



Des Plaines Valley Region

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DES PLAINES VALLEY REGION (DVR) BOARD OF CONTROL APRIL 21, 2010

MINUTES

ITEM I – ROLL CALL

Chairman Dr. Attila J. Weninger called the meeting of the Des Plaines Valley Region Board of Control to order at 9:23 a.m. on Wednesday, April 21, 2010 in Room B204/210 at Triton College. Voting members present: Chairman Dr. Attila J. Weninger (Oak Park & River Forest Dist. 200), Vice Chairman Dr. Robert Lupo (Ridgewood Dist. 234), Secretary Dr. Kathryn Robbins (Leyden Dist. 212), Dr. David Bonnette (Riverside-Brookfield Dist. 208), Dr. Nettie Collins-Hart (Proviso Dist. 209), Dr. Douglas Rudig (Elmwood Park Dist. 401), and Dr. Patricia Granados (ex-officio, Triton College). Also present: Dr. Anne Cothran (DVR), and Ms. Denise Yaneck (DVR).

ITEM II – APPROVAL OF MINUTES

Dr. Lupo moved, Dr. Robbins seconded the motion to approve minutes of the March 17, 2010 meeting. All ayes; motion carried.

ITEM III – BOARD BILLS

Dr. Rudig moved, Dr. Robbins seconded the motion to approve payment of DVR bills. Roll call vote.

Dr. Lupo – aye
Dr. Robbins – aye
Dr. Bonnette – aye
Dr. Collins-Hart – aye
Dr. Rudig – aye
Dr. Weninger – aye

ITEM IV – PAYMENT OF INSURANCE RENEWAL BILL

The renewal date for DVR's insurance policies is May 22nd of each year. At this time an invoice has not yet been received from Auto-Owners. The Board's next meeting is May 26th, and if the invoice is held until that meeting then payment will be late. Dr. Robbins moved, Dr. Lupo seconded the motion for Dr. Cothran to process payment to Auto-Owners upon receipt of the invoice, with ratification of payment at the May 26th meeting. Roll call vote.

Dr. Lupo – aye
Dr. Robbins – aye
Dr. Bonnette – aye
Dr. Collins-Hart – aye
Dr. Rudig – aye
Dr. Weninger – aye

ITEM V – FY10 AUDIT PROPOSAL

Baker Tilly Virchow Krause and Miller Cooper each submitted a bid of \$10,500 for the FY10 DVR audit. DVR has had a relationship with Baker Tilly Virchow Krause for several years. Miller Cooper presently is the auditing firm for Leyden High School District 212. Dr. Robbins moved, Dr. Bonnette seconded the motion to approve contracting with Miller Cooper for the FY10 DVR audit in order to maintain consistency between DVR and its administrative agent. Roll call vote.

Dr. Lupo – aye
Dr. Robbins – aye
Dr. Bonnette – aye
Dr. Collins-Hart – aye
Dr. Rudig – aye
Dr. Weninger – aye

ITEM VI – CONSENT AGENDA

Board members were provided information on the FY10 year-to-date Business Office report, teacher salary cap, FY10 and FY11 approved DVR programs, and request to hire Allison Goodman as FY10 Career Camp Coordinator. Dr. Bonnette moved, Dr. Lupo seconded the motion to approve these four consent items in toto. Roll call vote.

Dr. Lupo – aye
Dr. Robbins – aye
Dr. Bonnette – aye
Dr. Collins-Hart – aye
Dr. Rudig – aye
Dr. Weninger – aye

FY11 Combined Calendars: The Board received a calendar that combined each of the individual district calendars for FY11. The Board reviewed a list of proposed FY11 meeting dates and modified the schedule in light of any known conflicts. Dr. Lupo moved, Dr. Robbins seconded the motion to adopt the FY11 meeting dates as Aug. 18, Sept. 15, Oct. 20, Nov. 17, Dec. 15, Jan. 19, Feb. 23, Mar. 16, Apr. 20, May 18, and June 15, with agreement that dates can be changed if other conflicts arise. All ayes; motion carried.

ITEM VII – GRANT DOCUMENTATION

The Board was provided information about grant documentation requirements. ISBE's External Assurance department verifies that all expenditures are in accordance with the terms of the grants. In an audit, External Assurance would review full documentation of invoices and detail summary reports. Should DVR be scheduled for an audit, Dr. Cothran presented the Board with the option of 1) keeping records in school offices and accompanying (or sending) External Assurance to the schools, or 2) request schools' records be securely shipped to DVR upon receipt of notice of a pending audit. Dr. Robbins moved, Dr. Rudig seconded the motion that records will be kept in schools offices and External Assurance will go to the individual schools to review documentation. Roll call vote.

Dr. Lupo – aye
Dr. Robbins – aye
Dr. Bonnette – aye
Dr. Collins-Hart – aye
Dr. Rudig – aye
Dr. Weninger – aye

ITEM VIII – REIMBURSEMENT RECORDKEEPING

For several months this school year, the DVR office collected supporting documentation on grant expenditures in order to process reimbursement to the schools. The procedure has been returned to the practice of using reimbursement request forms on which Administrative Council members verify that they are keeping the appropriate documentation at their schools. Dr. Robbins moved, Dr. Rudig seconded the motion to utilize the revised reimbursement form for FY2010 whereby supporting documentation is maintained at the local district. All ayes; motion carried.

ITEM IX – TEACHER RATE OF PAY FOR SUMMER PROFESSIONAL DEVELOPMENT

In the last meeting, the Board discussed the rate of pay across districts for teachers participating in DVR's summer curriculum workshop. The curriculum workshop is a DVR funded activity and unrelated to individual district contracts for teacher stipend amounts. Dr. Bonnette moved, Dr. Robbins seconded the motion to approve the daily rate of \$150 per day per participant for the summer curriculum workshop. Roll call vote.

Dr. Lupo – aye
Dr. Robbins – aye
Dr. Bonnette – aye
Dr. Collins-Hart – aye
Dr. Rudig – aye
Dr. Weninger – aye

ITEM X – FY11 BUDGET

Dr. Cothran presented the FY11 DVR budget to the Board.

School/College Partnership Workshop: Dr. Cothran provided background information regarding finding a site for the October 2010 workshop. Part of Triton's facility is booked and therefore we would not be able to utilize the same space as we have in the past. The Administrative Council requests that the event be held at Brookfield Zoo's Discovery Center. This venue would cost a few thousand more than another site that the Board had considered, but Dr. Weninger noted that it is close to our school districts and the facility would well serve our purpose. Dr. Rudig offered to explore possible discounts through his contacts at the Zoo. The Board selected Wednesday, October 6, 2010 and a start time of 8:00 a.m. Superintendents discussed workshop costs and elected to include a reception; a sandwich style lunch is preferred over a buffet; the per-person cost to use the facilities is \$12, however participants with a Brookfield Zoo membership can get in using their membership card and DVR will not have to pay their \$12 fee. The Board directed Dr. Cothran to proceed with planning the workshop at Brookfield Zoo and to provide a formal proposal at the May meeting.

In regard to the FY11 CTEI budget, Dr. Cothran specifically noted that, in regard to the CTEI grant's Work-based Learning and Programs of Study dollars, the State allows use of these funds across both WBL and POS activities. With this latitude, Dr. Cothran will adjust how WBL and

POS funds are used in order to provide Triton with an equitable share of the CTEI grant in FY11 as they did in FY10. Dr. Weninger stated that this is an administrative decision that the System Director can make.

Dr. Lupo moved, Dr. Rudig seconded the motion to approve the FY11 DVR budget. Roll call vote.

Dr. Lupo – aye
Dr. Robbins – aye
Dr. Bonnette – aye
Dr. Collins-Hart – aye
Dr. Rudig – aye
Dr. Weninger – aye

ADJOURNMENT

Dr. Lupo moved, Dr. Rudig seconded the motion to adjourn the meeting at 10:57 a.m. All ayes; motion carried.