

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

The April 3, 2019, regular meeting of the NSSEO Governing Board was called to order by President Janice Krinsky at 7:00 p.m. at NSSEO Administration, 799 W. Kensington Road, Mt. Prospect, Illinois. Present were Governing Board members Carol Botwinski, Erin Johannesen, District 26 Board Alternate Robert Rogstad, Brian Maye and Alva Kreutzer.

In attendance from the NSSEO staff were Cathi Ivack, Christine Pasquesi, Jennifer Browning, Nancy Milne, Erik Brekke, Alison Dauernheim, Molly Dunne, Becky Dusek, Nancy D'Andrea, Mike Browning, Bryan Bolger Pam Radford, Judy Hackett, Julie Jilek, Heather Miehl and Danielle Carter. Also in attendance were Administrative Representatives, Amy Zaher from District 23 and Renee Erickson, from District 211. NSSEA Representatives John Bialek, Meghan Cassady, Eileen McEnerney, Gina Lozano and David Cosby were also in the audience.

### PUBLIC COMMENT

There was no public comment.

Arlen Gould, District 21 NSSEO Board Alternate arrived at 7:06 p.m.

### SPOTLIGHT ON NSSEO SHINING STARS: BEN ELSWORTH, D214 STUDENT, NATALIE WOJTOWICZ AND LAUREN OLSEN

Danielle Carter stated this month we are recognizing Ben Elsworth, a District 214 who attends the Connection Center at Miner School along with his teacher Natalie Wojtowicz and Academic Design Specialist, Lauren Olsen. Natalie is a first year teacher at NSSEO who is heavily engaged in the Mentor Program. Natalie has built a strong relationship with her mentor, Lauren Olsen demonstrating true collaborative partnership. The outcomes of their dedication and hard work have made a direct impact on the students in Natalie's classroom. Danielle shared that Ben was unable to attend the Board meeting. Ben has become extremely independent this school year. NSSEO is extremely proud of the accomplishments Ben has achieved over the year in Natalie's classroom and believe he is an example of the success students can achieve through hard work, family support and collaborative partnerships.

Anna Klimkowicz arrived at 7:14 p.m.

### CONTINUOUS IMPROVEMENT PLAN HIGHLIGHTED FOCUS, GOAL 2: STUDENT CENTERED LEARNING ENVIRONMENT

Danielle Carter and Pam Radford shared specific information and examples from the mentoring program to support growing educators to meet student and professional success indicators. The NSSEO Continuous Improvement Plan, *Student Centered Learning Environment, Goal 2* for the 2018-2019 school year includes a focus on building capacity of educators to promote growth for all. The NSSEO mentoring program demonstrates how ongoing and job-embedded professional learning supports innovative teaching practices and creates engaging and rigorous learning environments. Danielle stated that every licensed staff member is paired with a veteran NSSEO staff member for their first two years in the District. There are nearly 80 staff in NSSEO's Mentor Program. This year's mentoring program was guided by the book study, *10 Mainframes for Visible Learning: Teaching for Success* by John Hattie and Klaus Zierer.

President Krinsky stated that Carol Botwinski will be the acting Secretary *Pro Tem* for the April Board meeting due to the absence of Deb McAtee.

## CONSENT AGENDA

President Krinsky asked if there were any items on the Consent Agenda that Board members wanted to remove for separate consideration. There were none.

Consent Agenda items consisted of Minutes of the Regular and Closed Sessions dated March 6, 2019; Disbursement List dated April 2019, Batch #1153; Procurement-Card automatic payment; Personnel Transactions dated April 3, 2019; Payroll Expenditures by fund for the February 28, 2019 and March 15, 2019 payrolls; and Non-Resident Student Placements.

## MINUTES OF THE REGULAR AND CLOSED SESSIONS DATED MARCH 6, 2019

It was moved by Alva Kreutzer and seconded by Anna Klimkowicz to approve the minutes of the regular session dated March 6, 2019. On roll call vote – Ayes: Maye, Johannesen, Krinsky, Kreutzer, Klimkowicz, Rognstad and Botwinski. Abstain: Gould. Nays: None.

## DISBURSEMENT LIST DATED APRIL 2019/BATCH #1153

It was moved by Alva Kreutzer and seconded by Anna Klimkowicz to approve the disbursement list dated April 2019/Batch #1153, in the amount of \$1,639,058.39. On roll call vote - Ayes: Maye, Johannesen, Krinsky, Kreutzer, Klimkowicz, Rognstad and Botwinski. Abstain: Gould. Nays: None.

## PROCUREMENT-CARD AUTOMATIC PAYMENT

It was moved by Alva Kreutzer and seconded by Anna Klimkowicz to approve the procurement-card automatic payment in the amount of \$13,936.43 to BMO Financial Group on April 10, 2019. On roll call vote – Ayes: Maye, Johannesen, Krinsky, Kreutzer, Klimkowicz, Rognstad and Botwinski. Abstain: Gould. Nays: None.

## PERSONNEL TRANSACTIONS DATED APRIL 3, 2019

It was moved by Alva Kreutzer and seconded by Anna Klimkowicz to approve the personnel transactions dated April 3, 2019, which included the hiring and transfers of staff (a copy of which is made a part of these minutes). On roll call vote - Ayes: Maye, Johannesen, Krinsky, Kreutzer, Klimkowicz, Rognstad and Botwinski. Abstain: Gould. Nays: None.

## PAYROLL EXPENDITURES BY FUND

It was moved by Alva Kreutzer and seconded by Anna Klimkowicz to approve the payroll expenditures by fund for the February 28, 2019 and March 15, 2019 payrolls. On roll call vote – Ayes: Maye, Johannesen, Krinsky, Kreutzer, Klimkowicz, Rognstad and Botwinski. Abstain: Gould. Nays: None.

## NON-RESIDENT STUDENT PLACEMENT REQUESTS

It was moved by Alva Kreutzer and seconded by Anna Klimkowicz to approve the requests for placement of non-resident students at Miner and Timber Ridge Schools for the remainder of the 2018-2019 school year with all educational costs to be paid by the students' district of residence. On roll call vote – Ayes: Maye, Johannesen, Krinsky, Kreutzer, Klimkowicz, Rognstad and Botwinski. Abstain: Gould. Nays: None.

## SUPERINTENDENT'S REPORT

### LEGISLATIVE ROUNDTABLE AND NEXT STEPS

Dr. Hackett shared details on the second annual NSSEO Legislative Roundtable held on March 8<sup>th</sup>. The purpose of the event was to move beyond talking about barriers and focus on the collective efforts of the participants proposing solutions. The Roundtable was designed to be interactive and informative. Dr. Hackett expressed how honored NSSEO was to have Senators Ann Gillespie and Laura Fine, along with State Representatives Mark Walker, Jonathan Carroll and Michelle Mussman as enthusiastic engaged participants. The various stakeholders engaged in discussions designed to further address several of the identified barriers to successful transitions into adulthood and life planning for students when they age out of educational services at age 22.

### NSSEO PROGRAM TOUR FOR LEGISLATORS

Dr. Hackett shared NSSEO's Continuous Improvement Plan 2018-2019 Goal 4 states: *Further advance our collaborative partnerships across the educational community to deepen efforts and influence change that contributes to greater student growth and success in adulthood.* On Friday, March 15<sup>th</sup>, NSSEO hosted a program tour that included very special visitors who spent their morning visiting the NSSEO Parent Education Resource Center (PERC) and touring Kirk and Timber Ridge Schools. The esteemed group of visitors included Congresswoman Jan Schakowsky, Senator Ann Gillespie, State Representative Mark Walker, Cook County Commissioner Kevin Morrison, Mount Prospect Mayor Arlene Juracek, NSSEO Board President/Dist 59 Janice Krinsky, NSSEO Board Members/Dist 57 Brian Maye and Vicki Chung. Dr. Hackett shared the sincere hope is that this NSSEO program tour is the first of many for visitors to gather a greater understanding of the needs of students with disabilities across our communities, state and country. Building and advancing meaningful partnerships enhances opportunities to engage with our community leaders. Judy expressed a special thank you to Vicki Chung, NSSEO Board Alternate/Dist 57 for spearheading and coordinating visitors from federal, state and local offices.

### NSSEO EDUCATIONAL SERVICES UPDATE

#### KIRK-MINER REDESIGN UPDATE

Julie Jilek provided a facility update which has been focused on furniture needs for flexible classrooms and learning environments at both Kirk and Miner Schools, playground improvements at Miner School, HVAC upgrades at Miner in the commons/cafeteria and gymnasium areas, and facility safety enhancements at both Kirk and Miner Schools.

Heather Miehl provided an update on the Kirk-Miner Redesign. Planning is underway for activities to support the transition for students and families impacted in the Kirk-Miner Redesign. Program tours are being scheduled for families and staff to support transition. The upcoming NSSEO Institute Day on April 22<sup>nd</sup> will have Kirk and Miner staff engaged in numerous instructional design activities and planning meetings to prepare for the 2019-2020 school year.

Heather also shared that NSSEO Administration has carefully considered changes to school hours for Kirk Campus and Miner School for the 2019-2020 school year. The decision to adjust the hours for both buildings reflect current trends, research, close alignment with our elementary and high school member districts, and efforts to best meet students' educational needs. Beginning in August 2019, student hours will be Miner School (EC-8<sup>th</sup> Grade) 9:15 am – 3:15 pm; Kirk Secondary Campus (HS & Transition) 8:15 am – 2:15 pm.

Parent forums will continue on a monthly basis. The next parent forum will be on April 17<sup>th</sup> at 9:30 am at the Parent Education Resource Center (PERC).

#### PROGRAM UPDATES

Heather shared that District 62 currently houses two (2) of our D/HH Early Childhood Classes at their Westerhold ELC building. The district anticipates an increase in enrollment and needs these classrooms. The D/HH EC classes will be housed at District 62's Terrace Elementary for the 2019-2020 school year.

Heather Miehl stated that due to low enrollment in the Riley Cross Categorical Program for the 2019-2020 school year, the program will be closed. Programming for the students effected by the closure will continue within NSSEO. The D/HH Elementary program will continue to be housed at Riley.

#### 2019 NSSEO EXTENDED SCHOOL YEAR BUDGETS (ESY)

Heather Miehl stated at the March 6, 2019 NSSEO Governing Board meeting, the projected staffing plans and salary schedules for extended year services were presented and approved by the Board. Heather presented the Extended School Year budgets for the 2019 ESY based on those staffing plans, along with adjustments made to accommodate projected enrollments for Kirk School, Miner School, Riley School, Timber Ridge School, the DH/H Elementary/Middle School Program, and the DH/H Itinerant Program.

It was moved by Anna Klimkowicz and seconded by Brian Maye to approve the financial operating budgets for the 2019 NSSEO extended school year services, which would provide programs and services for the special education population in the NSSEO ESY policy, as determined on an individual child basis. On roll call vote - Ayes: Johannesen, Maye, Kreutzer, Botwinski Rognstad, Klimkowicz, Gould and Krinsky. Nays: None.

#### PROFESSIONAL DEVELOPMENT UPDATE

Dr. Pam Radford shared some of the upcoming Professional Learning opportunities. Pam also shared that April is National Autism Awareness month which provides an excellent opportunity to promote autism awareness.

#### NSSEO HUMAN RESOURCES DEPARTMENT UPDATE

##### NSSEO POLICY COMMITTEE SECOND READING

Danielle Carter stated that the NSSEO Policy Committee met on Wednesday March 6, 2019 to review the suggested changes made by PRESS Plus for revisions to the NSSEO Policy Manual, and presented the revisions for a second reading at the April 3, 2019 Governing Board meeting. Policy 2:120, Board Member Development has been tabled for further discussion per attorney's instruction.

Discussion followed regarding Policy 4:15 Identity Protection and Policy 5:60 Expenses. It was decided that attorney guidance was needed to clarify questions that were presented before the Board could approve the policies as presented.

It was moved by Alva Kreutzer and seconded by Anna Klimkowicz to adopt the proposed policies as presented with the exception of Policy 4:15 Identity Protection and Policy 5:60 Expenses. On roll call vote – Ayes: Rognstad, Botwinski, Gould, Klimkowicz, Maye, Krinsky, Johannesen and Kreutzer. Nays: None.

##### ADOPTION OF 2019-2020 NSSEO SCHOOL YEAR CALENDAR

Danielle Carter stated the NSSEO Calendar Committee met on February 12<sup>th</sup> to review member district calendars and make recommendations for the 2019-2020 NSSEO School Calendar. The committee is recommending for the NSSEO proposed calendar to begin on August 12, 2019 and end the school year on June 1, 2020 if no emergency days are used.

It was moved by Brian Maye and seconded by Erin Johannesen to approve the 2019-2020 NSSEO School Year Calendar as proposed. On roll call vote – Ayes: Krinsky, Kreutzer, Johannesen, Botwinski, Gould, Maye, Klimkowicz and Rognstad. Nays: None.

#### NSSEO BUSINESS DEPARTMENT UPDATE

##### FOUNDATION UPDATE

Julie Jilek reported the NSSEO Foundation was focusing on grant writing and no planned activities to share at this time.

##### FINANCE ADVISORY COMMITTEE UPDATE

Julie Jilek provided an update on the second Finance Advisory Committee meeting held on April 3<sup>rd</sup>. Updates on enrollment projection, staffing projections and increases/decreases for program tuition rates and costs for other services were discussed. The next Finance Advisory Committee meeting is scheduled for April 17<sup>th</sup>.

##### GO SOLUTIONS GROUP, INC – MEDICAID FEE FOR SERVICE AGREEMENT RENEWAL

Julie Jilek stated that currently NSSEO contracts with Go Solutions Group, Inc. as its third party vendor for Medicaid Fee for Service services. Our one-year Illinois Service Agreement with Go Solutions will expire on June 30, 2019. For the FY20 school year, Go Solutions' pricing will remain the same as in our current agreement. Julie recommended the Board renew its Agreement with Go Solutions for the period of July 1, 2019 through June 30, 2020.

It was moved by Robert Rognstad and seconded by Alva Kreutzer to approve the one year Illinois Service Agreement with Go Solutions Group, Inc. for the term of July 1, 2019 through June 30, 2020. On roll call vote – Ayes: Maye, Gould, Krinsky, Botwinski, Rognstad, Kreutzer, Johannesen and Klimkowicz. Nays: None.

#### INFORMATION ITEMS

The following items were presented: Position Vacancies/Current FTE Enrollment; Professional Development Highlights; Activity Fund report dated 2/1/19 – 2/28/19; NSSEO Health Insurance, TRS and IMRF wire transfers; Infinitec Awards Dinner; and the Blind Census survey.

#### NEW BUSINESS

No new business.

#### ADJOURNMENT

It was moved by Alva Kreutzer and seconded by Brian Maye to adjourn the April 3, 2019, regular meeting of the NSSEO Governing Board at 8:40 p.m. On roll call vote – Ayes: Kreutzer, Klimkowicz, Krinsky, Maye, Johannesen, Rognstad, Gould and Botwinski. Nays: None.

---

Carol Botwinski, Secretary *Pro Tem*

---

Janice Krinsky, President

**NSSEO PERSONNEL TRANSACTIONS  
APRIL 3, 2019 MINUTES**

<b>PROGRAM</b>	<b>NAME</b>	<b>POSITION</b>	<b>DESCRIPTION</b>	<b>EFFECTIVE DATE</b>	<b>SALARY</b>
<b>NEW HIRE ASSIGNMENT</b>					
DESC	SWEEZY, SHANNON	Teacher of Visually Impaired	Vacant/New Position	2019-2020	III-5 \$54,538
DESC	WILLIAMSON, MELISSA	Occupational Therapist	Vacant	2019-2020	IV-8 \$62,732
Miner School	TOPOREK, PETER	Seasonal Program Support Staff	Vacant	3/14/2019	\$15.69/hr NO Benefits
Timber Ridge School	DEGREGORIO, PETER	Psychologist	Vacant: Swenson	3/6/2019	V-2 \$15,316.89 acutal
Timber Ridge School	MYFTARI, GANI	Custodian	Vacant: Key	3/4/2019	\$14.46/hr
<b>STAFF TERMINATION</b>					
Kirk School	SWIONTEK, MICHAEL T	Classroom Aide	Resignation Received	2/26/2019	
Kirk School	WAYNE, JESSICA P	Classroom Aide	Resignation Received	3/22/2019	
Kirk School	WERDERITCH, JOSEPH J	Classroom Aide	Job Abandonment	2/21/2019	
Miner School	SOLINSKI, MARINA A	Classroom Aide	Resignation Received	3/8/2019	
<b>STATUS CHANGE</b>					
DESC	DALLMEYER, COLLEEN ANN	Phyiscal Therapist	From: Active To: FMLA	4/17/19-6/3/19	
Kirk School	VOLK, STEFANIE HOPE	Classroom Aide	From: Active To: FMLA (sporadic)	12/10/2018	
Kirk School	WERDERITCH, JOSEPH J	Classroom Aide	From: Active To: Stop Pay	2/26/2019	
Miner School	DEGROOT, JOHN RAYMOND	Custodian	From: FMLA To: Active	2/25/2019	
Miner School	HERMAN, MICHAEL V	Classroom Signing Aide	From: Active To: FMLA	12/18/2018	