

**- MINUTES -**  
Executive Board Meeting  
Eastern Illinois Area of Special Education  
July 14, 2009 – 8:30 a.m.

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**ROLL CALL**

**Board Present**

Joel Hackney, Okaw Valley (Moultrie County)  
Sharon Keck, Windsor (Shelby County)  
Charles Castle, Neoga (Cumberland County)  
Jim Littleford, Charleston (Coles County)  
Daniel Niemerg, Teutopolis (Effingham County)  
Dee Scott, Casey-Westfield (Clark County)  
Travis Wilson, Arthur (Douglas County)  
Chris Long – PROXY for Lorraine Bailey, Paris #4 (Edgar County)

**Board Absent**

**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 Percy, Associate Director/EIASE

**Guest Present**

Susan Harding, Special Education Director of Services, MCSD # 2  
Lisa Jaco, Director of Special Education Programs, MCSD# 2

**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 2009-2010 school year was determined to be as follows:

1. Dee Scott, Casey-Westfield (Clark)
2. Jim Littleford, Charleston (Coles)
3. Chuck Castle, Neoga (Cumberland)
4. Travis Wilson, Arthur (Douglas)
5. Lorraine Bailey, Paris (Edgar County)
6. Dan Niemerg, Teutopolis (Effingham)
7. Joel Hackney, Okaw Valley (Moultrie)
8. Sharon Keck, Windsor (Shelby)

It was moved by Chris Long, seconded by Dan 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 2009-2010 school year. Dr. Alt indicated that hearing no objection, Sharon Keck was elected as Chairperson by acclamation. – all voted aye - motion carried

It was moved by Dan Niemerg, seconded by Chris Long that Chuck Castle be nominated as secretary for the Executive Board for the 2009-2010 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, Chuck Castle was elected as Secretary by acclamation. – all voted aye - motion carried

Dr. Alt introduced Sharon Keck as Chairperson for the 2009-2010 school year, and Chuck Castle as secretary for the 2009-2010 school year for the Eastern Illinois Area of Special Education Executive Board.

## **OPPORTUNITY FOR PUBLIC COMMENT/INTRODUCTION OF GUESTS**

Dr. Alt called for introduction of guests present at the meeting. Guests present were, Jan Percy, Susan Harding and Lisa Jaco. 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.

## **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 9, 2009, as presented.
- *Presentation of monthly bills* for June 2009, and the financial statement.
- *Presentation for approval of Executive Session Minutes of the 6/10/2009 Executive Session Meeting.*

It was moved by Travis Wilson seconded by Dan Niemerg that the Executive Board approve the Consent Agenda as presented. Roll call vote: Daniel Niemerg, yea; Travis Wilson, yea; Dee Scott, yea; Jim Littleton, yea; Charles Castle, yea; \*Chris Long (proxy for Lorraine Bailey), yea; Joel Hackney, 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., unless it coincides with date of Lake Lank College meeting, in the EIASE Board of Education room. The Governing Board meetings were held at 7:00 p.m. in August and March.

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., 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 NEAR Loxa, IL..

It was moved by, James Littleford, seconded by Travis Wilson 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. Earl Martin, Physical Therapist (effective 8/12/09)

It was moved by Dan Niemerg, seconded by James Littleford that the Executive Board approve the employment of the above staff as presented. Roll call vote: Daniel Niemerg, yea; Travis Wilson, yea; Dee Scott, yea; Jim Littleton, yea; Charles Castle, yea; \*Chris Long (proxy for Lorraine Bailey), yea; Joel Hackney, yea; Sharon Keck, yea-- motion carried.

## **INSURANCE PACKAGE BIDS**

Dr. Balch, Assistant Director –Business, explained the insurance bids and coverage as it compared to last school year.

It was moved by James Littleford, seconded by Chuck Castle that the executive board approve the recommendation from the Assistant Director – Business, to accept the insurance bid as presented. Roll call vote: Daniel Niemerg, yea; Travis Wilson, yea; Dee Scott, yea; Jim Littleton, yea; Charles Castle, yea; \*Chris Long (proxy for Lorraine Bailey), yea; Joel Hackney, yea; Sharon Keck, yea-- motion carried.

## **AARA IDEA FUNDS for EIASE**

Dr. Alt indicated that the Board had asked that he prepare a budget proposal for needs that EIASE should address using a share of ARRA funds.

Dr. Alt presented a proposed AARA budget in an amount of \$351,500.

After considerable discussion it was recommended that Dr. Alt invite all superintendents to the August Executive Board meeting to discuss the AARA IDEA funds. The Executive Board felt it would be best if the superintendents could explain the ARRA IDEA fund to the Governing Board before they were asked to approve the final budget at the August Governing Board meeting.

### **MOVE TO EXECUTIVE SESSION**

It was moved by Travis Wilson, seconded by Joel Hackney that the Executive Board adjourn to executive session for the purpose of reviewing past executive session minutes and discussing individual compensation at 9:20 a.m. Roll call vote: Daniel Niemerg, yea; Travis Wilson, yea; Dee Scott, yea; Jim Littleton, yea; Charles Castle, yea; \*Chris Long (proxy for Lorraine Bailey), yea; Joel Hackney, yea; Sharon Keck, yea-- motion carried.

It was moved by Travis Wilson, seconded by Chuck Castle, that the Executive Board come out of executive session at 10:30 a.m. All voted aye – motion carried.

### **PRESENTATION OF JOB DESCRIPTION**

Dr. Alt prepared a job description for the newly created position of “Technology Coordinator”. He recommended that the job description be approved.

It was moved by Chris Long, seconded by Dan Niemerg that the Executive Board approve the job description for Technology Coordinator, as presented. All voted aye – motion carried.

### **REVISIT EIASE 2009-2010 BUDGET**

Copies of the 2009-2010 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 25th meeting prior to it being finalized by the Governing Board.

Dr. Alt request a motion and second to place the budget on review. It was moved by Chuck Castle, seconded by Travis Wilson, that the Executive Board recommend that the EIASE 2009-2010 budget be placed on review. All voted aye – motion carried.

## **REVIEW OF PAST CLOSED EXECUTIVE SESSION MINUTES**

Dr. Alt recommended that the following executive session minutes be opened for public review:

8/12/1997, 9/9/1998, 10/13/1998, 11/10/1998, 7/13/1999, 4/14/2000, 5/14/2000, 6/18/2002, 1/13/2004, 2/10/2004, 1/11/05, 3/8/05, 1/12/2005, 5/10/2005, 9/11/2005, 4/10/2007, 01/9/2007, 11/13/02007, 2/13/2008, 3/11/2008, 5/15/2008, 1/13/2009, and 2/10/09.

It was moved by Chuck Castle, seconded by Joel Hackney that the above past closed executive session minutes be opened to public review. All voted aye – motion carried.

## **ADJOURNMENT**

It was moved by Chris Long, seconded by Chuck Castle that Executive Board adjourn at 10:55 a.m. All voted aye – motion carried.

Submitted by:

Marilyn Shull  
Administrative Assistant