

Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST

www.lyonstto.net

BOARD OF SCHOOL TRUSTEES
Michael S. Thiessen, President
Shakana L. Kirksey-Miller, Trustee
Michael J. Dickman, 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 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 September 13, 2021 at 6:00 P.M.

Pursuant to Governor Pritzker's Executive Order 2020-73, the 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#

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:
 - July 26, 2021 – TTO Open Meeting
5. **Treasurer's Report**
6. **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:

- July 2021
- August 2021

7. **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

- August 18, 2021 - \$ 20,507.24
- September 13, 2021 - \$ 13,860.74
- **Total \$ 34,367.98**

NEW BUSINESS:

8. **FY2022 Proposed Budget**

OLD BUSINESS:

9. **Pro-Rata Receivables – FY2020**

10. **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**

11. **Motion to suspend the 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 of specific employees of the public body.”

12. **Motion to reconvene the Board Meeting of the Board of Trustees**

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

14. **Adjournment**

Call to Order

Pledge of Allegiance

Public Comments

Review/Approval of Minutes

July 26, 2021 – TTO Open Meeting

Treasurer's Report

Review the Lyons Township Treasurer's Financial Reports

- July 2021
- August 2021

Lyons Township Trustee of Schools

Account Level Operating Statement For the Period 07/01/2021 through 07/31/2021

Fiscal Year: 2021-2022

		<u>07/01/2021 - 07/31/2021</u>	<u>Budget</u>	<u>Budget Balance</u>		
All Funds		MTD	YTD	Budget	BudgetBalance	Percent
REVENUE						
10.4.1940.0000.000.4001	PRORATA - CURRENT YEAR	\$0.00	\$0.00	(\$1,776,152.00)	(\$1,776,152.00)	0.0%
10.4.1940.0000.000.4002	PRORATA - IMMEDIATE PRIOR YEAR	(\$542,247.17)	(\$542,247.17)	(\$662,125.00)	(\$119,877.83)	81.9%
10.4.1940.0000.000.4003	PRORATA - PRIOR YEARS	\$0.00	\$0.00	(\$642,703.00)	(\$642,703.00)	0.0%
10.4.1999.0000.000.0000	OTHER LOCAL REVENUES	\$0.00	\$0.00	(\$13,000.00)	(\$13,000.00)	0.0%
REVENUE		(\$542,247.17)	(\$542,247.17)	(\$3,093,980.00)	(\$2,551,732.83)	17.5%
EXPENDITURE						
		MTD	YTD	Budget	BudgetBalance	Percent
10.5.2520.1000.000.5001	SALARIES - TREASURER	\$14,583.34	\$14,583.34	\$175,000.00	\$160,416.66	8.3%
10.5.2520.1000.000.5002	SALARIES - OFFICE MANAGER	\$6,120.00	\$6,120.00	\$73,440.00	\$67,320.00	8.3%
10.5.2520.1000.000.5004	SALARIES - PAYROLL	\$5,569.76	\$5,569.76	\$66,836.70	\$61,266.94	8.3%
10.5.2520.1000.000.5008	SALARIES - PT RECORDS MANAGEMENT	\$5,208.26	\$5,208.26	\$70,000.00	\$64,791.74	7.4%
10.5.2520.1000.000.5011	SALARIES - DIR OF FINANCE AND OPERATIONS	\$9,583.37	\$9,583.37	\$116,699.00	\$107,115.63	8.2%
10.5.2520.1000.000.5012	SALARIES - ACCOUNTANT	\$5,837.01	\$5,837.01	\$71,080.30	\$65,243.29	8.2%
10.5.2520.2120.000.0000	BENEFITS - IMRF	\$3,756.45	\$3,756.45	\$43,000.00	\$39,243.55	8.7%
10.5.2520.2130.000.0000	FICA	\$3,961.85	\$3,961.85	\$43,000.00	\$39,038.15	9.2%
10.5.2520.2140.000.0000	MEDICARE	\$926.57	\$926.57	\$9,850.00	\$8,923.43	9.4%
10.5.2520.2210.000.0000	LIFE INSURANCE	\$652.50	\$652.50	\$1,100.00	\$447.50	59.3%
10.5.2520.2220.000.0000	MEDICAL INSURANCE	\$6,430.18	\$6,430.18	\$80,000.00	\$73,569.82	8.0%
10.5.2520.2230.000.0000	DENTAL INSURANCE	\$0.00	\$0.00	\$4,800.00	\$4,800.00	0.0%
10.5.2520.2341.000.0000	VISION INSURANCE	\$46.88	\$46.88	\$750.00	\$703.12	6.3%
10.5.2520.3100.000.0000	CPA SERVICES	\$0.00	\$0.00	\$60,000.00	\$60,000.00	0.0%
10.5.2520.3100.000.0019	PROGRAMMING & TRAINING	\$0.00	\$0.00	\$7,500.00	\$7,500.00	0.0%
10.5.2520.3100.000.0023	PROF. & TECH. SERVICES - IT	\$970.00	\$970.00	\$12,000.00	\$11,030.00	8.1%
10.5.2520.3110.000.0000	EMPLOYEE ASSISTANCE SERVICES	\$0.00	\$0.00	\$625.00	\$625.00	0.0%
10.5.2520.3160.000.0000	ANNUAL I.V. LICENSE	\$0.00	\$0.00	\$132,500.00	\$132,500.00	0.0%
10.5.2520.3160.000.0027	SOFTWARE	\$374.75	\$374.75	\$10,000.00	\$9,625.25	3.7%
10.5.2520.3170.000.0000	AUDIT/FINANCIAL SERVICES	\$0.00	\$0.00	\$22,000.00	\$22,000.00	0.0%
10.5.2520.3180.000.0000	LEGAL SERVICES	\$4,948.75	\$4,948.75	\$26,000.00	\$21,051.25	19.0%
10.5.2520.3180.000.0001	DISTRICT 204 - LITIGATION	\$0.00	\$0.00	\$500,000.00	\$500,000.00	0.0%
10.5.2520.3190.000.0000	OTHER PROFESSIONAL AND TECHNICAL SERVICES	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.0%
10.5.2520.3200.000.0000	PROPERTY SERVICES	\$57.86	\$57.86	\$600.00	\$542.14	9.6%
10.5.2520.3210.000.0000	SANITATION SERVICES	\$70.00	\$70.00	\$840.00	\$770.00	8.3%
10.5.2520.3220.000.0000	CLEANING SERVICES	\$0.00	\$0.00	\$5,100.00	\$5,100.00	0.0%
10.5.2520.3250.000.0000	RENTALS	\$4,830.00	\$4,830.00	\$57,600.00	\$52,770.00	8.4%
10.5.2520.3250.000.0003	COPIER & PRINTER LEASE	\$0.00	\$0.00	\$14,000.00	\$14,000.00	0.0%
10.5.2520.3250.000.0004	ENVELOPE INSERTER LEASE	\$0.00	\$0.00	\$2,004.00	\$2,004.00	0.0%
10.5.2520.3320.000.0000	TRAVEL	\$0.00	\$0.00	\$250.00	\$250.00	0.0%
10.5.2520.3330.000.0000	MEETING EXPENSE	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
10.5.2520.3400.000.0005	POSTAGE	\$0.00	\$0.00	\$800.00	\$800.00	0.0%
10.5.2520.3400.000.0008	INTERNET	\$178.35	\$178.35	\$6,000.00	\$5,821.65	3.0%
10.5.2520.3600.000.0000	PRINTING AND BINDING	\$248.26	\$248.26	\$22,000.00	\$21,751.74	1.1%
10.5.2520.3800.000.0011	RETIREE/COBRA BENEFITS	(\$248.36)	(\$248.36)	\$7,600.00	\$7,848.36	3.3%
10.5.2520.3800.000.0013	COMMERCIAL PACKAGE	\$0.00	\$0.00	\$9,500.00	\$9,500.00	0.0%
10.5.2520.3800.000.0014	WORKERS COMPENSATION	\$0.00	\$0.00	\$3,400.00	\$3,400.00	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	\$1,415.00	\$1,415.00	0.0%
10.5.2520.4100.000.0000	OFFICE SUPPLIES	\$77.40	\$77.40	\$14,000.00	\$13,922.60	0.6%
10.5.2520.4100.000.0018	PAPER	\$0.00	\$0.00	\$600.00	\$600.00	0.0%
10.5.2520.4100.000.0024	ENVELOPES	\$0.00	\$0.00	\$1,300.00	\$1,300.00	0.0%
10.5.2520.4400.000.0000	PERIODICALS	\$0.00	\$0.00	\$600.00	\$600.00	0.0%
10.5.2520.4900.000.0020	CHECKS	\$0.00	\$0.00	\$1,700.00	\$1,700.00	0.0%
10.5.2520.5500.000.0000	CAPITALIZED EQUIPMENT	\$0.00	\$0.00	\$7,000.00	\$7,000.00	0.0%
10.5.2520.6400.000.0000	DUES AND FEES	\$1,800.00	\$1,800.00	\$3,000.00	\$1,200.00	60.0%
EXPENDITURE		\$75,983.18	\$75,983.18	\$1,702,990.00	\$1,627,006.82	4.5%

Lyons Township Trustee of Schools

Account Level Operating Statement For the Period 07/01/2021 through 07/31/2021

Fiscal Year: 2021-2022

	<u>07/01/2021 - 07/31/2021</u>	<u>Budget</u>	<u>Budget Balance</u>	
Net (Revenue)/Expense	(\$466,263.99)	(\$466,263.99)	(\$1,390,990.00)	(\$924,726.01) 33.5%

Lyons Township Trustee of Schools

Account Level Operating Statement For the Period 07/01/2021 through 07/31/2021

Fiscal Year: 2021-2022

07/01/2021 - 07/31/2021

Budget

Budget Balance

End of Report

Lyons Township Trustee of Schools

Account Level Operating Statement For the Period 08/01/2021 through 08/31/2021

Fiscal Year: 2021-2022

		<u>08/01/2021 - 08/31/2021</u>	<u>Budget</u>	<u>Budget Balance</u>		
All Funds						
REVENUE		MTD	YTD	Budget	BudgetBalance	Percent
10.4.1940.0000.000.4001	PRORATA - CURRENT YEAR	\$0.00	\$0.00	(\$1,776,152.00)	(\$1,776,152.00)	0.0%
10.4.1940.0000.000.4002	PRORATA - IMMEDIATE PRIOR YEAR	(\$424,373.24)	(\$966,620.41)	(\$662,125.00)	\$304,495.41	146.0%
10.4.1940.0000.000.4003	PRORATA - PRIOR YEARS	\$0.00	\$0.00	(\$642,703.00)	(\$642,703.00)	0.0%
10.4.1999.0000.000.0000	OTHER LOCAL REVENUES	\$0.00	\$0.00	(\$13,000.00)	(\$13,000.00)	0.0%
REVENUE		(\$424,373.24)	(\$966,620.41)	(\$3,093,980.00)	(\$2,127,359.59)	31.2%
EXPENDITURE		MTD	YTD	Budget	BudgetBalance	Percent
10.5.2520.1000.000.5001	SALARIES - TREASURER	\$14,583.34	\$29,166.68	\$175,000.00	\$145,833.32	16.7%
10.5.2520.1000.000.5002	SALARIES - OFFICE MANAGER	\$6,120.00	\$12,240.00	\$73,440.00	\$61,200.00	16.7%
10.5.2520.1000.000.5004	SALARIES - PAYROLL	\$5,569.76	\$11,139.52	\$66,836.70	\$55,697.18	16.7%
10.5.2520.1000.000.5008	SALARIES - PT RECORDS MANAGEMENT	\$5,833.34	\$11,041.60	\$70,000.00	\$58,958.40	15.8%
10.5.2520.1000.000.5011	SALARIES - DIR OF FINANCE AND OPERATIONS	\$9,724.92	\$19,308.29	\$116,699.00	\$97,390.71	16.5%
10.5.2520.1000.000.5012	SALARIES - ACCOUNTANT	\$5,923.34	\$11,760.35	\$71,080.30	\$59,319.95	16.5%
10.5.2520.2120.000.0000	BENEFITS - IMRF	\$3,812.84	\$7,569.29	\$43,000.00	\$35,430.71	17.6%
10.5.2520.2130.000.0000	FICA	\$4,014.72	\$7,976.57	\$43,000.00	\$35,023.43	18.6%
10.5.2520.2140.000.0000	MEDICARE	\$938.94	\$1,865.51	\$9,850.00	\$7,984.49	18.9%
10.5.2520.2210.000.0000	LIFE INSURANCE	\$0.00	\$652.50	\$1,100.00	\$447.50	59.3%
10.5.2520.2220.000.0000	MEDICAL INSURANCE	\$5,878.12	\$12,308.30	\$80,000.00	\$67,691.70	15.4%
10.5.2520.2230.000.0000	DENTAL INSURANCE	\$731.40	\$731.40	\$4,800.00	\$4,068.60	15.2%
10.5.2520.2341.000.0000	VISION INSURANCE	\$0.00	\$46.88	\$750.00	\$703.12	6.3%
10.5.2520.3100.000.0000	CPA SERVICES	\$0.00	\$0.00	\$60,000.00	\$60,000.00	0.0%
10.5.2520.3100.000.0019	PROGRAMMING & TRAINING	\$0.00	\$0.00	\$7,500.00	\$7,500.00	0.0%
10.5.2520.3100.000.0023	PROF. & TECH. SERVICES - IT	\$800.00	\$1,770.00	\$12,000.00	\$10,230.00	14.8%
10.5.2520.3110.000.0000	EMPLOYEE ASSISTANCE SERVICES	\$0.00	\$0.00	\$625.00	\$625.00	0.0%
10.5.2520.3160.000.0000	ANNUAL I.V. LICENSE	\$0.00	\$0.00	\$132,500.00	\$132,500.00	0.0%
10.5.2520.3160.000.0027	SOFTWARE	\$374.75	\$749.50	\$10,000.00	\$9,250.50	7.5%
10.5.2520.3170.000.0000	AUDIT/FINANCIAL SERVICES	\$0.00	\$0.00	\$22,000.00	\$22,000.00	0.0%
10.5.2520.3180.000.0000	LEGAL SERVICES	\$0.00	\$4,948.75	\$26,000.00	\$21,051.25	19.0%
10.5.2520.3180.000.0001	DISTRICT 204 - LITIGATION	\$0.00	\$0.00	\$500,000.00	\$500,000.00	0.0%
10.5.2520.3190.000.0000	OTHER PROFESSIONAL AND TECHNICAL SERVICES	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.0%
10.5.2520.3200.000.0000	PROPERTY SERVICES	\$57.86	\$115.72	\$600.00	\$484.28	19.3%
10.5.2520.3210.000.0000	SANITATION SERVICES	\$70.00	\$140.00	\$840.00	\$700.00	16.7%
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	\$4,830.00	\$9,660.00	\$57,600.00	\$47,940.00	16.8%
10.5.2520.3250.000.0003	COPIER & PRINTER LEASE	\$2,445.75	\$2,445.75	\$14,000.00	\$11,554.25	17.5%
10.5.2520.3250.000.0004	ENVELOPE INSERTER LEASE	\$0.00	\$0.00	\$2,004.00	\$2,004.00	0.0%
10.5.2520.3320.000.0000	TRAVEL	\$0.00	\$0.00	\$250.00	\$250.00	0.0%
10.5.2520.3330.000.0000	MEETING EXPENSE	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
10.5.2520.3400.000.0005	POSTAGE	\$0.00	\$0.00	\$800.00	\$800.00	0.0%
10.5.2520.3400.000.0008	INTERNET	\$178.35	\$356.70	\$6,000.00	\$5,643.30	5.9%
10.5.2520.3600.000.0000	PRINTING AND BINDING	\$0.00	\$248.26	\$22,000.00	\$21,751.74	1.1%
10.5.2520.3800.000.0011	RETIREE/COBRA BENEFITS	(\$18.00)	(\$266.36)	\$7,600.00	\$7,866.36	3.5%
10.5.2520.3800.000.0013	COMMERCIAL PACKAGE	\$0.00	\$0.00	\$9,500.00	\$9,500.00	0.0%
10.5.2520.3800.000.0014	WORKERS COMPENSATION	\$0.00	\$0.00	\$3,400.00	\$3,400.00	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	\$1,415.00	\$1,415.00	0.0%
10.5.2520.4100.000.0000	OFFICE SUPPLIES	\$248.28	\$325.68	\$14,000.00	\$13,674.32	2.3%
10.5.2520.4100.000.0018	PAPER	\$0.00	\$0.00	\$600.00	\$600.00	0.0%
10.5.2520.4100.000.0024	ENVELOPES	\$0.00	\$0.00	\$1,300.00	\$1,300.00	0.0%
10.5.2520.4400.000.0000	PERIODICALS	\$0.00	\$0.00	\$600.00	\$600.00	0.0%
10.5.2520.4900.000.0020	CHECKS	\$0.00	\$0.00	\$1,700.00	\$1,700.00	0.0%
10.5.2520.5500.000.0000	CAPITALIZED EQUIPMENT	\$0.00	\$0.00	\$7,000.00	\$7,000.00	0.0%
10.5.2520.6400.000.0000	DUES AND FEES	\$7.05	\$1,807.05	\$3,000.00	\$1,192.95	60.2%
EXPENDITURE		\$72,549.76	\$148,532.94	\$1,702,990.00	\$1,554,457.06	8.7%

Lyons Township Trustee of Schools

Account Level Operating Statement For the Period 08/01/2021 through 08/31/2021

Fiscal Year: 2021-2022

	<u>08/01/2021 - 08/31/2021</u>	<u>Budget</u>	<u>Budget Balance</u>	
Net (Revenue)/Expense	(\$351,823.48)	(\$818,087.47)	(\$1,390,990.00)	(\$572,902.53) 58.8%

Lyons Township Trustee of Schools

Account Level Operating Statement For the Period 08/01/2021 through 08/31/2021

Fiscal Year: 2021-2022

08/01/2021 - 08/31/2021

Budget

Budget Balance

End of Report

Review/Approval of Payables List

- August 18, 2021 - \$ 20,507.24
 - September 13, 2021 - \$ 13,860.74
- **Total Amount - \$ 34,367.98**

LYONS TOWNSHIP TRUSTEE OF SCHOOLS VOUCHER

Voucher No: 1015 Voucher Date: 08/18/2021 Prepared By: Brigid Murphy

Printed: 08/18/2021 12:05:25 PM

LYONS TOWNSHIP TRUSTEE OF SCHOOLS is hereby authorized to draw warrants against LYONS TOWNSHIP TRUSTEE OF SCHOOLS funds for the sum of \$20,507.24 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (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

Shakana L. Kirksey-Miller Trustee

Michael J. Dickman Trustee

LYONS TOWNSHIP TRUSTEE OF SCHOOLS

Fund		Amount
10	EDUCATION	\$20,507.24
		\$20,507.24

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1015

08/18/2021

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
ADT SECURITY SERVICES	1000021					
Check Group:						
09/03/2021-10/02/2021		1	0	865981408 8/18/2021	10.5.2520.3200.000.0000 PROPERTY SERVICES	\$57.86
					Check #: 0	
						PO/InvoiceTotal: \$57.86
						Vendor Total: \$57.86
BLUE CROSS AND BLUE SHIELD OF IL						
Check Group:						
M-09/01/2021-10/01/2021		1	0	Acct 245480 8/18/2021	10.2.0481.0000.000.9944 HEALTH INSURANCE PAYABLE-ER	\$5,878.09
D-09/01/2021-10/01/2021		1	0	Acct 245480 8/18/2021	10.5.2520.2230.000.0000 DENTAL INSURANCE	\$365.70
D-09/01/2021-10/01/2021		1	0	Acct 245480 8/18/2021	10.5.2520.3800.000.0011 RETIREE/COBRA BENEFITS	\$36.57
M-08/01/2021-09/01/2021		1	0	Acct#245480 9803 8/18/2021	10.2.0481.0000.000.9944 HEALTH INSURANCE PAYABLE-ER	\$4,387.57
D-08/01/2021-09/21/2021		1	0	Acct#245480 9803 8/18/2021	10.5.2520.2230.000.0000 DENTAL INSURANCE	\$365.70
D-08/01/2021-09/21/2021		1	0	Acct#245480 9803 8/18/2021	10.5.2520.3800.000.0011 RETIREE/COBRA BENEFITS	\$36.57
					Check #: 0	
						PO/InvoiceTotal: \$11,070.20
						Vendor Total: \$11,070.20
COMCAST	1000050					
Check Group:						
08/16/2021-09/15/2021		1	0	8771 20 188 0161124 8/18/2021	10.5.2520.3400.000.0008 INTERNET	\$178.35
					Check #: 0	

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1015

08/18/2021

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$178.35</u>
						Vendor Total: <u>\$178.35</u>
De Lage Landen Financial Services, Inc.						
Check Group:						
07/15/2021-08/14/2021		1	0	73023048 8/18/2021	10.5.2520.3250.000.0003 COPIER & PRINTER LEASE	\$968.00
08/15/2021-09/14/2021		1	0	73342577 8/18/2021	10.5.2520.3250.000.0003 COPIER & PRINTER LEASE	\$968.00
						Check #: 0
						PO/InvoiceTotal: <u>\$1,936.00</u>
						Vendor Total: <u>\$1,936.00</u>
FIRST NATIONAL BANK OF LAGRANGE	1000078					
Check Group:						
OFFICE SUPPLIES		1	0	071521 8/18/2021	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$174.13
OFFICE SUPPLIES		1	0	071521 8/18/2021	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$8.79
OFFICE SUPPLIES		1	0	071521 8/18/2021	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$17.09
OFFICE SUPPLIES		1	0	071521 8/18/2021	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$7.78
OFFICE SUPPLIES		1	0	071521 8/18/2021	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$22.49
FINANCE CHARGE		1	0	071521 8/18/2021	10.5.2520.6400.000.0000 DUES AND FEES	\$7.05
						Check #: 0
						PO/InvoiceTotal: <u>\$237.33</u>
						Vendor Total: <u>\$237.33</u>
HINCKLEY SPRINGS	1000092					
Check Group:						

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1015

08/18/2021

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
OFFICE SUPPLIES		1	0	14650680 072421 8/18/2021	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$18.00
					Check #: 0	
					PO/InvoiceTotal:	\$18.00
					Vendor Total:	\$18.00
IMAGETEC						
Check Group:						
09/05/2021-12/04/2021		1	0	634912 8/18/2021	10.5.2520.3250.000.0003 COPIER & PRINTER LEASE	\$509.75
					Check #: 0	
					PO/InvoiceTotal:	\$509.75
					Vendor Total:	\$509.75
ProxiT, Inc.						
Check Group:						
MICROSOFT-AUGUST 2021		1	0	22424 8/18/2021	10.5.2520.3160.000.0027 SOFTWARE	\$265.75
CLOUD BACK UP - AUGUST 2021		1	0	22424 8/18/2021	10.5.2520.3160.000.0027 SOFTWARE	\$109.00
AUGUST 2021		1	0	22424 8/18/2021	10.5.2520.3100.000.0023 PROF. & TECH. SERVICES - IT	\$800.00
					Check #: 0	
					PO/InvoiceTotal:	\$1,174.75
					Vendor Total:	\$1,174.75
RRP HOLDINGS, LLC						
Check Group:						
September 2021 - Rent		1	0	Sept2021 8/18/2021	10.5.2520.3250.000.0000 RENTALS	\$4,830.00
September 2021 - Garbage		1	0	Sept2021 8/18/2021	10.5.2520.3210.000.0000 SANITATION SERVICES	\$70.00
					Check #: 0	

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1015 08/18/2021

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$4,900.00
						Vendor Total: \$4,900.00
WIPE N' KLEEN						
Check Group:						
August 2021		1	0	248182 8/18/2021	10.5.2520.3220.000.0000 CLEANING SERVICES	\$425.00
						Check #: 0
						PO/InvoiceTotal: \$425.00
						Vendor Total: \$425.00
						Grand Total: \$20,507.24

End of Report

LYONS TOWNSHIP TRUSTEE OF SCHOOLS VOUCHER

Voucher No: 1019

Voucher Date: 09/13/2021

Prepared By: Brigid Murphy

Printed: 09/10/2021 01:03:07 PM

LYONS TOWNSHIP TRUSTEE OF SCHOOLS is hereby authorized to draw warrants against LYONS TOWNSHIP TRUSTEE OF SCHOOLS funds for the sum of \$13,860.74 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (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

Shakana L. Kirksey-Miller Trustee

Michael J. Dickman Trustee

LYONS TOWNSHIP TRUSTEE OF SCHOOLS

Fund		Amount
10	EDUCATION	\$13,860.74
		\$13,860.74

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1019

09/13/2021

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Companion Life Insurance Company						
Check Group:						
V-09/01/2021-09/30/2021		1	0	350536 9/13/2021	10.5.2520.2341.000.0000 VISION INSURANCE	\$54.45
V-09/01/2021-09/30/2021		1	0	350536 9/13/2021	10.5.2520.3800.000.0011 RETIREE/COBRA BENEFITS	\$7.57
L-09/01/2021-09/30/2021		1	0	350536 9/13/2021	10.5.2520.2210.000.0000 LIFE INSURANCE	\$42.50
L-09/01/2021-09/30/2021		1	0	350536 9/13/2021	10.5.2520.3800.000.0011 RETIREE/COBRA BENEFITS	\$70.89
Check #: 0						
PO/InvoiceTotal:						\$175.41
Vendor Total:						\$175.41
De Lage Landen Financial Services, Inc.						
Check Group:						
09/15/2021-10/14/2021		1	0	73673404 9/13/2021	10.5.2520.3250.000.0003 COPIER & PRINTER LEASE	\$968.00
Check #: 0						
PO/InvoiceTotal:						\$968.00
Vendor Total:						\$968.00
DEL GALDO LAW GROUP, LLC						
Check Group:						
07/01/2021-07/31/2021		1	0	26788 9/13/2021	10.5.2520.3180.000.0000 LEGAL SERVICES	\$647.50
Check #: 0						
PO/InvoiceTotal:						\$647.50
Vendor Total:						\$647.50
FIRST NATIONAL BANK OF LAGRANGE	1000078					
Check Group:						

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1019

09/13/2021

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Wall Street Journal		1	0	081521 9/13/2021	10.5.2520.4400.000.0000 PERIODICALS	\$42.99
Finance Charge		1	0	081521 9/13/2021	10.5.2520.6400.000.0000 DUES AND FEES	\$3.20
Office Supplies		1	0	081521 9/13/2021	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$259.98
					Check #: 0	
						PO/InvoiceTotal: \$306.17
						Vendor Total: \$306.17
HINCKLEY SPRINGS	1000092					
Check Group:						
OFFICE SUPPLIES		1	0	14650680 082121 9/13/2021	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$66.91
					Check #: 0	
						PO/InvoiceTotal: \$66.91
						Vendor Total: \$66.91
KELLY BRADSHAW	1000114					
Check Group:						
06/25/2021-07/31/2021		1	0	114 9/13/2021	10.5.2520.3100.000.0000 CPA SERVICES	\$4,566.25
					Check #: 0	
						PO/InvoiceTotal: \$4,566.25
						Vendor Total: \$4,566.25
ProxIT, Inc.						
Check Group:						
Microsoft-September 2021		1	0	22530 9/13/2021	10.5.2520.3160.000.0027 SOFTWARE	\$265.75
Cloud Back Up- September 2021		1	0	22530 9/13/2021	10.5.2520.3160.000.0027 SOFTWARE	\$109.00

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1019

09/13/2021

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
September 2021		1	0	22530 9/13/2021	10.5.2520.3100.000.0023 PROF. & TECH. SERVICES - IT	\$800.00
					Check #: 0	
						PO/InvoiceTotal: \$1,174.75
						Vendor Total: \$1,174.75
RRP HOLDINGS, LLC						
Check Group:						
October 2021		1	0	100121 9/13/2021	10.5.2520.3250.000.0000 RENTALS	\$4,830.00
October 2021-Garbage		1	0	100121 9/13/2021	10.5.2520.3210.000.0000 SANITATION SERVICES	\$70.00
					Check #: 0	
						PO/InvoiceTotal: \$4,900.00
						Vendor Total: \$4,900.00
TYLER BUSINESS FORMS						
Check Group:						
CHECKS		1	0	61918 9/13/2021	10.5.2520.4900.000.0020 CHECKS	\$550.00
10% DISCOUNT		1	0	61918 9/13/2021	10.5.2520.4900.000.0020 CHECKS	(\$55.00)
POSTAGE		1	0	61918 9/13/2021	10.5.2520.3400.000.0005 POSTAGE	\$135.75
					Check #: 0	
						PO/InvoiceTotal: \$630.75
						Vendor Total: \$630.75
WIPE N' KLEEN						
Check Group:						
SANITATION SERVICES		1	0	248183 9/13/2021	10.5.2520.3220.000.0000 CLEANING SERVICES	\$425.00
					Check #: 0	

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1019

09/13/2021

Fiscal Year: 2021-2022

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$425.00
						Vendor Total: \$425.00
						Grand Total: \$13,860.74

End of Report

Lyons Township Trustees of Schools
FY2022 Proposed Budget

LYONS TOWNSHIP TREASURER'S OFFICE
Proposed Budget and Staffing Comparison - FY22 to FY21

PROGRAM STAFF DETAIL	FY22	FY21	INC/DEC
Treasurer	1.00	1.00	0.00
Director of Finance & Operations	1.00	1.00	0.00
HR / Office Manager	1.00	1.00	0.00
Payroll / Accounts Receivable	1.00	1.00	0.00
Accountant	1.00	1.00	0.00
Records Management	1.00	1.00	0.00
TOTAL STAFF	6.00	6.00	0.00

Education Fund

EXPENDITURE DETAIL	BUDGET FY22	BUDGET FY21	INC/DEC
1000 SALARIES	\$573,056	\$526,840	\$46,216
2000 BENEFITS	\$191,010	\$190,100	\$910
3000 SERVICES	\$413,140	\$911,634	(\$498,494)
4000 SUPPLIES	\$13,750	\$18,200	(\$4,450)
5000 EQUIPMENT	\$4,000	\$7,000	(\$3,000)
6000 OTHER	\$3,200	\$3,000	\$200
Subtotal Expenditures	\$1,198,156	\$1,656,774	(\$458,618)

TOTAL EXPENDITURES	\$1,198,156	\$1,656,774	(\$458,618)
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Proposed Budget Comparison - FY22 to FY21	ACCOUNT NAME	BUDGET 2022	ACTUAL 2021	BUDGET 2021
10.4.1940.0000.000.4001	Pro-rata Current Year	\$2,127,360	\$809,531	\$1,776,152
10.4.1940.0000.000.4002	Pro-rata Immediate Prior Year	\$966,620	\$662,125	\$662,125
10.4.1940.0000.000.4003	Pro-rata Prior Years	\$0	\$642,703	\$642,703
10.4.1950.0000.000.0000	Refund of Prior Years Expenditures	\$1,000	\$13,683	\$0
10.4.1999.0000.000.0000	Other Local Revenues	\$0	\$0	\$13,000
	10 Education Fund	\$3,094,980	\$2,128,042	\$3,093,980
Education Fund Expenditures				
10.5.2520.1000.000.5001	Salary-Treasurer	\$175,000	\$151,200	\$151,200
10.5.2520.1000.000.5002	Salary-Human Resources / Office Man	\$73,440	\$73,440	\$73,440
10.5.2520.1000.000.5004	Salary-Payroll / Accounts Recievable	\$66,837	\$64,890	\$64,890
10.5.2520.1000.000.5008	Salary-Records Management	\$70,000	\$54,375	\$55,000
10.5.2520.1000.000.5011	Salary-Dir. of Finance & Operations	\$116,699	\$113,197	\$113,300
10.5.2520.1000.000.5012	Salary-Accountant	\$71,080	\$68,982	\$69,010
1000 Series Total		\$573,056	\$526,084	\$526,840
10.5.2520.2120.000.0000	IMRF	\$40,000	\$42,445	\$43,000
10.5.2520.2130.000.0000	FICA	\$46,500	\$41,069	\$43,000
10.5.2520.2140.000.0000	Medicare	\$11,000	\$10,155	\$9,850
10.5.2520.3800.000.0011	Retirement Benefits	\$8,750	\$7,521	\$7,600
10.5.2520.2210.000.0000	Life Insurance	\$1,150	\$1,034	\$1,100
10.5.2520.2220.000.0000	Medical Insurance	\$78,550	\$79,144	\$80,000
10.5.2520.2230.000.0000	Dental Insurance	\$4,400	\$4,810	\$4,800
10.5.2520.2341.000.0000	Vision Insurance	\$660	\$682	\$750
2000 Series Total		\$191,010	\$186,861	\$190,100
10.5.2520.3100.000.0000	CPA Services	\$55,000	\$46,848	\$60,000
10.5.2520.3100.000.0019	Programing & Training	\$4,000	\$2,488	\$7,500
10.5.2520.3100.000.0023	Prof & Tech Services - IT	\$12,000	\$10,880	\$12,000
10.5.2520.3110.000.0000	Employee Assistance Services	\$0	\$625	\$625
10.5.2520.3160.000.0000	Annual I.V. License	\$139,200	\$132,539	\$132,500
10.5.2520.3160.000.0027	Software	\$11,000	\$10,088	\$10,000
10.5.2520.3170.000.0000	Audit/Financial Services	\$22,000	\$23,050	\$22,000
10.5.2520.3180.000.0000	Legal Services-General	\$26,000	\$24,940	\$26,000
10.5.2520.3180.000.0001	Legal Service-Litigation	\$0	\$1,256,347	\$500,000
10.5.2520.3190.000.0000	Other Professional Services	\$1,500	\$0	\$1,500
10.5.2520.3200.000.0000	Property Services	\$800	\$725	\$600

Proposed Budget Comparison - FY22 to FY21	ACCOUNT NAME	BUDGET 2022	ACTUAL 2021	BUDGET 2021
10.5.2520.3210.000.0000	Sanitation Services	\$840	\$840	\$840
10.5.2520.3220.000.0000	Cleaning Services	\$5,100	\$5,100	\$5,100
10.5.2520.3250.000.0000	Rentals	\$66,000	\$57,090	\$57,600
10.5.2520.3250.000.0003	Copier & Printer Lease	\$14,000	\$15,347	\$14,000
10.5.2520.3250.000.0004	Neopost Lease	\$0	\$1,503	\$2,004
10.5.2520.3320.000.0000	Travel	\$250	\$0	\$250
10.5.2520.3330.000.0000	Meeting Expense	\$1,000	\$188	\$1,000
10.5.2520.3400.000.0005	Postage	\$600	\$545	\$800
10.5.2520.3400.000.0008	Internet	\$5,000	\$4,081	\$6,000
10.5.2520.3600.000.0000	Printing & Binding	\$21,000	\$19,893	\$22,000
10.5.2520.3800.000.0013	Insurance-Commercial	\$9,150	\$9,032	\$9,500
10.5.2520.3800.000.0014	Insurance-Workers Comp	\$3,200	\$3,039	\$3,400
10.5.2520.3800.000.0016	Insurance-Public Officials Liability	\$12,500	\$15,000	\$15,000
10.5.2520.3800.000.0017	Insurance-Cyber Liability	\$3,000	\$3,983	\$1,415
Series 3000 Total		\$413,140	\$1,644,171	\$911,634
10.5.2520.4100.000.0000	Office Supplies	\$10,500	\$4,465	\$14,000
10.5.2520.4100.000.0018	Paper	\$300	\$0	\$600
10.5.2520.4100.000.0024	Envelopes	\$800	\$732	\$1,300
10.5.2520.4400.000.0000	Periodals	\$650	\$615	\$600
10.5.2520.4900.000.0020	Checks	\$1,500	\$1,058	\$1,700
4000 Series Total		\$13,750	\$6,869	\$18,200
10.5.2520.5500.000.0000	Capitalized Equipment	\$4,000	\$7,544	\$7,000
5000 Series Total		\$4,000	\$7,544	\$7,000
10.5.2520.6400.000.0000	Dues and Fees	\$3,200	\$2,201	\$3,000
6000 Series Total		\$3,200	\$2,201	\$3,000
	2520 Business Office	\$1,198,156	\$2,373,730	\$1,656,774

Pro-Rata Receivables FY2020

Pro Rata Receivables - FY2020

DIST	Interest Earned	BILLED	PAID	DATE	RECEIVED	Balance Due
101	\$ 237,649.75	\$ 88,066.63	X	5/17/2021	88,066.63	\$ 0.00
102	\$ 327,152.91	\$ 195,499.11	X	8/19/2021	195,499.11	\$ (0.00)
103	\$ 315,190.80	\$ 172,578.73	X	4/22/2021	172,578.73	\$ (0.00)
104	\$ 316,776.78	\$ 148,816.55	X	5/3/2021	148,816.55	\$ 0.00
105	\$ 385,236.29	\$ 120,672.12	X	8/16/2021	120,672.12	\$ (0.00)
106	\$ 305,553.05	\$ 66,406.24	X	6/8/2021	66,406.24	\$ (0.00)
1065	\$ 18,540.71	\$ 48,450.22	X	4/28/2021	48,450.22	\$ 0.00
107	\$ 317,456.62	\$ 74,527.80	X	5/19/2021	74,527.80	\$ (0.00)
108	\$ 139,347.84	\$ 31,286.33	X	5/20/2021	31,286.33	\$ (0.00)
109	\$ 708,196.75	\$ 179,398.95	X	5/18/2021	179,398.95	\$ 0.00
204	\$ 1,057,109.56	\$ 363,896.77	X	6/29/2021	363,896.77	\$ (0.00)
2045	\$ 213,897.85	\$ 108,202.01	X	8/19/2021	108,202.01	\$ 0.00
217	\$ 707,891.09	\$ 178,350.40	X	6/21/2021	178,350.40	\$ (0.00)
Total	\$ 5,050,000.00	1,776,151.85			1,776,151.86	(0.00)

Matters related to the
withdrawal of
Lyons Township High School (D204)
at the conclusion of FY2021

Closed Session

Motion to suspend the 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
Board Meeting
of the
Board of Trustees

Time: _____

Action as a result of Closed Session

Adjournment