

**NORTHWESTERN ILLINOIS ASSOCIATION
EXECUTIVE BOARD MEETING #9 FY10 AGENDA**

Open Meeting Minutes

I. CALL TO ORDER

Date: Wednesday, August 25, 2010

Time: 5:20 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. Cynthia Dennis
3. Jan Jones
4. Wayne Riesen
5. Pamela Scanlan
6. Sheri Smith
7. Sarah Willey

Members absent:

1. Drew Hoffman
2. Crysta Morrissey
3. Mike Noble
4. Lisa Wiet
5. Tom Zelten * Arrived at 5:38

Also present:

1. Laura Frankiewicz, Regional Director
2. Dianne Fraedrich, Board Secretary
3. Cynthia Vogeler, NIA Finance
4. Karen Sanders, Freeport Public Schools

III. APPROVAL OF AGENDA

Motion made by: Jones

Motion: to approve the Agenda as presented.

Motion seconded by: Riesen

The Chairperson asked for a voice vote.

Voice Vote: "Ayes" – All
"Nays" – None.

Action: Passed

Motion made by: Scanlan

Motion: to move into Closed Session at 5:22 p.m.

Motion seconded by: Smith

Roll Call:

“Ayes” – Augustine, Dennis, Jones, Riesen, Scanlan, Smith, Willey

“Nays” – None.

Action: Passed

IV. 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; AND DISCUSSION OF MINUTES OF MEETINGS LAWFULLY CLOSED UNDER THIS ACT, WHETHER FOR PURPOSES OF APPROVAL BY THE BODY OF THE MINUTES OR SEMI-ANNUAL REVIEW OF THE MINUTES AS MANDATED BY SECTION 2.06 [5 ILCS 120/2.06].

Motion made by: Scanlan

Motion: to move into Open Session at 5:27 p.m. Chairperson asked for a voice vote.

Motion seconded by: Dennis

Voice Vote: “Ayes” – All.

“Nays” – None.

Action: Passed

V. PUBLIC PARTICIPATION

Reception of Guests & Visitors & Opportunity for Public Comment – Cindy Vogeler of NIA and Karen Sanders were the guests and they had no comments.

VI. CONSENT AGENDA

A. Approval of Minutes of Meeting #8 May 26, 2010

B. Approval of Personnel Report

C. Approval of Accounts Payable for the Months of June, July and August 2010

D. Acknowledgment of Receipt of Treasurer’s Report for the Months of May and June 2010

Motion made by: Augustine

Motion: to approve the Consent Agenda.

Motion seconded by: Riesen

The Chairperson asked for a roll call.

Roll Call:

“Ayes” – Dennis, Jones, Riesen, Scanlan, Smith, Willey, Augustine

“Nays” – None.

Action: Passed

VII. REGIONAL DIRECTOR'S REPORT

- A. HLERK – The Extra Mile – June, July and August 2010** – Laura Frankiewicz shared that copies of these publications were included in the board packets.
- B. HLERK Conference – Handout** – Frankiewicz shared that **The Year in Review: Highlights and Lowlights of Illinois School Law 2010** conference information was included in the board packets and anyone interested in attending that conference should contact Dianne Fraedrich in the Sycamore NIA office.
- C. Discussion regarding Vacation Days Usage Procedures** – Frankiewicz shared that the revised procedures specify that employees may only carry over a total of five vacation days from year-to-year, any unused vacation days that are not eligible to be carried over in a given year shall be forfeited, and all vacation days accumulated in the final year of employment must be used during the final year of employment or else shall be forfeited. The secretary in the Sterling office will type up the Personnel Handbook revisions and an HR consulting firm will also be doing an assessment on NIA's current HR practices. Paid time off data will soon be included with the pay information that is mailed to employees, like Sycamore School District 427's format. A brief discussion followed.
- D. NIA Executive Board Election Results** – Frankiewicz congratulated all the members on the ballot as they were elected to the Board for this next term and thanked them for returning. Frankiewicz also pointed out that one more ballot was received today for Subregion III, bringing the total votes received to 18 for Mike Noble and 19 for Drew Hoffman.
- E. NIA Articles of Agreement – Update** – Frankiewicz shared that we have 43 Resolutions back from the districts and we need 44. A brief discussion followed.
- F. NIA Phone Systems – Update** – Frankiewicz shared that the Sycamore office has now installed the new automated system and everyone in the office loves it. The St. Charles office installation is scheduled for September 1, 2010. That system will have direct dial numbers for all staff. Rockford's installation will be scheduled in the future. They will also have direct dial numbers for all staff. The total cost was \$40,000 and it came in under budget.

Tom Zelten arrived at 5:38p.m.

VIII. ACTION ITEMS

- A. Approval of Release of Closed Session Minutes** – Frankiewicz stated that it is her recommendation that the current items on the Closed Session Minutes list remain closed. A brief discussion followed.
Motion made by: Riesen
Motion: to approve that the Closed Executive Session Minutes presented to remain closed.
Motion seconded by: Zelten
The Chairperson asked for a roll call.
Roll Call:

“Ayes” – Jones, Riesen, Scanlan, Smith, Willey, Zelten, Augustine, Dennis

“Nays” – None.

Action: **Passed**

- B. Approval of FY11 Executive Board Special Election Ballot for Region I** – Frankiewicz said that Crysta Morrissey accepted another position out of NIA’s region, which prompted Frankiewicz to solicit interest in many places. Dr. Carla Cumblad, Executive Director of Mid-Valley Special Education Cooperative and Dr. Barbara Kelley, Director of Pupil Personnel Services at CUSD 300 agreed to be on the ballot. A brief discussion followed.

Motion made by: **Jones**

Motion: **to approve the FY11 Executive Board Special Ballot for Region 1.**

Motion seconded by: Dennis

The Chairperson asked for a voice vote.

Voice Vote: “Ayes” – All

 “Nays” – None.

Action: **Passed**

- C. Approval of FY11 Budget – Handout** – Frankiewicz shared there are handouts for the Summary of FY11 Final Expense Budgets, the Summary for the Tentative Expense Budgets and one for the Summary of FY10 Final Expense Budgets in the board packets to compare the difference in how the budgets have been portrayed. The June deficit has been reduced to just under \$1Million.

Motion made by: **Dennis**

Motion: **to approve the Final FY11 Budget.**

Motion seconded by: Smith

The Chairperson asked for a roll call.

Roll Call:

“Ayes” – Riesen, Scanlan, Smith, Willey, Zelten, Augustine, Dennis, Jones

“Nays” – None.

Action: **Passed**

- D. Approval of NIA FY11 Teacher Salary Schedule – Handout** – Frankiewicz shared that the Budget and Finance Committee is recommending a Soft Salary Freeze for the NIA teachers for FY11 which includes Step and lane increases only. This action is consistent with the recent agreement for the Sycamore 427 teachers. The step increase is approximately 3.5%. Most of the lane increases are closer to 3.7%. Longevity raises are recommended for some staff at the top of their lanes; a 1.5% increase for Lane 3 (M0), a 2.0% increase for Lane 4 (M1) and no increases for Lane 1 (B0) and Lane 2 (B1). This is also consistent with current Sycamore 427 contract language. These recommendations are a hybrid of the choices originally presented to the Budget and Finance Committee. To approve the hybrid schedule recommendation, it was suggested that the original motion should be disapproved and a new motion be presented for roll call.

Motion made by: Augustine
Motion: to approve the NIA FY11 Teacher Salary Schedule.

Motion seconded by: Riesen

The Chairperson asked for a roll call.

Roll Call:

“Ayes” – None.

“Nays” – Scanlan, Smith, Willey, Zelten, Augustine, Dennis, Jones, Riesen

Action: Motion did not pass.

Motion made by: Augustine

Motion: to approve the revised NIA FY11 Teacher Salary Schedule.

Motion seconded by: Riesen

The Chairperson asked for a roll call.

Roll Call:

“Ayes” – Smith, Willey, Zelten, Augustine, Dennis, Jones, Riesen, Scanlan

“Nays” – None.

Action: Passed

- E. Approval of FY11 Insurance Rates – Handout** – Frankiewicz shared that the FY11 Insurance Rates with Blue Cross Blue Shield of Illinois (BCBSIL) are now lower than last year’s rates with Morcos Insurance, which came about with the help of Fringe Funding, NIA’s Benefits Consultant. The FY11 Single monthly premium is now \$865.27 in comparison to \$945.76 for FY 10. The FY11 Family monthly premium cost to employees is now \$930.49 in comparison to \$986.40 for FY 11. Deductibles went from \$600 to \$250 for Single In-Network care and from \$800 to \$1,500 for Family In-Network care. There is a \$20 office visit co-pay for Family Practice Physicians, Internists, OB/GYNs and Pediatricians, which may help eliminate or lessen the need for some types of care to be applied to the deductibles. The office visit copay is \$40 for specialists. There are other benefits through BCBSIL, such as deep in-network discounts, a variety of services, as well as earning points to be redeemed for wellness activities through their website. There is also a new Employee Assistance Program (EAP) that has been added to NIA’s benefits package for all NIA employees to use. Employees will be encouraged to call or email Perspectives Assistance Program for support, counseling and referrals for issues in daily living. It is confidential help for employees, their families and significant others. Some of the issues they can obtain assistance with include: relationships, parenting, children/adolescents, domestic violence, grief, anger, anxiety/depression, stress, legal/financial, child/elder care and convenience/concierge services. The EAP will provide appropriate accommodations for our hearing impaired staff. NIA will save a great deal with these plans and they will be very beneficial to employees.

Motion made by: Jones

Motion: to approve the revised NIA FY11 Insurance Rates.

Motion seconded by: Augustine

The Chairperson asked for a roll call.

Roll Call:

“Ayes” – Willey, Zelten, Augustine, Dennis, Jones, Riesen, Scanlan, Smith

“Nays” – None.

Action: **Passed**

- F. Approval of FY11 Therapy Student Stipend** – Frankiewicz shared that a PT student, Brittany Gurgel, has signed NIA’s Therapy Training Stipend Program agreement. She will receive two stipend payments of \$5,000.00 each to be paid over the next year while she is attending college in preparation to become a licensed Physical Therapist in the State of Illinois. For this, she has agreed to work for a minimum of two years at NIA during the 2011-2012 and 2012-2013 school years. This is a wonderful program and we are thrilled she is taking advantage of it.

Motion made by: **Riesen**

Motion: **to approve the FY11 Therapy Student Stipend.**

Motion seconded by: Smith

The Chairperson asked for a roll call.

Roll Call:

“Ayes” – Zelten, Augustine, Dennis, Jones, Riesen, Scanlan, Smith, Willey

“Nays” – None.

Action: **Passed**

- G. Approval of NIA Services for Lake Zurich District #95 for FY11 only** – Frankiewicz shared that Lake Zurich is a neighbor to Barrington School District. Barrington pulled out of SEDOL coop five years ago and has been getting NIA services since then at better rates than NIA member districts as discussed at a recent board meeting. Lake Zurich has also left SEDOL and most likely heard about NIA services from Barrington. NIA staff have visited Lake Zurich and discussed very preliminary services with the pursuant to board consideration and approval. The board is currently bound by the Guidelines for Baseline, etc, that stipulate a charge of 125% of the current NIA service rate. While Lake Zurich will be paying less than a member district of similar size, NIA will still realize a modest profit from providing these services. Frankiewicz proposed that we provide services for Lake Zurich for one year only and revise the guidelines to reflect a charge of 125% or equal to that of a member district of similar size for non-member districts for FY12 and beyond.

Motion made by: **Dennis**

Motion: **to approve NIA Services for Lake Zurich District #95.**

Motion seconded by: Zelten

The Chairperson asked for a roll call.

Roll Call:

“Ayes” – Augustine, Dennis, Jones, Riesen, Scanlan, Smith, Willey, Zelten

“Nays” – None.

Action: **Passed**

- H. Approval of FY11 Executive Board Meeting Schedule** – Frankiewicz shared that the September 29, 2010 meeting will take place at Maxson Riverboat & Restaurant at 6:00

p.m. for dinner and continue next door at The Paddle Wheel Inn immediately after dinner. A brief discussion followed.

Motion made by: Augustine

Motion: to approve the FY11 Executive Board Meeting Schedule.

Motion seconded by: Dennis

The Chairperson asked for a voice vote.

Voice Vote: "Ayes" – All

"Nays" – None.

Action: Passed

IX. CHAIRPERSON'S COMMENTS AND OTHER BUSINESS – Laura Frankiewicz presented Jan Jones with an NIA plaque and a gift certificate in appreciation for her many years of service to NIA's Executive Board. Chairperson Willey commended Dr. Frankiewicz on her successful negotiations for the NIA insurance package that has reduced expenses by over \$400,000.

X. ADJOURNMENT – the Chairperson asked for a motion to adjourn.

Motion made by: Riesen

Motion: to Adjourn.

Motion seconded by: Dennis

The Chairperson asked for a voice vote.

Voice Vote: "Ayes" – All

"Nays" – None.

Action: Passed at 6:45p.m.