

**NORTHWESTERN ILLINOIS ASSOCIATION  
EXECUTIVE BOARD MEETING #6, FY15 AGENDA  
Ogle County Education Center  
Byron, IL  
Wednesday, April 22, 2015  
4:00 p.m.**

**Open Meeting Minutes**

**I. CALL TO ORDER**

Date: Wednesday, April 22, 2015  
Time: 4:00 p.m.  
Location: Ogle County Special Education Office, Byron, IL  
Type of meeting: Regular  
Name of person taking the minutes: Jon Malone, Board Secretary Pro Tem  
**Name of person(s) presiding: Kimberly Moore, Chairperson**

**The meeting was called to order at 4:06 p.m.**

**II. ROLL CALL**

Members in attendance:

1. Jon Malone
2. Kimberly Moore
3. Mike Noble (arrived at 4:07 p.m.)
4. Pamela Ransom
5. Cheryl Robinson
6. Corena Steinmeyer
7. Crystal Swan-Gravatt
8. Lisa Wiet
9. Tom Zelten

Absent:

1. Kathy Countryman
2. Dennis Daly
3. Shelley Nacke

Also present:

1. Laura Frankiewicz, Regional Director
2. Jill Tabone, Therapy Operations Executive

**III. APPROVAL OF AGENDA**

**Frankiewicz reported that the Personnel Report had been revised and the agenda needed to be amended to table the approval of the NIA Deaf/HH Program Calendar as it was still being worked on and the approval of the new Deaf/HH Department Coordinator as the candidate to whom we made an offer has not yet responded with an answer.**

**Motion made by: Zelten**  
**Motion: to approve the agenda, as amended**  
**Motion seconded by: Ransom**

**The Chairman asked for a roll call**

**Roll Call:**

“Ayes” – Malone, Moore, Noble, Ransom, Robinson, Steinmeyer, Swan-Gravatt, Wiet, Zelten

“Nays” – None

**Action: Approved**

**IV. PUBLIC PARTICIPATION**

**Reception of Guests & Visitors & Opportunity for Public Comment**

There were none.

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

**Motion made by: Ransom**

**Motion: to move into Closed Session at 4:08 p.m.**

Motion seconded by: Zelten

**The Chairman asked for a roll call**

**Roll Call:**

“Ayes” – Malone, Moore, Noble, Ransom, Robinson, Steinmeyer, Swan-Gravatt, Wiet, Zelten

“Nays” – None

**Action: Approved**

**Motion made by: Noble**

**Motion: to return to Open Session at 4:17 p.m.**

Motion seconded by: Wiet

**The Chairman asked for a roll call**

**Roll Call:**

“Ayes” – Malone, Moore, Noble, Ransom, Robinson, Steinmeyer, Swan-Gravatt, Wiet, Zelten

“Nays” – None

**Action: Approved**

**VI. CONSENT AGENDA**

- A. Approval of Open Session Minutes of Meeting #5 on March 18, 2015**
- B. Approval of Closed Session Minutes of Meeting #5 on March 18, 2015**
- C. Approval of Personnel Report (revised)**
- D. Approval of Accounts Payable for the April 2015**
- E. Acknowledgement of Receipt of Treasurer’s Report for the month of March 2015**

**Motion made by: Noble**

**Motion: to approve the Consent Agenda as amended**

Motion seconded by: Wiet

**The Chairman asked for a roll call**

**Roll Call:**

“Ayes” – Moore, Noble, Ransom, Robinson, Steinmeyer, Swan-Gravatt, Wiet, Zelten, Malone

“Nays” – None

**Action:** **Approved**

## **VII. REGIONAL DIRECTOR’S REPORT**

### **A. HLERK – The Extra Mile – April 2015 Edition**

There was no discussion

### **B. NIA Executive Board Elections**

Frankiewicz explained that each Board member is elected for a two-year term, which is staggered between the members. In May the Board will consider and approve the ballots for this year’s election, which will be mailed out in June. The members whose terms will expire in September 2015 are Wiet, Swan-Gravatt, Moore, Daly, Ransom, and Robinson. All but Wiet have indicated they wish to run again.

The Board must also find a replacement for Malone and Frankiewicz recommended that this person be appointed rather than elected in order to avoid any confusion.

### **C. FY16 Service Fees (Handout)**

Three handouts were provided to the Board members:

- Service Fees for all districts
- FY15 Fees for comparison
- FY16 fees compared to Needs Assessment

Frankiewicz explained that Hearing Supervision and teaching were impacted due to the decision by District 300 to directly hire a supervisor and two teachers, all of whom are currently employed by the NIA. While inservice and autism were impacted, overall, the reductions were not as extreme as had been feared.

### **D. NIA Therapy Department Report**

Jill Tabone, Therapy Operations Executive gave the Board an update on the Therapy Department, which included a summary of the updated employee satisfaction survey and the department initiatives and improvements made in FY15.

## **ACTION ITEMS**

### **A. Approval of FY16 Staff Calendars for Professional Staff, Secretarial Staff, and Administrative Staff**

**Motion made by:** **Zelten**

**Motion:** **to approve the FY16 Staff Calendars for Professional Staff, Secretarial Staff, and Administrative Staff**

**Motion seconded by:** **Noble**

Frankiewicz explained that the calendars are loosely based upon the calendar for the Sycamore School District, since they act as our administrative district.

**The Chairman asked for a Voice Vote:**

**Voice Vote:**

“Ayes” – All “Nays” – None

**Action:**           **Approved**

**B.       Approval of the NIA Executive Board Meeting Dates for FY16**

Frankiewicz asked for a discussion before the vote. She explained that several of the Board members had shared with her that it is difficult for them to attend the meetings due to the time, location of the meeting, or both. It was suggested that the meeting time be moved to 5:00 p.m. The Byron location was felt to be the most central.

**Motion made by:**

**Ransom**

**Motion:**

**to approve the NIA Executive Board Meeting Dates for FY16**

Motion seconded by:

Zelten

**The Chairman asked for a Voice Vote:**

**Voice Vote:**

“Ayes” – All “Nays” – None

**Action:**           **Approved**

**C.       Approval of the NIA Services Agreement with Barrington #220 for FY16**

**Motion made by:**

**Noble**

**Motion:**

**to approve the NIA Services Agreement with Barrington #220 for FY16**

Motion seconded by:

Steinmeyer

Frankiewicz explained that both Barrington and Lake Zurich are outside of the NIA region. We have been providing them services for the past several years. Both districts have expressed satisfaction with the services we provide and wish to continue the agreement for FY16. Both districts pay 110% plus assessment fees.

**The Chairman asked for a roll call**

**Roll Call:**

“Ayes” – Noble, Ransom, Robinson, Steinmeyer, Swan-Gravatt, Wiet, Zelten, Malone, Moore

“Nays” – None

**Action:**           **Approved**

**D.       Approval of the NIA Services Agreement with Lake Zurich #95 for FY16**

**Motion made by:**

**Noble**

**Motion:**

**to approve the NIA Services Agreement with Lake Zurich #95 for FY16**

Motion seconded by:

Steinmeyer

**The Chairman asked for a roll call**

**Roll Call:**

“Ayes” – Noble, Ransom, Robinson, Steinmeyer, Swan-Gravatt, Wiet, Zelten, Malone, Moore

“Nays” – None

**Action: Approved**

**E. Approval of the NIA Services Agreement with SEDOM for FY16**

**Motion made by: Zelten**

**Motion: to approve the NIA Services Agreement SEDOM for FY16 at 125%**

Motion seconded by: Robinson

Frankiewicz explained that the NIA provided Vision and Hearing services to SEDOM; they purchased 5 days each at 125%. For FY16 they would like to purchase 4 days of each. Due to the significant increase in cost, the SEDOM Director asked if the Board would consider a 110% charge rather than 125%. Board members debated this. Wiet and Zelten expressed concern that the Board would be inconsistent with previous decisions. Noble was also concerned and expressed support for the 125% charge.

**The Chairman asked for a roll call**

**Roll Call:**

“Ayes” – Noble, Ransom, Robinson, Steinmeyer, Swan-Gravatt, Wiet, Zelten, Malone, Moore

“Nays” – None

**Action: Approved**

**F. Approval of the Lease Renewal for the NIA Sterling Office**

**Motion made by: Noble**

**Motion: to approve the Lease Renewal for the NIA Sterling Office**

Motion seconded by: Swan-Gravatt

Frankiewicz reported that there was no change to the lease language other than annual rent increase of 3% per year. The lease is for 5 years.

**The Chairman asked for a roll call**

**Roll Call:**

“Ayes” – Robinson, Steinmeyer, Swan-Gravatt, Wiet, Zelten, Malone, Moore, Noble, Ransom

“Nays” – None

**Action: Approved**

**G. Approval of the Service Agreement between NIA and CUSD #300 for the NIA Regional Deaf/HH Program**

**Motion made by: Zelten**

**Motion: to approve the Service Agreement between NIA and CUSD #300 for the NIA Regional Deaf/HH Program**

Motion seconded by: Noble

Frankiewicz reported that copies of the agreement were included in the packets that were mailed to the Board Members. Both the service and license agreements were developed in conjunction with our attorneys at HLERK and were approved by District #300 at their Board meeting on April 13, 2015. The service agreement sets forth the terms for our

payment to District #300 for the services they provide to support the NIA Deaf/HH Program. Both agreements are for a three year period with the option to renew.

**The Chairman asked for a roll call**

**Roll Call:**

“Ayes” – Swan-Gravatt, Wiet, Zelten, Malone, Moore, Noble, Ransom, Robinson, Steinmeyer

“Nays” – None

**Action:** Approved

**H. Approval of the License Agreement between NIA and CUSD #300 for the NIA Regional Deaf/HH Program**

**Motion made by:** Zelten

**Motion:** to approve the License Agreement between NIA and CUSD #300 for the NIA Regional Deaf/HH Program

Motion seconded by: Ransom

Frankiewicz explained that the license agreement is essentially a lease.

**The Chairman asked for a roll call**

**Roll Call:**

“Ayes” – Swan-Gravatt, Wiet, Zelten, Malone, Moore, Noble, Ransom, Robinson, Steinmeyer

“Nays” – None

**Action:** Approved

**IX. Chairperson’s Comments and Other Business**

There were none.

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

**Motion made by:** Zelten

**Motion:** to Adjourn

Motion seconded by: Swan-Gravatt

**The Chairman asked for a Voice Vote:**

**Voice Vote:**

“Ayes” – All “Nays” – None

**Action:** Approved

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