

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

The July 1, 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, Illinois. Present were Governing Board Members Debbie McAtee, Carol Botwinski, Erin Johannesen, Anna Klimkowicz, Jim Perkins, Eileen Kowalczyk, and Janice Krinsky.

In attendance from the NSSEO Staff were Bryan Bolger, Cathy Ivack, Jack O'Neal, Jill Anderson, Kim Dungan, Brian Weems, Sheryl Goldman, Melissa Swanson, Mary Ann McGinn, Nancy Milne, Judy Hackett, Julie Jilek and Cathy Williams. Also present were administrative representatives Carlie Owens, District 21; Marni Johnson, District 214; Renee Erickson District 211 and Amy Friel, District 211. NSSEO Foundation Board of Directors Lynn Davis, Cindy Marcinkowski, LuAnn Kelly and Sue Ramstedt were present. NSSEA union officer Mary Cassin as well as other NSSEO staff members and observers were also in attendance.

### MINUTES OF THE REGULAR AND CLOSED SESSIONS DATED JUNE 9, 2015

It was moved by Anna Klimkowicz and seconded by Debbie McAtee to approve the minutes of the regular and closed sessions dated June 9, 2015. On roll call vote-Ayes: McAtee, Botwinski, Johannesen, Fiarito, Kowalczyk, Krinsky, Klimkowicz, Perkins. Nays: None. Abstain: None.

### PUBLIC COMMENT

There were no comments from the audience.

### SHINING STARS-RECOGNITION OF NSSEO FOUNDATION NOTE CARD CONTEST DESIGN WINNERS

Julie Jilek introduced Lynn Davis, NSSEO Foundation Board President and NSSEO Foundation Board of Directors, Cindy Marcinkowski, LuAnn Kelly, and Sue Ramstedt. Lynn introduced the winners of the NSSEO Foundation's student designed note card contest. The winners and their families were presented with a framed copy of their design and a gift card. The note card winners recognized were: Halee Yablon, District 214-Miner School, Jillian Cichon, District 25-Timber Ridge School, Jacob Mincey, District 59-Rupley Elementary, Monserrat Plata, District 214-John Hersey High School, Shizuka Goto, District 214-Bridge Program at Forest View Educational Center.

### 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 30, 2015; disbursement list dated July 2015; Procurement Card Automatic Payment; Personnel transactions dated July 1, 2015; Payroll expenditures by fund dated June 5<sup>th</sup> and five multiple payrolls dated June 5<sup>th</sup>; and the Annual Travel Allowance.

#### DISBURSEMENT LIST DATED JUNE 30, 2015

It was moved by Jim Perkins and seconded by Anna Klimkowicz to approve the disbursement list dated June 30, 2015, in the amount of \$578,927.50. On roll call vote – Ayes: Johannesen, Kowalczyk, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee, and Krinsky. Nays: None. Abstain: None.

#### DISBURSEMENT LIST DATED JULY 2015

It was moved by Jim Perkins and seconded by Anna Klimkowicz to approve the disbursement list dated July 2015, in the amount of \$1,692,815.35. On roll call vote – Ayes: Johannesen, Kowalczyk, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee, and Krinsky. Nays: None. Abstain: None.

#### PROCUREMENT CARD AUTOMATIC PAYMENT

It was moved by Jim Perkins and seconded by Anna Klimkowicz to approve the debit transaction of \$12,087.32 to BMO Financial Group on July 11, 2015. On roll call vote – Ayes: Johannesen, Kowalczyk, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee, and Krinsky. Nays: None. Abstain: None.

#### PERSONNEL TRANSACTIONS DATED JULY 1, 2015

It was moved by Jim Perkins and seconded by Anna Klimkowicz to approve the personnel transactions dated July 1, 2015 as presented, which include the hiring and termination of staff (a copy of which is made a part of these minutes). On roll call vote – Ayes: Johannesen, Kowalczyk, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee, and Krinsky. Nays: None. Abstain: None.

#### PAYROLL EXPENDITURES BY FUND DATED JUNE 5, 2015 AND 5 MULTIPLE PAYROLLS DATED JUNE 5, 2015

It was moved by Jim Perkins and seconded by Anna Klimkowicz to approve the payroll expenditures by fund dated June 5 and multiple payrolls dated June 5, 2015. On roll call vote – Ayes: Johannesen, Kowalczyk, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee, and Krinsky. Nays: None. Abstain: None.

#### ANNUAL TRAVEL ALLOWANCE

It was moved by Jim Perkins and seconded by Anna Klimkowicz to approve the annual travel allowance as presented. On roll call vote – Ayes: Johannesen, Kowalczyk, Perkins, Botwinski, Fiarito, Klimkowicz, McAtee, and Krinsky. Nays: None. Abstain: None.

#### SUPERINTENDENT'S REPORT: ENGAGE, CONECT, GROW FREEDOM OF INFORMATION ACT

Dr. Hackett stated that NSSEO received one (1) Freedom of Information Requests and the request was honored.

#### VACANCY ANNOUNCEMENT

Dr. Hackett was pleased to introduce the new principal at Timber Ridge, Brian Weems and the new administrative position at Miner School, Instructional/Pre-Voc Coordinator, Jack O'Neal.

#### NATIONAL/STATE UPDATES

Dr. Hackett discussed the many important meetings coming up in Washington, DC next week and was pleased to announce that Dr. Schuler, District 214's Superintendent would take office as president of AASA for 2015-16. There is also the IASA retreat in Nashville at the end of the month.

### PARTNERSHIP BETWEEN DISTRICT 26/NSSEO

Dr. Hackett announced that NSSEO will be sharing a new Public Relations Specialist position that is new in the NSSEO 2015-2016 budget. The communication person will work on videos as well as spread the message of the districts.

### NSSEO BUSINESS DEPARTMENT UPDATE

#### CONSTRUCTION UPDATE

Julie Jilek reported on the construction progress regarding the office safety renovation at Timber Ridge and the flooring project Kirk School. At this time, things are progressing very well.

#### FY 2015-2016 STAFFING PLAN REVISIONS:

##### DHH PROGRAM AT FOREST ELEMENTARY SCHOOL, AND HERSEY HIGH SCHOOL

Sheryl Goldman informed the Board that the FY16 staffing plan for the DHH program at Forest Elementary School was based on eighteen (18) projected students. Since March, the DHH program at Forest Elementary School has added an additional three (3) students. Due to the increased enrollment and intensive therapy in speech and language to make progress towards their Individualized Education Plan (IEP) an additional .50 FTE speech/language therapist would provide the needed support.

Sheryl also informed the Board that the FY16 staffing plan for the DHH program at Hersey High School was based on eighteen (18) projected students. Since March, the DHH program at Hersey High School has added one (1) additional student. Increasing the permanent substitute teacher/interpreter position by an additional .35 FTE would provide flexibility in scheduling and provide support for staff to attend IEP meetings and provide coverage for Interpreter and Teacher absences throughout the school year.

The projected revenue, based on tuition costs, will more than adequately support the total cost of the additional staffing plan revisions.

It was moved by Anna Klimkowicz and seconded by Jim Perkins to approve the request for an additional .50 FTE speech/language therapist to the DHH program at Forest Elementary School and a .35 FTE permanent substitute teacher/interpreter to the DHH program at Hersey High School budgets for FY16. On roll call vote – Ayes: Fiarito, Botwinski, McAtee, Klimkowicz, Composto, Krinsky, Johannesen and Perkins. Nays: None. Abstain: None.

#### FY 2015-2016 STAFFING PLAN REVISIONS: MINER SCHOOL

Cathi Ivack informed the Board that the FY16 staffing plan for Miner School was based on seventy-three and a half (73.5) projected students. Since March, Miner School has added an additional five and a half (5.5) students with an additional two (2) being considered for the program. Due to the increase in enrollment and the complexity and intensity of the students needs an additional 2.6 FTE teachers and 1.0 FTE school psychologist would provide the appropriate staff/student ratios to address the additional students' educational needs along with maintaining class size across grade levels. The projected revenue, based on tuition costs, will more than adequately support the total cost of the additional staffing plan revision.

It was moved by Jim Perkins and seconded by Erin Johannesen to approve the request for an additional 2.6 FTE teachers and a 1.0 school psychologist to the Miner School budget for FY16. On roll call vote – Ayes: Krinsky, Perkins, Johannesen, Botwinski, McAtee, Composto, Klimkowicz and Fiarito. Nays: None. Abstain: None.

### INFORMATION ITEMS

The following were presented as information items: Composite Calendar 2015-2016, Position Vacancies/Budgeted Enrollment vs Current Enrollment, Updated Board Members/Alternates,

Calendar of Future Board Agenda Items, Activity Fund Report Dated 5/01/15-5/31/15, NSSEO Health Insurance and Workers' Compensation, Review of Closed Session Minutes, FY2015-16 Hiring Schedules-Clerical, Custodial, Food Service & Technology, Professional Development Summary Report 2014-15, and Program Highlights.

NEW BUSINESS

Dr. Hackett introduced Marni Johnson, the new Assistant Superintendent for Student Services at District 214.

ADJOURNMENT

It was moved by Debbie McAtee and seconded by Erin Johannesen to adjourn the July 1, 2015 regular meeting of the NSSEO Governing Board at 7:29 p.m. On roll call vote – Ayes: McAtee, Botwinski, Johannesen, Fiarito, Kowalczyk, Krinsky, Klimkowicz, Perkins. Nays: None. Abstain: None.

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Carol Botwinski, Secretary

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Frank Fiarito, President