

**NORTHWESTERN ILLINOIS ASSOCIATION  
EXECUTIVE BOARD MEETING #7, FY15 AGENDA  
Ogle County Education Center  
Byron, IL  
Wednesday, May 20, 2015  
4:00 p.m.**

**Open Meeting Minutes**

**I. CALL TO ORDER**

Date: Wednesday, May 20, 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: Kimberly Moore, Chairperson**

**The meeting was called to order at 4:05 p.m.**

**II. ROLL CALL**

Members in attendance:

1. Dennis Daly
2. Jon Malone
3. Kimberly Moore
4. Mike Noble
5. Cheryl Robinson
6. Corena Steinmeyer
7. Crystal Swan-Gravatt
8. Tom Zelten

Absent:

1. Kathy Countryman
2. Shelley Nacke
3. Pamela Ransom
4. Lisa Wiet

Also present:

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

**III. APPROVAL OF AGENDA**

Moore noted that the Personnel Report had been revised and that items D and E under the Action Items should read “July 1, 2015”, not “July 1, 2016”.

**Motion made by: Daly**  
**Motion: to approve the agenda, as corrected**  
Motion seconded by: Robinson

**The Chairman asked for a roll call**

**Roll Call:**

“Ayes” – Daly, Malone, Moore, Noble, Robinson, Steinmeyer, Swan-Gravatt, 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:** Daly  
**Motion:** to move into Closed Session at 4:05 p.m.  
**Motion seconded by:** Malone

**The Chairman asked for a roll call**

**Roll Call:**

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

“Nays” – None

**Action:** Approved

**Motion made by:** Daly  
**Motion:** to return to Open Session at 4:15 p.m.  
**Motion seconded by:** Zelten

**The Chairman asked for a roll call**

**Roll Call:**

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

“Nays” – None

**Action:** Approved

**VI. CONSENT AGENDA**

- A. Approval of Open Session Minutes of Meeting #6 on April 22, 2015**
- B. Approval of Closed Session Minutes of Meeting #6 on April 22, 2015**
- C. Approval of Personnel Report (revised)**
- D. Approval of Accounts Payable for the May 2015**
- E. Acknowledgement of Receipt of Treasurer’s Report for the month of April 2015**

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

**The Chairman asked for a roll call**

**Roll Call:**

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

“Nays” – None

**Action:** Approved

**VII. REGIONAL DIRECTOR’S REPORT**

**A. HLERK – The Extra Mile – May 2015 Edition**

Frankiewicz reported that the May edition was not received.

**VIII. ACTION ITEMS**

**A. Approval of NIA Executive Board Ballots for FY16**

**Motion made by:** Daly  
**Motion:** to approve the NIA Executive Board Ballots for FY16  
**Motion seconded by:** Swan-Gravatt

Frankiewicz explained that the Board members held scattered terms amongst the three sub-regions. The ballots will be mailed to the Superintendents next week; the Superintendents must take the ballots to their Board for approval.

Up for election in Sub-region I is Crystal Swan-Gravatt; Susie Kopacz will run to replace Lisa Wiet, who is resigning from the Board. Kopacz is a former Special Education teacher from Hampshire.

Kim Moore and Dennis Daly are both up for re-election in Sub-Region II.

Cheryl Robinson and Pam Ransom will run for re-election in Sub-region III.

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

**Voice Vote:**  
“Ayes” – All “Nays” – None

**Action:** Approved

**B. Approval of the NIA Regional Deaf/HH FY16 Calendar**

**Motion made by:** Noble  
**Motion:** to approve the NIA Regional Deaf/HH FY16 Calendar  
**Motion seconded by:** Daly

Frankiewicz explained that the District 300 calendar is used, as that is where the Program will be located starting this fall. She noted that the District 300 teachers work 181 days while NIA teachers work 182 days. Therefore, NIA staff will work on August 12; they will also attend the District 300 “Boot Camp” on August 10<sup>th</sup> and 11<sup>th</sup>.

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

**Voice Vote:**  
“Ayes” – All “Nays” – None

**Action:** Approved

**C. Acceptance of the Regional Director’s Evaluation**

**Motion made by:** Daly  
**Motion:** to accept the Regional Director’s Evaluation  
**Motion seconded by:** Zelten

The Director’s evaluation was discussed in closed session. There was no further discussion.

**The Chairman asked for a roll call**

**Roll Call:**

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

“Nays” – None

**Action:** **Approved**

**D. Approval of the Appointment of Amy Galvan to Fill the Sub-region II Vacancy as of July 1, 2015**

**Motion made by:** **Daly**

**Motion:** **to approve the Appointment of Amy Galvan to Fill the Sub-region II Vacancy as of July 1, 2015**

Motion seconded by: Zelten

Frankiewicz stated that Amy Galvan will replace Jon Malone, who will become the NIA Regional Director on July 1, 2015. Malone related that Galvan is new to the Rockford team and is eager to serve on the NIA Board.

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

**Voice Vote:**

“Ayes” – All “Nays” – None

**Action:** **Approved**

**E. Approval of the Appointment of Leatrice Satterwhite to Fill the Sub-region I Vacancy as of July 1, 2015**

**Motion made by:** **Daly**

**Motion:** **to approve the Appointment of Leatrice Satterwhite to Fill the Sub-region I Vacancy as of July 1, 2015**

Motion seconded by: Zelten

Frankiewicz explained that Leatrice Satterwhite will replace Shelley Nacke, who has submitted her resignation from the Board effective July 1, 2015. Acceptance of Nacke’s Letter of Resignation will be on the June agenda. Satterwhite is the Director of Special Education in Elgin U46. Frankiewicz noted that U46 had pulled away from the NIA in 2006 and she is happy to report that they will be purchasing services once again from the NIA.

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

**Voice Vote:**

“Ayes” – All “Nays” – None

**Action:** **Approved**

**F. Approval of the NIA FY16 Tentative Budget**

**Motion made by:** **Malone**

**Motion:** **to approve the NIA FY16 Tentative Budget**

Motion seconded by: Daly

Frankiewicz reported that last year at this time we were looking at a \$577,000 deficit in the tentative budget; the final FY15 budget that was approved in August 2014 had a deficit of \$547,000. By now using actuals we are projecting a deficit of \$412,815, but this is a number based on conservative projections. We are predicting that we will receive three out of four personnel reimbursement payments; if we receive all four, it would eradicate over \$200,000 of this amount. \$194,000 in pension cost shifts were also being included in the projected budget, as Frankiewicz has heard at various meetings she has attended that it is thought that this will

happen. If it does not, this will reduce the deficit even further. Also, the cost of insurance was reduced from a 15% increase to a 7.5% increase.

We were also unable to hire a new Coordinator for the Hearing Department. Frankiewicz said that she and Malone discussed the situation and have decided to ask Carol Johnson, the current Coordinator, to work 60 days next year; a new search for this position would be conducted for the 2016-2017 school year. Supervision duties will be covered by Kathy Reuter and new hire Stacie Vanderheyden. Malone will work closely with Johnson to get a sense of how the Hearing Department operates. Frankiewicz reported it is anticipated that 55 students will be enrolled in the NIA Deaf and Hard of Hearing Program for the 2015-2016 school year. Also, the secretarial position for the Hearing Department Coordinator will not be filled right away, since Johnson will only be working 60 days. Teresa Machen, secretary in the Sterling office, will assist Johnson. There was some salary savings due to the above which also helped to reduce the amount of the deficit.

Frankiewicz reminded the Board that this was a preliminary budget and the final budget will be presented to the Board in August. At that time, we will have a better idea concerning State funding we may or may not receive.

**The Chairman asked for a roll call**

**Roll Call:**

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

“Nays” – None

**Action:** **Approved**

**G. Approval of the Resolution to Dismiss a Full-time Educational Support Personnel Employee**

**Motion made by:** **Daly**

**Motion:** **to approve the Resolution to Dismiss a Full-time Educational Support Personnel Employee**

Motion seconded by: Swan-Gravatt

This was discussed in closed session. There was no further discussion.

**The Chairman asked for a roll call**

**Roll Call:**

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

“Nays” – None

**Action:** **Approved**

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

Frankiewicz informed the Board that the Budget and Finance Committee will meet on June 10<sup>th</sup> at 1:00 p.m. in the Sycamore office.

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

**Motion made by:** **Daly**

**Motion:** **to Adjourn**

Motion seconded by: Zelten

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

**Voice Vote:**

“Ayes” – All “Nays” – None

**Action:** **Approved**

**The meeting was adjourned at 4:47 p.m.**