Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST

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NOTICE

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

June 27, 2016 – 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 June 27, 2016 at 5:30 P.M.

AGENDA

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

2. **Pledge of Allegiance**

3. **Public Comments**

4. **Approval of Issuance of Surety Bonds for the Argo High School District #217 Debt Certificates and G.O. bonds**
   Surety bonds are required for the issuance of the Argo High School Board of Education special bond issue for Debt Certificates in the amount of $ 4,450,000, in March 2016 and G.O. Bonds not to exceed $18.5 million to be issued between July and September, 2016.

5. **Review/Approval of Minutes**
   The review and approval of the Lyons Township School Treasurer's minutes of:
   1. April 25, 2016 – Open Session
   2. April 25, 2016 – Closed Session

6. **Review/Approval of the Lyons Township Treasurer's Financial Reports**
   The review of the Lyons Township School Treasurer's financial statements for the following months as presented:
   - April, 2016
   - May, 2016

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

   Approval and ratification of the payment of expenses is requested for the Lyons Township School Treasurer's payables list for:

   May 31, 2016 - $ 85,561.81

   June 27, 2016 - $ 60,680.97

   ➢ Total expenses requested for approval = $ 146,242.78

8. **Review School Districts Official Records**

   Board of Trustee review of the Lyons Township Schools and Coop's financial records for:
   - April, 2016
   - May, 2016

9. **FY17 Board of Trustees Regular Scheduled Meetings**
   - Approval of the Regular scheduled meetings of the Board of School Trustees for FY17 as presented.
     - Motion to authorize the payment of recurring monthly bills and expenses for the months of July, August and September, 2016.

10. **FY17 Proposed Preliminary Budget** – Dr. Birkenmaier

    Review/Discuss FY17 proposed preliminary budget.

11. **FY17 Commercial Insurance Coverage and Broker of Record**

    Approve joining the Illinois County Risk Management Trust (ICRMT) and insurance pool.
    - Approve payment of FY17 premium payments.

12. **FY17 Treasurer's Bond**

    Approve the renewal of the Treasurer's bond for fiscal year 2016-2017.

13. **Annual Prevailing Wage 2016**

    Review/Approval to adopt Ordinance No. 2016-02 establishing the prevailing wage rates for the construction of public works projects for the Township Trustees of Schools, Township 38 North, Range 12 East, County of Cook and State of Illinois.

14. **Employee Handbook** – Attorney Asprooth

    Approval of the Final Employee Personnel Manual (effective July 1, 2016).

15. **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."

16. <u>Motion to reconvene the Special Meeting of the Board of Trustees</u>

17. <u>Action as a result of Closed Session</u>
- Motion to approve the IMRF Member Contribution Repayment Agreement between Lauralee Conway and the Lyons Township Trustees of Schools.
- Motion to approve the FY17 Employee Salary Rates

18. <u>Adjournment</u>