

**NORTHWESTERN ILLINOIS ASSOCIATION
EXECUTIVE BOARD MEETING #6, FY10 AGENDA**

Open Meeting Minutes

I. CALL TO ORDER

Date: Wednesday, March 17, 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: Laura Frankiewicz, Regional Director

II. ROLL CALL

Members in attendance:

1. Jay Augustine (Arrived at 6:11pm)
2. Cynthia Dennis
3. Drew Hoffman
4. Jan Jones (Arrived at 6:12pm)
5. Crysta Morrissey
6. Mike Noble
7. Wayne Riesen
8. Pamela Scanlan
9. Tom Zelten

Members absent:

1. Sheri Smith
2. Lisa Wiet
3. Sarah Willey

Also present:

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

III. ELECTION OF CHAIRPERSON PRO TEM

Motion made by: Hoffman

Motion: to appoint Wayne Riesen as Chairperson Pro Tem for this meeting,
due to the absence of Sarah Willey, Chairperson.

Motion seconded by: Zelten

The Chairperson Pro Tem asked for a voice vote.

Voice Vote: "Ayes" – All

"Nays" – None.

Action: Passed

At this point, Laura Frankiewicz turned the meeting over to Wayne Riesen, Chairperson Pro Tem.

IV. APPROVAL OF AGENDA

Motion made by: Noble

Motion: to approve the agenda as presented.

Motion seconded by: Dennis

The Chairperson Pro Tem asked for a voice vote.

Voice Vote: "Ayes" – All

"Nays" – None.

Action: Passed

V. PUBLIC PARTICIPATION

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

Motion made by: Zelten

Motion: to move into Closed Session at 6:09 p.m.

Motion seconded by: Hoffman

The Chairperson Pro Tem asked for a roll call.

Roll Call:

"Ayes" – Dennis, Hoffman, Morrissey, Noble, Riesen, Scanlan, Zelten

"Nays" – None.

Action: Passed

6:11pm - Jay Augustine arrived.

6:12pm - Jan Jones arrived.

VI. 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: Dennis

Motion: to move into Open Session at 6:20 p.m.

Motion seconded by: Scanlan

The Chairperson Pro Tem asked for a roll call.

Roll Call:

"Ayes" – Dennis, Hoffman, Jones, Morrissey, Noble, Riesen, Scanlan, Zelten, Augustine

"Nays" – None.

Action: Passed

VII. CONSENT AGENDA

A. Approval of Minutes of Meeting #5 March 8, 2010

B. Approval of Closed Session Minutes of Meeting #6 on April 22, 2009 – Handout

- C. **Approval of Closed Session Minutes of Meeting #5 on March 8, 2010 – Handout**
- D. **Approval of Personnel Report**
- E. **Approval of Accounts Payable for the Month of March 2010**
- F. **Acknowledgment of Receipt of Treasurer’s Report for the Month of March 2010**

Motion made by: Hoffman

Motion: to approve the Consent Agenda.

Motion seconded by: Augustine

The Chairperson Pro Tem asked for a roll call.

Roll Call:

“Ayes” – Hoffman, Jones, Morrissey, Noble, Riesen, Scanlan, Zelten, Augustine, Dennis

“Nays” – None.

Action: Passed

VIII. REGIONAL DIRECTOR’S REPORT

- A. **HLERK – The Extra Mile – March 2010** – Laura Frankiewicz shared that copies of this publication were included in the board packets.
- B. **Executive Board Meeting Times for FY11** – Frankiewicz shared that when we met early at the last meeting a lot of members mentioned that they liked meeting earlier than 6:00pm. She did an impromptu poll and found that members were split whether to start early (2:00 or 3:00pm) or later (4:30 or 5:00pm). Frankiewicz asked Mike Noble if 5:00pm would work for the Ogle County Education Center and he said it would be fine. She also said that the requirement for changing the meeting start time is to place a notice in three newspapers within the NIA region: The Rockford Register Star, The Daily Chronicle and Kane County Chronicle, at least ten days prior to the change taking place.

Motion made by: Hoffman

Motion: to approve the change in NIA’s Executive Board meeting start time from 6:00pm to 5:00pm starting with the next NIA Executive Board meeting on April 21, 2010.

Motion seconded by: Jones

The Chairperson Pro Tem asked for a voice vote.

Voice Vote: “Ayes” – All

“Nays” – None.

Action: Passed

IX. ACTION ITEMS

- A. **Review of Closed Session Minutes and Consideration of Release of Closed Executive Session Minutes** – Frankiewicz stated that in the past, these types of Closed Session Minutes were usually kept closed. She suggested that the Closed Session Minutes presented remain closed.

Motion made by: Hoffman

Motion: to approve that the Closed Session Minutes remain closed.

Motion seconded by: Jones

The Chairperson Pro Tem asked for a voice vote.

Voice Vote: “Ayes” – All

“Nays” – None.

Action: Passed

B. Staff Dismissals

1. Motion to Approve the Resolution Authorizing Non-Reemployment of Part-time Educational Support Personnel

Motion made by: Augustine

Motion: to approve the Resolution Authorizing Non-Reemployment of Part-time Educational Support Personnel.

Motion seconded by: Noble

The Chairperson Pro Tem asked for a roll call.

Roll Call:

“Ayes” – Jones, Morrissey, Noble, Riesen, Scanlan, Zelten, Augustine, Dennis, Hoffman

“Nays” – None.

Action: Passed

2. Motion to Approve the Resolution Authorizing Honorable Dismissal of Educational Support Personnel

Motion made by: Morrissey

Motion: to approve the Resolution Authorizing Honorable Dismissal of Educational Support Personnel.

Motion seconded by: Zelten

The Chairperson Pro Tem asked for a roll call.

Roll Call:

“Ayes” – Morrissey, Noble, Riesen, Scanlan, Zelten, Augustine, Dennis, Hoffman, Jones

“Nays” – None.

Action: Passed

C. Acceptance of Letter from Lee County Regarding Reduction of Services for FY11 –

Frankiewicz shared that on January 11, 2010, Jennifer Oetting verbally confirmed that Lee County would be reducing their request for PT and OT services and asked for some leeway in submitting the official letter to NIA and Frankiewicz had agreed. A brief discussion followed.

Motion made by: Jones

Motion: to accept the Letter from Lee County Regarding Reduction of Services for FY11.

Motion seconded by: Dennis

The Chairperson Pro Tem asked for a voice vote.

Voice Vote: “Ayes” – All

“Nays” – None.

Action: Passed

D. Approval of Amendments to the NIA Articles of Agreement – Frankiewicz shared that last meeting’s discussion focused on proposed procedures in the event that NIA dissolves and how the assets should be divided, but that the possibility of other districts / coops outside of the ten county region wanting to join NIA was raised as well. Therefore, she suggested that the board discuss what requirements would be expected of new entrants in order to join NIA and if they would be eligible to receive a portion of NIA’s assets should the coop dissolve. It was suggested by Hoffman that an initiation fee be established to join NIA. Frankiewicz asked how much we should ask new members to pay. Noble shared that Ogle County uses 10% of their assets as a base. He also asked about NIA’s assets. Riesen and Hoffman both said they do not want the cost to be so high that it would be a disincentive to join, especially for smaller districts, or it would not make it worth their while to join. Regarding dissolution, Augustine stated that they would get a portion equal to a five year average. Hoffman said that then members who have only been with NIA from one to four years would get less than members who have been with NIA five years or more. Frankiewicz said that page 15 of the proposed language addresses that issue. Frankiewicz said she would get information regarding NIA’s assets and suggested that the committee discuss the issue further and that she would work with Jay Augustine on a formula. She will have more information regarding NIA’s assets for them for the next Board meeting. The item was tabled until the next meeting for further discussion pending additional verbiage from the attorney for consideration.

E. Budget and Finance Report

1. Approval of FY11 Salary Adjustments – Frankiewicz asked Jones to comment on the Budget and Finance Committee’s decision regarding the FY11 salary adjustments. Jones said that based on the current situation they are recommending a 2% salary increase for excellent evaluations and ratings for FY11. A brief discussion followed.

Motion made by: Scanlan

Motion: to approve a 2% salary increase for excellent evaluations and ratings and a 1% salary increase for satisfactory evaluations and ratings for the FY11 salary adjustments.

Motion seconded by: Augustine

The Chairperson Pro Tem asked for a roll call.

Roll Call:

“Ayes” – Riesen, Scanlan, Zelten, Augustine, Dennis, Hoffman, Jones, Morrissey, Noble

“Nays” – None.

Action: Passed

2. Approval of FY11 Therapy Incentives – Frankiewicz asked Jones to comment on the Budget and Finance Committee’s decision regarding the FY11 therapy incentives. Jones said that the incentives were the same as last year and that the committee recommends keeping them the same for FY11. A brief discussion followed.

Motion made by: Zelten
Motion: to approve the FY11 Therapy Incentives as presented.

Motion seconded by: Dennis

The Chairperson Pro Tem asked for a roll call.

Roll Call:

“Ayes” – Scanlan, Zelten, Augustine, Dennis, Hoffman, Jones, Morrissey, Noble, Riesen

“Nays” – None.

Action: Passed

F. Approval of FY11 NIA Calendars

- 1. NIA Hearing Impaired Program**
- 2. NIA Professional Staff**
- 3. NIA Secretarial Staff**
- 4. NIA Administrative Staff**

Currently, the calendars include Veterans’ Day, November 11, 2011. Sycamore District #427 and a number of districts are getting waivers for this day so Frankiewicz is recommending that NIA seek a waiver. ISBE has enacted streamlined procedures for waivers. The board will need to hold a public hearing on the waiver at the April board meeting. Frankiewicz will file the appropriate public notices and notify employees. Frankiewicz said the calendars reflect the same number of days in FY11 as there were in FY10. They follow the Sycamore #427 calendar with a few exceptions. One is that we will be closed on November 24, 2010, which is the day before Thanksgiving. The second exception is regarding winter break. We will be closed beginning December 22, 2010 and return on January 3, 2011 for NIA’s FY11 winter break. The Chairperson Pro Tem asked if all the calendars could be addressed in one motion. It was a unanimous opinion to vote on all the calendars in one motion.

Motion made by: Scanlan

Motion: to approve the FY11 NIA Calendars for FY11 as presented.

Motion seconded by: Morrissey

The Chairperson Pro Tem asked for a voice vote.

Voice Vote: “Ayes” – All

“Nays” – None.

Action: Passed

X. CHAIRPERSON’S COMMENTS AND OTHER BUSINESS – *The Chairperson Pro Tem said there wasn’t any other business, but it was good to be back. Frankiewicz said it was good to have him back and everyone agreed.*

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

Voice Vote: “Ayes” – All

“Nays” – None.

Action: Passed at 6:58 p.m.