

OGLE COUNTY EDUCATIONAL COOPERATIVE

EXECUTIVE BOARD MINUTES

The Executive Board of the Ogle County Educational Cooperative met on September 18, 2008 at 9:30 a.m. The meeting was held at the Administration Building in Byron.

Dr. Kokaska called the meeting to order and the following members responded to the roll call: Mr. Shepherd (AM), Mr. Zick (AFC), Dr. Fostiak (BY), Dr. Kokaska (CR), Dr. Mayberry (ES), Mr. Stott (KI), Mr. Bob Prusator (ME), Dr. Mattingly (OR), Mr. Rademacher (PO), Mr. Todd Prusator (RE), and Mr. Craven (RT).

Members not present: Mr. Taylor (FO) and Ms. Bua (ST).

Also present: Ms. Amy Jo Clemens and Mr. Noble.

Dr. Kokaska requested a motion to approve the minutes of the August 21, 2008 board meeting. Dr. Mattingly moved to approve the minutes of the meeting. Mr. Stott seconded the motion. All present voted in favor of the motion.

Dr. Kokaska requested a motion to approve the financial statement and payment of bills. Dr. Fostiak moved, seconded by Mr. Craven, to approve the financial statement and payment of the bills as presented. Roll call vote:

Ayes: Mr. Craven, Dr. Fostiak, Dr. Mayberry, Dr. Mattingly, Mr. Rademacher, Mr. Todd Prusator, Mr. Stott, Dr. Kokaska, Mr. Bob Prusator, Mr. Shepherd and Mr. Zick.

Nays: None.

The motion passed.

Mr. Noble shared information and his recommendation with the Board concerning the employment of Susan Wolf as a Paraprofessional. Mr. Todd Prusator moved, with a second by Dr. Mayberry, to approve the employment of Susan Wolf as presented by the Director. Roll call vote:

Ayes: Mr. Shepherd, Mr. Craven, Dr. Mayberry, Dr. Mattingly, Mr. Zick, Mr. Rademacher, Mr. Todd Prusator, Mr. Stott, Mr. Bob Prusator, Dr. Fostiak, and Dr. Kokaska.

Nays: None.

The motion passed.

Mr. Noble presented information to the Board regarding the annual health insurance proposal. Mr. Noble stated he had with with representatives from Miller and Buettner to review the proposals they had received. After reviewing the final proposal from Blue Cross Blue Shield, Miller & Buettner recommended remaining with them for the next year. Mr. Noble provided a comparison of the proposals submitted by BC/BS and OSF. Discussion followed that included reasons to remain with BC/BS and a question was raised as to Miller & Buettner's consulting fee. Mr. Noble stated that FY 08 was the first year the OCEC self-funded \$250.00 of a \$500.00 deductible and that it resulted in an overall savings to the Cooperative. Mr. Noble advised the life insurance proposal submitted by Lincoln Financial came in less than the current carrier, Fort Dearborn and recommended making a change to Lincoln Financial. Mr. Noble stated he spoke with the consultants about the possibility of a FLEX spending plan and would be sharing further information with the board in the future. Dr. Mayberry then moved, with a second by Dr. Fostiak, to approve the renewal of health insurance coverage with Blue Cross/Blue Shield and to approve the life insurance proposal from Lincoln Financial; each to begin October 1, 2008. Roll call vote:

Ayes: Mr. Todd Prusator, Mr. Bob Prusator, Dr. Fostiak, Mr. Zick, Mr. Rademacher, Mr. Craven, Mr. Stott, Mr. Shepherd, Dr. Mayberry and Dr. Kokaska.

Nays: Dr. Mattingly.
The motion passed.

Mr. Noble provided the Board with information on web-based IEP programs. He stated the current IEPware program is once again being updated. In making the necessary changes, it is becoming more difficult to condense all the required documents into the program. Also, many printing and spacing errors are occurring and there is an ongoing problem with importing/exporting data each time the IEPware is modified. Mr. Noble stated he has viewed demonstrations on four different web-based programs (SEAS, CRT, EasyIEP, My Service Tracker) and described the various pros and cons for each including the costs involved. Discussion followed that included a question raised as to who actually owns the data once it has been provided to the selected company. Mr. Noble stated he would investigate this question and that he plans to observe the initial setup that Bi-County will be doing with the EasyIEP; he will bring back further information to the board next month.

Mr. Noble shared information with the Board regarding the required timely and meaningful meetings with private/parochial schools and parents of home-schooled students. Based on ISBE data, Rochelle Elementary, Ashton-FC, Meridian and Forrestville Valley are the only member districts with private school students with special education service needs. Mr. Noble stated the OCEC will be hosting meetings on behalf of each member district. A meeting will be held at the parochial school, St. Paul's Lutheran on October 1st and a meeting will take place at the OCEC office for parents of home-schooled students on October 2nd. Mr. Noble provided information as to the proportionate share of grant funds available to support the special education services provided to the students, topics to be covered at the meetings, and the required documentation that will be submitted to ISBE on behalf of the districts.

Mr. Noble presented the Board with information submitted by Green Associates regarding their recent life safety survey on the Chana Education Center. Their summary indicated no urgent facility conditions requiring immediate attention. The summary outlines what should be addressed as required and/or recommended. Mr. Noble spoke with the architect involved with the survey who indicated the overall building structure was good and obviously had been renovated within the last ten years. Mr. Noble stated he would be gathering information as to the cost of any required work needing done.

Mr. Noble provided the Board with an update on enrollment in OCEC programs. He stated there has been an increase in enrollment since the last report in August. The elementary Life Skills classroom in Byron has increased by three students; the Communication classroom has a new half-time student, and Chana Ed. Center has had changes to its programs. Mr. Noble stated that the Life Skills and Behavior programs are operating at near capacity.

Mr. Noble shared information with the Board on the amount of Extraordinary reimbursement each district can expect to receive in FY 09 for 2007-08 students. Amounts of reimbursement received over the past four years was provided.

Mr. Noble provided information regarding the Student Information System (SIS). He stated that beginning this year all Early Childhood and Pre-K students enrolled in public schools will need to be enrolled in SIS. Also, any students receiving speech services who have an IEP need to be enrolled in SIS. For students who are transitioning from Early Intervention to Early Childhood, it is important all the data elements of SIS are complete since these elements are what ISBE will use to track appropriate services and whether services have lapsed between EI and ECE. Districts that send students to ECE programs in other districts need to enter those students in their SIS system. Mr. Noble suggested that local evaluation teams communicate with their district's SIS operator. An informational handout to be shared with the district SIS operator was

provided. Ms. Clemens shared further information that students attending Rock River Challenge and Nachusa programs must also be in the SIS system and those programs marked as the serving school.

Mr. Noble presented information regarding FY 09 expenditures for risk management. He provided a summary of the process used in determining the amount of time OCEC staff dedicate to risk management activities. He also provided information used in determining the recommended amount of each district's fees paid to OCEC that could be funded with tort funds if the district so chooses.

Mr. Noble provided information regarding the FY 09 budgeted amounts of IMRF, FICA and Medicare expenses that districts will pay to OCEC and the percentage amount of those expenses each district could use in its tax levy, if it chooses to.

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

Ayes: Mr. Shepherd, Mr. Zick, Dr. Fostiak, Dr. Kokaska, Dr. Mayberry, Mr. Stott, Mr. Bob Prusator, Dr. Mattingly, Mr. Rademacher, Mr. Todd Prusator and Mr. Craven.

Nays: None.

The motion passed and the Board went into closed session at 10:15 a.m.

Mr. Craven moved, with a second by Dr. Fostiak, to leave Executive Session. All present voted in favor of the motion.

The Board came out of closed session at 10:25 a.m. and resumed the regular meeting. Dr. Kokaska stated that during closed session the board discussed the appointment, employment, compensation, discipline, performance or dismissal of personnel, pending litigation and possible expansion.

In other business, Mr. Noble provided a handout regarding recommended guidelines for determining the need of an individual aide. It was suggested that OCEC provide a survey as to how many individual aides each district has. Mr. Noble stated there will be a meeting regarding Gatekeeper at Rochelle High School on September 24th at 1:00 p.m. Mr. Noble advised there is an OCEC team currently working on a RtI plan to help districts.

Dr. Mayberry moved to adjourn the meeting at 10:34 a.m. Mr. Craven seconded the motion. All present voted in favor of the motion and the meeting was adjourned.

George Kokaska, Vice-President

Ann Reeder, Recording Secretary