

## MINUTES OF THE MEETING OF THE GOVERNING BOARD OF NSSEO

The March 4, 2015, regular meeting of the NSSEO Governing Board was called to order by President Frank Fiarito at 7:02 p.m. at NSSEO Administration, 799 W. Kensington Road, Mt. Prospect, IL 60056. Present were Governing Board Members Debbi McAtee, Carol Botwinski, Chuck Williams, Dennis Composto, Janice Krinsky, Anna Klimkowicz and Jim Perkins.

In attendance from the NSSEO staff were Bryan Bolger, Cathi Ivack, Hassan von Schlegell, Cathy Williams, Jill Anderson, Kathleen McCord, Maggie Benes, Kim Dungan, Mary Ann McGinn, Sue Mahoney, Judy Hackett, Julie Jilek, and Cathy Kostecki. Also in attendance were administrative representatives: Don Angelaccio, District 23; Cassie Black, District 57; Renee Erickson, District 211; and Janis Morgan, District 214. NSSEA representatives John Bialek, and Pam Glickman were also in attendance.

Also present were students from Miner School and their family members, as well as NSSEO staff members and observers.

President Frank Fiarito informed the Board that NSSEO had suffered a great loss with passing the of Cyd Walloch early in the week. Frank reflected on Cyd's impact to all of NSSEO as the Payroll Officer for 22 years through her kindness and compassion. Frank asked for a moment of silence in her honor.

### MINUTES OF THE REGULAR SESSION DATED FEBRUARY 10, 2015

It was moved by Anna Klimkowicz and seconded by Jim Perkins to approve the minutes of the regular session dated February 10, 2015. On roll call vote - Ayes: Krinsky, Perkins, McAtee, Klimkowicz, Fiarito, and Botwinski. Nays: None. Abstain: Composto, Williams

### PUBLIC COMMENT

There was no public comment.

### SPOTLIGHT ON NSSEO STARS/TRANSITION COMMITTEE PRESENTATION

Self-determination is a combination of skills, knowledge, and beliefs that enable a person to engage in goal directed, self-regulated, self-governing behavior. Through student led activities, students with disabilities acquire and develop the various attitudes and abilities associated with self-determination throughout their educational careers. Acting on these skills and attitudes allows students the ability to take control of their lives and assume the role of successful adults in our society.

Cathi Ivack along with Jill Anderson provided an update on The Person-Centered Planning Process which was the prelude to the NSSEO Shining Stars. Since the presentation of "The Big Ideas" was shared last year, NSSEO staff has diligently implemented this process. A subcommittee of Cathi Ivack, Jill Wood, Sally Wallace, Kathleen McCord and Jill Anderson created the document "The Person-Centered Planning Process: Designing and Implementing Student Driven Transition Services". The document establishes and defines NSSEO's vision that the student's voice is at the forefront of Person-Centered planning. A video clip was shown at the beginning of the presentation highlighting Chris Evans and Vidya Paidi, students from Miner School demonstrating their self-determination skills. A second video clip highlighted students from Kirk School, Sarah Hirsh and Joetta Bee sharing their hopes and dreams for their future.

### CONSENT AGENDA

President Fiarito asked if there were any items on the consent agenda that the board members wanted to remove for separate consideration. There were none. Consent agenda items consisted of the disbursement list dated March 2015; procurement card automatic payment; personnel transactions dated March 4, 2015; payroll expenditures by fund for the February 13, 2015 payroll; and non-resident student placement requests.

### DISBURSEMENT LIST DATED MARCH 2015

It was moved by Anna Klimkowicz and seconded by Debbi McAtee to approve the disbursement list dated March 2015 in the amount of \$1,733,120.15. On roll call vote - Ayes: Williams, Composto, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee and Krinsky. Nays: None.

### PROCUREMENT CARD AUTOMATIC PAYMENT

It was moved by Anna Klimkowicz and seconded by Debbi McAtee to approve the credit transactions totaling \$7,431.13 to BMO Financial Group on March 13, 2015. On roll call vote – Williams, Composto, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee and Krinsky. Nays: None.

### PERSONNEL TRANSACTIONS DATED MARCH 4, 2015

It was moved by Anna Klimkowicz and seconded by Debbi McAtee to approve the personnel transactions dated March 4, 2015, which included the hiring and termination of staff (a copy of which is made a part of these minutes). On roll call vote – Ayes: Williams, Composto, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee and Krinsky. Nays: None.

### PAYROLL EXPENDITURE BY FUND

It was moved by Anna Klimkowicz and seconded by Debbi McAtee to approve the payroll expenditures by fund for the February 13, 2015 payroll. On roll call vote - Ayes: Williams, Composto, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee and Krinsky. Nays: None.

### NON-RESIDENT STUDENT PLACEMENT REQUESTS

It was moved by Anna Klimkowicz and seconded by Debbi McAtee to approve the request for placement of non-resident students at Miner School and Kirk School for the remainder of the 2014-15 school year with all educational costs to be paid by the students' district of residence. On roll call vote – Ayes: Williams, Composto, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee and Krinsky. Nays: None.

### SUPERINTENDENT'S REPORT

#### NATIONAL / STATE UPDATE

Dr. Hackett provided a brief update on the “work in progress” being done in Springfield. One of the topics is working on equalized reimbursement funding for districts as well as many other bills in Congress.

#### ALLIANCE LEADERSHIP SUMMIT UPDATE ON VISION 20/20

Dr. Hackett attended the first Alliance Leadership Summit on February 17-18<sup>th</sup> in Springfield and provided a brief summary on the conference. The topics discussed ranged from school leadership, 21<sup>st</sup> century learning, school funding and the legislative process.

#### WINTER WONDERLAND EXPERIENCE AT SLOEC

Bryan Bolger summarized the activities that took place at the first annual Winter Wonderland Experience at Sunrise Educational Outdoor Education Center on February 15<sup>th</sup>. The idea originated from two Board members, and along with the collaborative efforts of NSSEO staff members, the event was a huge success. A total of 163 attended the outing in spite of the frigid temperature.

### 2015 NSSEO EXTENDED SCHOOL YEAR PROPOSAL (ESY)

Cathy Kostecki presented the Extended School Year Proposal for 2015, which listed student and staff dates and times, program locations, staff salaries and hourly rates for itinerant staff.

The ESY financial budget will be presented to the Board in April.

Anna Klimkowicz moved for approval to direct administration to implement the plan for Extended School Year (ESY) services, in accordance with NSSEO policy, as determined on an individual child basis and in agreement with the program descriptions and financial budgets. Jim Perkins seconded the motion. On roll call vote – Ayes: Fiarito, Botwinski, McAtee, Klimkowicz, Composto, Krinsky, Williams and Perkins. Nays: None.

### ADOPTION OF 2015-2016 NSSEO SCHOOL CALENDAR

Cathy Kostecki presented the proposed 2015-2016 NSSEO calendar, developed by the calendar committee at their February 12th meeting.

It was moved by Chuck Williams and seconded by Jim Perkins to approve the 2015-2016 NSSEO calendar as presented. On roll call vote – Ayes: Krinsky, Perkins, Williams, Botwinski, McAtee, Composto, Klimkowicz and Fiarito. Nays: None.

### NSSEO POLICY COMMITTEE UPDATE – FIRST READING

Cathy Kostecki explained that the NSSEO Policy Committee recommended the Board hold approval of Policy 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment based on additional changes to the law effective January 1, 2015, regarding bullying in schools and policies on bullying. Policy 7:180 proposed by PRESS with the approval of Options 1, 3 and 4 meets the requirements in Public Acts 98-0669 and 98-0801 for bullying. Policy 7:180 will be presented for a second reading at the April 1<sup>st</sup> Board meeting.

### NSSEO FOUNDATION UPDATE

Julie Jilek stated that the annual Danish Kringle Sale was underway. The sale runs concurrent with the 43<sup>rd</sup> Annual Spring Showcase of Arts and Crafts at Kirk School on March 7<sup>th</sup> and 8<sup>th</sup>. The Foundation is also sponsoring a raffle taking place at the Arts and Crafts Showcase. Julie stated that a Panera Day was being scheduled for a date later in the month with all proceeds benefiting the Foundation.

### NWSRA FACILITY USE AGREEMENT RENEWAL

Julie Jilek stated that the current Facility Use Agreement between NSSEO and the Northwest Suburban Special Recreation Association (NWSRA) expires June 30, 2015. NSSEO and NWSRA have enjoyed a long history of cooperation and support with each other since September 1982. With the prior Facility Use Agreement renewal in 2012, the NSSEO Board reviewed and revised the rate structure to ensure that NSSEO is covering its costs during the time that NWSRA is using the facilities. The current rate structure and language have been reviewed by NSSEO Administration and continues to cover NSSEO costs and meet the needs of both NSSEO and NWSRA. It was recommended that the NSSEO Board send the proposed three-year Facility Use Agreement for the period of July 1, 2015 to June 30, 2018 with 3% annual increases to the NWSRA Board for review. Upon approval by NWSRA of the language and increases, the Agreement will be brought back to the NSSEO Board for execution at the April 1, 2015 Board meeting.

It was moved by Anna Klimkowicz and seconded by Debbi McAtee that the NSSEO Board send the proposed three-year Facility Use Agreement for the period of time of July 1, 2015 to June 30, 2018 with 3% annual increases be sent to the NWSRA Board for review and approval. On

roll call vote – Ayes: Composto, McAtee, Krinsky, Botwinski, Fiarito, Perkins, Williams and Klimkowicz. Nays: None.

### EXTENSION OF TRANSPORTATION CONTRACT

Julie Jilek explained that NSSEO is in a one-year contract extension of its three-year transportation contract with RichLee Vans, Inc. According to the Illinois School Code (105 ILCS5/29-6.1), contracts may be extended for up to 2 additional years by mutual agreement of the parties. Julie stated that RichLee continues to promote high quality services through an exceptional working relationship. RichLee Van’s written proposal highlights a variety of factors impacting renewal rates. The current requirements of our contract states that the average age of buses transporting NSSEO students be 7 years with no buses over 10 years of age. RichLee is asking to modify the contract with a 2.7% rate increase and changing the maximum age requirement of buses to 12 years in order to keep our renewal rates down.

It was moved by Anna Klimkowicz and seconded by Jim Perkins to recommend the NSSEO Board authorize the Administration to enter into a one year contract extension with RichLee Vans Inc. for the 2015-2016 school year based on a 2.7% increase to current rates along with a change in the maximum age requirement of buses to 12 years. On roll call vote – Ayes: Perkins, Klimkowicz, Krinsky, Composto, Williams, Fiarito, McAtee, and Botwinski. Nays: None.

### WIRELESS PROPOSALS

Julie Jilek stated that NSSEO’s current Wi-Fi system is 5 years old and there are areas in our buildings with limited connectivity. The funding opportunity with The School and Libraries E-Rate Program will allow NSSEO to upgrade the wireless system throughout the cooperative with high-speed broadband connectivity to support increased technology usage and programs. A request for quotes was posted for our E-Rate application for a cooperative-wide wireless system along with an alternate quote for Sunrise. A mandatory meeting for interested vendors was held on January 8, 2015. Five vendors were received and opened on January 29<sup>th</sup>. Three vendors presented proposals:

Vendor	Xtivity	Digerati	AmeriNet
Kirk Miner TR Admin	25,700.00		
Kirk Miner TR Admin		39,680.12	
Sunrise	2,000.00	2,914.03	
1 yr Service Agreement	2,500.00	3,000.00	
Total	30,200.00	47,816.73	71,125.93

An analysis of the proposals was completed following USAC recommended guidelines and found the proposal by Digerati with the Cisco Meraki product would best meet NSSEO’s needs.

It was moved by Anna Klimkowicz and seconded by Frank Fiarito to authorize the Administration to enter into a contract with Digerati for the NSSEO Wireless Project contingent on final approval of the NSSEO FY16 Budget, award of associated E-rate funding for this project, and final contract confirmation by the NSSEO Board. On roll call vote – Ayes: Klimkowicz, Fiarito, Krinsky, Williams, Composto, Botwinski, Perkins and McAtee. Nays: None.

### E-RATE PROGRAM FOR TELECOMMUNICATIONS & INFORMATION SERVICES

#### Telecommunications

Julie Jilek stated this year NSSEO switched over to PRI lines with AT&T for phone services. The service does not cover NSSEO POTs lines which serve our 911 phones, boilers, etc.

NSSEO obtained a quote from AT&T for the seventeen (17) POTs lines across the cooperative at \$35.00 per line.

It was moved by Chuck Williams and seconded by Jim Perkins to authorize the Administration to enter into a contract with AT&T for local calling service for NSSEO POTs lines at \$35.00 per line. On roll call vote - Ayes: McAtee, Botwinski, Williams, Fiarito, Composto, Krinsky, Klimkowicz and Perkins. Nays: None.

#### Informational Services

Julie Jilek explained that NSSEO's current monthly costs for internet services with AT&T total over \$8,000/month. Several quotes were obtained offering considerable savings with comparable costs for increased bandwidth throughout the cooperative from AT&T (\$5,586.75) and Comcast (\$5,710.00) per month. The quotes varied in the amount of bandwidth connecting NSSEO to Sunrise Lake Outdoor Education Center. The Comcast solution was able to increase our bandwidth to SLOEC from 1.5 Mbps to 10 Mbps which will effectively meet the program needs at that location.

It was moved by Chuck Williams and seconded by Dennis Composto to authorize the Administration to enter into a contract with Comcast for internet services at \$5,710.00 per month. On roll call vote – Ayes: Composto, Williams, Krinsky, Perkins, McAtee, Klimkowicz, Fiarito and Botwinski. Nays: None.

#### INFORMATION ITEMS

The following informational items were presented: Program Highlights (which included newsletters from the Vision Program, Kirk Walk and Wheel A-Thon. Kirk News; Position Vacancies / Current FTE Enrollment; Blind Census Survey; Professional Development Programs; Ininitec Awards Dinner; Activity Fund Report dated 01/01/15 - 01/31/15; and NSSEO Health Insurance, TRS and IMRF Wire transfers.

#### CLOSED SESSION

No Closed Session.

#### ADJOURNMENT

It was moved by Chuck Williams and seconded by Jim Perkins to adjourn the March 4, 2015, regular meeting of the NSSEO Governing Board at 8:34 p.m. On roll call vote – Ayes: Krinsky, Perkins, Williams, Botwinski, McAtee, Composto, Klimkowicz and Fiarito. Nays: None.

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Carol Botwinski, Secretary

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Frank Fiarito, President