

MINUTES OF THE MEETING OF THE GOVERNING BOARD OF NSSEO

The January 13, 2015, regular meeting of the NSSEO Governing Board (which was rescheduled from January 7, 2015 due to weather conditions) was called to order by President Frank Fiarito, at 7:00 p.m., at NSSEO Administration, 799 West Kensington Road, Mt. Prospect, IL. Present were Governing Board Members, Chuck Williams, Eileen Kowalczyk, Board alternate from District 57, Janice Krinsky, Anna Klimkowicz, Jim Perkins, and Kathy Edmonds, Board alternate from District 21. Debbi McAtee, Dennis Composto and Carol Botwinski were absent.

In attendance from the NSSEO staff were Bryan Bolger, Cathi Ivack, Hassan von Schlegell, Maggie Benes, Kim Dungan, Mary Ann McGinn, Sheryl Goldman, Sue Mahoney, Rachele Dadouche Nowak, Judy Hackett, Julie Jilek, and Cathy Kostecki. Also in attendance were administrative representative, Janis Morgan from District 214, NSSEO staff members; Maggie Johansen, Megan Yahle, Patrick Jecmen and NSSEA Representatives Mary Cassin and Gina Lozano.

Eagle Scout recipients from Boy Scout Troops 98 and 335, family members and friends and Kevin McTigue from Tyler Technologies were also in the audience.

MINUTES OF THE REGULAR AND CLOSED SESSIONS DATED DECEMBER 3, 2014

It was moved by Chuck Williams and seconded by Kathy Edmonds to approve the minutes of the regular and closed sessions dated December 3, 2014. On roll call vote – Ayes: Kowalczyk, Williams, Krinsky, Perkins, Edmonds, Klimkowicz and Fiarito. Nays: None.

PUBLIC COMMENT

There was no public comment.

SPOTLIGHT ON NSSEO STARS

Kim Dungan introduced, George Booth Scout Master of BSA Troop 98. Scout Master Booth stated that the rank of Eagle Scout is the highest attainable rank in the Boy Scouts of America and to be eligible must have earned twenty-one (21) merit badges and demonstrate Scout Spirit as well as service and leadership to the troop and community. The scout must plan, organize, lead and manage a service project that demonstrates both leadership and a commitment to duty. Christopher J Eberlin and Justin Klein were recognized for their great achievements in earning the rank of Eagle Scout and for their contributions to NSSEO. Their projects will benefit current and future students and families for NSSEO.

Kim Dungan narrated a brief presentation on the details of Justin Klein's renovations of the designated apartment setting at Kirk School used for developing and practicing independent living skills. The apartment needed extensive renovations. Justin worked with Scout Leadership, Kirk Administration, NSSEO Building and Grounds Supervisor and his fellow scouts to complete the renovations.

Bryan Bolger presented a power point presentation on Christopher Eberlin's project at Sunrise Lake Outdoor Educational Center. Christopher planned, organized and built a storage shelter and shelving system at SLOEC. The project provides a shelter to protect building supplies from the elements and provides additional security measures to ensure student safety. Christopher organized fund raisers and scheduled four days of work by organizing workers from his troop and volunteers.

Justin and Christopher and their family members left the meeting after photos were taken.

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 January 2015; procurement card automatic payment; personnel transactions dated January 7, 2015; payroll expenditures by fund for the November 25, December 15 and December 19, 2014 payrolls; non-resident student placement requests; and an educational practicum/internship agreement.

DISBURSEMENT LIST DATED JANUARY 2015

It was moved by Chuck Williams and seconded by Kathy Edmonds to approve the disbursement list dated January 2015, in the amount of \$746,693.79. On roll call vote - Ayes: Williams, Kowalczyk, Perkins, Fiarito, Klimkowicz, Edmonds and Krinsky. Nays: None.

PROCUREMENT CARD AUTOMATIC PAYMENT

It was moved by Chuck Williams and seconded by Kathy Edmonds to approve the debit transaction of \$4,708.21 to BMO Financial Group on January 10, 2015. On roll call vote – Ayes: Williams, Kowalczyk, Perkins, Fiarito, Klimkowicz, Edmonds and Krinsky. Nays: None.

PERSONNEL TRANSACTIONS DATED JANUARY 7, 2015

It was moved by Chuck Williams and seconded by Kathy Edmonds to approve the personnel transactions dated January 7, 2015, which included the hiring and termination of staff (a copy of which is attached). On roll call vote - Ayes: Williams, Kowalczyk, Perkins, Fiarito, Klimkowicz, Edmonds and Krinsky. Nays: None.

PAYROLL EXPENDITURES BY FUND

It was moved by Chuck Williams and seconded by Kathy Edmonds to approve the payroll expenditures by fund for the November 25, December 15, and December 19, 2014 payrolls. On roll call vote - Ayes: Williams, Kowalczyk, Perkins, Fiarito, Klimkowicz, Edmonds and Krinsky. Nays: None.

NON-RESIDENT STUDENT PLACEMENT REQUEST

It was moved by Chuck Williams and seconded by Kathy Edmonds to approve the placement of two non-resident students from District 95 (Lake Zurich) and District 97 (Oak Park) at Timber Ridge School for the remainder of the 2014-15 school year. All educational costs would be billed to the students' district of residence. On roll call vote – Ayes: Williams, Kowalczyk, Perkins, Fiarito, Klimkowicz, Edmonds and Krinsky. Nays: None.

ROOSEVELT UNIVERSITY EDUCATIONAL PRACTICUM/INTERNSHIP AGREEMENT

It was moved by Chuck Williams and seconded by Kathy Edmonds to approve the affiliation agreement between NSSEO and Roosevelt University for a clinical experience placement. On roll call vote – Ayes: Williams, Kowalczyk, Perkins, Fiarito, Klimkowicz, Edmonds and Krinsky. Nays: None.

SUPERINTENDENT'S REPORT

SETTING SLO'S FOR STUDENTS WITH SPECIAL NEEDS- NSSEO FOCUS

Dr. Hackett introduced Rachele Dadouche-Nowak who narrated a power point presentation on Student Learning Objectives. Rachele informed the Board that the SLO process is an organizational and planning tool that helps educators organize evidence of student growth using chosen assessments and selected measurement models over a specified period of time. SLO's consider individual student needs, supports the alignment of curriculum, instruction, and assessment practices to measure student learning, and encourages reflective teaching practices by supporting the use of

timely assessment data to inform and differentiate instruction, and promotes collaboration between teachers and administrators.

Staff members from Timber Ridge, Maggie Johansen, Patrick Jecmen and Megan Yahle shared with the Board the SLO they have developed for this school year.

SPECIAL EDUCATION LEGISLATIVE FOCUS 2015

Dr. Hackett provided an update on current educational issues.

KIWANIS DONATION

Dr. Hackett announced that The Kiwanis Club of Arlington Heights had made a generous donation on behalf of NSSEO which will be used for PBIS (Positive Behavioral Interventions & Supports) school wide celebrations and adaptive equipment. Dr. Hackett thanked The Kiwanis Club for their valued support.

NSSEO POLICY COMMITTEE UPDATE – SECOND READING

Cathy Kosteki stated that the NSSEO Policy Committee met prior to the Board meeting on December 3, 2014 and reviewed suggested changes made by PRESS Plus for revisions to the NSSEO Board Policy manual.

The Policy Committee recommended Policy 7.180, Prevention of and Response to Bullying, Intimidation, and Harassment be tabled for further discussions.

It was moved by Chuck Williams and seconded by Anna Klimkowicz to approve the policies as presented. On roll call vote – Ayes: Fiarito, Edmonds, Klimkowicz, Kowalczyk, Krinsky, Williams and Perkins. Nays: None.

PROFESSIONAL DEVELOPMENT UPDATE

Dr. Pamela Radford presented highlights of the professional development opportunities that occurred from December 3rd through December 12th for NSSEO member districts and programs. Topics focused on facilitating changes in educator practices that will result in improved learning. On-site training and coaching was tailored to specific district needs.

An updated overview of course offerings scheduled for 2014-2015 was also presented.

NSSEO BUSINESS DEPARTMENT UPDATE

NSSEO FOUNDATION UPDATE

Julie Jilek indicated that the NSSEO Foundation is currently planning the 43rd Annual Spring Showcase Arts and Craft Show at Kirk School during the first weekend of March 2015.

FINANCE ADVISORY COMMITTEE UPDATE

Julie Jilek announced that the first meeting of the Finance Advisory Committee has been scheduled for Wednesday, January 28, 2015 at 5:00 p.m. in NSSEO's Board room. The meeting will focus on a review of the budget process; rate recommendations/review of reserves; establishment of a non-member tuition rate subcommittee; review of program enrollment projections and staffing plans; and establishment of future meeting dates.

IRS STANDARD MILEAGE RATE

Julie Jilek reported that reimbursement for mileage was approved at the July 2014 NSSEO Board meeting at the rate of 56.5 cents per mile. The IRS has increased its rate from 56.5 cents to 57.5 cents per mile, effective January 1, 2015.

It was moved by Jim Perkins and seconded by Kathy Edmonds to reimburse mileage at 57.5 cents per mile. On roll call vote – Ayes: Krinsky, Perkins, Williams, Edmonds, Kowalczyk, Klimkowicz and Fiarito. Nays: None.

TRIA ARCHITECTURE PROFESSIONAL SERVICES AGREEMENT

Julie Jilek briefly updated the Board on the approved renovation projects approved at the November 2014 Board meeting for Kirk and Timber Ridge Schools scheduled for summers, 2015. TRIA Architecture was contacted to provide estimated costs for these projects. The combined contract with TRIA Architecture for the Kirk Flooring Project (\$18,850) and Timber Ridge Renovations (\$42,000) total \$60,850. These costs include all design services including the overall project design along with any renovations needed to the existing mechanical, electrical, plumbing and fire protection systems; bidding services including preparation of bid proposals, coordination of pre-bid meeting and bid opening, negotiation and evaluation of the final general contractor, preparation of the AIA contract; construction observation services including shop drawing review and construction administration. NSSEO previously contracted with TRIA Architecture for the first phase of the Kirk Floor Renovation Project and was highly satisfied with their services.

A brief discussion followed.

It was moved by Chuck Williams and seconded by Jim Perkins to enter into an Agreement for Professional Services with TRIA Architecture for the Kirk School Flooring Project at a cost of \$18,850 and the Timber Ridge School Renovation Project at a cost of \$42,000. On roll call vote – Ayes: Kowalczyk, Edmonds, Krinsky, Fiarito, Perkins, Williams and Klimkowicz. Nays: None.

TYLER TECHNOLOGIES SOFTWARE SERVICE AGREEMENT

Julie Jilek stated that NSSEO's current financial system has been in place for over 20 years and is antiquated and limited in its capabilities. NSSEO has been exploring several financial/HR systems that will improve the interface between departments. Infinite Visions software is a fully integrated solution for financial and personnel management. This software will enable NSSEO to restructure systems in order to operate more effectively and efficiently and will result in potential cost savings. Feedback from districts currently using this system has been exceptionally positive.

A brief discussion followed.

It was moved by Jim Perkins and seconded by Anna Klimkowicz that NSSEO enter into an Agreement for Professional Services with Tyler Technologies at a one-time cost of \$67,500 and an Annual Subscription Fee of \$42,803 for a 5-year term. On roll call vote – Ayes: Perkins, Klimkowicz, Krinsky, Kowalczyk, Williams and Fiarito. Nays: Edmonds.

INFORMATION ITEMS

Information items included: Kirk Trivia night, Miner Beats, D/HH Hersey High School article; position vacancies/current FTE enrollment; the Activity Fund Report dated 11/01/14 - 11/30/14; and NSSEO Health Insurance, TRS and IMRF wire transfers and review of closed session minutes from July 2014 through December 2014.

NEW BUSINESS

Dr. Judy Hackett informed the Board that on December 12, 2014, NSSEO received written notice of terminated relationship between Sruga, Hauser firm and Alan Sruga. Since July, 2007 Alan Sruga has represented NSSEO and the NSSEO Governing Board and the NSSEO Administration have continued to appreciate an exemplary level of legal expertise, responsiveness and collaboration Alan has provided over the past years of service. The NSSEO Administration would like to continue the partnership with Alan Sruga and his colleagues, Teri Engler and Cynthia Baasten through employment with their new firm.

It was moved by Chuck Williams and seconded by Anna Klimkowicz to employ Teri E. Engler, Cynthia M. Baasten, and Alan T. Sraga, Engler, Baasten & Sraga as legal counsel for NSSEO. On roll call vote – Ayes: Klimkowicz, Fiarito, Krinsky, Williams, Kowalczyk, Perkins and Edmonds. Nays: None.

NO CLOSED SESSION

ADJOURNMENT

It was moved by Chuck Williams and seconded by Anna Klimkowicz to adjourn the January 13, 2015, regular meeting of the NSSEO Governing Board at 8:38 p.m. On roll call vote – Ayes: Williams, Kowalczyk, Perkins, Fiarito, Klimkowicz, Edmonds and Krinsky. Nays: None.

Carol Botwinski, Secretary

Frank Fiarito, President

/lm

Attachment

brdmtg feb15
minutes of 1.13.15