

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

February 3, 2026 - 6:00 PM

The Board of Township Trustees of Schools, Range 38 North, Range 12 East, Illinois (Lyons Township) has called a meeting on February 3, 2026 at 6:00 p.m., at the Lyons Township School Treasurer's Office, 6438 Joliet Road, Unit 103, Countryside, IL 60525.

AGENDA

1. Call to Order & Roll Call
2. Pledge of Allegiance
3. Public Comments
4. Fiscal Year 2025 Audit Presentation
GW & Associates
5. Accept the FY2025 Lyons Township School Treasurer's Audit
6. Review/Approval of Minutes – (Action Item)
Board of School Trustees review and approval of the Lyons Township School
 - January 12, 2026 - Open TTO Meeting
7. Review and Approval of Accounts Payable Lists – (Action Item)
Board of School Trustees' approval and ratification for the payment for expenses as outlined in the attached listing in the amount of:
 - **January 29, 2026 - \$26,334.89**
8. Treasurer's Report
9. Adjournment

Call to Order & Roll Call



Pledge of Allegiance

Public Comments

Fiscal Year 2025 Audit Presentation

GW & Associates

Accept the FY2025 Lyons Township School Treasurer's Audit

Review/Approval of Minutes – (Action Item)

January 12, 2026 - Open TTO Meeting

Township Trustees of Schools

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NOTICE

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January 12, 2026 – 6:00 p.m.

The Board of Township Trustees of Schools, Range 38 North, Range 12 East, Illinois (Lyons Township) has called a meeting on January 12, 2026, at 6:00 p.m., at the Lyons Township School Treasurer's Office, 6438 Joliet Road, Unit 103, Countryside, IL 60525.

AGENDA

Call to Order & Roll Call

President Pro Tem McGowan called the meeting to order at 6:06 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
Ms. Mihaela Miller, Board Secretary

Other Guests Present

Ms. Makiz Salehzai, Attorney for Del Galdo Group
Dr. Ellie Ambuehl, Executive Director for LADSE

Pledge of Allegiance

Public Comments

Nomination & Election of President Pro-Tem

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

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

Nays: None

Absent: Kirksey, Negron

Abstain: None

Motion carried.

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Review/Approval of Meeting Minutes November 17, 2025 Open Session

Trustee Channell motioned to approve the November 17, 2025, Open Session meeting minutes.
Trustee Leonard seconded the motion.

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

Motion carried.

Treasurer's Report

Treasurer Fitton informed the Board that our **CPA Consultant** will be departing after June 2026. She has offered to provide training for Mr. Fitton and Ms. Miller, which commenced today, January 12th.

The **FY25 Audit** is expected to be ready for presentation within two weeks. Typically, the auditors present to the Board; therefore, a special meeting was agreed to be scheduled for January 26th. However, this has since been rescheduled to January 28, 2026, to accommodate the presentation.

Ms. Makiz Salehzai from Del Galdo Group provided an update on the two recent **FOIA requests**.

Regarding **Cook County Property Taxes**, we received two property tax deposits in late December, totaling approximately 40% of the Tax Year 2024 extension. The property tax system is still experiencing malfunctions; the receipt of the funds was a temporary workaround implemented due to ongoing system issues.

Review and Approval of Payables List

Trustee Rojek motioned to ratify January 7, 2026, payable in the amount of \$91,210.38.

Trustee Channell seconded the motion.

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

Motion carried.

Review of the Lyons Township Treasurer's Financial Reports

Treasurer Fitton presented the December 2025 Operating Statement, noting that expenses are tracking better than budget. There were no questions.

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New Business

Treasurer Fitton then reviewed the Draft of FY25 Pro-Rata Billing, reminding the board that all 13 districts will be charged for TTO costs that were incurred in FY25. Once all districts AFRs are ready, the invoices will be sent out. Treasurer Fitton mentioned that in the future the TTO may send out quarterly estimated invoices that can be paid immediately or on the current schedule. The billing can be trued up annually, once all the audit reports are available. The board noted that total TTO costs to be distributed decreased more than 3% from FY24.

The FY25 Quarter 5 and the initial FY26 Interest Distribution draft reports were distributed during the meeting. Treasurer Fitton pointed out that the total interest/investment income for FY25 is \$10.3 million while the previous year it was \$9.5 million. He also mentioned that as of July 1st when half the member districts left, only about 40% of the fund balance left with them. Trustee Rojek asked if there were any penalties incurred for needing to pull money from longer term investments before their maturity date- Treasurer Fitton replied that there were no penalties per se, but the lower balances did reduce the rates for earned interest. Trustee Rojek commented that despite losing 5 out of the 6 employees since June the operation of the TTO has been very smooth.

Adjournment

Trustee Channell motioned to adjourn the January 12, 2026, Open Session Board Meeting
Trustee Leonard seconded the motion.

Roll Call:

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

Motion carried.

The meeting was adjourned at 6:23pm

Minutes Authenticated by:

President Shakana L. Kirksey

Secretary Mihaela Miller

Review and Approval of Accounts Payable Lists – (Action Item)

January 29, 2026 - \$26,334.89

LYONS TOWNSHIP TRUSTEE OF SCHOOLS VOUCHER

Prepared By: Mihaela Miller
Printed: 01/26/2026 10:59 AM

LYONS TOWNSHIP TRUSTEE OF SCHOOLS is hereby authorized to draw warrants against LYONS TOWNSHIP TRUSTEE OF SCHOOLS funds for the sum of \$26334.89 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (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.

Shakana L. Kirksey President

LYONS TOWNSHIP TRUSTEE OF SCHOOLS

	Fund	Voucher	Date	Checks	ACH	Total
10	EDUCATION	1061	1/29/2026	\$18,156.83	-	18,156.83
10	EDUCATION	1062	1/29/2026	-	\$8,178.06	8,178.06
				\$18,156.83	\$8,178.06	\$26,334.89

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1062

01/29/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Adobe Inc.						
Check Group:						
Adobe pro Monthly 3 licenses		1	26004	3340195665 1/25/2026	10.5.2520.3160.000.0027 SOFTWARE	\$56.07
P-Card Payee:	Wells Fargo Bank N.A.				Check #: 0	
					PO/InvoiceTotal:	\$56.07
					Vendor Total:	\$56.07
Amazon Capital Services						
Check Group:						
Adding machine tape - 12 rolls		1	26052	1HNP-GGVD-FJ9 Y 1/25/2026	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$15.19
Security envelopes		1	26052	1HNP-GGVD-FJ9 Y 1/25/2026	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$23.79
					Check #: 0	
					PO/InvoiceTotal:	\$38.98
					Vendor Total:	\$38.98
COMCAST						
	10000050					
Check Group:						
Internet 11/29/25 to 12/28/25		1	26012	2025-11b 1/23/2026	10.5.2520.3400.000.0008 INTERNET	\$13.79
P-Card Payee:	Wells Fargo Bank N.A.				Check #: 0	
					PO/InvoiceTotal:	\$13.79
					Vendor Total:	\$13.79
Cook County Farm Bureau						
Check Group:						
Space Lease - paid monthly - autorenewed for 2 years in April 2025		1	26002	2026-02 1/25/2026	10.5.2520.3250.000.0000 RENTALS	\$4,200.00
					Check #: 0	

Lyons Township Trustee of Schools

Voucher Detail Listing

Fiscal Year: 2025-2026

Voucher Batch Number: 1062

01/29/2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$4,200.00
						Vendor Total: \$4,200.00
DEL GALDO LAW GROUP, LLC						
Check Group:						
General matters legal services - monthly		10	26014	39572 1/14/2026	10.5.2520.3180.000.0000 LEGAL SERVICES	\$1,950.00
					Check #: 0	
						PO/InvoiceTotal: \$1,950.00
						Vendor Total: \$1,950.00
GW & Associates PC						
Check Group:						
Auditing services for fiscal year 2024-2025 - progress invoice		1	26032	2601122 1/15/2026	10.5.2520.3170.000.0000 AUDIT/FINANCIAL SERVICES	\$11,509.00
					Check #: 0	
						PO/InvoiceTotal: \$11,509.00
						Vendor Total: \$11,509.00
HINCKLEY SPRINGS	1000092					
Check Group:						
Cooler with SmartFlo		1	26007	22340370 010326 1/25/2026	10.5.2520.3190.000.0000 PROF. & TECH. SERVICES - OTHER	\$16.99
Bottle deposit		-1	26007	22340370 010326 1/25/2026	10.5.2520.4100.000.0000 OFFICE SUPPLIES	(\$6.00)
Purified watter bottle 5G		1	26007	22340370 010326 1/25/2026	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$13.49
Delivery		1	26007	22340370 010326 1/25/2026	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$14.99
					Check #: 0	
						PO/InvoiceTotal: \$39.47
						Vendor Total: \$39.47

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1062

01/29/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
HumbleFax.com						
Check Group:						
Monthly Subscription		1	26005	ECIVV-0001 1/23/2026	10.5.2520.3160.000.0027 SOFTWARE	\$10.00
P-Card Payee: Wells Fargo Bank N.A.						
Check #:						
					PO/InvoiceTotal:	\$10.00
					Vendor Total:	\$10.00
PAX8						
Check Group:						
Microsoft Office A5 - 12		12	26018	2026-1-1323933 1/23/2026	10.5.2520.3160.000.0027 SOFTWARE	\$100.80
P-Card Payee:	Wells Fargo Bank N.A.					
Microsoft Defender for office 365 - 16		16	26018	2026-1-1323933 1/23/2026	10.5.2520.3160.000.0027 SOFTWARE	\$23.52
P-Card Payee:	Wells Fargo Bank N.A.					
Microsoft Entra ID P2		1	26018	2026-1-1323933 1/23/2026	10.5.2520.3160.000.0027 SOFTWARE	\$9.45
P-Card Payee:	Wells Fargo Bank N.A.					
Teams Phone with Calling Plan - 7		7	26018	2026-1-1323933 1/23/2026	10.5.2520.3160.000.0027 SOFTWARE	\$80.85
P-Card Payee:	Wells Fargo Bank N.A.					
Teams Premium for Faculty - 2		2	26018	2026-1-1323933 1/23/2026	10.5.2520.3160.000.0027 SOFTWARE	\$4.00
P-Card Payee:	Wells Fargo Bank N.A.					
Check #:						
					PO/InvoiceTotal:	\$218.62
					Vendor Total:	\$218.62
Wells Fargo Bank N.A.						
Check Group:						
Wolf's Head - working lunch		1	26053	Wolfs Head 12-23-25 1/25/2026	10.5.2520.3330.000.0000 MEETING EXPENSE	\$74.44
Check #:						
					PO/InvoiceTotal:	\$74.44
Check Group:						

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Voucher Detail Listing

Fiscal Year: 2025-2026

Voucher Batch Number: 1062

01/29/2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Google workspace		1	26054	Google 1-11-26 1/25/2026	10.5.2520.3400.000.0008 INTERNET	\$9.99
					Check #: 0	
						PO/InvoiceTotal: \$9.99
Check Group:						
Tony's 1/12/26 - Meeting Refreshments		1	26055	Tony 1/12/26 1/25/2026	10.5.2520.3330.000.0000 MEETING EXPENSE	\$36.47
					Check #: 0	
						PO/InvoiceTotal: \$36.47
						Vendor Total: \$120.90
						Grand Total: \$18,156.83

End of Report

Treasurer's Report

Adjournment