

OGLE COUNTY EDUCATIONAL COOPERATIVE EXECUTIVE BOARD MEETING

The Executive Board of the Ogle County Educational Cooperative met at the Administration Building in Byron on November 12, 2009 at 9:30 a.m. Mr. Taylor called the meeting to order. The following members answered the roll call: Ms. Bua (ST), Mr. Zick (AFC), Dr. Mayberry (ES), Dr. Kokaska (CR), Dr. Mattingly (OR), Mr. Taylor (FO), Mr. Bob Prusator (ME), Mr. Rademacher (PO), Mr. Shepherd (AM), and Mr. Stott (AFC).

Also present: Mr. Noble and Mr. Terry Camplain

Mr. Noble wanted the members to be aware of two upcoming RTI inservice meetings. Principles, Psychologists and staff members of the districts could attend the next available meetings on November 30th from 9 a.m. to 11:30 a.m. and also on December 14th from 9 a.m. to 11:30 a.m. held at the Regional Office of Education. Mr. Noble took a vote by show of hands as to which members submitted their RTI Plans to ISBE.

Mr. Todd Prusator and Mr. Craven entered the meeting at 9:32

Mr. Taylor requested a motion to approve the minutes of the October 15, 2009 Executive Board meeting. Dr. Mattingly motioned and it was seconded by Mr. Craven. The motion was unanimously passed.

Mr. Taylor requested a motion to approve the financial statement and the payment of bills. Mr. Noble stated there were several voided checks due to the earlier meeting in November. Invoices were entered in the system incorrectly causing problems in the November balancing. Therefore, checks were voided then reissued. He also stated the Education fund still has a negative balance due to no Personnel payments received and also not receiving any Byron payments. He reminded the Districts they need to pay their monthly payment to OCEC on time. Dr. Mayberry motioned to approve the financial statement and the payment of bills, and Ms. Bua seconded.

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

Nays: None

The motion passed.

Mr. Terry Camplain shared a power point presentation on the PBIS program at the Chana Education Center. He stated there were students graduating in December and there were some students returning to their home schools which will allow for openings in January. This is the third year PBIS has been in place at CEC with this year being the best year for lower average referrals per day. Mr. Camplain talked briefly about recent incentive programs which included a trip to the Dixon Theatre to watch "Where the Wild Things Are". Prior to seeing the movie, books were purchased and read. Some students were able to attend the movie for free while others had a reduced rate due to the improved behavior performance. All 75 students were able to attend the movie. This is evidence that the PBIS program is successful. The staff at CEC came up with a procedure plan. This has reduced the referrals and minors. All directions are given at the start of each school day. A warning is given to the student for the first behavior occurrence which usually works well. The CEC also had a can drive which was very successful by collecting nearly 1,000 cans. The cans will be donated to the Polo food drive and a local church. Mr. Camplain also stated that every Thursday students go to a local nursing home and interact with the residents. This is impacting the students with a positive learning experience. He also stated that Mr. Luxton, at teacher at CEC, is working with the students in preparing them for the Prairie State ACT test.

Mr. Shepherd suggested contacting the local papers to publish this positive information to the public. Mr. Camplain has submitted articles to the papers which were completed by the Journalism class. Mr. Noble suggested sending copies of any articles to the district superintendents. The information could then be presented to their local Board. Discussion followed.

Mr. Noble recommended the approval of the OCEC Workload plan. OCEC will keep the Workload Plan on file at the office. Mr. Craven motioned to approve the Workload Plan and Ms. Bua seconded.

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

Nays: None

The motion passed.

Mr. Noble recommended the approval for the ARRA Vocational Rehabilitation Grant proposal. Mr. Noble worked with Ms. Wiltse, STEP Coordinator, on this grant. The grant would be for an additional job coach and a computerized program. The grant includes a license to each district for the program which includes training components for students. Ms. Bua motioned to approve the grant and Mr. Stott seconded.

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

Nays: None

The motion passed.

Mr. Noble recommended the approval of the insurance renewal coverage for the commercial package policy, automobile, umbrella, legal liability, and worker's compensation. There was an increase of approximately \$2,000 over the previous year. Mr. Stott motioned to approve the insurance policy and Ms. Bua seconded the motion.

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

Nays: None

The motion passed.

Mr. Noble recommended the approval of a Flex Spending Plan. He worked with Miller, Buettner and Parrott Inc. in developing a survey of those employees interested in a Flex Plan. The cost of the program would entirely be the responsibility of the employee which is outside the negotiated agreement. A fee of \$3 per month, per employee, would be deducted from the employee's payroll. The fee would cover the cost of the in-house bookkeeping and the annual manual for the Flex program. This is a use it or lose it program. OCEC could also be responsible for expenses accrued by an employee prior to receiving funds and who may leave employment before the 12 months contract has expired. Mr. Mattingly questioned who would manage the program and would it increase the workload of that employee. Mr. Noble said it would be the responsibility of the bookkeeper. Mr. Mattingly would like to discuss this over the next months. Mr. Taylor requested a report and he also wants to discuss the program in future months.

There were no motions to approve the Flex Spending Plan.

The audit was not complete at the time of the board meeting. Therefore, the recommendation for approval of the FY09 Audit was not discussed.

Mr. Noble recommended the approval of 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. *2:100: Board Member Conflict of Interest; 2:240: Board Policy Development; 2:260: Uniform Grievance Procedure; 2:260-AP2: Administrative Procedure – Nondiscrimination Coordinator and Compliant Manager; 5:180: Temporary Illness or Temporary Incapacity; 5:220 Substitute Teachers; 7:70: Attendance and Truancy; 7:170: Vandalism; 7:250-AP2: Administrative Procedure – Protocol for Responding to Students with Social, Emotional, or Mental Health Problems.*

Mr. Craven motioned to approve the Board Policies and Dr. Mayberry seconded.

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

Nays: None

The motion passed.

Mr. Noble stated he had received letters from the state regarding Indicator 11 and 13. He is working with staff to get this up to date. One issue of Indicator 11 sighting was due to incompleteness of evaluation within 60 school days of receiving parental consent. Mr. Noble has instructed the Psychologists to work with districts to complete this on time. This could impact ARRA funds if it's not completed on time. Mr. Noble has given the district the information of the findings

Mr. Noble informed the members that the OCEC Parent Advisory Committee would like to recognize persons who work with students with disabilities. This award is called the IDEA award. The local districts would receive the nominated individuals and could announce who was nominated for the IDEA award at their monthly Board meeting. Each district can decide if they would like to add this to their website.

The Executive Board did not go into Executive Session.

Mr. Noble stated that the ARRA IDEA and Preschool grants are yet to be approved by ISBE. Only 20 IDEA and 20 cooperatives have been approved by the state. He suggested expensing the funds locally then do journal entries to the ARRA grant accounts once they have been approved. Construction grants need to be approved by the Governor or a State official. OCEC moved the driveway blacktop coatings and the Chana roof repairs from the ARRA grant to the IDEA grant to avoid these additional issues.

At 10:21 a.m., the Executive Board meeting adjourned. Mr. Stott motioned to move to adjourn the Executive Board. Mr. Craven seconded the motion.

Vote to adjourn the meeting was unanimous.

Lowell Taylor, President

Tammy Moser, Recording Secretary