

Board of Directors Minutes — August 26, 2006

Illinois Association of School Boards  
2921 Baker Drive, Springfield, Illinois  
August 25-26, 2006

Present:

Marie Slater .....	President .....	Wheaton
Mark C. Metzger.....	Vice President.....	Aurora
Raymond Zimmerman.....	Immediate Past President.....	Flanagan
Joseph Alesandrini .....	Treasurer, Central Illinois Valley .....	Pekin
Lowell Beggs.....	Northwest.....	Amboy
Tariq Butt (Sat. only).....	Chicago Board of Education.....	Chicago
Roger Edgecombe.....	Abe Lincoln .....	Maroa
Philip Fulton (Sat. only) .....	Service Associates Representative .....	Chicago
Dale Hansen.....	Three Rivers.....	Coal City
Steve Hawk.....	Blackhawk .....	Erie
Felton Jose .....	Wabash Valley.....	Salem
Joanne Osmond.....	Lake .....	Lake Villa
Roger Pfister .....	Shawnee.....	Murphysboro
Michelle Skinlo.....	Illini.....	Mattoon
Barbara Somogyi .....	North Cook .....	Elk Grove Village
Wesley G. Stellhorn.....	Southwestern.....	Baldwin
Gerald White.....	Western .....	Colchester
Joanne Zendol.....	West Cook .....	Berwyn

Absent:

David Barton.....	Two Rivers.....	Nebo
Fred Blue .....	Starved Rock.....	Utica
Cyndi Dahl.....	DuPage.....	Darien
Carol Farnum.....	Kishwaukee.....	Aurora
Cheryl Jackson.....	Corn Belt.....	Bloomington
Helen McClelland.....	South Cook .....	Country Club Hills
John Metzger .....	Egyptian .....	Benton
Chart Recorder.....		Gerald White
Timekeeper .....		Joanne Osmond
Process Observer .....		Michelle Skinlo
Recording Secretary.....		Patricia Culler

Executive Director Evaluation/Goal Setting, Friday, August 25, 2006

Action: Lowell Beggs moved that the Board of Directors go into executive session for the purpose of discussing the Executive Director's evaluation 7:20 p.m., Friday evening, August 25, seconded by Joanne Zendol and carried unanimously.

During the ensuing discussion the Board reviewed the Executive Directors evaluation form and the Executive Director discussed the Association's past year and expectations for the upcoming year.

Action: At 8:15 p.m. there was a motion, seconded and carried unanimously, to return to open session.

The balance of the Friday evening meeting was a goal-setting session led by Senior Director of Board Development Angie Peifer.

Board of Directors' Meeting, Saturday, August 26, 2006

President Marie Slater called the meeting to order at 8:35 a.m. At this time Senior Director of Board Development Angie Peifer led the Board in a discussion of the Association's mission statement and in particular, 2. *IASB will develop and offer programs and services to provide: Boards of education and board members with information and strategies to become advocates for legislation that benefits Illinois school districts consistent with IASB position statements.* This discussion was an outgrowth of the responses to the Membership Survey of Association Goals generated by attendees of the March 9-10 Leadership Conference. Peifer initiated the discussion by asking why this is important. She stated the "why" drives "what"—what programs need to be offered and what services need to be provided.

An active discussion as to whether the portion of mission statement dealing with legislative activity is still relevant or might need to be altered to more clearly define what IASB's role is in informing and involving membership interaction did not generate a definite conclusion. The matter was referred to the Executive Committee.

Agenda Additions

Action: Lowell Beggs moved, seconded by Wesley Stellhorn and carried unanimously, that representatives of the Schaumburg CCSD 54 Board of Education be allowed to address the Board regarding its proposed weighted voting constitutional amendment.

Action: Raymond Zimmerman moved, seconded by Steve Hawk and carried unanimously, that a mentoring program discussion be added to the meeting agenda.

Memoriam—John Mannix

President Marie Slater asked that the Board of Directors observe a moment of silence in memory of John Mannix, IASB Associate Executive Director and former Board of Directors' member, who died July 26, 2006, following a year-long battle with cancer.

May 26, 2006 Board of Directors' Minutes Approval

Action: Philip Fulton moved, seconded by Felton Jose and carried unanimously, that the minutes for the May 26, 2006, Board of Directors' Meeting be accepted as printed and distributed.

Consent Agenda Approval

Action: Roger Edgecombe moved, seconded by Wesley Stelhorn and carried unanimously, that the consent agenda items be accepted as presented.

Monitoring Reports

ENDS/Mission—Pages 19-22

This policy is in compliance at this time.

EXECUTIVE LIMITATIONS/General Executive Constraint—Page 23

This policy is in compliance at this time.

EXECUTIVE LIMNITATIONS/Staff/Volunteer Treatment—Page 25

This policy is in compliance at this time.

EXECUTIVE LIMITATIONS/Financial Condition—Pages 27-36

This policy is in compliance at this time.

EXECUTIVE LIMITATIONS/Compensation and Benefits—Pages 37-38

This policy is in compliance at this time.

EXECUTIVE LIMITATIONS/Communications and Counsel to the Board—Page 39

His policy is in compliance at this time.

EXECUTIVE LIMITATIONS/Protection of Image—Page 41

This policy is in compliance at this time.

GOVERNANCE PROCESS/Governing Style—Pages 43-45

This policy is in compliance at this time.

GOVERNANCE PROCESS/Board Committee Principles—Page 45

This policy is in compliance at this time.

GOVERNANCE PROCESS/Committee Structure—Page 47

This policy is in compliance at this time.

GOVERNANCE PROCESS/Executive Committee—Page 49

This policy is in compliance at this time.

GOVERNANCE PROCESS/Resolutions Committee—Page 51

This policy is in compliance at this time.

GOVERNANCE PROCESS/Nominating Committee—Page 53-56

This policy is in compliance at this time.

GOVERNANCE PROCESS/Audit Committee—Page 57

This policy is in compliance at this time.

GOVERNANCE PROCESS/Annual Board Planning Cycle—Pages 59-60

This policy is in compliance at this time.

BOARD-STAFF RELATIONSHIP/Executive Director Role—Page 61

This policy is in compliance at this time.

BOARD-STAFF RELATIONSHIP/Delegation to the Executive Director—Pages 63-64

This policy is in compliance at this time.

BOARD-STAFF RELATIONSHIP/Executive Director Job Description—Pages 65

This policy is in compliance at this time.

BOARD-STAFF RELATIONSHIP/Monitoring Organizational Performance—Page 67

This policy is in compliance at this time.

Fiscal Year 2006 Audit Report

Treasurer and Audit Committee Chair Joe Alesandrini noted that the Audit Committee had met with Dan Cole, Sikich Certified Public Accountants and Advisors, Friday, August 25 to review the financial statements and independent auditor's report for the fiscal year ended June 30, 2006. Alesandrini reported

there were no irregularities and accounting practices were found to be in compliance. However, the Treasurer commented on a minor issue of Directors attaching receipts with submitted reimbursement forms. There were no questions or comments from the Board.

Action: Treasurer/Audit Committee Chair Joe Alesandrini moved, seconded by Joanne Osmond and carried unanimously, that the audit report for the fiscal year ended June 30, 2006, prepared by Sikich Certified Public Accountants and Advisors, be accepted and placed on file as presented.

*Audit Committee Membership:* Chair—Joe Alesandrini; Members—Dave Barton, Carolyne Brooks, Steve Hawk and Joanne Osmond; Alternates—Felton Jose and Wesley Stellhorn

### Service Associates Report

IASB Service Associate Representative Philip Fulton noted the organization's recent activities:

*Joint Annual Conference*—A bingo game aimed at highlighting Service Associate exhibitors and encouraging attendee traffic to their booths has been planned and the cards will be available at the conference registration kiosks. Attendees completely filling their cards may have them included in a drawing to which twenty-three of the twenty-nine participating Service Associate exhibitor have contributed \$500 each.

*Division Meetings*—The Service Associates organization is attempting to identify avenues for providing value service to local boards of education and as one avenue, have compiled a list of twenty-five topics they will staff and offer for division meetings.

Action: On behalf of the Service Associates, Philip Fulton moved, seconded by Wes Stellhorn and carried unanimously, that the report of the Service Associates activities be accepted and filed.

### Illinois High School Association Update

IASB Representative to the Illinois High School Association Joe Alesandrini reported that the group had met on August 7 and, among other items, set the final locations for competitions; continued to explore the questions of drug testing at the state level competition to be implemented in the next two-three years; approved a new playing up policy; and considered a request to not follow council on standards for international travel unless approved by the council.

### Resolutions Committee Report

Vice President and Resolutions Committee Chair Mark C. Metzger discussed the deliberations of the August 4 Committee meeting. (A copy of the Resolutions Committee Minutes was printed and contained in Board packet, pages 73-76.) Metzger stated that since seven of the twenty-four resolutions came from member boards south of highway 72, a second meeting was held in Mt. Vernon. Metzger stated there was a lot of debate on all submitted issues and he feels the Committee's recommendations are good and sound. Presently the Resolutions Committee is working on letters to districts submitting resolutions which the Committee has recommended as "do not adopt."

*Resolution Committee Membership:* Chair—Mark C. Metzger; Members—member and alternate elected by each of the 21 divisions.

### NSBA Central Region Report

President Marie Slater commented on the NSBA Central Region Meeting of the nine midwestern states, hosted by the Illinois Association of School Boards and held in Chicago, July 27-30, 2006, Hyatt Regency Chicago. Slater noted participant reactions indicating that this year's programs/presentations, featuring Angie Peifer and Cathy Talbert's sessions on advanced board member training and the TAG program, were more in-depth and of more value to participants than previous years' programs. One of the highlights was a Saturday evening reception/dinner aboard the Chicago's First Lady and viewing the Chicago skyline and the Venetian Night fireworks display from its deck on Lake Michigan. Both NSBA Directors and staff concluded this was the best regional meeting for content, planning and execution to date.

Vice President Mark C. Metzger further commented that NSBA Executive Director Anne Bryant led a standing ovation to the Illinois staff and Immediate Past President Raymond Zimmerman felt this was the friendliest, most cooperatively working regional meeting he has participated in and from the comments of attendees, they appeared to feel this was the best regional meeting they had attended as well. Treasurer Joe Alesandrini expressed his surprise at the interaction of the participating states and how far ahead of the other states the Illinois staff is. Executive Director Michael Johnson stated that NSBA now has a better appreciation of what Illinois can do for it and that they now feel they need to take a better look at how the Illinois staff does training through TAG and its Leadership and foundational principles. He also perceived NSBA now has a better understanding of how IASB works cooperatively within the Chicago business environment to produce excellent meetings at reasonable costs and may be more open-minded in utilizing assistance advice in executing possible future NSBA annual meetings in Chicago.

### NSBA President's Retreat Report

President Marie Slater and Vice President Mark C. Metzger reported on the 2006 NSBA President's Retreat at which participants were trainees in an onsite Disney Leadership Program and upon completion became certified program graduates. As a part of the program trainees interacted with Disney cast members (employees), each of whom had a uniform statement as to what their individual role is within the total organization. The Disney Leadership Program will be offered as a part of the NSBA 2007 Annual Conference, April 14-17, San Francisco, California.

### NSBA Executive Director's Summer Institute Report

Executive Director Johnson participated in the 2006 NSBA Executive Director's Summer Institute, August 6-10, Sunriver, Oregon, where he received great interest from other attendees in his discussion of the programs Illinois is providing its member districts. Johnson will serve as the new chair of the Executive Director's Liaison Committee and, as such, will participate in the upcoming NSBA Board's goal-setting meeting and discussions as to what NSBA can offer to larger state associations.

### Springfield Office Expansion Update

The Executive Director reported that the Springfield Office expansion is ahead of schedule and close to being completely closed in at this point in time. It is hopeful the new addition will be finished and able to be utilized for conference staging.

### IASB Pension Program Report

Chief Financial Officer Robert Morenz commented on the report of the IASB Pension Program contained on page 77 of the meeting packet. Morenz noted the plan is a 401K program to which the employees may add contributions and over one-half of the employees do so. The program is a “defined contribution program,” which limits the liability to the Association to a specified amount. Annually, a contribution to the pension program is made on behalf of each eligible employee based on an amount equal to 7.5% of total salary and an additional 4.25% of salary above the maximum FICA taxable salary, if any. The plan year runs from January 1 to December 31 and the vesting schedule is year 2—20%, year 3—40%, year 4—60%, year 5—80% and year 6—100%, and as of December 2005, there are 65 eligible staff with total investments of \$3,384,788 as of July 31, 2006.

### Staffing Update

Executive Director Johnson reviewed the staffing update report, page 79, of the meeting materials:

*New Employees*—Holly Emery, replacing Ashley Cooney, Administrative Assistant, Field Services; Jennifer Nelson, replacing Ellen Murray, Librarian; Julie Niewinski, Secretary II, Policy Services/TAG vacancy; Nesa Brauer and Sandra Kwasa, Board Development Consultants; and Natalie Donovan, Administrative Assistant Field Services.

*Position Upgrades*—Bobbie Sturm, Secretary II, Policy Services/TAG, and Diane Cape Senior Director of Production Services.

*Organizational Transfers*—Kevin Bell, Assistant Director of Governmental Relations, from the Springfield office to the Lombard office.

*Responsibility Realignments*—Due to the death of Associate Executive Director John Mannix, Cathy Talbert has been temporarily assigned to oversee Lombard Field Services and Angie Peifer, Springfield Field Services. Associate Executive Director Michael Bartlett will assume responsibility for the IASB Job Fair and coordination of the Comisky Room at the Joint Annual Conference. The Executive Director will oversee the Association’s response to NCLB.

### 2006 Nominating Committee Report

Immediate Past President and Nominating Committee Chair Raymond Zimmerman reported that the Committee had met Friday, August 25 and determined to submit the re-nominations of Marie Slater, President, and Mark C. Metzger, Vice President, to the Delegate Assembly when it meets at 10:30 a.m., Saturday, November 18, Hyatt Regency, Chicago.

*Nominating Committee Membership:* Chair—Raymond Zimmerman; Members—Lowell Beggs, Carol Farnum, and Roger Pfister; Alternates—John Metzger and Joanne Zendol

#### Mentoring Program

Director Joanne Zendol reported on a Friday, August 25 discussion of instituting a mentoring program for newly-elected Board of Directors members based on program outline drafted by IASB Legal Counsel Melinda Selbee. The program format would assign a seasoned Director mentor to each newly-elected Director to assist them with answering such questions as how to dress, how to interpret and assimilate meeting packet materials, etc. Zendol urged the Executive Committee to explore and institute this program and Directors to volunteer to serve as mentors. President Slater stated that this program will be discussed at the next Executive Committee meeting and a report to the Board at its November 16 meeting.

#### Adjournment

Action: Wesley Stellhorn moved, seconded by Michele Skinlo and carried unanimously, that the meeting be adjourned.

The next meeting of the IASB Board of Directors will be held at 1 p.m., Thursday, November 16, 2006, Crystal C Ballroom, Hyatt Regency, Chicago. The meeting will be preceded by lunch at 12 noon, Crystal A Ballroom.