

Board of Directors' Meeting Minutes

IASB Board of Directors' Meeting IASB Office, Springfield May 3, 2014

Present:

Karen Fisher.....President.....Marseilles
Phil PritzkerVice President Wheeling
Carolyn BrooksImmed. Past President.....Noble
Dale HansenTreasurer / Three Rivers Grant Park

Ben Andersen.....Northwest..... East Dubuque
David Barton.....Two Rivers..... Nebo
Tim Blair.....Wabash Valley Casey
Valeria DensmoreSouth Cook..... Country Club Hills
Linda Eades.....Kaskaskia Hettick
Mark HarmsCorn Belt..... Flanagan
Rob Luttrell.....Southwestern..... Troy
Sue McCanceWestern Cuba
Jackie MickleyBlackhawk..... Geneseo
Frank MottWest Cook..... Forest Park
Tom Neeley.....Central Illinois Valley.....Morton
Joanne Osmond.....Lake.....Lake Villa
Roger PfisterShawneeMurphysboro
Kevin Rench (*for Director, John Metzger*).....Egyptian Nashville
Michelle Skinlo.....Illini..... Mattoon
Mary StithKishwaukee..... Geneva
Rosemary Swanson.....DuPage..... Wheaton
Mike Vallosio.....Service Associates Representative.....Tremont
Lisa WeitzelAbe LincolnSpringfield

Absent:

Simon KampwerthStarved Rock..... Peru
Eric LeysNorth Cook..... Des Plaines
Jesse Ruiz.....Chicago Board of Education..... Chicago

Recording Secretary.....Carla S. Bolt

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Introductions and Announcements – President Karen Fisher called the meeting to order at 10:20 a.m. on Saturday, May 3, 2014.

Executive Director Eddy shared that Carrie Cloyd's brother passed away and Director, Simon Kampwerth's father-in-law passed away; therefore they are not in attendance.

Additions to and Approval of Agenda

Action: Mary Stith moved, seconded by Mark Harms, to approve the May 3, 2014, meeting agenda; motion carried.

Approval, February 22, 2014 Minutes

Action: Rob Luttrell moved, seconded by Dale Hansen, to approve the February 22, 2014, Board of Directors' Meeting minutes with noted correction; motion carried.

Consent Agenda

Action: Rosemary Swanson moved, seconded by Joanne Osmond, to approve the Consent Agenda (President's Report; Executive Director's Report; FY 2014 Membership Report; February 22, 2014 Meeting Process Debrief; April 11, 2014 Executive Committee meeting minutes); motion carried.

Results Policies Review - Proposed Language Changes

R-1. Mega Result/Mission:

The vision of the Illinois Association of School Boards is excellence in local school board governance in support of quality public education.

After some discussion, the Mission statement was sent back to the AD Hoc Committee for further review and an updated version will be brought to the August 2014 board of directors' meeting.

R-2. Board and Board Member Development

Individual board members and member boards of education will increase their knowledge and skills necessary to effectively govern their districts and provide quality public education including the ability to:

1. Understand the importance of placing primary focus on overall student success.
2. Understand the role difference between school boards, superintendents and administration.
3. Develop, articulate and implement a community-based vision for public education in their respective communities.
4. Build consensus among their board members and with the community.
5. Interpret and use data to monitor student and district progress.
6. Communicate effectively.

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7. Interact with colleagues throughout the educational community.
8. Advocate effectively for the welfare of their own districts.
9. Govern through written board policy.

R-3. Member Advocacy

As a result of their affiliation with IASB and their participation in its programs and services, member boards will...

1. Be supported by the efforts of IASB advocacy staff, working consistently with position statements adopted by the Delegate Assembly.
2. Have their collective interest addressed through proactive, partnering relationships of IASB with state and national organizations, associations and government agencies.
3. Be supported in their efforts to advocate for the value of public education.

R-4. Member Service

As a result of their affiliation with IASB and their participation in its programs and services, member boards will...

1. Realize benefits through the use of IASB sponsored programs for goods and services.
2. Experience enhanced board operations through IASB direct services.

Action: Tom Neeley moved, seconded by Linda Eades, to approve R-1. (with option 2) as listed above and R-2., R-3. and R-4 as listed above; motion carried.

Board Policy Action - Policy language change consideration

GC-5 Board Committees

Action: Jackie Mickley moved, seconded by Dale Hansen, to delete the word "their" and change the word "listed" to documented on the first page, item 5.; motion carried.

Action: Tom Neeley moved, seconded by Linda Eades, to add (ex-officio member without a vote) after Executive Director and Assistant Treasurer/CFO under item 4. Name Audit Committee; motion carried.

GC-9 Process for Addressing IASB Directors' Violations

GC-10 Board Development

Action: Sue McCance moved, seconded by Tom Neeley, to approve GC-5 as presented with edits; GC-9 and GC-10 as presented; motion carried.

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Approval of Executive Director Evidence Indicators

OE-5: Compensation and Benefits

OE-6: Financial Planning

Action: Joanne Osmond moved, seconded by Michelle Skinlo, with respect to OE-5 and OE-6, the Board Accepts the report as fully compliant; motion carried.

OE-8: Asset Protection – Executive Director Eddy noted the following exceptions:

Indicator #1 Exception – In some cases, procedures exist which are not reflected in the current HR manual. The practices and procedures are in place. However, the HR manual does need to be updated in order to include existing practices in a more complete and detailed manner. The manual will be updated to include the specific practices.

We will be reviewing the handbook and adding written policies regarding the protection, use, storage and disposal of IASB assets.

Indicator #3 Exception – Both offices have backup procedures in place to ensure that servers are backed up to tapes daily. In addition, staff in each office location, secure the back-up tape off-site weekly. We are working on a process that will back-up the servers in each location to the other location, but this is not yet in place.

Indicator #4 Exception – There is a regular maintenance schedule and recently we hired someone to perform necessary maintenance on a part-time basis as needed. A process has also been established and communicated to staff regarding how to request maintenance to be performed and report any issues related to building maintenance. We are in the process of finalizing these procedures and including them in the HR manual during the next update and printing.

Action: Roger Pfister moved, seconded by Rob Luttrell, with respect to OE-8, the Board Accepts the report as substantially compliant with noted exceptions; motion carried.

Current Financial Report / FY14 Budget Update – Treasurer Dale Hansen reviewed the various financial categories contained in the March 31, 2014, Financial Report. He stated that Roger and staff have been thoroughly reviewing all expenditures and making necessary cuts where warranted and the monthly reports are reflecting their efforts.

FY15 Budget Presentation / Approval – Executive Director reviewed the FY15 Budget and stated that he is projecting a surplus of approximately \$95,000. He noted that he presented a conservative budget. Several of our Royalty programs are struggling due to deregulation, cash-flow and small returns on investments. However, IASB is looking into other programs such as: Illinois School Employees Benefits Consortium (Health Insurance Program) and the BuyBoard program.

Roger stated that IASB plans to use some of the previous year's surplus to invest in upgrading IASB's Technology.

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Executive Director Evaluation Process – Dean Langdon, associate executive director for Board Development reviewed the Executive Director process and stated the Executive Committee will review the document at their next meeting. After their input, it will be distributed to the entire board with instructions.

Division Meeting Non-Attendees Report – Cathy Talbert, associate executive director for Field Services and Policy Services reviewed a report where “non-attendees” were surveyed as to why they have not participated in IASB’s meetings. The Field Services Department directors consistently reach-out to these members to encourage division meeting attendance and see where IASB can assist them.

Vision 20/20 Update – Cathy reviewed this program for the board of directors. IASA organized Vision 20/20 and invited their sister organizations to participate (IPA, IASBO & IASB). Their goal is to develop a legislative position that all groups can support. Three groups are working on different sections and current information is confidential as it is likely to change prior to the final document. When available, the final document will be shared with the Board of Directors. Several staff members and IASB Officers are serving on this committee.

Legislative Update – Roger reviewed the latest legislative update and highlighted various legislative bills and answered questions.

IASB Service Associates Report – Representative, Mike Vallosio reported the Committee met April 25, 2014, and reviewed membership applications and references. He thanked Jim Russell, associate executive director and Dana Heckrodt, administrative assistant, Communications department for their assistance with the committee meetings. He stated IASB staff is always very prepared and appreciates that a field services director usually attends their committee meeting. Mike stated there are currently 69 service associates which is a 10% increase from previous. This number goes up and down from time to time with 80 members being their highest level of membership to date.

They voted to recommend that the Board of Directors invite the following firms to become an IASB Service Associates:

- **Mathieson, Moyski, Celer & Co., LLP**, Wheaton (Financial firm)
- **Chevron Energy Solutions Company**, Oakbrook (Energy)
- **Doherty Construction, Inc.** (Construction)
- **GCA Services Group** (Maintenance)

Action: Roger Pfister moved, seconded by Linda Eades, to issue Service Associate membership invitations to these firms; motion carried with Rosemary Swanson (DU) abstaining.

IHSA Report – Director, Mark Harms updated the board on the latest IHSA issues. Mark also reviewed the IHSA website and showed the board where to access information and find articles.

Staffing Update – Roger Eddy reviewed the report contained in the board packet.

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Informational Items – Roger reviewed these items and answered questions. He reported that the Hyatt informed Carla Bolt, director of meetings management of construction in the West Tower in regards to elevators and escalators during the 2014 Joint Annual Conference. It will be a minor inconvenience and we will have to move several sessions to different meeting rooms. We will keep you informed as we get closer to conference and gather updated information.

Jim Russell, associate executive director for Communications distributed the 100th Anniversary Commorative book that will be distributed to all board members and superintendents shortly.

Delegates reviewed and shared their observations from the NSBA Annual Conference that was recently held in New Orleans.

President Fisher reported that the AD Hoc Committee termination date was set for July 12, 2014. This will be reflected on the Committee Listing and distributed at the next board meeting.

The next meeting of the Board of Directors will be **Saturday, August 23, 2014**, at the Marriott Bloomington/Normal Conference Center in Bloomington, Illinois.

Meeting Debrief – Dean Langdon conducted the Plus / Delta and the comments and suggestions will be posted with the next board of directors' meeting packet.

Action: Ben Andersen moved, seconded by Linda Eades, to adjourn; motion carried.

The meeting was adjourned at 2:30 p.m.