

- MINUTES -
Executive Board Meeting
Eastern Illinois Area of Special Education
July 8, 2008 - 8:30 a.m.

ROLL CALL

Board Present

*Roy Smith, Lovington (Moultrie County) TO Terry Pearcy
Sharon Keck, Windsor (Shelby County)
Charles Castle (Cumberland County)
Larry Lilly, Mattoon (Coles County)
Daniel Clasby, Effingham (Effingham County)
Jill Rogers, Martinsville (Clark County)
Lorraine Bailey, Paris #4 (Edgar County)

*PROXY

Board Absent

Travis Wilson, Arthur (Douglas County)

Staff Present

Michael R. Alt, Executive Director/EIASE
Ellen Humphrey, Assistant Director-Administration/EIASE
Jean L. Balch, Assistant Director-Business/EIASE
Marilyn Shull, Administrative Assistant/EIASE
Jan Pearcy, Associate Director/EIASE

Guest Present

Sue Peadro, EIASEA Representative

OPPORTUNITY FOR PUBLIC COMMENT/INTRODUCTION OF GUESTS

Ms. Keck opened the meeting by calling for introduction of guests present at the meeting. Guests present were Jan Pearcy and Sue Peadro, EIASEA representative. Ms. Keck, Chairman, asked the audience if there were any questions or comments regarding agenda or non-agenda items. There were no requests or comments.

ELECTION OF EXECUTIVE BOARD OFFICERS FOR RE-ORGANIZATION

The new legal entity document prescribes the following in paragraph 27..."The Executive Board shall meet regularly, and at least monthly, and shall elect its own officers and establish procedures for the conduct of its meeting and business".

The Board Members for the 2008-2009 school year was determined to be as follows:

1. Jill Rogers, Martinsville (Clark)

2. Larry Lilly, Mattoon (Coles)
3. Charles Castle, Neoga (Cumberland)
4. Travis Wilson, Arthur (Douglas)
5. Lorraine Bailey, Paris (Edgar County)
6. Daniel Niemerg, Teutopolis (Effingham)
7. Roy Smith, Lovington (Moultrie)
8. Sharon Keck, Windsor (Shelby)

It was moved by Larry Lilly, seconded by Daniel Niemerg that Sharon Keck be nominated as Chairperson for the Executive Board. Hearing no other nominations, they were closed for the position of chairperson for the Executive Board for the 2008-2009 school year. Dr. Alt indicated that hearing no objection, Sharon Keck was elected as Chairperson by acclamation. – motion carried.

It was moved by Sharon Keck, seconded by Dan Niemerg that Larry Lilly be nominated as secretary for the Executive Board for the 2008-2009 school year. Hearing no other nominations they were closed for the position of secretary for the Executive Board. Dr. Alt indicated that hearing no objection, Larry Lilly was elected as secretary by acclamation -- motion carried.

Dr. Alt introduced Sharon Keck as Chairperson for the 2008-2009 school year, and Larry Lilly as secretary for the 2008-2009 school year for the Eastern Illinois Area of Special Education Executive Board.

CONSENT AGENDA

Consent Agenda, consisting of the following items, was presented to the Board for their approval:

- *Presentation for approval of minutes* of the regular meeting of the Board held on June 10, 2008, as presented.
- *Presentation of monthly bills* for June 2008, and the financial statement.
- *Presentation for approval of resignation of personnel:*
 1. Sarah Fehrenbacher, Teacher/HI (effective 6/11/08)
 2. Emily Lorin, School Social Worker (effective 6/20/08)
 3. Katie Williams, School Psychologist (effective 6/25/08)
 4. Ann Trimberger, School Psychologist (effective 8/8/08)
 5. Rebecca Ellingson, Deaf Interpreter (effective 6/27/08)
 6. Cathy Chaplin, Associate Director (effective 6/30/08)
 7. Jo Ellen Fryman, Teacher Assistant/Project HELP
 8. Terry Burgener, School Psychologist (effective 7/1/08)
- *Presentation of approval of Executive Session Minutes for 6/10/08*

It was moved by Larry Lilly, seconded by Chuck Castle that the Executive Board approve the Consent Agenda as presented. Roll call vote: Daniel Niemerg, yea; Jill Rogers, yea; Larry Lilly, yea; Charles Castle, yea; Lorraine Bailey, yea; Terry Percy, yea; Sharon Keck, yea-- motion carried.

MEETING DATES-LOCATIONS-TIME

For the past year, the Executive Board meetings have been scheduled for the second Tuesday of each month at 8:30 a.m. in the EIASE Board of Education room. Dr. Alt advised that once Lake Land College scheduled their quarterly Superintendent's Advisory Committee meeting, the Executive Board opted to schedule their meetings to begin at 9:30 a.m. on those dates.

Dr. Alt advised that the above schedule appeared to work fairly well and recommended that the Executive Board (small board) continue to meet at 8:30 a.m./9:30 a.m., and that the Governing Board (large board) meet in August and again in March, if necessary, to approve Reduction-In-Force at the EIASE Board Room in Charleston, Illinois.

It was moved by, Jill Rogers, seconded by Dan Niemerg that the Executive Board adopt the schedule as recommended by the Director. All voted aye -- motion carried.

PRESENTATION OF DIRECTOR'S RECOMMENDATION TO EMPLOY STAFF

The Director recommended the employment of the following staff.

1. Rachel Schweighart, Teacher/Visually Impaired
2. Kelli Hansen, Teacher/Hearing Impaired

It was moved by Dan Niemerg, seconded by Lorraine Bailey that the Executive Board approve the employment of the above staff as presented. Roll call vote: Daniel Niemerg, yea; Jill Rogers, yea; Larry Lilly, yea; Charles Castle, yea; Lorraine Bailey, yea; Terry Percy, yea; Sharon Keck, yea-- motion carried.

PROPOSED POLICY FOR 409A OF THE IRS CODE

The Director advised that effective 1/1/08, salaried employees must elect to receive deferred salary over a 12 month period. He stated that certified employees must do so according to a policy and procedure adopted by the board.

The Director recommended that the Executive Board approve the policy 4-403 General Personnel Deferred Compensation, and forms as presented.

It was moved by Larry Lilly, seconded by Jill Rogers, that the Executive Board approve policy 4-403 "General Personnel Deferred Compensation", and accompanying forms. All voted aye – motion carried.

PRESENTATION OF ADMINISTRATIVE REGULATION REGARDING TUBERCULOSIS PREVENTION AND CONTROL

The Director indicated that the Coles County Public Health Department had asked us to have a written protocol for Tuberculosis Prevention and Control among our employees.

A proposed administrative regulation (4.104-3) was included in the board packet for review.

It was moved by Jill Rogers, seconded by Dan Niemerg that the Executive Board adopt Administrative Regulation 4.104-3 (Tuberculosis Prevention and Control Plan) as presented. All voted aye – motion carried.

LEAVE OF ABSENCE WITHOUT PAY

Dr. Alt indicated that Kim Fonner, Physical Therapy Assistant in the Rehabilitation Department, has been working on obtaining her bachelors degree in occupational therapy. She has requested a leave of absence in order to fulfill her “in residence” requirement at the university to finish her degree. She has requested an unpaid leave of absence for the second semester of the 2008-2009 school year under article 9.2.1 of our collective bargaining agreement.

It was moved by Lorraine Bailey, seconded by Jill Rogers that the Executive Board approve the Leave of Absence for Kim Fonner to enable her to fulfill her requirements of “in residence” at the university. Roll call vote: Daniel Niemerg, yea; Jill Rogers, yea; Larry Lilly, yea; Charles Castle, yea; Lorraine Bailey, yea; Terry Percy, yea; Sharon Keck, yea-- motion carried.

INDEPENDENT CONSULTANT PROPOSAL FOR EIASE STUDY

Dr. Alt stated that he had earlier mentioned the idea of contracting an independent consultant to look at EIASE’s programs, services and financial structure. He advised that he had met with individual to provide the study and that they could begin in August.

It was moved by Larry Lilly, seconded by Jill Rogers that the Executive Board accept the proposal of the independent consultants as presented. Roll call vote: Daniel Niemerg, yea; Jill Rogers, yea; Larry Lilly, yea; Charles Castle, yea; Lorraine Bailey, yea; Terry Percy, yea; Sharon Keck, yea-- motion carried.

REVISIT EIASE 2008-2009 BUDGET

Copies of the 2008-2009 proposed budget was presented to the Executive Board and explained by Dr. Jean Balch, Assistant Director-Business.

Dr. Balch also explained that the budget would be placed on public review following the July Executive Board meeting. There will be a final review of the Budget by the Executive Board at the August 12th meeting prior to it being finalized by the Governing Board on August 26th.

It was moved by Dan Niemerg, seconded by Chuck Castle that the Executive Board approve the 2nd Draft of the 2008-2009 as presented. Roll call vote: Daniel Niemerg, yea; Jill Rogers, yea; Larry Lilly, yea; Charles Castle, yea; Lorraine Bailey, yea; Terry Percy, yea; Sharon Keck, yea-- motion carried.

MOVE TO EXECUTIVE SESSION

It was moved by Dan Niemerg, seconded by Jill Rogers that the Executive Board adjourn to executive session for the purpose of reviewing past executive session minutes and discussing collective bargaining at 9:01 a.m. Roll call vote: Daniel Niemerg, yea; Jill Rogers, yea; Larry Lilly, yea; Charles Castle, yea; Lorraine Bailey, yea; Terry Percy, yea; Sharon Keck, yea-- motion carried.

It was moved by Jill Rogers, seconded by Dan Niemerg that the Executive Board come out of executive session at 2:30 a.m. All voted aye – motion carried.

REVIEW OF EXECUTIVE SESSION MINUTES

The Executive Board reviewed the closed executive session minutes of 1/13/92, 11/5/92, 8/12/97, 9/9/97, 10/10/98, 10/13/98, 7/13/99, 8/10/99, 9/14/99, 10/12/99, 4/14/00, 1/09/01, 2/13/01, 10/19/01, 5/14/02, 6/18/02, 7/9/02, 1/13/04, 2/10/04, 3/9/04, 3/22/04, 3/23/04, 4/13/04, 7/13/04, 1/11/05, 3/8/05, 4/12/05, 5/8/05, 5/10/05, 9/11/05, 10/11/05, 2/12/07, 4/10/07, 5/8/07, 6/12/07, 7/10/07, 10,9/07, 11/13/07, 12/11/07, 2/13/08, 3/11/08, 5/15/08 and 6/10/08.

It was moved by Larry Lilly, seconded by Chuck Castle that the Executive Board continue to close all executive session minutes as presented. Therefore, the executive session minutes of 1/13/92, 11/5/92, 8/12/97, 9/9/97, 10/10/98, 10/13/98, 7/13/99, 8/10/99, 9/14/99, 10/12/99, 4/14/00, 1/09/01, 2/13/01, 10/19/01, 5/14/02, 6/18/02, 7/9/02, 1/13/04, 2/10/04, 3/9/04, 3/22/04, 3/23/04, 4/13/04, 7/13/04, 1/11/05, 3/8/05, 4/12/05, 5/8/05, 5/10/05, 9/11/05, 10/11/05, 2/12/07, 4/10/07, 5/8/07, 6/12/07, 7/10/07, 10,9/07, 11/13/07, 12/11/07, 2/13/08, 3/11/08, 5/15/08 and 6/10/08 will remain closed. All voted aye - motion carried.

RECALL EMPLOYEES

The Director advised that the legislature had passed a proposed budget for FY09 and requested permission to recall RIFed employees that were RIFed as a result of Project HELP and soft dollar grants.

It was moved by Dan Niemerg, seconded by Lorraine Bailey that the Executive Board grant the Executive Director authority to recall RIFed employees. Roll call vote: Daniel Niemerg, yea; Jill Rogers, yea; Larry Lilly, yea; Charles Castle, yea; Lorraine Bailey, yea; Terry Percy, yea; Sharon Keck, yea-- motion carried.

ADJOURNMENT

It was moved by Chuck Castle, seconded by Dan Niemerg that Executive Board adjourn at 9:41 a.m. All voted aye – motion carried.

Submitted by:

Marilyn Shull
Administrative Assistant