

MINUTES OF THE MEETING OF THE GOVERNING BOARD OF NSSEO

The September 2, 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, Carol McAtee, Carol Botwinski, Erin Johannesen, Dennis Composto, Anna Klimkowicz and Jim Perkins. Janice Krinsky was absent.

In attendance from the NSSEO staff were Bryan Bolger, Greg Hill, Cathy Williams, Brian Weems, Jack O'Neal, Kim Dungan, Mary Ann McGinn, Melissa Swanson, Nancy Milne, Pam Radford, Sue Mahoney, Sheryl Goldman, Judy Hackett, Julie Jilek, and Cathy Kostecki. Others in attendance were administrative representatives, Donald Angelaccio, District 23; Renee Erickson, District 211 and Marni Johnson, District 214. NSSEA representatives Mary Cassin and Gina Lozano were also in attendance. Also in attending were, NSSEO Foundation representative Lynn Davis, Jennifer Browning, Elizabeth Chamberlain, Cynthia Bergeron, Jeff Glatt, Howard Post, Marlene Hedstrom, Ann Hoekstra, as well as other observers.

MINUTES OF THE REGULAR SESSION DATED AUGUST 4, 2015

It was moved by Anna Klimkowicz and seconded by Jim Perkins to approve the minutes of the regular session dated August 4, 2015. On roll call vote – Ayes: Johannesen, Perkins, McAtee, Klimkowicz, Fiarito and Botwinski. Abstain: Composto Nays: None.

PUBLIC COMMENT

There was no public comment from the audience.

SPOTLIGHT ON NSSEO STARS

Cathy Kostecki introduced our 3 student speakers from the NSSEO Opening Day event held on August 24th. Staff and distinguished guests had the opportunity to hear these students share their stories.

Lindsey Trafford is currently a freshman at Rolling Meadows High School in Township High School District 214 after graduating 8th grade from Timber Ridge School. By not giving up and facing her challenges, Lindsey has reached her goal of attending her home district high school where she continues to grow and be successful.

Agustin Martinez, a Kirk school graduate currently employed at Countryside is using the skills he learned from volunteering in the P.E. Program at Kirk School and community jobs at Gus' Diner and eWorks. Aggie overcomes challenges with his buoyant attitude and willingness to keep trying.

Max Mayer, a Township High School District 214 student attends Miner School. Max introduced Senator Mark Kirk on "Doing Work that Matters". Max's ability to deliver the introduction in front of over 400 attendees was inspirational. With help and support, Max more than met the challenges he faced.

All of the student speakers illustrated the Opening Day theme of Engage*Connect*Grow. They continue to grow as learners and work on conquering challenges faced each day.

OPENING DAY HIGHLIGHTS/PROFESSIONAL DEVELOPMENT

Dr. Pam Radford provided some highlights from Opening Day. NSSEO continues to think outside of the box by engaging, connecting and growing our students. NSSEO former students Lindsey and Aggie shared their stories of overcoming challenges and current student Max Mayer introduced Senator Mark Kirk who

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spoke on "Doing Work that Matters" established connections. Through their stories we learned how being resilient allows the opportunity to grow. Keynote speaker Diana Laufenberg commended NSSEO for thinking outside of the box.

Dr. Radford reviewed the courses that were offered during the past summer, as well as the schedule of professional development learning opportunities for 2015-16. All sessions have been designed through a continuous improvement process and are designed through a collaborative process with NSSEO member districts and programs.

CONSENT AGENDA

The President 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 September 2015; procurement card automatic payment; personnel transactions dated September 2, 2015; payroll expenditures by fund for the July 30 and August 14, 2015 payrolls; annual approval of continuing non-resident student placements; and non-resident student placement requests; National Louis University and The Chicago School of Professional Psychology Educational/Practicum Agreements, and recording secretary Pro tempore for joint Board meeting.

DISBURSEMENT LIST DATED SEPTEMBER 2015

It was moved by Anna Klimkowicz and seconded by Jim Perkins to approve the disbursement list dated September 2015, in the amount of \$1,111,317.76. On roll call vote - Ayes: Johannesen, Composto, Perkins, Botwinski, Fiarito, Klimkowicz and McAtee. Nays: None.

PROCUREMENT CARD AUTOMATIC PAYMENT

It was moved by Anna Klimkowicz and seconded by Jim Perkins to approve the debit transaction of \$17,858.44 to BMO Financial Group on September 10, 2015. On roll call vote - Ayes: Johannesen, Composto, Perkins, Botwinski, Fiarito, Klimkowicz and McAtee. Nays: None.

PERSONNEL TRANSACTIONS DATED SEPTEMBER 2, 2015

It was moved by Anna Klimkowicz and seconded by Jim Perkins to approve the personnel transactions dated September 2, 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: Johannesen, Composto, Perkins, Botwinski, Fiarito, Klimkowicz and McAtee. Nays: None.

PAYROLL EXPENDITURES BY FUND

It was moved by Anna Klimkowicz and seconded by Jim Perkins to approve the payroll expenditures by fund for the July 30, August 14, 2015 payrolls. On roll call vote - Ayes: Johannesen, Composto, Perkins, Botwinski, Fiarito, Klimkowicz and McAtee. Nays: None.

ANNUAL APPROVAL OF CONTINUING NON-RESIDENT STUDENT PLACEMENTS – FY15-16

It was moved by Anna Klimkowicz and seconded by Jim Perkins to approve the continuation of the previously placed out-of-district students in the NSSEO programs for the FY15-16 school year with all associated costs to be paid by the resident districts. On roll call vote - Ayes: Johannesen, Composto, Perkins, Botwinski, Fiarito, Klimkowicz and McAtee. Nays: None.

NON-RESIDENT STUDENT PLACEMENT REQUESTS

It was moved by Jim Perkins and seconded by Anna Klimkowicz to approve requests for placement of non-resident students at Kirk School and Timber Ridge School for the 2014-15 school year with all educational and administrative costs to be billed to the students' district of residence. On roll call vote - Ayes: Johannesen, Composto, Perkins, Botwinski, Fiarito, Klimkowicz and McAtee. Nays: None.

NATIONAL LOUIS UNIVERSITY & THE CHICAGO SCHOOL OF PROFESSIONAL PSYCHOLOGY EDUCATIONAL PRACTICUM/INTERSHIP AGREEMENTS

It was moved by Anna Klimkowicz and seconded by Jim Perkins to approve the affiliation agreements between NSSEO and National Louis University and The Chicago School of Professional Psychology to

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provide clinical experience placements for students enrolled in University programs. On roll call vote – Ayes: Williams, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee and Roberts. Nays: None.

RECORDING SECRETARY PRO TEMPORE FOR JOINT BOARDS OF EDUCATION WORKSHOP

High School District 214 will be conducting a Special Joint Workshop Meeting for the Boards of Education including Community Consolidated School District 15, Community Consolidated School District 21, Prospect Heights School District 23, Arlington Heights School District 25, River Trails School District 26, Mount Prospect School District 57, Community Consolidated School District 59, Township High School District 214, NSSEO and Harper College on Tuesday, September 15, 2015. It was feasible that a quorum of NSSEO Board members would be present and if the NSSEO Governing Board wishes to vote at the joint meeting it is necessary to appoint a recording secretary Pro tempore. Several questions were asked regarding the intent and/or outcome for this meeting. Dr. Hackett stated that Dist. 214 has had Joint Board of Education workshops in the past, but this was the first time NSSEO has been invited. Judy stated it would be a great opportunity for NSSEO to share details on IDEA. Jim Perkins felt the intent was for uniformity amongst feeder districts and that communities see all K-12 Boards of Education being consistent and working together.

It was moved by Anna Klimkowicz and seconded by Jim Perkins to appoint Rinn Knoepfle as the recording secretary pro tempore for the Joint Boards of Education Workshop meeting on September 15, 2015. On roll call vote – Ayes: Johannesen, Composto, Perkins, Botwinski, Fiarito, Klimkowicz and McAtee. Nays: None.

SUPERINTENDENT'S REPORT *ENGAGE.CONNECT.GROW*

Dr. Hackett stated that two requests under the Freedom of Information Act were received and the information requested had been provided.

NSSEO CONTINUOUS IMPROVEMENT PLAN

Dr. Hackett presented to the Board the NSSEO Continuous Improvement Multi-Year Plan beginning in 2015-16 and will continue for the next several years with revisions and additions to the action steps that will help NSSEO continue to evolve in important focus areas. The goals and actions steps reflect a strategic and continuous approach to the identified priority areas for 2015-16. The goals were developed in collaboration with NSSEO Governing Board, district and NSSEO leadership input. The goals reflect a systemic approach to targeted improvement of instruction, expanded and aligned transition practices and the advancing of a best practice approach to the IEP process. Further alignment, refinement and articulation of these board goals will occur at the program and professional levels and will be addressed and reported on at monthly NSSEO Governing Board meetings.

It was moved by Anna Klimkowicz and seconded by Carol Botwinski to approve the NSSEO Continuous Improvement Multi-Year Plan as presented. On roll call vote – Ayes: Fiarito, Botwinski, McAtee, Klimkowicz, Composto, Johannesen and Perkins. Nays: None.

FEDERAL/STATE LEGISLATIVE UPDATE

Dr. Hackett provided an update on new and ongoing Federal and State legislative issues. Judy stated that ED-RED has the largest number of members this year.

RESOLUTION THAT APPROVES THE PROPOSED AMENDMENTS TO THE NSSEO ARTICLES OF AGREEMENT FOR LEGAL ENTITY RATIFICATION

Dr. Hackett stated that at the June 9th Governing Board meeting, a recommendation was made to transmit the proposed amendments to the NSSEO Articles of Agreement to member districts for a directed vote. The proposed amendments have been ratified by all NSSEO member district boards of education and are now in effect.

FY 15-16 IDEA AND PRESCHOOL GRANT APPROVALS

Dr. Hackett announced that the IDEA Part B Flow Through and Preschool Grants have been submitted to ISBE and have been approved as submitted. A public announcement was printed in the Daily Herald stating that anyone wishing to review the documents may do so. The grants became effective July 1, 2015.

FY 2015-16 STAFFING PLAN REVISION-SUNRISE LAKE OUTDOOR EDUCATION CENTER

Bryan Bolger stated that in order to accommodate the increased requests from member districts and more NSSEO programs an additional 1.0 FTE Outdoor Education Teacher is needed. Donations from Corporations that use SLOEC will be used to offset the cost of the increase in staffing for the 2015-16 school year.

It was moved by Anna Klimkowicz and Jim Perkins to approve the request for an additional 1.0 FTE Outdoor Education Teacher at SLOEC for the 2015-16 school year. On roll call vote – Ayes: Perkins, Johannesen, Botwinski, McAtee, Composto, Klimkowicz and Fiarito. Nays: None.

NSSEO HUMAN RESOURCES DEPARTMENT UPDATE

NEW EMPLOYEE ORIENTATION REPORT

Cathy Kostecki reported that this year's New Employee Orientation kicked off at SLOEC on Wednesday, August 19th with forty-one new employees. The morning began with an introductory activity that got everyone engaged. The morning concluded by reviewing the opportunities for professional growth and numerous resources available throughout NSSEO. A Mentee/Mentor lunch followed the morning training. On Thursday and Friday new employees completed twelve hours of training through the Crisis Prevention Institute (CPI).

STAFF RECOGNITION

Cathy Kostecki reported that John Forde, a thirty-year NSSEO employee, was recognized at the Opening Day Institute, along with Cynthia Bergeron, Mary Cassin, Kerry Doctor, Esmeralda Garcia, Jeffrey Glatt and Bonnie Koss, for their twenty years of service. Ten year staff members included Jamie Bilek, Megan Cordes, Susan Cruz, Greg Firak, Frances Frank, Debra Fuller, Marlene Hedstrom, Susan Herbst, Ann Hoekstra and Peggy Ripoli.

CONTRACTUAL CONTINUED SERVICE

Cathy Kostecki stated that 2 staff members, Jennifer Browning and Bryan Bolger, have successfully completed four (4) years of consecutive employment and are being recommended for tenure.

It was moved by Anna Klimkowicz and Carol McAtee to place the 2 staff members on tenure with Northwest Suburban Special Education Organization. On roll call vote – Ayes: Composto, McAtee, Botwinski, Fiarito, Perkins, Johannesen and Klimkowicz. Nays: None.

NON-PROBATIONARY APPROVAL FOR NSSEO STAFF

Cathy Kostecki stated that licensed staff completing four (4) as a probationary employee will be granted non-probationary employment status at the beginning of their fifth year and be entitled to all benefits afforded by the NSSEA bargaining agreement for non-probationary employees. The program supervisor has recommended Sarah Marzano be granted non-probationary employment status.

It was moved by Anna Klimkowicz and seconded by Jim Perkins to grant the staff member non-probationary employment status with Northwest Suburban Special Education Organization. On roll call vote – Ayes: Perkins, Klimkowicz, Composto, Johannesen, Fiarito, McAtee and Botwinski. Nays: None.

NSSEO POLICY COMMITTEE UPDATE – FIRST READING

Cathy Kostecki stated the NSSEO Policy Review Committee met on Wednesday, September 2nd to review the suggested changes made by PRESS Plus for revisions to the NSSEO Board Policy Manual. The recommendations to the Board for any changes or adoption of policies will be presented for a second reading and approval at the October 13, 2015 NSSEO Governing Board meeting.

NSSEO BUSINESS DEPARTMENT UPDATE
IMPROVED EDUCATIONAL ENVIRONMENT

Julie Jilek highlighted the continuous improvements made at Kirk School and Timber Ridge over the summer. Julie stated the contractors have been wonderful to work with and the projects were completed on time. Julie thanked the Board for approving the funds to cover the renovations.

SUMMER TRANSPORTATION IN-SERVICE

Julie Jilek provided highlights of the 2015 Summer Transportation In-service for Bus drivers and Aides from transportation carriers that transport students to NSSEO programs. Over 150 participants attended presentations on 10 different topics that provided bus drivers and aides with the information they need to safely transport students with special needs to and home from school safe and ready to learn on a daily basis. It was noted that other special education cooperatives are now modeling Transportation In-services after NSSEO's program.

FOUNDATION NEWS

Lynn Davis, Foundation Director gave a brief report on upcoming events and activities the Foundation will be sponsoring. 2015-16 Mini-Grant applications have been sent out and at the October board meeting an update on the last year's grants will be provided. Note cards continue to be sold at various community events and at NSSEO Open Houses. The Magic Show will be on October 25th at Miner School. The Foundation continues to work hard to raise funds to help support, engage and grow NSSEO programs.

INFORMATION ITEMS

Position vacancies; Extended School Year Report; Activity Fund Report and NSSEO Health Insurance, TRS and IMRF wire transfers for 7/1/15 - 7/31/15; Salary and Compensation Report and program news were provided as information items.

NEW BUSINESS

There was no new business to discuss.

CLOSED SESSION

It was moved by Jim Perkins and seconded by Dennis Composto to convene into closed session for the purpose of discussing collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more of employees. [5 ILCS 120/2(c)(2)] at 8:00 p.m. On roll call vote – Ayes: Klimkowicz, Fiarito, Johannesen, Composto, Botwinski, Perkins and McAtee. Nays: None.

REGULAR SESSION

It was moved by Anna Klimkowicz and seconded by Debbi McAtee to adjourn the closed session and reconvene into open session at 8:13 p.m. On roll call vote – Ayes: McAtee, Botwinski, Johannesen, Fiarito, Composto, Klimkowicz and Perkins. Nays: None.

ADJOURNMENT

It was moved by Debbi McAtee and seconded by Jim Perkins to adjourn the September 2, 2015 regular meeting of the NSSEO Governing Board at 8:15 p.m. On roll call vote – Ayes: Composto, Johannesen, Perkins, McAtee, Klimkowicz, Fiarito and Botwinski. Nays: None.

Carol Botwinski, Secretary

Frank Fiarito, President