

# Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST

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BOARD OF SCHOOL TRUSTEES  
Michael S. Thiessen, President  
Shakana L. Kirksey-Miller, Trustee  
Michael J. Dickman, Trustee

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## *Minutes of the Special Meeting of the Board of Trustees of the Lyons Township School Treasurer's Office September 13, 2021 – 6:00 P.M.*

The Board of Township Trustees of Schools, Range 38 North, Range 12 East, Illinois (Lyons Township) have called a special meeting on July 26, 2021, at 6:00 P.M. Pursuant to Governor Pritzker's Executive Order 2020-73, the regular meeting will be a virtual meeting.

### **Microsoft Teams Virtual Meeting Information**

[Click Here to Join Meeting](#)

To Join Meeting via Phone, Dial +1-872-810-3297,  
and enter Conference ID: 185 009 016#

Mr. Michael Thiessen	<u>X</u>	_____
Ms. Shakana Kirksey-Miller	<u>X</u>	_____
Mr. Michael Dickman	<u>X</u>	_____

### **Staff Virtually Present**

Mr. Kenneth T. Getty, Treasurer  
Ms. Brigid Murphy, Director of Finance and Operations

### **Others Virtually Present**

Mr. Ed Wong, LTTO Attorney  
Ms. Kathleen Graffam, League of Women Voters  
Ms. Cynthia Schilski, League of Women Voters  
Ms. Jennifer Dunleavy, LaGrange Highlands School District 106 Board Member  
Mr. David Palzet, Superintendent, Pleasantdale School District 107

### **Call to Order**

President Thiessen called the meeting to order at 6:05 P.M.

### **Pledge of Allegiance**

### **Public Comments**

The following questions were asked by Mr. Dave Palzet and were responded to by **President Thiessen**:

1. Thank you for the opportunity to speak at today's meeting. My first question is what is the outstanding liability the LTTO has for legal fees related to the lawsuit with LTHS High School? President Thiessen deferred to Treasurer Getty who confirmed there are

currently no outstanding legal expenses related to the litigation, that all of these legal expenses were included in the FY2021 LTTO expenditures and will be billed to member districts as part of their FY2021 pro-rata billing.

2. How is the LTTO going to address the increase in expenses that the remaining member districts may incur as a result of the LTHS leaving the LTTO? President Thiessen stated that the FY2022 budget will be discussed later in this meeting and is reflective of what member districts can expect on the FY2022 pro-rata billing. President Thiessen also noted that this budget is substantially less than previous years that did not include a D204 litigation line item.

### **Review/Approval of Minutes**

**Motion by Trustee Dickman** to approve the July 26, 2021, open session minutes as presented.

**Seconded by Trustee Kirksey-Miller.**

Roll Call: Ayes: Thiessen, Kirksey-Miller & Dickman  
Nays: None  
Absent: None

***Motion carried.***

### **Treasurer's Report**

Treasurer Getty provided an update on the health and wellbeing of the LTTO staff members. He reported that field work for the FY2021 audit has been completed, which will also help finalize all reconciliations related withdrawal of LTHS. He also noted that due to the withdrawal of LTHS, there will be a fifth and final interest distribution for FY2021.

### **Review the Lyons Township Treasurer's Financial Reports**

Board of School Trustees reviewed and discussed the Lyons Township School Treasurer's July and August financial statements.

### **Review/Approval of Payables Lists**

**Motion by Trustee Dickman** to approve the payables the August 18, 2021, in the amount of \$20,507.24; **Seconded by Trustee Kirksey-Miller.**

Roll Call: Ayes: Thiessen, Kirksey-Miller & Dickman  
Nays: None  
Absent: None

***Motion carried.***

**Motion by Trustee Dickman** to approve the payables for September 13, 2021, in the amount of \$13,860.74; **Seconded by Trustee Kirksey Miller.**

Roll Call: Ayes: Thiessen, Kirksey-Miller & Dickman  
Nays: None  
Absent: None

***Motion carried.***

## **NEW BUSINESS:**

### **FY2022 Proposed Budget**

Treasurer Getty presented the FY2022 proposed budget. President Thiessen inquired about the increase in rent which Treasurer Getty stated is part of the LTTO's current lease agreement.

**Motion by Trustee Dickman** to approve FY2022 budget as presented. **Seconded by Trustee Kirksey-Miller.**

Roll Call: Ayes: Thiessen, Kirksey-Miller & Dickman  
Nays: None  
Absent: None

*Motion carried.*

### **OLD BUSINESS:**

#### **Pro-Rata Receivables – FY2020**

Treasurer Getty reported that the LTTO has received payment-in-full from all member districts for the FY2020 pro-rata billing.

#### **Matters related to the withdrawal of Lyons Township High School District 204 from the Township Trustees of Schools, Township 38 North, Range 12 East, County of Cook, State of Illinois at the conclusion of FY2021**

Treasurer Getty reported that the LTTO staff is working diligently to finalize the general ledger numbers with LTHS. There are a few outstanding matters related to outstanding checks and other small reconciling items. He also noted that the LTTO continues to occasionally receive funds from the State of Illinois on behalf of LTHS in error and that these funds are typically transferred to LTHS as soon as they are identified as such. Additionally, Treasurer Getty presented the interest allocation analysis that the Trustee's had requested of the LTTO member districts. He stated that he had performed comprehensive review the LTTO's books and records from the General Ledger for each member district's 1995-2020 monthly fund balances and interest distribution. President Thiessen asked if, as part of this analysis, the compounding effect of a prior years' over/under allocation of interest was taken into consideration before proceeding to the next fiscal year. Treasure Getty stated that, due to the subjective nature of the compounding effect, he did not make such adjustments to prior year fund balances when performing this analysis. Treasurer Getty confirmed to Trustee Dickman that total of the cumulative 1995-2020 over/under interest allocations net to zero. President Thiessen asked how member districts would be notified of any interest allocation adjustments. Treasurer Getty recommended that, in the spirit of full transparency, the LTTO release this analysis in its entirety, including all the supporting documentation and workpapers, for public inspection by posting it to the LTTO website. President Thiessen noted that any adjustments would need to be made by the end of September 2021 as part of the final settlement with LTHS. Attorney Wong advised that, in an abundance of caution, the Board of Trustees should take a vote prior to making these adjustments. It was agreed that a Special LTTO Board Meeting be scheduled for Thursday, September 23, 2021, at 5:00 p.m. to review and vote on the fifth/final interest distribution for FY2021 and the adjustments to settle the over/under interest allocations for FY1995-2020. It was also agreed that the 1995-2020 Interest Allocation Analysis along with the supporting documentation will be published to the LTTO website and shared with all member district board members as soon as possible to allow it to be reviewed in advance of September 23, 2021, Special Meeting.

#### **Adjournment**

**Motion by Trustee Dickman** to adjourn the Special Meeting of the Board of Trustees at 6:49 P.M. **Seconded by Trustee Kirksey-Miller.**

Roll Call: Ayes: Thiessen, Kirksey-Miller & Dickman  
Nays: None  
Absent: None

*Motion carried.*

**Minutes approved by:**

\*\*\*Minutes have been approved at the 10/20/2021 Meeting and will be signed when the current COVID-19 precautions allow

\_\_\_\_\_  
**President, Michael Thiessen**

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**Trustee, Shakana Kirksey-Miller**

\_\_\_\_\_  
**Trustee, Michael Dickman**

**Date:** 10/20/2021