

Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST

www.lyonstto.net

BOARD OF SCHOOL TRUSTEES

Shakana L. Kirksey, President
Jessica A. Doherty, Trustee
Carol A. McGowan, Trustee
Zachary T. Stokes, Trustee
Tonisha Sibley, Trustee

Sara Andreas, Trustee
Dr. Troy J. Whalen, Trustee
Steven J. Smidl, Trustee
Dr. Catherine A. Hannigan, Trustee

Griffin Sonntag, Trustee
Joseph M. Bonomo, Trustee
Ryan M. Leonard, Trustee
Dr. Joseph R. Rojek II, 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

December 17, 2024 – 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 December 17, 2024, 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. **West 40 Intent to Withdraw – Dr. Mark Klaisner**
5. **FY2024 Audit Presentation – GW & Associates**
6. **Accept the FY2024 Lyons Township School Treasurer's Audit**
7. **Review/Approval of Minutes**
Board of School Trustees review and approval of the Lyons Township School Treasurer's minutes of:
 - October 15, 2024 – LTTO Open Meeting
 - October 15, 2024 – LTTO Closed Meeting
 - November 19, 2024 – LTTO Open Meeting
 - November 19, 2024 – LTTO Closed Meeting
8. **Treasurer's Report**

9. **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:

- November 2024

10. **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

- December 17, 2024 - \$59,134.65

NEW BUSINESS:

11. **Employment Recommendation**

- Mrs. Heather Shepard, Senior Accountant

12. **Review/Approval of Consulting Agreement – Kelly Bradshaw**

13. **IMRF Annual Contribution Rate – Calendar Year 2025**

OLD BUSINESS:

14. **By-Laws on LTTO Membership**

15. **Matters related to the possible 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**

16. **Motion to suspend the 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.”
- *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.”

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

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

19. **Adjournment**

Call to Order

Pledge of Allegiance

Public Comments

West 40 Intent to Withdraw

Dr. Mark Klaisner

FY2024 Audit Presentation GW & Associates

Accept the
FY2024 Lyons Township
School Treasurer's Audit

Review/Approval of Minutes

October 15, 2024 – LTTO Open Meeting
October 15, 2024 – LTTO Closed Meeting
November 19, 2024 – LTTO Open Meeting
November 19, 2024 – LTTO Closed Meeting

Treasurer's Report

Review the Lyons Township Treasurer's Financial Reports

- November 2024

Lyons Township Trustee of Schools

Account Level Operating Statement For the Period 11/01/2024 through 11/30/2024

Fiscal Year: 2024-2025

		<u>11/01/2024 - 11/30/2024</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	(\$1,462,969.93)	(\$1,462,969.93)	0.0%
10.4.1940.0000.000.4002	PRORATA - IMMEDIATE PRIOR YEAR	\$0.00	(\$392,656.03)	(\$392,656.03)	\$0.00	100.0%
10.4.1980.0000.000.0000	MUNICIPAL INVESTMENT SERVICES	\$0.00	(\$1,332.81)	(\$2,640.00)	(\$1,307.19)	50.5%
	REVENUE	\$0.00	(\$393,988.84)	(\$1,858,265.96)	(\$1,464,277.12)	21.2%
EXPENDITURE						
		MTD	YTD	Budget	BudgetBalance	Percent
10.5.2520.1000.000.5001	SALARIES - TREASURER	\$15,666.66	\$78,333.30	\$191,615.38	\$113,282.08	40.9%
10.5.2520.1000.000.5004	SALARIES - FINANCIAL SERVICES COORDINATOR	\$6,333.34	\$31,666.70	\$76,000.00	\$44,333.30	41.7%
10.5.2520.1000.000.5008	SALARIES - DIRECTOR OF OPERATIONS	\$7,416.66	\$36,980.07	\$89,000.00	\$52,019.93	41.6%
10.5.2520.1000.000.5012	SALARIES - SENIOR ACCOUNTANT	\$7,416.66	\$36,979.14	\$89,000.00	\$52,020.86	41.5%
10.5.2520.1000.000.5016	SALARIES - FINANCIAL SERVICES COORDINATOR	\$5,173.94	\$26,407.31	\$62,816.00	\$36,408.69	42.0%
10.5.2520.1000.000.5017	SALARIES - FINANCIAL SERVICES COORDINATOR	\$4,435.32	\$13,516.68	\$46,570.88	\$33,054.20	29.0%
10.5.2520.2120.000.0000	BENEFITS - IMRF	\$2,851.92	\$13,886.39	\$33,732.00	\$19,845.61	41.2%
10.5.2520.2130.000.0000	FICA	\$1,908.10	\$16,996.32	\$46,290.00	\$29,293.68	36.7%
10.5.2520.2140.000.0000	MEDICARE	\$908.62	\$4,539.63	\$10,826.00	\$6,286.37	41.9%
10.5.2520.2210.000.0000	LIFE INSURANCE	\$43.00	\$201.00	\$1,188.00	\$987.00	16.9%
10.5.2520.2220.000.0000	MEDICAL INSURANCE	\$6,587.52	\$31,658.55	\$104,857.01	\$73,198.46	30.2%
10.5.2520.2230.000.0000	DENTAL INSURANCE	\$299.02	\$1,545.82	\$4,435.22	\$2,889.40	34.9%
10.5.2520.2341.000.0000	VISION INSURANCE	\$39.74	\$203.27	\$588.36	\$385.09	34.5%
10.5.2520.3100.000.0000	CPA SERVICES	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.0%
10.5.2520.3100.000.0019	PROGRAMMING & TRAINING	\$0.00	\$0.00	\$6,000.00	\$6,000.00	0.0%
10.5.2520.3100.000.0023	PROF. & TECH. SERVICES - IT	\$1,501.90	\$6,301.90	\$16,000.00	\$9,698.10	39.4%
10.5.2520.3160.000.0000	ANNUAL I.V. LICENSE	\$161,102.48	\$161,102.48	\$161,102.00	(\$0.48)	100.0%
10.5.2520.3160.000.0027	SOFTWARE	\$411.40	\$3,702.70	\$9,500.00	\$5,797.30	39.0%
10.5.2520.3170.000.0000	AUDIT/FINANCIAL SERVICES	\$0.00	\$16,121.00	\$32,900.00	\$16,779.00	49.0%
10.5.2520.3180.000.0000	LEGAL SERVICES	\$0.00	\$17,841.25	\$33,000.00	\$15,158.75	54.1%
10.5.2520.3190.000.0000	OTHER PROFESSIONAL AND TECHNICAL SERVICES	\$0.00	\$615.00	\$4,000.00	\$3,385.00	15.4%
10.5.2520.3200.000.0000	PROPERTY SERVICES	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.0%
10.5.2520.3250.000.0000	RENTALS	\$4,000.00	\$20,000.00	\$48,400.00	\$28,400.00	41.3%
10.5.2520.3250.000.0003	COPIER & PRINTER LEASE	\$466.50	\$2,724.83	\$7,500.00	\$4,775.17	36.3%
10.5.2520.3330.000.0000	MEETING EXPENSE	\$0.00	\$75.95	\$4,000.00	\$3,924.05	1.9%
10.5.2520.3400.000.0005	POSTAGE	\$0.00	\$55.00	\$600.00	\$545.00	9.2%
10.5.2520.3400.000.0008	INTERNET	\$351.60	\$1,752.09	\$4,220.00	\$2,467.91	41.5%
10.5.2520.3600.000.0000	PRINTING AND BINDING	\$0.00	\$120.00	\$21,000.00	\$20,880.00	0.6%
10.5.2520.3800.000.0011	RETIREE/COBRA BENEFITS	\$7.82	\$11,803.49	\$11,900.00	\$96.51	99.2%
10.5.2520.3800.000.0013	COMMERCIAL PACKAGE	\$9,957.00	\$9,957.00	\$10,000.00	\$43.00	99.6%
10.5.2520.3800.000.0014	WORKERS COMPENSATION	\$1,626.00	\$1,626.00	\$1,626.00	\$0.00	100.0%
10.5.2520.3800.000.0016	PUBLIC OFFICIALS LIABILITY	\$0.00	\$0.00	\$13,000.00	\$13,000.00	0.0%
10.5.2520.3800.000.0017	CYBER LIABILITY	\$0.00	\$0.00	\$6,600.00	\$6,600.00	0.0%
10.5.2520.3800.000.2009	ILLINOIS DEPT OF EMPLOYMENT SECURITY	\$9,012.00	\$13,163.00	\$33,878.00	\$20,715.00	38.9%
10.5.2520.4100.000.0000	OFFICE SUPPLIES	\$5,637.16	\$6,537.44	\$16,500.00	\$9,962.56	39.6%
10.5.2520.4400.000.0000	PERIODICALS	\$165.80	\$564.80	\$1,100.00	\$535.20	51.3%
10.5.2520.5500.000.0000	CAPITALIZED EQUIPMENT	\$0.00	\$2,199.99	\$7,500.00	\$5,300.01	29.3%
10.5.2520.6400.000.0000	DUES AND FEES	\$0.00	\$193.60	\$3,500.00	\$3,306.40	5.5%
	EXPENDITURE	\$253,320.16	\$569,371.70	\$1,218,244.85	\$648,873.15	46.7%
	Net (Revenue)/Expense	\$253,320.16	\$175,382.86	(\$640,021.11)	(\$815,403.97)	27.4%

Lyons Township Trustee of Schools

Account Level Operating Statement For the Period 11/01/2024 through 11/30/2024

Fiscal Year: 2024-2025

11/01/2024 - 11/30/2024

Budget

Budget Balance

End of Report

Review/Approval of Payables List

- December 17, 2024 – \$59,134.65

LYONS TOWNSHIP TRUSTEE OF SCHOOLS VOUCHER

Voucher No: 1046

Voucher Date: 12/17/2024

Prepared By: Kenneth T. Getty

Printed: 12/12/2024 01:53:55 PM

LYONS TOWNSHIP TRUSTEE OF SCHOOLS is hereby authorized to draw warrants against LYONS TOWNSHIP TRUSTEE OF SCHOOLS funds for the sum of \$59,134.65 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (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.



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Carol A. McGowan Trustee

Zachary T. Stokes Trustee

Tonisha Sibley Trustee

Sara Andreas Trustee

Dr. Troy Whalen Trustee

Steven J. Smidl Trustee

Dr. Catherine A. Hannigan Trustee

Griffin Sonntag Trustee

Joseph M. Bonomo Trustee

Ryan M. Leonard Trustee

Dr. Joseph R. Rojek II Trustee

LYONS TOWNSHIP TRUSTEE OF SCHOOLS

Voucher No: 1046

Voucher Date: 12/17/2024

Fund		Amount
10	EDUCATION	\$59,134.65
		\$59,134.65

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1046

12/17/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Amazon Capital Services						
Check Group:						
OFFICE SUPPLIES		1 0		11TW-6QDP-FJ7 V 12/17/2024	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$50.24
OFFICE SUPPLIES		1 0		11VY-R4TN-1HQ M 12/17/2024	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$101.56
OFFICE SUPPLIES		1 0		13Y1-X79F-GPR C 12/17/2024	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$13.77
OFFICE SUPPLIES		1 0		1LN9-DDRM-1W1 4 12/17/2024	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$252.41
OFFICE SUPPLIES		1 0		1MGY-KVHG-XP CM 12/17/2024	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$36.20
OFFICE SUPPLIES		1 0		1T1X-QKJD-R7N 6 12/17/2024	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$998.91
OFFICE SUPPLIES		1 0		1T69-X633-1H6Y 12/17/2024	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$18.99
OFFICE SUPPLIES		1 0		1YFH-6X9X-FKN1 12/17/2024	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$41.60
Check #: 0						
						PO/InvoiceTotal: <u>\$1,513.68</u>
						Vendor Total: <u>\$1,513.68</u>
BLUE CROSS AND BLUE SHIELD OF IL						
Check Group:						
M - 01/01/2025 - 01/31/2025		1 0		Jan 2025 12/6/2024	10.2.0481.0000.000.9944 HEALTH INSURANCE PAYABLE-ER	\$6,587.49
D - 01/01/2025 - 01/31/2025		1 0		Jan 2025 12/6/2024	10.2.0481.0000.000.9946 DENTAL INSURANCE PAYABLE-ER	\$299.02

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1046

12/17/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
D - 01/01/2025 - 01/31/2025		1	0	Jan 2025 12/6/2024	10.5.2520.3800.000.0011 RETIREE/COBRA BENEFITS	\$38.20
M - 07/01/2024 - 07/31/2024		1	0	July 2024 12/17/2024	10.2.0481.0000.000.9944 HEALTH INSURANCE PAYABLE-ER	\$5,061.81
D - 07/01/2024 - 07/31/2024		1	0	July 2024 12/17/2024	10.2.0481.0000.000.9946 DENTAL INSURANCE PAYABLE-ER	\$260.82
D - 07/01/2024 - 07/31/2024		1	0	July 2024 12/17/2024	10.5.2520.3800.000.0011 RETIREE/COBRA BENEFITS	\$38.20
Check #: 0						
PO/InvoiceTotal:						\$12,285.54
Vendor Total:						\$12,285.54
CITY OF COUNTRYSIDE						
Check Group:						
2025 Business License		1	0	2025 12/17/2024	10.5.2520.6400.000.0000 DUES AND FEES	\$300.00
Check #: 0						
PO/InvoiceTotal:						\$300.00
Vendor Total:						\$300.00
COMCAST						
1000050						
Check Group:						
01/01/2025 - 01/31/2025		1	0	Jan 2025 12/17/2024	10.5.2520.3400.000.0008 INTERNET	\$277.85
Check #: 0						
PO/InvoiceTotal:						\$277.85
Vendor Total:						\$277.85
Companion Life Insurance Company						
Check Group:						
V - 01/01/2025 - 01/31/2025		1	0	Jan 2025 12/17/2024	10.2.0481.0000.000.9948 VISION INSURANCE-ER	\$39.72

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1046 12/17/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
L - 01/01/2025 - 01/31/2025		1	0	Jan 2025 12/17/2024	10.2.0481.0000.000.9942 LIFE INSURANCE PAYABLE-ER	\$42.50
L - 01/01/2025 - 01/31/2025		1	0	Jan 2025 12/17/2024	10.5.2520.3800.000.0011 RETIREE/COBRA BENEFITS	\$62.39
Check #: 0						
PO/InvoiceTotal:						\$144.61
Vendor Total:						\$144.61
Cook County Farm Bureau						
Check Group:						
01/01/2025 - 01/31/2024		1	0	Jan 2025 12/17/2024	10.5.2520.3250.000.0000 RENTALS	\$4,000.00
Annual Membership		1	0	Jan 2025 12/17/2024	10.5.2520.6400.000.0000 DUES AND FEES	\$20.00
Check #: 0						
PO/InvoiceTotal:						\$4,020.00
Vendor Total:						\$4,020.00
DEL GALDO LAW GROUP, LLC						
Check Group:						
10/01/2024 - 10/31/2024		1	0	36468 12/17/2024	10.5.2520.3180.000.0000 LEGAL SERVICES	\$1,771.25
Check #: 0						
PO/InvoiceTotal:						\$1,771.25
Vendor Total:						\$1,771.25
DESPLAINES VALLEY NEWS						
1000059						
Check Group:						
D217 FY24 ASA Publishing		1	0	24-1552 12/17/2024	10.5.2520.3600.000.0000 PRINTING AND BINDING	\$3,361.00
D104 FY24 ASA Publishing		1	0	24-1553 12/17/2024	10.5.2520.3600.000.0000 PRINTING AND BINDING	\$2,477.50

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1046

12/17/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
D103 FY24 ASA Publishing		1	0	24-1554 12/17/2024	10.5.2520.3600.000.0000 PRINTING AND BINDING	\$1,819.15
D108 FY24 ASA Publishing		1	0	24-1555 12/17/2024	10.5.2520.3600.000.0000 PRINTING AND BINDING	\$1,218.53
D109 FY24 ASA Publishing		1	0	24-1556 12/17/2024	10.5.2520.3600.000.0000 PRINTING AND BINDING	\$2,899.00
Check #: 0						
PO/InvoiceTotal:						\$11,775.18
Vendor Total:						\$11,775.18
GW & Associates PC						
Check Group:						
FY24 Audit		1	0	2412359 12/17/2024	10.5.2520.3170.000.0000 AUDIT/FINANCIAL SERVICES	\$16,779.00
Check #: 0						
PO/InvoiceTotal:						\$16,779.00
Vendor Total:						\$16,779.00
HINCKLEY SPRINGS	1000092					
Check Group:						
OFFICE SUPPLIES		1	0	22340370 120724 12/17/2024	10.5.2520.4100.000.0000 OFFICE SUPPLIES	\$72.94
Check #: 0						
PO/InvoiceTotal:						\$72.94
Vendor Total:						\$72.94
IMAGETEC						
Check Group:						
11/22/2024 - 02/21/2025		1	0	748366 12/17/2024	10.5.2520.3250.000.0003 COPIER & PRINTER LEASE	\$126.40
Check #: 0						
PO/InvoiceTotal:						\$126.40
Vendor Total:						\$126.40

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1046

12/17/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
ProxIT, Inc.						
Check Group:						
12/01/2024 - 12/31/2024		1	0	24417	10.5.2520.3100.000.0023	\$1,200.00
				12/17/2024	PROF. & TECH. SERVICES - IT	
Cloud Back-Up - December 2024		1	0	24417	10.5.2520.3160.000.0027	\$109.00
				12/17/2024	SOFTWARE	
					Check #: 0	
					PO/InvoiceTotal:	\$1,309.00
					Vendor Total:	\$1,309.00
SHAW MEDIA						
	1000183					
Check Group:						
D101 FY24 ASA Publishing		1	0	FY24 ASA	10.5.2520.3600.000.0000	\$1,123.80
				12/17/2024	PRINTING AND BINDING	
D102 FY24 ASA Publishing		1	0	FY24 ASA	10.5.2520.3600.000.0000	\$1,610.20
				12/17/2024	PRINTING AND BINDING	
D105 FY24 ASA Publishing		1	0	FY24 ASA	10.5.2520.3600.000.0000	\$1,282.20
				12/17/2024	PRINTING AND BINDING	
D107 FY24 ASA Publishing		1	0	FY24 ASA	10.5.2520.3600.000.0000	\$886.20
				12/17/2024	PRINTING AND BINDING	
D2045 FY24 ASA Publishing		1	0	FY24 ASA	10.5.2520.3600.000.0000	\$1,320.00
				12/17/2024	PRINTING AND BINDING	
LTTO Job Posting		1	0	FY24 ASA	10.5.2520.3600.000.0000	\$975.00
				12/17/2024	PRINTING AND BINDING	
					Check #: 0	
					PO/InvoiceTotal:	\$7,197.40
					Vendor Total:	\$7,197.40
Superior Awards						
Check Group:						
OFFICE SUPPLIES		1	0	33672	10.5.2520.4100.000.0000	\$225.00
				12/17/2024	OFFICE SUPPLIES	

Lyons Township Trustee of Schools

Voucher Detail Listing

Voucher Batch Number: 1046

12/17/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
						PO/InvoiceTotal: <u>\$225.00</u>
						Vendor Total: <u>\$225.00</u>
VISA						
Check Group:						
SOFTWARE - Hunble Fax		1 0		Dec 2024 12/17/2024	10.5.2520.3160.000.0027 SOFTWARE	\$10.00
SOFTWARE - Microsoft		1 0		Dec 2024 12/17/2024	10.5.2520.3160.000.0027 SOFTWARE	\$232.40
AT&T - November 2024		1 0		Dec 2024 12/17/2024	10.5.2520.3400.000.0008 INTERNET	\$73.75
POSTAGE		1 0		Dec 2024 12/17/2024	10.5.2520.3400.000.0005 POSTAGE	\$14.75
POSTAGE		1 0		Dec 2024 12/17/2024	10.5.2520.3400.000.0005 POSTAGE	\$23.85
LTTO Job Posting		1 0		Dec 2024 12/17/2024	10.5.2520.3600.000.0000 PRINTING AND BINDING	\$515.55
Check #: 0						
						PO/InvoiceTotal: <u>\$870.30</u>
						Vendor Total: <u>\$870.30</u>
Wells Fargo Vendor Financial Services						
Check Group:						
12/13/2024 - 01/12/2025		1 0		5032156173 12/17/2024	10.5.2520.3250.000.0003 COPIER & PRINTER LEASE	\$466.50
Check #: 0						
						PO/InvoiceTotal: <u>\$466.50</u>
						Vendor Total: <u>\$466.50</u>
						Grand Total: <u>\$59,134.65</u>

End of Report

Employment Recommendation

Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST

www.lyonstto.net

BOARD OF SCHOOL TRUSTEES

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Fax 708-888-5651

DATE: December 12, 2024
TO: Board of School Trustees
FROM: Kenneth T. Getty, MBA, CSBO
SUBJECT: Employment Recommendation – Senior Accountant

I am pleased to recommend Heather Shepard for the vacant Senior Accountant position. Mrs. Shepard is a highly skilled and accomplished accountant who brings extensive experience and a deep connection to the community as a resident of Lyons Township. She has also demonstrated a strong commitment to education, having been an active member of the LaGrange School District 102 PTO, where her three children attended school.

The following is recommended as the compensation package for this position:

- Full-time at-will employment under the terms and conditions established by the Trustees and outlined in the Lyons TTO Personnel Policy Manual
- Annual salary of \$85,000
- \$50,000 term life insurance policy
- Participation in the IMRF pension program
- Start date of Monday, December 16, 2024

With Trustee approval, we will finalize the hiring and orientation process.

Review/Approval of Consulting Agreement – Kelly Bradshaw

IMRF Annual Contribution Rate Calendar Year 2025

Township Trustees of Schools

TOWNSHIP 38 NORTH, RANGE 12 EAST
www.lyonstto.net

BOARD OF SCHOOL TRUSTEES

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6438 Joliet Road, Unit 103
Countryside, IL 60525
Phone 708-352-4480
Fax 708-888-5651

DATE: December 12, 2024
TO: Board of School Trustees
FROM: Kenneth T. Getty, MBA, CSBO
SUBJECT: IMRF Contribution Rate (Calendar Year 2025)

The LTTO IMRF employer contribution rate for calendar year 2025 was released in November 2024 at 3.44% (2024 IMRF Rate: 4.48%), based on actuarial data from December 31, 2023.

Contribution Rates				
2025				
Year	Effective Date ▼	Pension Plan ▼	Rate Type ▼	Contribution Rate
2025	01-01-2025	REG	Employer retirement normal contribution	2.65%
2025	01-01-2025	REG	Employer retirement funding adjustment contribution	0.00%
2025	01-01-2025	REG	Employer death contribution	0.13%
2025	01-01-2025	REG	Employer disability contribution	0.04%
2025	01-01-2025	REG	Employer supplemental benefit payment contribution	0.62%
				Total
				3.44%

By-Laws on LTT0 Membership

Matters related to the possible 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

Closed Session

Motion to suspend the 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.”
- ***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.”

Motion to reconvene the
Board Meeting
of the
Board of Trustees

Time: _____

Action as a result of Closed Session

Adjournment

Time: _____