

OGLE COUNTY EDUCATIONAL COOPERATIVE EXECUTIVE BOARD MEETING

The Executive Board of the Ogle County Educational Cooperative met at the Administration Building in Byron on March 17, 2011 at 9:30 a.m. Mr. Taylor called the meeting to order. The following members answered roll call: Mr. Todd Prusator (RE), Ms. Bua (ST), Mr. Taylor (FO), Dr. Kokaska (CR), Mr. Bob Prusator (ME), Dr. Mayberry (ES), Mr. Craven (RT), Mr. Zick (AFC), and Mr. Stott (KI).

Also present: Mr. Noble, and Mr. Terry Schuster.

Members absent: Mr. Mahoney (OR), Dr. Fostiak (BY), Mr. Rademacher (PO), and Ms. Nelson (AM).

Mr. Noble presented an update on the Regional Office of Education. He attended a RTI Leadership Committee Meeting. The Lee/Ogle Regional Office of Education was the only ROE in the state who submitted an application for RTI coaches which they will take care of the responsibilities associated with the application.

Mr. Taylor requested a motion to approve minutes of the February 24, 2011 Executive Board Meeting. Mr. Stott motioned and Dr. Mayberry seconded the motion. All were in favor of the motion. The motion was unanimously passed.

Mr. Taylor requested a motion to approve the financial statement and payment of bills. Mr. Noble stated included in the bills were district subgrant checks for the districts that submitted their expenditure reports. Dr. Mayberry made a motion to approve the financial statement and the payment of bills and Mr. Stott seconded the motion.

Ayes: Dr. Kokaska, Mr. Craven, Dr. Mayberry, Mr. Bob Prusator, Mr. Todd Prusator, Mr. Zick, Mr. Stott, Mr. Taylor and Ms. Bua.

Nays: none

The Motion passed.

Mr. Rademacher entered the meeting at 9:37 a.m.

Ms. Nelson entered the meeting at 9:38 a.m.

Mr. Terry Schuster gave a presentation on the RTI Leadership Committee. Mr. Schuster is the Lead Coach for the RTI Partnership. The IASPIRE grant program ended in FY10 but due to funds still available was brought back in FY11 with a small amount of staff which included Mr. Schuster. The goal of RTI Partnership is to provide all schools access to a central list of Local Coaches who are able to provide a limited amount of support and professional development in their work area. Each Cooperative, Regional Office and large district can identify a staff person as a Local Coach which could attend monthly meetings that are led by the Lead Coach of Northern Illinois RTI Partnership team. OCEC Coordinators would meet with the Local Coaches from member districts then they would return to their home districts to share RTI information and service to the district. The OCEC will reimburse the district the expenses paid on staff substitutes who attend the meeting. A website at www.rtipartnership.wikispaces.com has been established for further information.

Mr. Schuster left the meeting at 9:50 a.m.

Mr. Noble provided the districts with a report on Educational Environment "EE" codes by each building within a district from data in student FACTS over the last 3 years. ISBE looks the previous years data district wide "EE" codes when determining a compliance visit not individual buildings. On April 5th a principal's meeting will be held to discuss the EE codes. The data is compiled from all students with an IEP. Code 01 is for students inside regular education classroom 80% or more of the day. This code should increase over time. Code 02 is for students inside regular education classroom 40% - 79% of the day and Code 03 is for students inside the regular education classroom less than 40% of the day. Codes 02 and 03 should decrease over time. If a compliance visit is determined, the state looks at all the IEP records, contact parents and talk with teachers. Discussion followed.

Mr. Noble requested the board to approve personnel leave, resignations, retirement and employment. Mr. Randy Horner, Psychologist, has submitted his letter of resignation effective at the end of the 2010-2011 school year. Ms. Cheryl Harbach and Ms. Diana Spray, Paraprofessionals, have both submitted their retirement letters effective July 1, 2011. Employ Ms. Katheryne Parker, School Psychologist Intern, for the 2011-2012 school year. Mr. Stott made a motion to approve the director's recommendation on the resignation request of Mr. Horner, the retirement request of Ms. Harbach and Ms. Spray and hiring of Ms. Parker for the FY12 school year. Mr. Rademacher seconded the motion.

Ayes: Mr. Zick, Mr. Bob Prusator, Dr. Kokaska, Mr. Taylor, Mr. Todd Prusator, Mr. Rademacher, Mr. Stott, Ms. Nelson, Ms. Bua, Dr. Mayberry, and Mr. Craven.

Nays: None

The motion was unanimously passed.

Mr. Noble recommended the board to approve the first reading on Board Policies. The final approval of the Board Policies would be made with the next Governing Board meeting. He stated the following policies have been newly added or amended by the Illinois Association of School Boards. 2:20-E; OCEC Board: Exhibit – Waiver and Modification Request Process, 2:220; OCEC Board: School Board Meeting Procedure, 2:230; School Board: Public Participation at School Board Meetings & Petitions to the Board, 2:260; School Board: Uniform Grievance Procedure, 4:10; Operational Services: Fiscal and Business Management, 4:150; Operational Services: Facility Management and Building Programs, 4:170; Operational Services: Safety, 4:170-AP2; Administrative Procedure – Criminal Offender Notification Laws, 4:170-AP6; Operational Services: Administrative Procedure – Plan for Responding to Medical Emergency at a Physical Fitness Facility, 5:10; General Personnel: Equal Employment Opportunity and Minority Recruitment, 5:10-AP; General Personnel: Administrative Procedure – Workplace

Accommodation for Nursing Mothers, 5:30; General Personnel: Hiring Process and Criteria, 5:30-AP1; General Personnel: Administrative Procedure – Interview Questions, 5:30-AP2; General Personnel: Administrative Procedure – Investigations, 5:90; General Personnel: Abused and Neglected Child Reporting, 5:120; General Personnel: Ethics and Conduct, 5:120-AP1; General Personnel: Administrative Procedure – Statement of Economic Interests for Employees, 5:185; General Personnel: Family and Medical Leave, 5:220; Professional Personnel: Substitute Teachers, 5:220-AP; Professional Personnel: Administrative Procedure – Substitute Teachers, 5:260; Professional Personnel: Student Teachers, 6:210; Instruction: Instructional Materials, 7:100; Students: Health, Eye, and Dental Examination; Immunizations, and Exclusion of Students, 7:190-AP3; Students: Administrative Procedure: Guidelines for Reciprocal Reporting of Criminal Offenses Committed by Students, 7:270; Students: Administering Medicines to Students, 7:270-E; Students: Exhibit – School Medication Authorization Form, 7:290; 7:310; Students: Restrictions on Publications, 7:310-AP; Students: Administrative Procedure – Guidelines for Student Distribution of Non-School Sponsored Publications, Mr. Zick motioned to approve the Board Policies as presented by the director and Mr. Craven seconded. All were in favor of the motion. The motion unanimously passed.

Mr. Noble recommended to the board the approval of the FY12 Northwest Illinois Association (NIA) Service Contract. NIA provides low incident service needs such as hearing and vision support, Orientation and Mobility for visually impaired students, audiology services, autism supports, speech support, etc. The recommended FY12 NIA contract for support services is for \$59,426 with one day of speech supervision added to the contract which will allow for county speech therapist an opportunity to receive direct supervision from a certified supervisor. The FY12 contract is \$346 less than the overall FY11 contract. Mr. Zick motioned to approve the NIA contract as recommended by the director and Mr. Stott seconded the motion.

Ayes: Ms. Nelson, Mr. Craven, Mr. Bob Prusator, Dr. Mayberry, Dr. Kokaska, Mr. Todd Prusator, Mr. Zick, Mr. Taylor, Mr. Rademacher, Ms. Bua and Mr. Stott.

Nays: None

The motion passed

Mr. Noble recommended to the board the approval of the FY12 renewal of contract to administer the Rock River Challenge Safe School Program (RSSP) providing the RSSP Grant funds and the General State Aid funds are available. Currently, the FY11 RRCP has two classrooms housed at the Chana Education Center. The average enrollment in the program is 33 students. Mr. Noble stated that Ms. Amy Jo Clemens supports and approves the OCEC to house the program and feels it should be funded. The FY11 cost per student based on 33 student enrollment is approximately \$674 per student. Currently, OCEC has not received any RSSP Grant funds in FY11 but has received General State Aid funds. The Regional Office of Education is retaining \$2,200 of the Grant funds and \$4,500 of the General State Aid funds in FY11 to fund a partial salary for an ROE staff member. Mr. Noble and Mr. Camplain will be visiting a district to observe a Plato program as an alternative program if the funds are not available for FY12. If the OCEC does not receive the funds for the FY11 school year, the districts will be asked to cover the entire cost and then be reimbursed as the grant funds are released to the OCEC. Mr. Craven made a motion to accept the recommendation of the director to renew the contract to administer the RSSP Program provided the funds are available for FY12 and Dr. Mayberry seconded the motion. All were in favor of the motion. The motion passed.

Mr. Noble recommended the approval of the resolution authorizing the Director of the OCEC to begin preparing the tentative budget for the FY12 school year. Mr. Stott made a motion to approve the director's recommendations with a second by Dr. Mayberry. All were in favor of the motion. The motion passed.

Mr. Noble recommended the approval of the Summer School Program (ESY) for summer 2011. Due to ESY requirements, the OCEC has offered a five-week, half-day Extended School Year program for the Life Skill students and also for students with severe visual impairments that qualify. The cost for the program should remain the same as in 2010. The program has been housed at the Chana Education Center for the past eleven years in order to take advantage of the air conditioning. Mr. Craven made a motion to approve the director's recommendations and it was seconded by Mr. Todd Prusator. All were in favor of the motion. The motion passed.

Mr. Noble proposed the approval of programs and services for the 2011/2012 school year. The final approval of the Programs and Services for FY12 would be made by the Governing Board. The recommendation for programming and services is based on current number of districts in the OCEC. The OCEC provides shared services to districts for Social Work, Speech, Psychology, Occupational Therapy, Physical Therapy, Vision, Hearing, O/M, Low incident support and consultation, Administrative supervisions and technical assistance and Administrative support. As part of continuum of services the OCEC offers two student programs to districts: Low incident Life Skills and low incident ED. Districts can access these programs by working with their building special education team and contacting the OCEC. Placement in OCEC programs is at the request of the local district. The ED program currently has 5 classes. If enrollment was to increase an additional classroom could be needed for the elementary class. Due to changes in positions and a retirement for Psychologists there are three positions open for FY12. Those positions may be able to be filled by two part-time individuals, an intern and a new FTE. Social Workers may be reduced by one should the Safe School Program no longer be funded in FY12. There was an overall savings to the FY12 central cost billing by \$48,000 with additional service provided. Mr. Stott made a motion to approve the director's recommendation for the programs and services in FY12 with a second by Mr. Rademacher.

Ayes: Mr. Todd Prusator, Ms. Bua, Mr. Craven, Mr. Zick, Mr. Bob Prusator, Mr. Stott, Dr. Mayberry, Mr. Rademacher, Ms. Nelson, Dr. Kokaska, and Mr. Taylor.

Nays: None

The motion passed.

Dr. Mayberry moved, with a second by Mr. Zick, to go into Executive Session to discuss the appointment, employment, discipline, performance or dismissal of personnel and pending litigation. Roll call vote:

Ayes: Mr. Todd Prusator, Mr. Craven, Mr. Zick, Dr. Kokaska, Mr. Bob Prusator, Dr. Mayberry, Mr. Taylor, Ms. Nelson, Mr. Rademacher, Ms. Bua and Mr. Stott..

Nays: None.

The motion passed and the Board went into closed session at 10:25 a.m.

Mr. Bob Prusator moved, with a second by Mr. Rademacher to leave Executive Session.

Roll call vote:

Ayes: Mr. Zick, Mr. Bob Prusator, Dr. Kokaska, Mr. Craven, Ms. Bua, Mr. Stott, Mr. Taylor, Ms. Nelson, Dr. Mayberry, Mr. Rademacher, and Mr. Todd Prusator.

Nays: None.

The motion passed and the Board went out of closed session at 10:38 a.m.

Mr. Taylor asked for a motion to approve the recommendations on the Reduction in Force for the FY12 school year. The Renewal of Probationary Staff for the FY12 school year and the recommendation for Tenure staff beginning in FY12. The OCEC Governing Board will adopt a resolution on the Executive Board's recommendation. Mr. Rademacher motioned to approve the recommendation made by the director and Mr. Craven seconded the motion.

Ayes: Ms. Bua, Dr. Kokaska, Dr. Mayberry, Mr. Taylor, Ms. Nelson, Mr. Stott, Mr. Bob Prusator, Mr. Zick, Mr. Rademacher, Mr. Todd Prusator and Mr. Craven.

Nays: None

The motion passed

Mr. Noble presented the board, at the request of the finance committee, a comparison of the August billing with a sample billing of the Life Skill tuition and Behavior Disorder tuition. The sample billing applies the IDEA grant funds to the actual programs. Currently, the OCEC billing applies the IDEA grant credit to all the districts. Districts that do not use the LS or BD programs are benefiting from the grant credit in the current billing system. If the IDEA funds are applied directly to the programs it could reduce the tuition per student. It was agreed by the superintendents that the grant funds should follow the student programs and would like the billing topic placed on the agenda in April.

In other business, Mr. Taylor has a parent in Forreston who is the treasurer on the Special Olympics committee. She would like to have a banner made with all the school logos. The superintendents were in favor of their logo being placed on the banner. Mr. Noble shared information that the Life Newspaper had written an article on the Chana expedition program making blankets for hospitals and also the Dixon Telegraph had written an article on the Basketball games. Mr. Taylor asked if members would like to meet 1 hour earlier at April's board meeting to discuss health insurance contracts. The superintendents were in favor of the meeting. Mr. Noble stated that he will be working with the attorney on developing a plan for the Diabetics Care Plan and the Service Animal Plan.

At 10:42 a.m. the Executive Board Meeting adjourned. Mr. Craven motioned to adjourn the Executive Board Meeting and Mr. Zick seconded the motion.

Vote to adjourn the meeting was unanimous.

A motion to enter into closed Litigation session was made by Ms. Bua and seconded by Mr. Craven.

Roll call vote:

Ayes: Dr. Kokaska, Mr. Todd Prusator, Mr. Craven, Mr. Rademacher, Mr. Zick, Mr. Bob Prusator, Ms. Bua, Mr. Taylor, Ms. Nelson, Mr. Stott and Dr. Mayberry.

Nays: None

The motion passed and the board went into Litigation at 10:45 a.m.

Mr. Todd Prusator moved to exit closed Litigation session. Mr. Stott seconded the motion. Closed session ended at 10:58 a.m. The vote was unanimous to adjourn the Closed Litigation Committee meeting.

Mr. Taylor asked for a motion to approve Mr. Noble to draft a contract for the Intergovernmental Cooperative Agreement to Facilitate the Withdrawal of Byron Community Unit School District 226 from The Ogle County Educational Cooperative. Mr. Greg Stott motioned and it was seconded by Ms. Bua.

Ayes: Mr. Stott, Mr. Todd Prusator, Mr. Rademacher, Mr. Craven, Dr. Mayberry, Dr. Kokaska, Ms. Bua, Mr. Taylor, Ms. Nelson, Mr. Bob Prusator, and Mr. Zick.

Nays: None

The motion passed.

At 10:58 a.m. the Executive Board Meeting adjourned. Mr. Craven motioned to adjourn the Executive Board Meeting and Ms. Bua seconded the motion.

Vote to adjourn the meeting was unanimous.