

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 16, 2011 at 9:30 a.m. Mr. Taylor called the meeting to order. The following members answered roll call: Dr. Morelan (ME), Mr. Craven (RT), Mr. Thake (AM), Ms. Bua (ST), Mr. Prusator (RE), Dr. Kokaska (CR), Mr. Stott (KI), and Mr. Taylor (FO).

Also present: Mr. Noble, Mr. Paul McMahon, Ms. Jennifer Derricks, Ms. Chris Tornabene, Ms. Joan Brooks and Mr. Justin Krusey
Members absent: Dr. Mayberry (ES), Mr. Zick (AFC), Mr. Rademacher (PO) and Mr. Mahoney (OR).

Dr. Mayberry entered the meeting at 9:32 a.m.

Mr. Paul McMahon, Regional Office of Education Assistant Superintendent, noted that Ms. Clemens could not attend the meeting due to prior engagements. Mr. McMahon stated Governor Pat Quinn signed into law a bill that would reinstate salaries retroactive to July 1 for the regional superintendents. The funds to cover the expenses will come from Corporate Personal Property Replacement Tax (CPPRT) revenue. The funding is in place for just one year. There was discussion among the members regarding the RSSP program. A separate meeting will be scheduled in December to discuss different scenarios and needs of the RSSP program for the next school year. Mr. Noble will schedule the meeting with Ms. Clemens to take place in December prior to the regular scheduled board meeting.

Mr. Noble introduced Ms. Jennifer Derricks and Ms. Chris Tornabene, program supervisors for OCEC, to discuss RtI training and support provided to districts. Ms. Derricks stated the IASPIRE grant was available for two years which expired last year. A four year RtI grant is available with FY11 being the first year. The RtI grant flows through the ROE and provides services to districts. Mr. Terry Schuster is the instruction leader for Region 2. Literacy, Math and Developmental modules are being developed. Ms. Tornabene stated they attend regular meetings in Sterling, Illinois. The goal is to develop round table meetings starting in January to be held quarterly with each district's representative to network and discuss information regarding RtI. Each district would identify a local coach and have them attend the meetings and then take the information back to the district to incorporate the process. The first meeting would include the elementary and secondary. Mr. Noble said the OCEC has inservice funds available to pay for the substitute expense of the district coach attending the meetings. Further information will be sent to the districts.

Ms. Jennifer Derricks and Ms. Chris Tornabene left the meeting at 10:10 a.m.

Mr. Taylor requested a motion to approve minutes of the October 20, 2011 Executive Board Meeting. Mr. Stott motioned and Ms. Bua 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.

Dr. Mayberry made a motion to approve the financial statement and the payment of bills and Mr. Stott seconded the motion.

Ayes: Mr. Craven, Ms. Bua, Dr. Morelan, Dr. Kokaska, Mr. Prusator, Mr. Stott, Mr. Thake, Mr. Taylor and Dr. Mayberry.

Nays: none

The motion passed.

Mr. Noble requested the board to approve employment for OCEC staff. Ms. Malissa Fuller is being recommended for employment to fill the vacant paraprofessional position at the Chana Education Center. The position is open due to one of the current paraprofessional moving into the secretarial position.

Ms. Bua made a motion to approve the director's recommendations to employ Ms. Fuller with a second by Mr. Stott.

Ayes: Mr. Craven, Mr. Stott, Mr. Taylor, Ms. Bua, Dr. Mayberry, Dr. Morelan, Dr. Kokaska, Mr. Thake, and Mr. Prusator.

Nays: None

The motion passed.

Mr. Noble stated the FY11 Audit is being presented in draft form to the Executive Board. The final audit will be available in December for approval. Ms. Joan Brooks and Mr. Justin Krusey from Benning Group are at the meeting to discuss the audit. Mr. Krusey stated the education fund balance has improved over FY10. The education reserve fund balance includes funds from Medicaid Outreach, Medicaid Fee for Service, and IDEA Flow Through. He stated the forward funding from the districts for the RSSP Grant and the Transportation should be recorded as a loan and not in the general revenue accounts. Ms. Joan Brooks completes the single audits. She stated the subgrants must have documentation from districts to support the expenditure request. She completed 2 separate district subgrant audits for OCEC with one being the Byron school district. Issues were found with the Byron subgrant for FY10 and FY11. Since the two year's grant application were written and expensed quickly at the end of FY11 neither party took into consideration the implications with reporting federal dollars on FY10 or FY11 Personnel reimbursement report. ISBE realized the problems with the quick turnaround of Byron's IDEA funds and are working with Byron to correct any issues. The auditors are also working with Byron and ISBE to rectify the federal dollars reported on the FY11 Personnel report. Once Byron's federal dollars are reported correctly to ISBE then Benning Group can finalize OCEC's audit.

Ms. Joan Brooks and Mr. Justin Krusey left the meeting at 10:37 a.m.

Mr. Noble recommended the board to approve Mike Noble, Mr. Terry Camplain and Ms. Libby Wolfgram to serve as Board/Administrative team members of the joint committee for PERA. The first meeting will be held on November 28th. Mr. Noble requested a rubric of what is required for the first meeting. Discussion followed.

Mr. Craven motioned to approve Mr. Noble, Mr. Camplain and Ms. Wolfgram to serve as Board/Administrative team members on the joint committee for PERA and Dr. Morelan seconded the motion.

All were in favor of the motion.

The motion passed.

Mr. Noble recommended the board to approve IDEA Flow Through and IDEA Preschool amendments. The finance committee met in October to discuss amendments to the FY12 IDEA grants. At that time \$200,000 was recommended to be released to the districts in subgrants. Since that time, ISBE reported the federal government reduced the overall grant to Illinois which reduced the grant to OCEC by just over \$23,000. Mr. Noble's recommendation will be to release \$175,000 to the districts in subgrants. He suggested the districts to purchase IPADs for Special Education Teachers and/or Speech Therapists with a portion of the funds. Additional amendments for the IDEA Flow Through grant would include; \$2,000 to replace Psychologist and Social Worker Laptops, \$2,200 for Desk Top computers at Oregon for the Life Skill Classrooms, \$2,000 for additional expenses for Outside Evaluations, and \$2,000 for IPADs and Proloquo2 software for OCEC speech therapists. Mr. Noble also recommended releasing \$18,000 of IDEA Preschool funds to the districts in subgrants. Mr. Noble suggested hosting a bookkeeper workshop to cover the new IDEA expenditure documentation requirements that the districts will need to provide to OCEC for their quarterly expenditure reports. Mr. Noble will organize the meeting.

Dr. Morelan made a motion to approve the director's recommendations to amend the IDEA Flow Through and IDEA Preschool grants as presented, Dr. Mayberry seconded the motion.

All were in favor of the motion.

The motion passed.

Mr. Noble recommended the board to approve entering into a contract with Global Compliance Network to provide on-line compliance training. The cost of the GCN program would be \$300. The OCEC would have monitoring access on the staff that have or have not completed the mandated trainings.

Mr. Craven made a motion to approve the director's recommendations, Mr. Stott seconded the motion.

All were in favor of the motion.

The motion passed.

Mr. Noble stated the property, casualty & workers compensation insurance renewal will come due December 1, 2011. In working with the Horton Group and discussing options for special education cooperatives, it came down to two carriers, ICRMTG and Utica. Utica's renewal premium was \$68,000 or \$20,000 more than last year. ICRMT's renewal premium is \$63,582. The insurance increase of \$15,000 over last year's premium is due to a loss ration of 368% for OCEC. The OCEC is still carrying 2 claims which remain on the books for 5 years. Mr. Noble recommended to board to approve the property, Casualty, Worker's Compensation insurance renewal of \$63,582 for the FY12 school year.

Dr. Morelan motioned to approve the director's recommendation with a second by Dr. Mayberry

Ayes: Ms. Bua, Mr. Stott, Dr. Mayberry, Dr. Kokaska, Dr. Morelan, Mr. Thake, Mr. Prusator, Mr. Craven and Mr. Taylor.

Then motion 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. *1:10: Organization; Membership, 2:130 OCEC Board; Board-Director Relationship, 3:70: General School Administration; Succession of Authority, 5:170 General Personnel; Copyright, 5:170-AP1: General Personnel; Administrative Procedure – Copyright Compliance, 5:170-AP2: General Personnel; Administrative Procedure – Seeking Permission to Copy or Use Copyrighted Works, 5:170-AP3: General Personnel; Administrative Procedure – Instructional Materials and Computer Programs Developed Within the Scope of Employment, 5:170-E: General Personnel; Exhibit – Request to Reprint or Adapt Material, 6:120-AP4: Instruction; Administrative Procedure – Care of Students with Diabetes, 6:235-AP1: Instruction; Administrative Procedure – Acceptable Use of Electronic Networks, 6:235-AP1, E1: Instruction; Exhibit – Student Authorization for Electronic Network Access, 6:235-AP1, E2: Instruction; Exhibit – Staff Authorization for Electronic Network Access, and 6:235-E4: Instruction; Exhibit – Keeping Yourself and Your Kids Safe on Social Networks*

Mr. Stott motioned to approve the first reading of the Board Policies with final approval to the OCEC Governing Board as presented by the director and Ms. Bua seconded.

All were in favor of the motion. The motion unanimously passed.

The item on the agenda regarding information on FY11 IAA and ISAT results for students in OCEC programs was postponed and will be on the agenda for the December meeting.

The Executive Board did not go into Closed Session.

At 11:00 a.m. the Executive Board Meeting adjourned. Dr. Morelan motioned to adjourn the Executive Board Meeting and Mr. Craven seconded the motion.

Vote to adjourn the meeting was unanimous.