500.00	\$33,829.08	16.5%
10.5.2520.1000.000.5013	SALARIES - SR ACCOUNTANT	\$0.00	\$3,171.84	\$0.00	(\$3,171.84)	0.0%
10.5.2520.1000.000.5015	SALARIES - PT BUSINESS SERVICES	\$1,586.00	\$2,741.00	\$27,500.00	\$24,759.00	10.0%
10.5.2520.2120.000.0000	BENEFITS - IMRF	\$2,721.27	\$5,736.93	\$43,802.00	\$38,065.07	13.1%
10.5.2520.2130.000.0000	FICA	\$3,102.28	\$6,467.08	\$39,912.00	\$33,444.92	16.2%
10.5.2520.2140.000.0000	MEDICARE	\$725.52	\$1,512.44	\$9,334.00	\$7,821.56	16.2%
10.5.2520.2210.000.0000	LIFE INSURANCE	\$107.10	\$197.20	\$1,608.00	\$1,410.80	12.3%
10.5.2520.2220.000.0000	MEDICAL INSURANCE	\$6,110.07	\$13,741.78	\$127,393.00	\$113,651.22	10.8%
10.5.2520.2230.000.0000	DENTAL INSURANCE	\$90.64	\$1,253.52	\$7,994.00	\$6,740.48	15.7%
10.5.2520.2341.000.0000	VISION INSURANCE	\$118.20	\$180.22	\$1,076.00	\$895.78	16.7%
10.5.2520.3100.000.0000	CPA SERVICES	\$5,866.25	\$7,718.75	\$90,000.00	\$82,281.25	8.6%
10.5.2520.3100.000.0019	PROGRAMMING & TRAINING	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.0%
10.5.2520.3100.000.0023	PROF. & TECH. SERVICES - IT	\$527.50	\$527.50	\$13,000.00	\$12,472.50	4.1%
10.5.2520.3110.000.0000	EMPLOYEE ASSISTANCE SERVICES	\$625.00	\$625.00	\$2,500.00	\$1,875.00	25.0%
10.5.2520.3160.000.0000	ANNUAL I.V. LICENSE	\$0.00	\$0.00	\$124,000.00	\$124,000.00	0.0%
10.5.2520.3160.000.0027	SOFTWARE	\$8.00	\$495.33	\$9,000.00	\$8,504.67	5.5%
10.5.2520.3170.000.0000	AUDIT/FINANCIAL SERVICES	\$0.00	\$5,000.00	\$23,000.00	\$18,000.00	21.7%
10.5.2520.3180.000.0000	LEGAL SERVICES	\$4,778.75	\$4,778.75	\$32,000.00	\$27,221.25	14.9%
10.5.2520.3180.000.0001	DISTRICT 204 - LITIGATION	\$59,648.45	\$101,705.45	\$500,000.00	\$398,294.55	20.3%
10.5.2520.3190.000.0000	OTHER PROFESSIONAL AND TECHNICAL SERVICES	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
10.5.2520.3200.000.0000	PROPERTY SERVICES	\$49.16	\$98.32	\$575.00	\$476.68	17.1%
10.5.2520.3200.000.0002	PROPERTY APPRAISAL	\$0.00	\$0.00	\$250.00	\$250.00	0.0%
10.5.2520.3210.000.0000	SANITATION SERVICES	\$70.00	\$565.00	\$840.00	\$275.00	67.3%
10.5.2520.3220.000.0000	CLEANING SERVICES	\$425.00	\$425.00	\$5,100.00	\$4,675.00	8.3%
10.5.2520.3250.000.0000	RENTALS	\$4,154.00	\$8,308.00	\$51,000.00	\$42,692.00	16.3%
10.5.2520.3250.000.0003	COPIER & PRINTER LEASE	\$373.38	\$2,309.38	\$13,500.00	\$11,190.62	17.1%
10.5.2520.3250.000.0004	ENVELOPE INSERTER LEASE	\$0.00	\$501.00	\$2,004.00	\$1,503.00	25.0%
10.5.2520.3320.000.0000	TRAVEL	\$23.43	\$23.43	\$1,800.00	\$1,776.57	1.3%
10.5.2520.3330.000.0000	MEETING EXPENSE	\$0.00	\$75.36	\$1,200.00	\$1,124.64	6.3%
10.5.2520.3400.000.0000	TELEPHONE SERVICE	\$724.37	\$1,425.97	\$9,000.00	\$7,574.03	15.8%
10.5.2520.3400.000.0005	POSTAGE	\$0.00	\$0.00	\$500.00	\$500.00	0.0%
10.5.2520.3400.000.0008	INTERNET	\$236.85	\$473.70	\$2,700.00	\$2,226.30	17.5%
10.5.2520.3800.000.0000	PRINTING AND BINDING	\$0.00	\$0.00	\$16,500.00	\$16,500.00	0.0%
10.5.2520.3800.000.0000	COBRA ADMINISTRATION	\$0.00	\$0.00	\$750.00	\$750.00	0.0%
10.5.2520.3800.000.0011	RETIREE/COBRA BENEFITS	\$7,525.25	\$10,532.78	\$15,844.00	\$5,311.22	66.5%
10.5.2520.3800.000.0013	COMMERCIAL PACKAGE	\$0.00	\$0.00	\$10,000.00	\$10,000.00	0.0%
10.5.2520.3800.000.0014	WORKERS COMPENSATION	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.0%
10.5.2520.3800.000.0015	COMMERCIAL UMBRELLA	\$0.00	\$0.00	\$20.00	\$20.00	0.0%
10.5.2520.3800.000.0016	PUBLIC OFFICIALS LIABILITY	\$0.00	\$0.00	\$15,000.00	\$15,000.00	0.0%
10.5.2520.3800.000.0017	CYBER LIABILITY	\$0.00	\$0.00	\$1,875.00	\$1,875.00	0.0%
10.5.2520.3800.000.2009	ILLINOIS DEPT OF EMPLOYMENT SECURITY	\$0.00	\$0.00	\$16,550.00	\$16,550.00	0.0%

Lyons Township Trustee of Schools

Account Level Operating Statement For the Period 08/01/2019 through 08/31/2019

Fiscal Year: 2019-2020

	<u>08/01/2019 - 08/31/2019</u>		<u>Budget</u>	<u>Budget Balance</u>		
10.5.2520.4100.000.0000	OFFICE SUPPLIES	\$0.00	\$129.93	\$12,000.00	\$11,870.07	1.1%
10.5.2520.4100.000.0018	PAPER	\$0.00	\$567.00	\$500.00	(\$67.00)	113.4%
10.5.2520.4100.000.0024	ENVELOPES	\$0.00	\$535.00	\$1,100.00	\$565.00	48.6%
10.5.2520.4400.000.0000	PERIODICALS	\$0.00	\$36.49	\$500.00	\$463.51	7.3%
10.5.2520.4900.000.0020	CHECKS	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.0%
10.5.2520.5500.000.0000	CAPITALIZED EQUIPMENT	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.0%
10.5.2520.6400.000.0000	DUES AND FEES	\$105.00	\$98.35	\$3,500.00	\$3,401.65	2.8%
	EXPENDITURE	\$135,321.73	\$253,063.56	\$1,709,330.05	\$1,456,266.49	14.8%
Net (Revenue)/Expense		\$30,939.99	(\$344,707.92)	(\$709,944.95)	(\$365,237.03)	48.6%

Lyons Township Trustee of Schools

Account Level Operating Statement For the Period 08/01/2019 through 08/31/2019

Fiscal Year: 2019-2020

08/01/2019 - 08/31/2019

Budget

Budget Balance

End of Report

Review/Approval of Payables List

- September 3, 2019 - \$5,462.40
- September 23, 2019- \$89,984.26

➤ **Total Amount - \$95,446.66**

LYONS TOWNSHIP TRUSTEE OF SCHOOLS VOUCHER

Voucher No: 1019

Voucher Date: 09/03/2019

Prepared By:



Printed: 09/03/2019 03:20:46 PM

LYONS TOWNSHIP TRUSTEE OF SCHOOLS is hereby authorized to draw warrants against LYONS TOWNSHIP TRUSTEE OF SCHOOLS funds for the sum of \$5,462.40 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



Michael S. Thiessen

Board President

Michael Dickman

Trustee

Nicholas A. Kantas

Trustee

LYONS TOWNSHIP TRUSTEE OF SCHOOLS

Fund		Amount
10	EDUCATION	\$5,462.40
		<hr/> \$5,462.40

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1019 09/03/2019

Fiscal Year: 2019-2020

Vendor Remit Name
Description

Amount

LYONS TOWNSHIP ELEMENTARY SCHOOL DIST. 1000132

Check Group:

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
		1 0	V46001 8/19/2019	10.5.2520.2220.000.0000 MEDICAL INSURANCE	\$4,022.40
		1 0	V46001 8/19/2019	10.5.2520.2220.000.0000 MEDICAL INSURANCE	\$1,440.00

Check #: 0

PO/InvoiceTotal: \$5,462.40

Vendor Total: \$5,462.40

Grand Total: \$5,462.40

End of Report

LYONS TOWNSHIP TRUSTEE OF SCHOOLS VOUCHER

Voucher No: 1024

Voucher Date: 09/23/2019

Prepared By:



Printed: 09/19/2019 05:25:27 PM

LYONS TOWNSHIP TRUSTEE OF SCHOOLS is hereby authorized to draw warrants against LYONS TOWNSHIP TRUSTEE OF SCHOOLS funds for the sum of \$89,984.26 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



Michael S. Thiessen

Board President

Michael Dickman

Trustee

Nicholas A. Kantas

Trustee

LYONS TOWNSHIP TRUSTEE OF SCHOOLS

Fund		Amount
10	EDUCATION	\$89,984.26
		\$89,984.26

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1024 09/23/2019

Fiscal Year: 2019-2020

Vendor Remit Name
Description

ACCURATE OFFICE SUPPLY CO.

Amount

Vendor #

1000018

Account

Invoice
Invoice Date

PO No.

QTY

Vendor #

Check Group:

Manilla Folders and Binder Clips

\$36.37

479493 10.5.2520.4100.000.0000
9/23/2019 OFFICE SUPPLIES

1 0

Check #: 0

PO/InvoiceTotal:

\$36.37

Vendor Total:

\$36.37

ADT SECURITY SERVICES

1000021

Check Group:

10/03/2019 - 11/02/2019

\$49.16

October 2019 10.5.2520.3200.000.0000
9/23/2019 PROPERTY SERVICES

1 0

Check #: 0

PO/InvoiceTotal:

\$49.16

Vendor Total:

\$49.16

COMCAST

1000050

Check Group:

09/13/2019 - 10/15/2019

\$236.85

October 2019 10.5.2520.3400.000.0008
9/23/2019 INTERNET

1 0

Check #: 0

PO/InvoiceTotal:

\$236.85

Vendor Total:

\$236.85

Companion Life Insurance Company

Check Group:

V - September 2019

\$10.53

3644 10.5.2520.2341.000.0000
9/23/2019 VISION INSURANCE

1 0

V - September 2019

\$29.39

3644 10.5.2520.3800.000.0011
9/23/2019 RETIREE/COBRA BENEFITS

1 0

L - September 2019

\$56.10

3644 10.5.2520.2210.000.0000
9/23/2019 LIFE INSURANCE

1 0

Lyons Township Trustee of Schools

Voucher Batch Number: 1024 09/23/2019

Voucher Detail Listing

Fiscal Year: 2019-2020

Vendor Remit Name
Description

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
L - September 2019					
1	0		3644	10.5.2520.3800.000.0011	\$96.88
			9/23/2019	RETIREE/COBRA BENEFITS	
Check #: 0					
PO/InvoiceTotal:					\$192.90
Vendor Total:					\$192.90
De Lage Landen Financial Services, Inc.					
Check Group:					
08/15/2019 - 09/14/2019					
1	0		64814960	10.5.2520.3250.000.0003	\$968.00
			9/23/2019	COPIER & PRINTER LEASE	
Check #: 0					
PO/InvoiceTotal:					\$968.00
Vendor Total:					\$968.00
DEL GALDO LAW GROUP, LLC					
Check Group:					
July 2019					
1	0		22934	10.5.2520.3180.000.0000	\$971.25
			9/23/2019	LEGAL SERVICES	
Check #: 0					
PO/InvoiceTotal:					\$971.25
Vendor Total:					\$971.25
FIRST COMMUNICATIONS					
Check Group:					
September 2019					
1	0		118274460	10.5.2520.3400.000.0000	\$712.55
			9/23/2019	TELEPHONE SERVICE	
Check #: 0					
PO/InvoiceTotal:					\$712.55
Vendor Total:					\$712.55
FIRST NATIONAL BANK OF LAGRANGE					
Check Group:					
Indeed.com - Staff Accountant					
1	0		October 2019	10.5.2520.6400.000.0000	\$19.35
			9/23/2019	DUES AND FEES	

Lyons Township Trustee of Schools

Voucher Detail Listing

Fiscal Year: 2019-2020

Vendor Remit Name
Description

Voucher Batch Number: 1024

09/23/2019

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Google Apps - September 2019	1	0	October 2019 9/23/2019	10.5.2520.3160.000.0027 SOFTWARE	\$171.09
MEETING EXPENSE	1	0	October 2019 9/23/2019	10.5.2520.3330.000.0000 MEETING EXPENSE	\$97.69
Wall Street Journal	1	0	October 2019 9/23/2019	10.5.2520.4400.000.0000 PERIODICALS	\$21.49
OFFICE SUPPLIES	1	0	October 2019 9/23/2019	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$108.91
MEETING EXPENSE	1	0	October 2019 9/23/2019	10.5.2520.3330.000.0000 MEETING EXPENSE	\$83.52
OFFICE SUPPLIES	1	0	October 2019 9/23/2019	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$32.20
OFFICE SUPPLIES	1	0	October 2019 9/23/2019	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$111.70
USPS - Priority Mail	1	0	October 2019 9/23/2019	10.5.2520.3400.000.0005 POSTAGE	\$7.35
OFFICE SUPPLIES	1	0	September 2019 9/23/2019	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$53.78
OFFICE SUPPLIES	1	0	September 2019 9/23/2019	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$80.00
OFFICE SUPPLIES	1	0	September 2019 9/23/2019	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$31.77
OFFICE SUPPLIES	1	0	September 2019 9/23/2019	10.5.2520.4100.000.0000 OFFICE SUPPLIES	(\$11.38)
USPS - Priority Mail	1	0	September 2019 9/23/2019	10.5.2520.3400.000.0005 POSTAGE	\$10.40
Wall Street Journal	1	0	September 2019 9/23/2019	10.5.2520.4400.000.0000 PERIODICALS	\$21.49
OFFICE SUPPLIES	1	0	September 2019 9/23/2019	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$25.46

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1024 09/23/2019

Fiscal Year: 2019-2020

Vendor Remit Name
Description

Vendor #	QTY	PO No.	Invoice Date	Account	Amount
Google Apps - August 2019	1	0	September 2019 9/23/2019	10.5.2520.3160.000.0027 SOFTWARE	\$213.67
Check #: 0					
HINCKLEY SPRINGS					PO/InvoiceTotal: \$1,078.49
Check Group:					Vendor Total: \$1,078.49
Hinckley - July & August 2019	1	0	14650680082419 9/23/2019	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$161.42
Check #: 0					
IMAGETEC					PO/InvoiceTotal: \$161.42
Check Group:					Vendor Total: \$161.42
Contract Overages - B/W	1	0	574922 9/23/2019	10.5.2520.3250.000.0003 COPIER & PRINTER LEASE	\$208.52
Check #: 0					
KELLY BRADSHAW					PO/InvoiceTotal: \$208.52
Check Group:					Vendor Total: \$208.52
08/01/2019 - 08/31/2019	1	0	91 9/23/2019	10.5.2520.3100.000.0000 CPA SERVICES	\$6,110.00
Check #: 0					
LADSE/ORS VOCATIONAL ALLIANCE					PO/InvoiceTotal: \$6,110.00
Check Group:					Vendor Total: \$6,110.00
Record Destruction - 10 Boxes	1	0	1223 9/23/2019	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$86.31

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1024 09/23/2019

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
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Check #: 0

PO/Invoice Total: \$86.31
Vendor Total: \$86.31

MILLER CANFIELD PADDOCK & STONE, P.L.C 1000117

Check Group:						
D204 Litigation - July 2019	1	0		1448148 9/23/2019	10.5.2520.3180.000.0001 DISTRICT 204 - LITIGATION	\$13,214.03
D204 Post 2012 - July 2019	1	0		1448149 9/23/2019	10.5.2520.3180.000.0001 DISTRICT 204 - LITIGATION	\$10,213.16

Check #: 0

PO/Invoice Total: \$23,427.19
Vendor Total: \$23,427.19

RRP HOLDINGS, LLC

Check Group:						
October 2019 - Rent	1	0		October 2019 9/23/2019	10.5.2520.3250.000.0000 RENTALS	\$4,154.00
October 2019 - Garbage	1	0		October 2019 9/23/2019	10.5.2520.3210.000.0000 SANITATION SERVICES	\$70.00

Check #: 0

PO/Invoice Total: \$4,224.00
Vendor Total: \$4,224.00

The Quinian Law Firm

Check Group:						
D204 Litigation - July 2019	1	0		996 9/23/2019	10.5.2520.3180.000.0001 DISTRICT 204 - LITIGATION	\$25,933.75
D204 Post 2012 - July 2019	1	0		997 9/23/2019	10.5.2520.3180.000.0001 DISTRICT 204 - LITIGATION	\$24,615.00

Check #: 0

PO/Invoice Total: \$50,548.75
Vendor Total: \$50,548.75

Lyons Township Trustee of Schools

Voucher Batch Number: 1024 09/23/2019

Voucher Detail Listing

Fiscal Year: 2019-2020

Vendor Remit Name Description

Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vision 96, LLC					
Check Group:					
	1	0	3480 9/23/2019	10.5.2520.3160.000.0027 SOFTWARE	\$8.00
	1	0	3480 9/23/2019	10.5.2520.3100.000.0023 PROF. & TECH. SERVICES - IT	\$527.50
	1	0	3480 9/23/2019	10.5.2520.3400.000.0000 TELEPHONE SERVICE	\$12.00
Check #: 0					
PO/InvoiceTotal:					\$547.50
Vendor Total:					\$547.50
WIPE N' KLEEN					
Check Group:					
	1	0	September 2019 9/23/2019	10.5.2520.3220.000.0000 CLEANING SERVICES	\$425.00
Check #: 0					
PO/InvoiceTotal:					\$425.00
Vendor Total:					\$425.00
Grand Total:					\$89,984.26

End of Report

Review School Districts Official Records

- August 2019

Lyons Township School Treasurer's Office
 District Operations Report
 August 2019

District	Beginning FY20 Fund Balance	Beginning FY20 fund balance adjustments	Revenues	Beg. Balance + Revenues	Disbursements	Ending FY20 Fund Balance	% of Total Ending Fund Balance
995	254,607.96		-43.54	254,564.42	18,011.37	236,553.05	0.08%
999	884,162.42		-555.96	883,606.46	576,161.84	307,444.62	0.11%
101	9,473,738.08		8,295,624.71	17,769,362.79	2,745,740.17	15,023,622.62	5.18%
102*	9,734,305.90		8,221,214.88	17,955,520.78	2,331,858.08	15,623,662.70	5.39%
103	12,399,392.72		11,702,714.68	24,102,107.40	4,884,563.25	19,217,544.15	6.63%
104	12,397,473.91		9,401,305.87	21,798,779.78	2,509,592.90	19,289,186.88	6.65%
105	16,144,889.09		10,799,319.05	26,944,208.14	3,787,972.66	23,156,235.48	7.99%
106	12,791,029.55		6,228,070.44	19,019,099.99	1,803,147.32	17,215,952.67	5.94%
106.5	2,180,203.74		-326,894.67	1,853,309.07	1,323,630.96	529,678.11	0.18%
106.7	9,360.47		0.00	9,360.47	0.00	9,360.47	0.00%
107	13,974,230.20		6,866,914.29	20,841,144.49	1,705,059.34	19,136,085.15	6.60%
108	6,052,177.93		2,227,935.03	8,280,112.96	475,775.20	7,804,337.76	2.69%
109	30,879,643.59		10,174,028.16	41,053,671.75	6,369,422.73	34,684,249.02	11.96%
204	41,472,894.85		33,930,702.65	75,403,597.50	11,360,837.22	64,042,760.28	22.09%
2045	3,661,488.31		11,679,312.88	15,340,801.19	1,578,151.30	13,762,649.89	4.75%
217	30,337,937.52		12,886,047.93	43,223,985.45	3,382,023.10	39,841,962.35	13.74%
TOTAL	198,552,285.54	0.00	132,085,696.40	334,733,232.64	44,851,947.44	289,881,285.20	100.00%

* **District 102 August 2019 Financials are pending District Level review**

Comcast- Contract Approval


Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST

www.lyonstto.net

BOARD OF SCHOOL TRUSTEES
Michael S. Thiessen, President
Michael Dickman, Trustee
Nicholas A. Kantas, Trustee

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

DATE: September 19, 2019
TO: Board of School Trustees
FROM: Kenneth T. Getty, MBA, CSBO 
SUBJECT: Comcast Business Services – Internet Contract

The Lyons Township School Treasurer's Office has negotiated a contract to upgrade its current internet service with Comcast Business Services, while also reducing its monthly cost. Attached is a two-year agreement that will increase the LTTO's internet bandwidth by 50% (current 100MB / proposed 150MB) and reduce its cost by 25% (current \$236 / proposed \$176).

Recommended Motion:

"I move to approve to approve the Comcast Business Services contract as presented".

First Communications- Contract Approval

Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST
www.lyonstto.net

BOARD OF SCHOOL TRUSTEES
Michael S. Thiessen, President
Michael Dickman, Trustee
Nicholas A. Kantas, Trustee

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

DATE: September 19, 2019
TO: Board of School Trustees
FROM: Kenneth T. Getty, MBA, CSBO
SUBJECT: First Communication – Contract



The Lyons Township School Treasurer's Office has negotiated a contract to convert its current services with First Communication, while also reducing its monthly cost. Attached is a one-year agreement that will convert the LTTO's phone system from a Primary Rate Interface to a Voice Over IP interface system. The First Communication bill will be reduced by over 40% from approximately \$700 per month to \$400 per month.

Recommended Motion:

"I move to approve to approve the First Communication contract as presented".


Review/Approval Of Depositories

Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST
www.lyonstto.net

BOARD OF SCHOOL TRUSTEES
Michael S. Thiessen, President
Michael Dickman, Trustee
Nicholas A. Kantas, Trustee

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

DATE: September 19, 2019
TO: Board of School Trustees
FROM: Kenneth T. Getty, MBA, CSBO 
SUBJECT: Depository Updates

The Lyons Township School Treasurer's office authorized depository listing is being updated to reflect depository changes that have transpired this fiscal year.

Community Bank of Oak Park River Forest was acquired by Byline Bank in April 2019 and officially merged their operations under the Byline Bank brand & charter on September 9, 2019.

Recommended Motion:

"I move to approve to approve the Authorized Depositories as presented".

Approval of Dissolution of the Lyons
Township/School Districts' Employee
Benefit Cooperative (LTESDEBC)

JOINT DISSOLUTION AGREEMENT

This Joint Dissolution Agreement (the "Agreement") is entered into on the date set forth below, and is between the LaGrange School District #102 ("District 102"), LaGrange School District #105 ("District 105") and the Lyons Township School Treasurer's Office (the "TTO") collectively known as the "Parties";

WHEREAS, pursuant to Lyons Township Elementary School Districts' Employee Benefit Cooperative's Fourth Amended Intergovernmental Cooperative Agreement, dated February 23, 2009, the parties have joined together for the purpose of establishing a self-insurance program (the "Cooperative"); and

WHEREAS, the parties are desirous of dissolving the Cooperative pursuant to Article XVIII of the Intergovernmental Cooperative Agreement; and

NOW THEREFORE, for and in consideration for the mutual covenants and promises hereinafter set forth, and for other good and valuable consideration, the sufficiency of which is acknowledged, the parties agree as follows:

1. The Parties hereby agree to dissolve the Cooperative effective June 30, 2019.
2. Except as provided below, the Cooperative shall do no further business after June 30, 2019, except for the purpose of winding down the affairs of the Cooperative and limited to collecting receivables and paying expenses agreed to by the parties hereto. Further, for the purpose of winding down the Cooperative in a manner satisfactory to the Parties to this Agreement, the Parties agree that:

- a. The Cooperative shall retain Benico, Ltd. Robbins Schwartz, Miller Cooper, and the Lyons Township School Treasurer's Office for the purposes set forth herein;
- b. The Parties agree that funds contained in the existing Cooperative account(s) shall be disbursed only for ordinary and necessary business expenses, including but not limited to the following purposes and in the following manner:
 - (1) To pay the June 2019 customer statements from Blue Cross Blue Shield of Illinois and Guardian Life Insurance Company of America that will be in the Lyons Township School Treasurer's Office's receipt in July 2019;
 - (2) To pay the runout of claims under the Blue Cross Blue Shield of Illinois medical plans and the Guardian dental plan on account of claims that are incurred by plan members prior to the close of business on June 30, 2019;
 - (3) To file and pay the requisite Patient-Centered Outcomes Research Institute (PCORI) fee, due July 31, 2019, for the Blue Cross Blue Shield of Illinois plan year ending June 30, 2019;
 - (4) To pay any other eligible bills and expenses incurred by or on behalf of the Cooperative incurred prior to the close of business on June 30, 2019:

- (5) To pay any sums that become due Benico, Ltd. Robbins Schwartz, Miller Cooper, or the Lyons Township School Treasurer's Office for work performed on behalf of the Cooperative after the date of dissolution;
- (6) After June 30, 2020, any sums remaining in the aforementioned Cooperative account(s), following payment of the items specified above, shall be disbursed to the Parties in pro rata shares as such is defined under Article 2.12 of the Intergovernmental Cooperative Agreement and explained further in Article 18.2. Further, if at any point after June 30, 2019 should the Cooperative's account(s) become depleted but there remain payables the Cooperative is financially responsible for, in a timely fashion the Administrator will calculate, based on the Parties' pro rata shares as defined under Article 18.2, and direct the Account Manager to invoice assessments to the appropriate Party or Parties.

3. The Cooperative shall cease operations at the close of business on June 30, 2019, except for the purpose of winding down its affairs. For that purpose, the Parties agree that:

(a) Benico, Ltd. shall be authorized to act as "Administrator" to handle day-to-day matters after June 30, 2019 occurring after that date, including but not limited to:

- (1) Managing the contractual relationships with Blue Cross Blue Shield of Illinois and Guardian Life Insurance Company of America over the

- course of these carriers' 12-month post-termination contracts to hold them accountable to what has been contractually promised by them;
- (2) Provide advocacy on behalf of insured members (i.e., covered employees or dependents) should any claim disputes arise post-termination;
 - (3) Review Blue Cross Blue Shield's reporting every month to ensure that proper credits are applied with respect to claims that exceed stop loss during the runout period;
 - (4) Assist the Account Manager with the filing and payment of the requisite PCORI fee by July 31, 2019;
 - (5) Timely file any required documents with the Illinois Department of Insurance in the course of the Cooperative's compliance with Public Act 098-0504;
 - (6) Interpret, calculate, and appropriately apply and direct the Account Manager to disburse excess funds after June 30, 2020 OR to invoice assessments any time after June 30, 2019 should the Cooperative's account(s) become depleted and such assessment(s) become necessary;
 - (7) Provide regular reports to the Parties during FY20 around finance, administrative, and compliance related items, and after June 30, 2020 provide the Parties with a final post-dissolution report concerning the same.

(8) Coordinate the activities of the Auditor, General Counsel, and the Account Manager; and

(9) Engage in any other task that might reasonably be considered to be within the purview of the Administrator.

(b) Robbins Schwartz shall be authorized to act as General Counsel for the Cooperative with regard to all legal matters and, among other things, is authorized to take such legal action as may be necessary after June 30, 2019 to dissolve the Cooperative, including filing articles of dissolution with the Illinois Secretary of State;

(c) Miller Cooper shall be authorized to act as the independent auditor for the Cooperative and to take all actions necessary and proper to wind down the affairs of the Cooperative;

(d) The Lyons Township School Treasurer's Office shall be authorized to act as the Account Manager, and to provide such duties as are prescribed for the Account Manager under Article 7.6 of the Intergovernmental Cooperative Agreement.

(e) The Parties further agree that the following fees will be paid for the services noted above in paragraphs (a), (b), (c), and (d):

Benico, Ltd.: \$9,000 flat fee, to be invoiced, in advance of each calendar quarter during FY20, installments of \$2,250 each.

Miller Cooper: \$10,000 fee for the FY19 audit which will be completed during the third calendar quarter of 2019.

Robbins Schwartz: Hourly fee of \$270, with time sheets to support the amount of future invoices.

Lyons Township School Treasurer's Office: \$11,500 flat fee, \$11,000 is attributable to Medical / Life 999 and \$500 on account of Dental 995.

4. Any correspondence other than bills and checks, received by the Parties after June 30, 2019, shall be directed to Benico, Ltd. Bills and checks shall be directed to the Lyons Township School Treasurer's Office, and copies of such to Benico, Ltd.

5. The parties agree and acknowledge that they have had the benefit of advice and representation of legal counsel regarding the terms and conditions of this Agreement. They agree and acknowledge that they have voluntarily accepted the terms and conditions of this Agreement.

6. This Agreement constitutes and contains the entire Agreement between the parties concerning the specific terms of this Agreement and supersedes all prior negotiations, proposed agreements or understandings, oral or in writing, if any, between the parties concerning the specific terms of this Agreement.

7. The parties agree to execute any other documents and instruments and take any other actions as may be reasonably necessary to further the purposes of, or to carry out the intent and purpose of this Agreement.

8. The parties agree that this Agreement shall be interpreted, construed, governed and enforced under and pursuant to the laws of the State of Illinois, without regard to the conflicts of law principles thereof. All disputes and controversies arising between the parties shall be decided exclusively in the Circuit Court of Cook County, Illinois, and the parties irrevocably submit to the jurisdiction of such court.

9. This Agreement shall inure to the benefit of, and shall be binding upon, each of the parties hereto, their representatives, heirs, devisees and assigns.

10. This Agreement is a partial compromise of disputed claims, and any actions taken in furtherance of this Agreement shall not be construed as an admission of liability of any wrongdoing or actionable conflict.

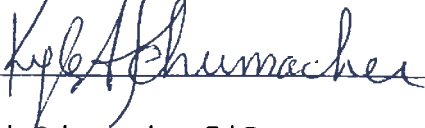
11. This Agreement may not be modified in any respect except by a writing duly executed by both of the parties hereto.

12. The parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises, this Agreement shall be construed as if it were drafted jointly by the parties and no presumption or burden of proof shall arise favoring or disfavoring any party by virtue of the authorship or any of the provisions of this Agreement.

13. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together, shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have set their hands as of this 18th day of June, 2019.

LAGRANGE SCHOOL DISTRICT #102



Kyle Schumacher, Ed.D.

LAGRANGE SCHOOL DISTRICT #105



Steve Bahn

LYONS TOWNSHIP SCHOOL TREASURER'S OFFICE

Michael Theissen, Board President

LTESDEBC Post-Dissolution Account Manager Functions

- Investment Management for FY2020 and First Quarter of FY2021 (7/1/2019 to 9/30/2020)
 - Liquidate position within the LTTO Investment Portfolio on 6/30/2019
- Bonded Treasury Management for FY2020 and First Quarter of FY2021 (7/1/2019 to 9/30/2020)
 - Investment - Money Market Accounts
 - Operating - Dental (995)
 - Operating - Medical (999)
- Accounts Payable Services for FY2020 and First Quarter of FY2021 (7/1/2019 to 9/30/2020)
 - Benico (999)
 - Blue Cross Blue Shield (999)
 - Guardian Life Insurance (995)
 - United States Treasury - PCORI Fee (999)
 - Robbin Schwartz (999)
 - Miller Cooper (999)
 - Menard Consulting (999)
- End of Month Reporting for FY2020 and First Quarter of FY2021 (7/1/2019 to 9/30/2020)
 - Dental (995)
 - Medical (999)
- Bank Account Reconciliation for FY2020 and First Quarter of FY2021 (7/1/2019 to 9/30/2020)
 - Investment Account (Money Market)
 - Dental (995)
 - Medical (999)
- Coordination and Completion of FY2020 Audit
- Accounts Receivable for FY2020 and First Quarter of FY2021 (7/1/2019 to 9/30/2020)
 - Invoice Any Member District Assessments for 999
- Send all Pro-Rata Share checks to LTESDEBC Members on 9/30/2020
 - D102 – (995 & 999)
 - D105 – (999)
 - LTTO - (995 & 999)

Lyons Township Treasurer's Office Fee: \$11,500.00

District 995: \$ 500.00

District 999: \$ 11,000.00

District 204 Litigation Update

West 40

Closed Session

Motion to suspend the Special Board Meeting for the purpose of entering Closed Session.

- ***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 Meetings Act, (5 ILCS 120/2 (c)(1)***, “Discussion on the appointment, employment, compensation, discipline, performance or dismissal specific employees of public body.”

Motion to reconvene the
Special Meeting
of the
Board of Trustees

Time: _____

Action as a result of Closed Session

Adjournment