

**NORTHWESTERN ILLINOIS ASSOCIATION  
EXECUTIVE BOARD MEETING #8, FY13 AGENDA**

**Open Meeting Minutes**

**I. CALL TO ORDER**

Date: Wednesday, May 22, 2013  
Time: 4:30 p.m.  
Location: Ogle County Special Education Office, Byron, IL  
Type of meeting: Regular  
Name of person taking the minutes: Jean Tritle, Board Secretary  
**Name of person(s) presiding: Sarah Willey, Chairperson**

**Meeting called to order at 4:35 p.m.**

**II. ROLL CALL**

Members in attendance:

1. Dennis Daly
2. Kimberly Moore
3. Mike Noble
4. Karen Sanders
5. Lisa Wiet
6. Sarah Willey
7. Tom Zelten

Absent:

1. Kathy Countryman
2. Drew Hoffman

Also present:

1. Laura Frankiewicz, Regional Director
2. Jean Tritle, Board Secretary

**III. APPROVAL OF AGENDA**

**Motion made by: Daly**  
**Motion: to approve the agenda as presented**  
Motion seconded by: Wiet  
**The Chairperson asked for a voice vote.**  
**Voice Vote:** "Ayes" – All "Nays" – None  
**Action: Pass**

**IV. PUBLIC PARTICIPATION**

**Reception of Guests & Visitors & Opportunity for Public Comment**  
There were none.

**V. CLOSED SESSION TO CONSIDER THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY OR LEGAL COUNSEL FOR THE PUBLIC BODY, INCLUDING HEARING TESTIMONY ON A COMPLAINT LODGED AGAINST AN EMPLOYEE OF THE PUBLIC BODY OR AGAINST LEGAL COUNSEL FOR THE PUBLIC BODY TO DETERMINE ITS VALIDITY SECTION 2.01 [5 ILCS 120/2.01].**

**Motion made by:** Daly  
**Motion:** to move into Closed Session at 4:36 p.m.  
**Motion seconded by:** Sanders

**The Chairman asked for a roll call**  
**Roll Call:**

“Ayes” – Moore, Noble, Sanders, Wiet, Willey, Zelten, Daly

“Nays” – None

**Action:** Pass

**Motion made by:** Daly  
**Motion:** to move return to Open Session at 4:55 p.m.  
**Motion seconded by:** Moore

**The Chairman asked for a roll call**  
**Roll Call:**

“Ayes” – Noble, Sanders, Wiet, Willey, Zelten, Daly, Moore

“Nays” – None

**Action:** Pass

**VI. CONSENT AGENDA**

- A. Approval of Minutes of Meeting #7 on April 24, 2013**
- B. Approval of Closed Session Minutes of Meeting #7 on April 24, 2013**
- C. Approval of Revised Personnel Report**
- D. Approval of Accounts Payable for the Month of May 2013**

**Motion made by:** Zelten  
**Motion:** to approve the Consent Agenda as presented  
**Motion seconded by:** Daly

**The Chairperson asked for a roll call:**

“Ayes” – Sanders, Wiet, Willey, Zelten, Daly, Moore, Noble

“Nays” – None

**Action:** Approved

**VII. REGIONAL DIRECTOR’S REPORT**

- A. HLERK – The Extra Mile – May 2013**  
No discussion.

**VIII. ACTION ITEMS**

**A. Approval of the Revised NIA Executive Board FY14 Ballot**

**Motion made by:** Daly

**Motion:** to approve the Revised NIA Executive Board FY14 Ballot

Motion seconded by: Zelten

Frankiewicz reported that the Region III ballot was revised to update the biographical information for Pam Scanlan, who agreed to return to the Board. She is still searching for a District Administrator to represent this region.

In Region I, Sarah Willey and Lisa Wiet had both agreed to continue their service on the Board. Frankiewicz stated that the biographical information for Wiet acknowledged that Wiet was a past Board member in Kaneland, adding that she had reached out to West Aurora when they mentioned an interest in having a representative on the NIA Board at an earlier date. She also heard from a Board member from another district who expressed an interest in serving on the NIA Board. Frankiewicz sent her information, but never heard back from her. Wiet said she was happy to stay on unless an active Board member can be found. Frankiewicz said that the position of Special Education Director is still open, though she is hoping that Carla Cumblad can still return to the Board. However, if Cumblad does not return by August, Frankiewicz will ask the Board to appoint someone to finish her term.

For Region II, Moore will be move into Zelten’s position as a Special Education Director; Zelten will become a Member-at-Large. Daly agreed to continue his service to the Board as a School Board Member.

**The Chairman asked for a roll call**

**Roll Call:**

“Ayes” – Wiet, Willey, Zelten, Daly, Moore, Noble, Sanders

“Nays” – None

**Action:** **Approved**

**B. Approval of the NIA FY14 Tentative Budget**

**Motion made by:** Daly

**Motion:** to approve the NIA FY14 Tentative Budget

Motion seconded by: Noble

Frankiewicz stated that it would be best if the Board did not belabor the FY14 budget this go-round, as not all of the Districts’ requests for services have been approved at this time. There are therapy days in Sandwich that have not yet been approved and 85 days for Adapted PE for Mid-Valley that have not yet been finalized. We are also still working on a finalized staffing pattern for Therapy. We have bought out 4 agency contracts; two had a modest buy-out fee while the other two had no fee attached. The increase in requests for Therapy services could possibly wipe out the deficit on the proposed budget. Also, Boone County will be directly hiring one of our vision teachers, though we have not yet received the teacher’s written resignation. The budget also includes a 10% increase for insurance costs, a \$1,200 stipend for each full-time teacher (prorated based upon FTE), 1% or 2% increases for non-teaching staff, and fees for the new computer leasing program. The contingency for unemployment was also increased as several staff members will not be recalled for the 2013-2014 school year.

Two options were being presented to the Board: Option 1 is based upon receipt of 75% of the Personnel Reimbursement amount and Option 2 on 85%. Willey asked which option

Frankiewicz recommended. Frankiewicz felt that Option 1, which is the more conservative of the two, would be best. The Board members agreed.

**The Chairman asked for a roll call**

**Roll Call:**

“Ayes” – Willey, Zelten, Daly, Moore, Noble, Sanders, Wiet

“Nays” – None

**Action:** **Approved**

**C. Approval of the Laptop Computer Lease Program**

**Motion made by: Sanders**

**Motion:** **to approve the Laptop Computer Lease Program**

Motion seconded by: Zelten

Frankiewicz reported that she had previously sent an e-mail to the Board members with the answers to the questions they brought up at the April meeting concerning what programs will be installed on the computers. She said that we will need to start with 100 computers, but this number may increase as we hire new therapists. She said there is a definite need to move forward with the program.

“Ayes” – Zelten, Daly, Moore Noble, Sanders, Wiet, Willey

“Nays” – None

**Action:** **Approved**

**D. Approval of the NIA Executive Board Meeting Schedule**

**Motion made by: Sanders**

**Motion:** **to approve the NIA Executive Board Meeting Schedule**

Motion seconded by: Moore

No discussion.

**The Chairman asked for a roll call**

**Roll Call:**

“Ayes” – Daly, Moore, Noble, Sanders, Wiet, Willey, Zelten

“Nays” – None

**Action:** **Approved**

**IX. Chairperson’s Comments and Other Business**

Frankiewicz informed the Board that Jan Jones, a past Board member, was very ill. She shared her address with the Board members who wished to send her cards as her birthday is a few days away.

**XI. ADJOURNMENT** – The Chairperson asked for a motion to adjourn the meeting.

**Motion made by: Daly**

**Motion:** **to Adjourn.**

Motion seconded by: Sanders

**The Chairperson asked for a voice vote.**

Voice Vote: “Ayes” - All “Nays” - None

**Action:** **Passed**

**The meeting was adjourned at 5:17 p.m.**