

**NORTHWESTERN ILLINOIS ASSOCIATION
EXECUTIVE BOARD MEETING #8, FY12 AGENDA**

Open Meeting Minutes

I. CALL TO ORDER

Date: Tuesday, June 26, 2012
Time: 2:00 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

II. ROLL CALL

Members in attendance:

1. Kurt Alberstett
2. Drew Hoffman (arrived at 2:03 p.m.)
3. Kimberly Moore
4. Mike Noble
5. Wayne Reisen
6. Lisa Wiet
7. Sarah Willey
8. Tom Zelten

Members absent:

1. Jay Augustine
2. Carla Cumblad
3. Karen Sanders
4. Pamela Scanlan

Also present:

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

III. APPROVAL OF AGENDA

Motion made by: Riesen

Motion: to approve the agenda as presented

Motion seconded by: Noble

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. CONSENT AGENDA

- A. **Approval of Minutes of FY12 Meeting #7 on May 23, 2012**
- B. **Approval of Personnel Report**

- D. Approval of Accounts Payable for the Month of June, 2012**
- E. Acknowledgement of Receipt of Treasurer’s Report for the Month of May 2012**

Motion made by: Wiet
Motion: to approve the Consent Agenda as presented
Motion seconded by: Moore

The Chairperson asked for a roll call:

“Ayes” – Moore, Noble, Riesen, Wiet, Willey, Zelten, Alberstett
“Nays” – None

Action: Approved

VI. REGIONAL DIRECTOR’S REPORT (No motions needed)

A. HLERK – The Extra Mile – May and June, 2012

Frankiewicz informed the Board members that HLERK is going to start sending “The Extra Mile” electronically in the near future. When that begins, the Board will need to decide if they wish to receive it electronically as well or continue to receive it in printed format in their packets.

B. ILNET Update

Frankiewicz reported that she did not receive a response from anyone at ISBE to whom she sent the letter regarding the discontinuation of the ILNET grant. Three ILNET staff members still remain, one of whom will be done working on June 30th. The ILNET secretary is being reassigned to another department effective July 1st. Approval was received to continue the TNT grant, which will cover three months of salary for ILNET Coordinator Deb Rees, along with rent expense and some secretarial time. Rees’ employment will terminate at the end of September, 2012. NIA staff members are sad about the dissolution of the ILNET department and are hopeful that it will be reinstated in the future because it is a good program.

VII. ACTION ITEMS

A. Approval of the Lease Agreements between the NIA And Central School District #301

Motion made by: Zelten
Motion: to approve the Lease Agreements between the NIA and Central School District #301
Motion seconded by: Noble

Frankiewicz reported that this was a very easy process. The Central School District is happy to continue to host NIA as a tenant. Since both the NIA and Central School District retain the services of HLERK, both parties saved attorneys’ fees as HLERK worked to represent both parties in the formation of the agreements. The agreement is not a lease, since the NIA does not have exclusive rights to the property; it is, therefore, a license agreement. The second agreement is for the services that Central School District will provide to the NIA. Both agreements are for one year with a second, automatic option, year. No substantive changes were made to either

agreement; the rent will remain the same as it was for FY12, with future annual increases being tied to the CPI-U, not to exceed 3.5%.

The Chairman asked for a roll call

Roll Call:

“Ayes” – Hoffman, Moore, Noble, Riesen, Wiet, Willey, Zelten, Alberstett

“Nays” – None

Action: **Approved**

B. Approval of the Revised FMLA Policy

Motion made by: Riesen

Motion: **to approve the revised FMLA Policy**

Motion seconded by: Hoffman

Frankiewicz explained that the policy presented to the Board is a model policy used by HLERK. The revision was necessary to include the changes made to the FMLA regarding military leave.

The Chairman asked for a roll call

Roll Call:

“Ayes” – Noble, Riesen, Wiet, Willey, Zelten, Alberstett, Moore, Hoffman

“Nays” – None

Action: **Approved**

VIII. Chairperson’s Comments and Other Business

Dr. Riesen is retiring from his position as the Superintendent of the Sycamore School District on June 30, 201, which means he will be leaving the NIA Board as well. The Board recognized him for his seven years of service as a NIA Board member. Frankiewicz stated that he was a wonderful member and colleague, who will be missed. Dr. Riesen responded that he has enjoyed being a member of a very professional Board.

The Board also congratulated Sarah Willey on her new position as the Superintendent of the Hiawatha School District.

XI. ADJOURNMENT

The Chairperson asked for a motion to adjourn the meeting.

Motion made by: Riesen

Motion: **to Adjourn**

Motion seconded by: Hoffman

The Chairperson asked for a voice vote.

Voice Vote: “Ayes” - all “Nays” - none

Action: **Passed**

The meeting adjourned at 2:15 p.m.