

MINUTES OF THE MEETING OF THE GOVERNING BOARD OF NSSEO

The June 9, 2015, regular meeting of the NSSEO Governing Board was called to order by President Frank Fiarito at 7:00 p.m. at NSSEO Administration, 799 W. Kensington Road, Mt. Prospect, Illinois. Present were Governing Board Members Debbi McAtee, Carol Botwinski, Erin Johannesen, Anna Klimkowicz and Jim Perkins.

In attendance from the NSSEO staff were Bryan Bolger, Cathi Ivack, Jill Anderson, Kim Dungan, Mary Ann McGinn, Melissa Swanson, Nancy Milne, Pam Radford, Sheryl Goldman, Sue Mahoney, Judy Hackett, Julie Jilek and Cathy Kostecki. Also, present were administrative representatives Cassie Black, District 57; and Renee Erickson, District 211. NSSEO Foundation Board of Directors William Lloyd, Lynn Davis, Sue Ramstedt and Cindy Marcinkowski were present as well as NSSEA union officers Mary Cassin and Laura Young Head, as well as other NSSEO staff members and observers.

MINUTES OF THE REGULAR SESSION DATED MAY 6, 2015

It was moved by Anna Klimkowicz and seconded by Jim Perkins to approve the minutes of the regular session dated May 6, 2015. On roll call vote – Ayes: Johannesen, McAtee, Klimkowicz, Fiarito, and Botwinski. Nays: None. Abstain: Perkins.

Janice Krinsky arrived at 7:05 p.m.

PUBLIC COMMENT

There were no comments from the audience.

SHINING STARS/RETIREMENT RECOGNITION

Dr. Hackett introduced Sue Mahoney SLP/Assistive Technology Coordinator, who provided a brief report on the Communication Matrix Grant that Kirk School participated in during the 2014-15 school year. The Communication Matrix is an assessment, developed for students with complex communication needs. The matrix identifies what students CAN DO to express their wants, needs and thoughts. This month we are celebrating speech language pathologist, Elena DiSanto, classroom teacher Joan Tatje and their students, Finley Roth and Dominic Wlodarski and their parents, who participated in this grant project. The organization and focus of the communication matrix highlighted the subtle and unconventional communication skills that many of our students possess but often do not get credit for in standardized assessments. A short video highlighted the students working on improving their communication skills and their amazing progress.

Dennis Composto arrived at 7:16 p.m.

FOUNDATION HIGHLIGHTS

NSSEO Foundation President, Bill Lloyd provided a provided a recap of this year's events. Bill shared the mission of the Foundation and thanked fellow Foundation Board of Directors in attendance, Lynn Davis, Vice President, Sue Ramstedt, Treasurer and Cindy Marcinkowski, Director for their many hours of incredible dedication that furthered their mission, maximizing resources to augment what NSSEO is doing for students and families on a daily basis.

Bill explained that 2015 was a year of focusing on and expanding the awareness of the Foundation in the surrounding communities; expanding board membership and continually looking for additional members. This year due to the extensive and very productive fundraising activities, 2015 had the highest fund balance of \$50,000. Dr. Hackett thanked Bill for “re-charging” the Foundation. Thanks to Bill’s vision and leadership, the Foundation has been taken to another level. Dr. Hackett announced that Bill is retiring as Foundation President and presented Bill and his family with tokens of appreciation for their dedication and service to the NSSEO Foundation.

RETIREMENT RECOGNITION

Cathy Kostecki stated on May 21, NSSEO recognized the dedicated efforts of our retirees for an amazing total of 399 years. Eleven (11) retirees participated in the dinner held in their honor. A video was shown from the students wishing the retirees a “Happy Retirement”. The retirees were wished a continued success in whatever paths they pursue. The imprint their efforts and ideas left on NSSEO will continue into our future.

CONSENT AGENDA

Frank 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 June 2015; Procurement Card Automatic Payment; Personnel transactions dated June 9, 2015; Payroll expenditures by fund for the April 30th, May 15 and May 22, 2015 payrolls; non-resident student placement requests; Intergovernmental Cooperation Agreement for Food Service Contract between Township High School Dist 214 and NSSEO; FY15 Wellness Program; adoption of NSSEO Governing Board meeting dates for 2015-2106; and Northern Illinois University Affiliation agreement.

DISBURSEMENT LIST DATED JUNE 2015

It was moved by Anna Klimkowicz and seconded by Debbi McAtee to approve the disbursement list dated June 9, 2015, in the amount of \$2,267,262.77. On roll call vote – Ayes: Johannesen, 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 debit transaction of \$7,096.97 to BMO Financial Group on June 10, 2015. On roll call vote – Ayes: Johannesen, Composto, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee and Krinsky. Nays: None.

PERSONNEL TRANSACTIONS DATED JUNE 9, 2015

It was moved by Anna Klimkowicz and seconded by Debbi McAtee to approve the personnel transactions dated June 9, 2015 as presented, 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, McAtee and Krinsky. Nays: None.

PAYROLL EXPENDITURES BY FUND

It was moved by Anna Klimkowicz and seconded by Debbi McAtee to approve the payroll expenditures by fund for the April 30, May 15 and May 22, 2015 payrolls. On roll call vote – Ayes: Johannesen, 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 requests for placement of non-resident students at Kirk School and Timber Ridge 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: Johannesen, Composto, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee and Krinsky. Nays: None.

INTERGOVERNMENTAL COOPERATIVE AGREEMENT FOR FOOD SERVICES

It was moved by Anna Klimkowicz and seconded by Debbi McAtee to approve the contract with Township High School District 214 for the provision of school lunches at a cost of \$2.65 per meal for the 2015-16 school year. On roll call vote – Ayes: Johannesen, Composto, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee and Krinsky. Nays: None.

FY15 WELLNESS PROGRAM

Julie Jilek provided a brief report on the NSSEO annual health screening which is an important part of the wellness program. As a result of joining the Education Benefit Cooperative (EBC) the wellness screenings were conducted by Wellness, Inc. A total of 211 people, an increase of 3.9% over last year were tested with 211 being part of a 2-year repeat group. Of this year's participants, 55.6% indicated they have made positive lifestyle changes because of past participation in the health-screening program. The Wellness Screening Program has been a wonderful service that helps each participant understand his/her health in a way many never did before. NSSEO will continue to offer the Wellness Program through Wellness, Inc. during the FY16 school year.

ADOPTION OF GOVERNING BOARD MEETING DATES 2015-2016

It was moved by Anna Klimkowicz and seconded by Debbi McAtee to approve the Governing Board meeting dates for the 2015-2016 school year as presented. On roll call vote – Ayes: Johannesen, Composto, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee and Krinsky. Nays: None.

NORTHERN ILLINOIS UNIVERSITY AFFILIATION AGREEMENT

It was moved by Anna Klimkowicz and seconded by Debbi McAtee to approve the affiliation agreement between NSSEO and Northern Illinois University for clinical experience placements. On roll call vote – Ayes: Johannesen, Composto, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee and Krinsky. Nays: None.

SUPERINTENDENT'S REPORT

FREEDOM OF INFORMATION ACT REQUESTS

Dr. Hackett stated that NSSEO received two (2) Freedom of Information Requests and the requests were honored.

NSSEO GOVERNING BOARD ANNUAL REPORT 2014-2015

Dr. Hackett provided highlights from the 2014-2015 Board Goal Report. The report focused on the NSSEO accomplishments across programs, services and supports throughout 2014-2015 and reflected the growth toward the NSSEO Board goals established in July 2014. Every NSSEO Board meeting includes a report on the progress toward annual goals; the 2014-2015 annual report highlighted the amazing students, staff and program successes. Dr. Hackett stated that NSSEO continues to evolve in its' scope and practices to address the changing needs of 21st century learners through the collaborative efforts of staff, students, families, NSSEO Board, member districts and community partners.

NATIONAL / STATE UPDATE

Dr. Hackett provided an update on the work that will continue throughout the summer at the state level. Funding and discipline as well as pension reform are the largest issues being addressed.

CONSIDERATION AND APPROVAL OF RESOLUTION APPROVING PROPOSED AMENDMENTS TO THE NSSEO ARTICLES OF AGREEMENT FOR LEGAL ENTITY

Julie Jilek stated that in April 2015, NSSEO received state guidance in Memorandum #10-01 from Dave Angel, Division Administrator of Special Education Services with ISBE relating to the structure and authority of special education cooperatives. Upon review of this guidance by Alan Sraga, NSSEO attorney, some minor changes to NSSEO's Articles of Agreement were needed under Article V – Withdrawal/Dissolution in Section 1 – Voluntary Withdrawal, Section 2 – Dissolution of NSSEO and Section 3 – Terms and Conditions of Withdrawal.

It was moved by Anna Klimkowicz and Debbi McAtee to transmit the proposed amendments to the NSSEO Articles of Agreement for legal entity as presented to member districts for directed vote. On roll call vote – Fiarito, Botwinski, McAtee, Klimkowicz, Composto, Krinsky, Johannesen and Perkins. Nays: None.

NEEDS ASSESSMENT PARENT SURVEY RESULTS 2014-15

Dr. Pam Radford presented the Needs Assessment Parent Survey results. A total of six hundred forty-one (641) completed parent surveys were analyzed for trends related to special education programming needs. Parents who completed the survey represent all grade levels, from Pre-K to Transition, with the high school levels representing the highest percentage. Parent responses are analyzed across the key themes of the survey to identify strengths and additional supports needed to facilitate greater understanding and satisfaction with special education practices. Professional development training topics parents rated as top priority needs include: Strategies to support executive functioning skills; transition plan and process; reading instructional strategies; community agencies and resources to support child post graduation; proactive behavior management strategies. Information gathered from the results will inform practices related to the IEP process, communication and partnerships, transition and professional development training. Disaggregated results for the parent survey, including parent comments, will be shared with member districts, programs and the Parent Advisory Committee for a more detailed analysis.

RESOLUTION TO HONORABLY DIMISS LEAST SENIOR EDUCATIONAL SUPPORT PERSONNEL

Upon motion by Anna Klimkowicz and seconded by Jim Perkins the NSSEO Governing Board approved to adopt the resolution to dismiss least senior educational support personnel as a result of the decision to decrease the number of budgeted positions and/or discontinue some particular type of educational support services. On roll call - Ayes: Krinsky, Perkins, Johannesen, Botwinski, McAtee, Composto, Klimkowicz and Fiarito. Nays: None

NSSEO BUSINESS DEPARTMENT UPDATE FY2014-2015 BUDGET REVISIONS

Julie Jilek explained that the FY14-15 budget revisions adjust the individual program budgets to accommodate the changes that have occurred since the budgets were prepared in June of 2014. Overall, there was a slight budget increase of 2.94% as a result of additional revenue and expenditures reflecting an increase in student enrollment and Board approved staffing increases during the 2014-15 school year.

Upon motion by Anna Klimkowicz and second by Jim Perkins, the NSSEO Governing Board approved the 2014-2015 budget revisions as presented. On roll call vote – Ayes: Composto, McAtee, Krinsky, Botwinski, Fiarito, Perkins, Johannesen and Klimkowicz. Nays: None.

FY2015-2016 BUDGET RATIFICATION

Julie Jilek reported that, as each member district has taken a vote on the approval of the FY15-16 proposed NSSEO budget by this NSSEO Governing Board meeting, a directed vote was in order.

It was moved by Anna Klimkowicz and seconded by Frank Fiarito to ratify the 2015-16 budget by directed vote. On roll call vote – Ayes: Perkins, Klimkowicz, Krinsky, Composto, Johannesne, Fiarito, McAtee and Botwinski. Nays: None.

FY2014-2015 FEDERAL GRANT APPLICATIONS

Julie Jilek informed the Board that ISBE requires IDEA and Preschool flow through grants, including member districts, be filed electronically. As soon as ISBE announces that the FY 2015-2016 grants are available in IWAS, flow through grants can begin to be entered by member districts, approved by the district superintendent, and then submitted to NSSEO. The NSSEO Business Office will compile all applications and submit the entire packet together. One obstacle is that the program will not allow districts to submit a grant any larger than their projected allotment until approximately mid-August when unspent grant dollars can be reconciled. It was requested that the Board approve submission to ISBE of a partial grant and then amend when the electronic system allows submission of carryover funds.

It was moved by Anna Klimkowicz and seconded by Dennis Composto to approve the transmittal of the FY 2015-2016 IDEA and Preschool Flow-Through grants to ISBE when the electronic system becomes available. On roll call vote – Ayes: Klimkowicz, Fiarito, Krinsky, Johannesen, Composto, Botwinski, Perkins and McAtee. Nays: None.

PREVAILING WAGE RESOLUTION

Julie Jilek presented a listing of prevailing wages, along with a certificate and resolution, the latter of which were identical to the certificate and resolution acted on in past years. Only the prevailing wages were new. She stated that per Illinois Revised Statutes, Chapter 48, Section 38 S-4, public bodies were required to pay not less than the prevailing wage on construction projects.

It was moved by Frank Fiarito and seconded by Jim Perkins to approve and adopt the listing of prevailing wage rates and approve the certificate and resolution of compliance. On roll call vote – Ayes: McAtee, Botwinski, Johannesen, Fiarito, Composto and Perkins. Nays: Krinsky and Klimkowicz. Abstain: None.

TREASURER RESOLUTION

Julie Jilek informed the Board that the current Treasurer's Resolution expires July 1, 2015. The two year resolution covers the term commencing on July 1, 2015 and ending on July 1, 2017. The resolution includes designated depositories, brokers/dealers and investment intermediaries.

Upon motion by Anna Klimkowicz and second by Carol Botwinski, the NSSEO Governing Board approved the Treasurer Resolution appointing treasurers and depositories, brokers/dealers and investment intermediaries for the term commencing on July 1, 2015 to July 1, 2017. On roll call vote – Ayes: Composto, Johannesen, Krinsky, Perkins, McAtee, Klimkowicz, Fiarito and Botwinski. Nays: None.

GRANT THORNTON STATEMENT OF WORK FOR GASBE 45 ACTUARIAL SERVICES

Julie Jilek stated that a requirement of the NSSEO annual audit, NSSEO is required to comply with GASB 45 accounting and financial reporting on our offered postemployment benefits other than pensions. Last year, NSSEO completed its third year of a three year contract with Grant Thornton.

It was moved by Anna Klimkowicz and seconded by Jim Perkins to accept the quotes of \$3,250, \$1,620 and \$3,250 from the firm Grant Thornton for the completion of the FY 15, FY 16, and F7 17 GASB 45 audit requirement. On roll call vote – Ayes: Johannesen, Composto, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee and Krinsky. Nays: None.

INFORMATION ITEMS

The following were presented as information items: Program highlights, which included a flyer from Speech-Language and Assistive Technology Program, Kirk School and Sunrise Lake Outdoor Education Center; Professional Development Programs; position vacancies vs. current FTE enrollment; activity fund report dated 4/1/15 to 4/30/15; and NSSEO Health Insurance, TRS and IMRF wire transfers.

NEW BUSINESS

There was no new business to discuss.

CLOSED SESSION

It was moved by Anna Klimkowicz and seconded by Jim Perkins 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 classes of employees. [5 ILCS 120/2(c)(2)].

Also for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against

legal counsel for the public body to determine its validity. [5 ILCS 120/2(c)(1)] at 8:24 p.m. On roll call vote – Ayes: Fiarito, Botwinski, McAtee, Klimkowicz, Composto, Krinsky, Johannesen and Perkins. Nays: None.

REGULAR SESSION ADJOURNMENT

It was moved by Debbi McAtee and seconded by Dennis Composto to adjourn the closed session and reconvene into open session at 8:42 p.m. On roll call vote – Ayes: Krinsky, Perkins, Johannesne, Botwinski, McAtee, Composto, Klimkowicz, Fiarito. Nays: None.

FY 16 SALARY INCREASES FOR CLERICAL, CUSTODIAL, FOOD SERVICE AND TECHNOLOGY

It was moved by Anna Klimkowicz and seconded by Jim Perkins to approve FY16 salary increases for the clerical, custodial, food service and technology staff in the total amount not to exceed \$53,000 as determined by the Superintendent based on performance reviews. On roll call vote – Ayes: Composto, McAtee, Krinsky, Botwinski, Fiarito, Perkins, Johannesen and Klimkowicz. Nays: None.

FY 16 BENEFITS FOR CLERICAL, CUSTODIAL, FOOD SERVICE AND TECHNOLOGY

It was moved by Anna Klimkowicz and seconded by Jim Perkins to approve the proposed benefits for the clerical, custodial, food service and technology employee group as presented. On roll call vote – Ayes: Perkins, Klimkowicz, Krinsky, Composto, Johannesen, Fiarito, McAtee and Botwinski. Nays: None.

ADMINISTRATORS' CONTRACT EXTENSIONS

It was moved by Anna Klimkowicz and seconded by Erin Johannesen to approve the salary increases for each Administrator based on evaluations and goals for a total amount of \$35,000. On roll call vote – Ayes: Klimkowicz, Fiarito, Krinsky, Johannesen, Composto, Botwinski, Perkins and McAtee. Nays: None.

ADJOURNMENT

It was moved by Ann Klimkowicz and seconded by Jim Perkins to adjourn the June 9, 2015, regular meeting of the NSSEO Governing Board at 8:44 p.m. On roll call vote – Ayes: McAtee, Botwinski, Johannesen, Fiarito, Composto, Krinsky, Klimkowicz and Perkins. Nays: None.

Carol Botwinski, Secretary

Frank Fiarito, President