

**NORTHWESTERN ILLINOIS ASSOCIATION
EXECUTIVE BOARD MEETING #4, FY15 AGENDA
Ogle County Education Center
Byron, IL
Wednesday, February 25, 2015
4:00 p.m.**

Open Meeting Minutes

I. CALL TO ORDER

Date: Wednesday, February 25, 2015
Time: 4:00 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: **Laura Frankiewicz, Regional Director**

The meeting was called to order at 4:09 p.m.

II. ROLL CALL

Members in attendance:

1. Dennis Daly
2. Jon Malone
3. Kimberly Moore
4. Shelley Nacke
5. Mike Noble (arrived at 4:40)
6. Cheryl Robinson
7. Pamela Scanlan
8. Lisa Wiet
9. Tom Zelten

Absent:

1. Kathy Countryman

Also present:

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

III. ELECTION OF CHAIRPERSON

Motion made by: Zelten
Motion: to elect Moore as Chairperson
Motion seconded by: Wiet

The Chairman asked for a Voice Vote:

Voice Vote:
“Ayes” – All “Nays” – None
Action: Approved

IV. APPROVAL OF AGENDA

Motion made by: Daly

Motion: to approve the agenda

Motion seconded by: Malone

The Chairman asked for a roll call

Roll Call:

“Ayes” – Daly, Malone, Moore, Nacke, Robinson, Scanlan, Wiet, Zeltan

“Nays” – None

Action: Approved

V. PUBLIC PARTICIPATION

Reception of Guests & Visitors & Opportunity for Public Comment

There were none.

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 AS MANDATED BY SECTION 2.06 [5 ILCS 120/2.06].

Motion made by: Daly

Motion: to move into Closed Session at 4:12 p.m.

Motion seconded by: Nacke

The Chairman asked for a roll call

Roll Call:

“Ayes” – Daly, Malone, Moore, Nacke, Robinson, Scanlan, Wiet, Zeltan

“Nays” – None

Action: Approved

Board member Malone stepped out of the meeting.

Motion made by: Daly

Motion: to return to Open Session at 4:16 p.m.

Motion seconded by: Nacke

The Chairman asked for a roll call

Roll Call:

“Ayes” – Moore, Nacke, Robinson, Scanlan, Wiet, Zeltan, Daly

“Nays” – None

Action: Approved

Board member Malone returned to the meeting.

VII. CONSENT AGENDA

- A. Approval of Open Session Minutes of Meeting #3 on January 28, 2015**
- B. Approval of Closed Session Minutes of Meeting #3 on January 28, 2015**
- C. Approval of Personnel Report**
- D. Approval of Accounts Payable for the February 2015**
- E. Acknowledgement of Receipt of Treasurer’s Report for the month of January 2015**

Daly pointed out that a correction needed to be made to the Open Session Minutes on page 4. In the discussion concerning Hoffman’s resignation, the word “minutes” should be changed to “meetings”.

Moore noted that the Personnel Report had been revised. Frankiewicz explained this was due to the fact that March 1st is the cutoff date for employees to submit their intent to retire, and several notices had been received. A few of them are from long time therapists and one is from Diane Finn, the Coordinator of the Vision/Ortho/Multi Department, who will retire in June 2018. Frankiewicz mentioned that Carol Johnson, Coordinator of the Hearing Department, will be retiring on June 30, 2015.

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

The Chairman asked for a roll call

Roll Call:
“Ayes” – Moore, Nacke, Robinson, Scanlan, Wiet, Zelten, Daly, Malone
“Nays” – None
Action: Approved

VIII. REGIONAL DIRECTOR’S REPORT

Frankiewicz pointed out that a copy of the NIA’s Mission/Core Values and the new logo were given to the Board members in the Handouts.

A. HLERK – The Extra Mile – February 2015 Edition

There was no discussion

B. NIA FY16 Service Fees Summary (Handout)

Frankiewicz reported that this is a preliminary summary. Due to the changes in the rates as a result of using actual costs, we are anticipating a decline in vision supervision, autism, and inservice days. We had already met with the DeKalb Directors and will be meeting with the Kane County Directors tomorrow to review their Needs Assessment packets. We will be meeting with the Directors of Subregions II and III on March 6th. We should have a finalized total by the April Board meeting, as the packets are due back from the Directors by March 31st.

Frankiewicz stated that we are already seeing an increase in therapy days as the DeKalb School District will once again be purchasing these services from the NIA. Their Board will be meeting soon to vote on this.

Zelten asked if any jobs would be affected by the increase in the service fees, since this could mean fewer days will be purchased. Frankiewicz answered that it will affect our use of consultants for inservice training. Also Sheri White, who currently oversees our inservice training program, will have more responsibilities in the STEP Program. Both Sheri and Karen Hill currently work part-time and will continue to do so. They are both sent RIF notices every year.

C. NIA Regional Hearing Program – Update

Frankiewicz was pleased to announce that District #300, Nacke’s district, has agreed to host the program. The program will be moving from Burlington to Hampshire and these towns are adjacent to one another geographically. We are very thankful to District #300 and we are also sorry to be leaving District #301 as they have been very welcoming and accepting of our program. We currently have 55 students enrolled in the program. She added that we are currently receiving inquiries from SEDOM about our program, but the NIA districts will have the first chance to enroll students into the program.

Nacke said they did have a hurdle in getting this through the union, but they were successful. Frankiewicz noted that the NIA teachers do not belong to a union.

D. Resignation of Board Member

Frankiewicz reported that she had received a letter of resignation from Drew Hoffman and was happy to report he is teaching in the BD program in the Henry-Stark sSpecial Education Cooperative.

IX. ACTION ITEMS

A. Approval of the NIA Regional Director FY16 Employment Contract (Handout)

Motion made by: Nacke
Motion: to approve the NIA Regional Director FY16 Employment Contract
Motion seconded by: Zelten

There was no discussion.

The Chairman asked for a roll call

Roll Call:
“Ayes” – Nacke, Robinson, Scanlan, Wiet, Zelten, Daly, Moore
“Nays” – None
“Abstain” – Malone
Action: **Approved**

B. Approval of the NIA Policy Regarding Telephonic Attendance at Board Meetings

Motion made by: Daly
Motion: to approve the NIA Policy Regarding Telephonic Attendance at Board Meetings
Motion seconded by: Wiet

Frankiewicz explained that we already had a policy concerning this but found that it was no longer consistent with State rules, so a revision of the policy was necessary. The

policy now requires that a physical quorum be present at a meeting before a member can participate by telephone.

The Chairman asked for a roll call

Roll Call:

“Ayes” – Robinson, Scanlan, Wiet, Zelten, Daly, Malone, Moore, Nacke

“Nays” – None

Action: **Approved**

C. Approval of the Agreement Between Sycamore #427 and the NIA

Motion made by: **Daly**

Motion: **to approve the Agreement Between Sycamore #427 and the NIA**

Motion seconded by: **Malone**

Frankiewicz explained that the IMRF had conducted an audit of Sycamore this past September and they questioned why contributions were being taken from the paychecks of NIA employees. We received a phone call from our IMRF rep who said we could possibly be told to cease taking the contributions because Sycamore was not our employer. Our attorneys spoke with IMRF to explain that Sycamore was our fiscal agent, as shown in our Articles of Agreement. An old Agreement with Sycamore was found that needed to be updated. The Sycamore School Board has already voted on and passed the revised Agreement. The Agreement sets forth the reimbursement of services provided by Sycamore to the NIA and stipulates that a one year notice is required if either party wishes to terminate it. Frankiewicz stated that she has asked Sycamore to conduct a time and effort study to support the rate that the NIA is paying for their services.

The Chairman asked for a roll call

Roll Call:

“Ayes” – Robinson Scanlan, Wiet, Zelten, Daly, Malone, Moore, Nacke

“Nays” – None

Action: **Approved**

D. Approval of Mike Noble to be Appointed as Chair of the Regional Director Evaluation Committee

Motion made by: **Daly**

Motion: **to approve Mike Noble Being Appointed as Chair of the Regional Director Evaluation Committee**

Motion seconded by: **Zelten**

Frankiewicz explained that Drew Hoffman had been the chair of the committee. Noble has been a long-standing member of the committee, so it is fitting that he becomes the chair. Frankiewicz stated that evaluation packets were made for each Board member to take with them tonight. Completed evaluations should be sent to the Board Secretary, who will forward them on to Wiet to tabulate. Frankiewicz added that the Coordinators will also be completing an evaluation of the Director, though theirs only adds input to the process and do not affect the results of the Board’s evaluation.

The Chairman asked for a Voice Vote:

Voice Vote:

“Ayes” – All “Nays” – None “Abstain” – Malone

Action: **Approved**

E. Approval of Cheryl Robinson to be Appointed as a Member of the Regional Director Evaluation Committee

Motion made by: Daly
Motion: to approve Cheryl Robinson Being Appointed as a Member of the Regional Director Evaluation Committee

Motion seconded by: Scanlan

Frankiewicz explained that the committee consists of three Board members and Robinson will join Noble and Wiet on it. Wiet commented that it is acceptable for Robinson to participate in the vote on this item.

The Chairman asked for a Voice Vote:

Voice Vote:

“Ayes” – All “Nays” – None “Abstain” – Malone

Action: Approved

F. Approval of the Appointment of Corena Steinmeyer to fill the Sub Region III Member-at-Large Vacancy

Motion made by: Daly
Motion: to approve the Appointment of Corena Steinmeyer as the Sub-Region III Member-at-Large

Motion seconded by: Zelten

Frankiewicz stated that Steinmeyer has been the Director of Lee County for the past five years and prior to that was a principal in the Sycamore School District. She is interested in participating on the Board and will take Hoffman’s place.

The Chairman asked for a Voice Vote:

Voice Vote:

“Ayes” – All “Nays” – None

Action: Approved

Board member Noble arrived for the meeting.

G. Approval of the Appointment of Crystal Swan-Gravatt to fill the Sub-Region I District Administrator Vacancy

Motion made by: Daly
Motion: to approve the Appointment of Crystal Swan-Gravatt to fill the Sub-Region I District Administrator Vacancy

Motion seconded by: Zelten

Frankiewicz stated that Swan-Gravatt is the Director in Sandwich and will take Willey’s place, adding that Swan-Gravatt approached her about serving on the Board as she has co-op experience.

The Chairman asked for a Voice Vote:

Voice Vote:

“Ayes” – All “Nays” – None

Action: Approved

X. Chairperson's Comments and Other Business

Frankiewicz congratulated Malone on becoming the new Regional Director of the NIA starting on July 1, 2015.

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

Motion made by: Daly
Motion: to Adjourn
Motion seconded by: Malone

The Chairman asked for a Voice Vote:

Voice Vote:

“Ayes” – All “Nays” – None

Action: Approved

The meeting was adjourned at 5:42 p.m.