

**NORTHWESTERN ILLINOIS ASSOCIATION
EXECUTIVE BOARD MEETING #4, FY10 AGENDA**

Open Meeting Minutes

I. CALL TO ORDER

Date: Wednesday, January 27, 2010

Time: 6:06 p.m.

Location: Ogle County Education Center in Byron, Illinois

Type of meeting: Regular

Name of person taking the minutes: Dianne Fraedrich, Board Secretary

Name of person(s) presiding: Sarah Willey, Board Chairperson

II. ROLL CALL

Members in attendance:

1. Jay Augustine
2. Drew Hoffman
3. Jan Jones
4. Crysta Morrissey (arrived at 6:21pm)
5. Mike Noble
6. Sheri Smith
7. Lisa Wiet
8. Sarah Willey
9. Tom Zelten

Members absent:

1. Cynthia Dennis
2. Wayne Riesen
3. Pamela Scanlan

Also present:

1. Laura Frankiewicz, Regional Director
2. Dianne Fraedrich, Board Secretary

III. APPROVAL OF AGENDA

Frankiewicz noted that it was no longer necessary to act on Action Item 8F.

Motion made by: Zelten

Motion: to amend the agenda and remove Item 8F. The Chairperson asked for a voice vote.

Motion seconded by: Augustine

Voice Vote: "Ayes" – All.

"Nays" – None.

Action: Passed

IV. PUBLIC PARTICIPATION

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

Motion made by: Hoffman

Motion: to move into Closed Session at 6:08 p.m.

Motion seconded by: Wiet

Roll Call: “Ayes” – Augustine, Hoffman, Jones, Noble, Smith, Wiet, Willey and Zelten
“Nays” – None.

Action: Passed

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: Noble

Motion: to move into Open Session at 6:13 p.m. Chairperson asked for a voice vote.

Motion seconded by: Hoffman

Voice Vote: “Ayes” – All.
“Nays” – None.

Action: Passed

VI. CONSENT AGENDA

- A. Approval of Minutes of Meeting #3 November 18, 2009**
- B. Approval of Closed Session Minutes of Meeting #3 November 18, 2009 – Handout**
- C. Approval of Personnel Report**
- D. Approval of Accounts Payable for the Months of December 2009 and January 2010**
- E. Acknowledgment of Receipt of Treasurer’s Report for the Months of October 2009, November 2009 and December 2009 – Handouts**

Motion made by: Jones

Motion: to approve the Consent Agenda as presented.

Motion seconded by: Zelten

Roll Call: “Ayes” – Hoffman, Jones, Noble, Smith, Wiet, Willey, Zelten and Augustine
“Nays” – None.

Action: Passed

VII. REGIONAL DIRECTOR’S REPORT

- A. HLERK – The Extra Mile – December 2009 and January 2010 – Laura Frankiewicz shared that handouts of these publications were included in the board packets.**
- B. Update on Tech Fair / Autism Series –Frankiewicz shared that a decision was made to not go forward with the Tech Fair or the Autism Series as there has been less**

participation and the gap was widening on losses. For Autism, the focus will be on consults or independent workshops.

- C. **Update on Lekotek** – Frankiewicz shared that there are no longer any state or local funds for Lekotek so the NIA Lekotek program has been terminated.
- D. **Conversion of NIA Accounting Software** – Frankiewicz shared that NIA is moving from the SDE system to the ESD system accounting software. This will occur soon with Cindy Vogeler coordinating the change with Sycamore School District’s accounting department. Cindy is an expert on the ESD system, which will allow for a smooth transition. She will also implement some helpful account number changes that will bring some old account numbers into compliance with the state account numbers and make reports easier to follow.
- E. **Discussion of Tentative Amendments to the NIA Joint Agreement as a Result of Changes to Section 10-22-.31 of the Illinois School Code** – Frankiewicz shared that School Code changed on August 28, 2009 and it requires amending of all joint agreements and looking at our membership. Areas needing changes to them were highlighted. They included:
 - III. D. – currently states that members may withdraw from the N.I.A. by petition for approval by 2/3 vote of the members of the regional board of school trustees pursuant to the provisions of The School Code of Illinois – need to amend it so they will not have to take the request to all 70 district boards’ to get 2/3 approval;
 - III.G. – need to add all the DCSEA districts;
 - III. X. E. – must review division of assets among the member school districts, should NIA dissolve.
 - III.X. F. – must review withdrawing or expelled school districts eligibility to receive any division of assets, should NIA dissolve.Frankiewicz asked if an ad hoc committee would be appropriate to review the issues and they all agreed. Members will include: Frankiewicz, Hoffman, Morrissey and Zelten. They will meet on Monday, February 15, 2010 at the Sycamore NIA building at 10:00am to discuss the issues. They will report their proposals to the board at the next NIA Executive Board Meeting on February 24, 2010.

Crysta Morrissey arrived at 6:21pm.

VIII. ACTION ITEMS

- A. **Approval of Amended Board Policy Regarding FOIA** – Frankiewicz shared that the Article XXXI – Freedom of Information Act Executive Board Policy document is a draft. A brief discussion followed.
 - Motion made by:** Hoffman
 - Motion:** to approve the Amended Board Policy Regarding FOIA as presented. Chairperson asked for a voice vote.
 - Motion seconded by: Augustine
 - Voice Vote: “Ayes” – All.
“Nays” – None.
 - Action:** Passed

B. Approval of Budget Parameters for FY11 – Frankiewicz presented the recommendations of the Budget and Finance Committee. She the committee reviewed several options regarding budget parameters taking into account potential district and state finances. They are recommending that the budget parameters include the consideration of salary increases for FY11 of 2% to be determined in March. Due to a number of considerations including rising insurance costs, the possibility of not receiving expected ISBE personnel reimbursement and other increased costs, the committee ultimately determined that in order to develop a budget with a modest surplus, daily rates would need to be raised. Discussion followed.

Motion made by: Jones

Motion: to approve the Budget Parameters for FY11.

Motion seconded by: Smith

Roll Call: “Ayes” – Jones, Noble, Smith, Wiet, Willey, Zelten, Augustine and Hoffman

“Nays” – None.

Action: Passed

C. Approval of Daily Rates for FY11 Baseline / Program Support – Frankiewicz shared that the Budget and Finance committee recommends a 3% increase in daily rates.

Motion made by: Augustine

Motion: to approve the Daily Rates for FY11 Baseline / Program Support.

Motion seconded by: Hoffman

Roll Call: “Ayes” – Noble, Smith, Wiet, Willey, Zelten, Augustine, Hoffman and Jones

“Nays” – None.

Action: Passed

D. Approval of Addition to Entry Level Guide for Educational Interpreters – Frankiewicz shared that this version adds a Master Approval Level column that represents an 8% increase from the Standard Approval Level. A brief discussion followed.

Motion made by: Noble

Motion: to approve the Addition to the Entry Level Guide for Educational Interpreters as presented.

Motion seconded by: Zelten

Roll Call: “Ayes” – Smith, Wiet, Willey, Zelten, Augustine, Hoffman, Jones and Noble

“Nays” – Zelten, Augustine, Dennis, Morrissey, Riesen, Scanlan & Wiet.

Action: Passed

E. Approval of Stipends for Supervision of Therapy Clinicals – Frankiewicz shared that

the Therapy Department staff have proposed a \$25.00 gift card for each therapist who supervises a full-time student. Assignments are split between two supervisors which would require a budget of \$400.00 annually to support incentives for sixteen (16) therapists supervising a total of eight (8) OT and PT students. A brief discussion followed.

Motion made by: Smith

Motion: to approve the Stipends for Supervision of Therapy Clinicals as presented.

Motion seconded by: Hoffman

Roll Call: "Ayes" – Wiet, Willey, Zelten, Augustine, Hoffman, Jones, Noble and Smith

"Nays" – Zelten, Augustine, Dennis, Morrissey, Riesen, Scanlan & Wiet.

Action: Passed

X. CHAIRPERSON'S COMMENTS AND OTHER BUSINESS – No comments or other business at this time.

XI. ADJOURNMENT – the Chairperson asked for a voice vote to adjourn.

Voice Vote: "Ayes" – All

"Nays" – None.

Action: Passed at 7:36 p.m.