

# Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST

www.lyonstto.net

## BOARD OF SCHOOL TRUSTEES

Shakana L. Kirksey, President

Carol A. McGowan, Trustee

William G. Channell, Trustee

Dr. David Negron, Trustee

Joseph M. Bonomo, Trustee

Ryan M. Leonard, Trustee

Dr. Joseph R. Rojek, Trustee

6438 Joliet Road, Unit 103

Countryside, IL 60525

Phone 708-352-4480

Fax 708-888-5651

## NOTICE

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

**July 15, 2025 – 4:00 p.m.**

The Board of Township Trustees of Schools, Range 38 North, Range 12 East, Illinois  
(Lyons Township) has called a meeting on July 15, 2025, at 4:00 p.m., at the Lyons  
Township School Treasurer's Office, 6438 Joliet Road, Unit 103, Countryside, IL 60525.

## AGENDA

### Call to Order & Roll Call

Trustee McGowan called the meeting to order at 4:12 p.m.

	<u>In Attendance</u>	<u>Absent</u>
Ms. Shakana L. Kirksey		X
Ms. Carol A. McGowan	X	
Mr. William G. Channell	X	
Dr. David Negron		X
Mr. Joseph M. Bonomo		X
Mr. Ryan M. Leonard	X	
Dr. Joseph R. Rojek II	X	

### Staff Members Present

Mr. James T. Fitton, Treasurer

### Other Guests Present

Ms. Claudia E. Castro, Attorney for LTTO

Ms. Cynthia Schilsky, LaGrange

Ms. Kathleen Graffam, Indian Head Park

### Pledge of Allegiance

### Public Comments

None.

### Nomination & Election of President Pro-Tem

**Trustee Leonard** motioned to appoint Trustee McGowan as President Pro-Tem for this meeting. **Trustee Rojek** seconded the motion. **Trustee McGowan** accepted the nomination.

**Roll Call:**     **Ayes:**            McGowan, Channell, Leonard, Rojek  
                  **Nays:**            None  
                  **Absent:**            Kirksey, Bonomo, Negron  
                  **Abstain:**          None

***Motion carried.***

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### **Review/Approval of Meeting Minutes June 17, 2025 Open Session**

**Trustee Channell motioned** to approve the June 17, 2025, Open Session meeting minutes.

**Trustee Leonard seconded the motion.**

**Roll Call:**    **Ayes:**            McGowan, Channell, Leonard, Rojek  
                  **Nays:**            None  
                  **Absent:**          Kirksey, Bonomo, Negron  
                  **Abstain:**        None

***Motion carried.***

### **Review/Approval of Meeting Minutes June 17, 2025 Closed Session**

**Trustee Channell motioned** to approve the June 17, 2025, Open Session meeting minutes.

**Trustee Rojek seconded the motion.**

**Roll Call:**    **Ayes:**            McGowan, Channell, Leonard, Rojek  
                  **Nays:**            None  
                  **Absent:**          Kirksey, Bonomo, Negron  
                  **Abstain:**        None

***Motion carried.***

### **Review/Approval of Meeting Minutes June 30, 2025 Open Session**

**Trustee Rojek motioned** to approve the June 30, 2025, Open Session meeting minutes. **Trustee Channell seconded the motion.**

**Roll Call:**    **Ayes:**            McGowan, Channell, Leonard, Rojek  
                  **Nays:**            None  
                  **Absent:**          Kirksey, Bonomo, Negron  
                  **Abstain:**        None

***Motion carried.***

### **Treasurer's Report**

Treasurer Fitton provided updates on the personnel changes in the TTO and his transition into the Treasurer position.

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

The Board of School Trustees reviewed a draft of the Lyons Township School Treasurer's June 2025 budget versus actual financial statements. There was a discussion regarding cost reductions. Trustee Rojek suggested that changing the location of the office would be an example of reducing costs and there should be many conversations. Trustee Channell would like to see an organization chart listing job duties for the LTTO.

### **NEW BUSINESS:**

#### **FY2024 Pro Rata Receivables**

Treasurer Fitton shared a table showing that all FY24 Pro Rata Receivables have been paid. He also mentioned that all receivables from FY00-FY12 have been collected, and he will share the updated chart.

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### **West 40 – FY2025 Pro Rata Billing**

Treasurer Fitton shared that a preliminary Pro Rata invoice for FY25 was sent to West 40 in the amount of \$145,790.44. The amount of the invoice was equal to the FY24 Pro Rata their FY24 invoice. During FY25 they did use the services of the Lyon's Township Treasurer Office and there was no clear way to estimate what their Pro Rata charges will be. Ms. Claudia E. Castro Gave an update on the matter: she had received a phone call from West 40's attorney disputing the amount. They feel that they haven't used the services of the LTTO and should not have to pay the full amount.

Trustee Leonard inquired if they had suggested what they think is a fair amount. Trustee Rojek reiterated the same suggestion. They have not. Ms. Castro will follow up with their attorney to find out what amount they are suggesting. Treasurer Fitton recommended that we execute the IGA and hold back the full amount that was invoiced for FY25 (the amount equal to their FY24 Pro Rata amount.

### **FY2026 Board of School Trustees Meeting Dates** – (Action Item)

Ms. Castro offered suggested meeting dates: meetings to be held monthly on the third Monday at 4:00PM. (President Kirksey entered the meeting at 4:29PM.) Trustee Rojek inquired about scheduling the meeting every quarter instead of every month. It was agreed to schedule monthly meetings through December and readdress the quarterly meetings question in a few months. After a discussion, the suggested monthly meeting dates were accepted, however the meeting time was changed to 6:00 PM.

**Trustee Channell motioned** to approve meeting dates of:

- August 18, 2025
- September 15, 2025
- October 20, 2025
- November 17, 2025 and
- December 15, 2025 all at 6:00 PM

**Trustee Rojek seconded the motion.**

**Roll Call:**     **Ayes:**             Kirksey, McGowan, Channell, Leonard, Rojek,

**Nays:**             None

**Absent:**            Bonomo, Negron

**Abstain:**           None

***Motion carried.***

**School District 104 resolution** board approved resolution appointing Dr. David Negron to Lyons Township Trustees of Schools (Informational)

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## OLD BUSINESS:

### Matters related to the withdrawal of Member Districts from the Township Trustees of Schools, Township 38 North, Range 12 East, County of Cook, State of Illinois at the conclusion of FY2025

Treasurer Fitton said that the latest IGAs from the withdrawing districts are in the board packet. A short discussion ensued regarding the fairly smooth transition of the financial databases and the timely wire transfer of funds to the withdrawing districts.

### Trustee Leonard made a motion at 4:35 p.m. to suspend the Open Session Board Meeting for the purpose of entering Closed Session.

- *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.”

**Trustee Channell seconded the motion.**

**Roll Call:**     **Ayes:**             Kirksey, McGowan, Channell, Leonard, Rojek,  
                  **Nays:**             None  
                  **Absent:**             Bonomo, Negron  
                  **Abstain:**            None

***Motion carried.***

***{Closed Session from 4:36 – 4:52}***

### Motion to reconvene the Open Session Board Meeting of the Board of Trustees

**Trustee Channell motioned at 7:55 p.m. to reconvene the May 20, 2025, Open Session Board Meeting. President Kirksey seconded the motion.**

**Roll Call:**     **Ayes:**             Kirksey, McGowan, Channell, Leonard, Rojek,  
                  **Nays:**             None  
                  **Absent:**             Bonomo, Negron  
                  **Abstain:**            None

***Motion carried.***

### Action as a Result of Closed Session

**Trustee Channel motioned to approve the LTTO Employment Contract as presented.**

**President Kirksey seconded the motion.**

**Roll Call:**     **Ayes:**             Kirksey, McGowan, Channell, Leonard, Rojek,  
                  **Nays:**             None  
                  **Absent:**             Bonomo, Negron  
                  **Abstain:**            None

***Motion carried.***

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## Adjournment

**Trustee Rojek motioned at 4:54 p.m.** to adjourn the July 15, 2025, Open Session Board Meeting. **Trustee Smidl seconded the motion.**

**Roll Call:**     **Ayes:**             Kirksey, McGowan, Channell, Leonard, Rojek,

**Nays:**             None

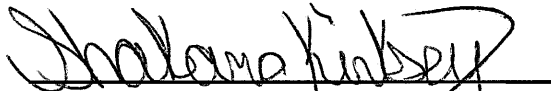
**Absent:**            Bonomo, Negron

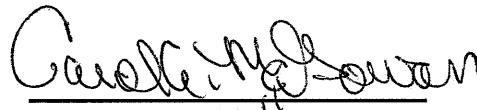
**Abstain:**          None

*Motion carried.*


**The Board meeting was adjourned at 4:55 p.m.**


**Minutes Approved by:**

  
\_\_\_\_\_  
President Shakana L. Kirksey

  
\_\_\_\_\_  
Trustee Carol A. McGowan

\_\_\_\_\_  
Trustee William G. Channell

  
\_\_\_\_\_  
Trustee Dr. David Negron

  
\_\_\_\_\_  
Trustee Dr. Joseph R. Rojek II

\_\_\_\_\_  
Trustee Joseph M. Bonomo

  
\_\_\_\_\_  
Trustee Ryan M. Leonard

**Date:** \_\_\_\_\_

