

MINUTES OF THE MEETING OF THE GOVERNING BOARD OF NSSEO

The December 10, 2019, regular meeting of the NSSEO Governing Board was called to order by President Janice Krinsky at 7:04 p.m. at NSSEO Administration, 799 W. Kensington Road, Mt. Prospect, IL 60056. Present were Governing Board Members Deb McAtee, Carol Botwinski, District 25 Board Alternate, Scott Filipek, Anna Klimkowicz and Millie Palmer.

In attendance from the NSSEO staff were Brian Weems, Melissa Swanson, Christine Pasquesi, Michael Browning, Bryan Bolger, Gavin McGinn, Molly Dunne, Nancy D'Andrea, Becky Dusek, Sue Mahoney, Cathi Ivack, Colleen Clifford, Judy Hackett, Julie Jilek, Heather Miehl and Christy Crabtree. Others in attendance were administrative representatives Amy Zaher, Dist. 23; and Marni Johnson, Dist. 214. Board. Also present were NSSEA representatives, John Bialek, Gina Lozano, Eileen McEnerney and Meghan Cassady. Also in attendance were NSSEO staff members Pam Guio, Evyn Schaefer, Wendy Meyer, and Roy Trost-Rekich. Several NSSEO family members were also in the audience.

NSSEO SHINING STAR – JAKE MULLER, DIST. 25 STUDENT AT MINER SCHOOL

NSSEO recognized, Jake Muller, a 6th grade student at Miner School from Arlington Heights School District 25 for his hard work and accomplishments over the years at NSSEO. Jake's teacher, Evyn Schaeffer along with Pam Guio, NSSEO Innovative Learning Coach, shared how Jake uses the Touchchat App on an iPad Pro for verbal communication. Recently, Jake's team has introduced an alternative pencil to give Jake even greater access to curriculum and choice making allowing for greater independence at school and at home. NSSEO believes Jake is an example of the success students can achieve through hard work along with a thorough and thoughtful team approach.

PUBLIC COMMENT

Kym Bills, a parent of a Kirk student shared her concerns regarding a transportation issue that occurred with her son the end of October.

Wendy Meyer, Nurse at Kirk School, shared her concerns regarding the safety of staff at Kirk School.

Roy Trost-Rekich, classroom teacher at Kirk School shared his concerns regarding the safety of staff at Kirk School.

CONSENT AGENDA

President Krinsky 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 minutes of the Regular Session and Closed Session dated November 6, 2019; Disbursement List dated December 2019/Voucher #1089; Procurement Card Automatic Payment; Personnel Transactions dated December 10, 2019; and Payroll Expenditures by fund for the October 30, 2019, November 15, 2019 and November 29, 2010 payrolls.

MINUTES OF THE REGULAR SESSION DATED NOVEMBER 6, 2019

It was moved by Deb McAtee and seconded by Anna Klimkowicz to approve the minutes of the regular session dated November 6, 2019. On roll call vote – Ayes: Filipek, Krinsky, Palmer, McAtee, Klimkowicz, and Botwinski. Nays: None.

DISBURSEMENT LIST DATED DECEMBER 2019/VOUCHER #1089

It was moved by Deb McAtee and seconded by Anna Klimkowicz to approve the disbursement list dated December 2019/Voucher #1089, in the amount of \$1,921,367.04. On roll call vote – Ayes: Filipek, Krinsky, Palmer, McAtee, Klimkowicz, and Botwinski. Nays: None.

PROCUREMENT CARD AUTOMATIC PAYMENT

It was moved by Deb McAtee and seconded by Anna Klimkowicz to approve the debit transaction of \$36,793.15 to BMO Financial Group on December 17, 2019. On roll call vote – Ayes: Filipek, Krinsky, Palmer, McAtee, Klimkowicz, and Botwinski. Nays: None.

PERSONNEL TRANSACTIONS DATED DECEMBER 10, 2019

It was moved by Deb McAtee and seconded by Anna Klimkowicz to approve the personnel transactions dated December 10, 2019, which included the hiring and termination of staff (a copy of which is made a part of these minutes). On roll call vote – Ayes: Filipek, Krinsky, Palmer, McAtee, Klimkowicz, and Botwinski. Nays: None.

PAYROLL EXPENDITURES BY FUND OCTOBER 30, 2019, NOVEMBER 15, 2019 AND NOVEMBER 29, 2019 PAYROLLS

It was moved by Deb McAtee and seconded by Anna Klimkowicz to approve the payroll expenditures by fund for the October 30, 2019, November 15, 2019 and November 30, 2019 payrolls. On roll call vote – Ayes: Filipek, Krinsky, Palmer, McAtee, Klimkowicz, and Botwinski. Nays: None.

SUPERINTENDENT'S REPORT FEDERAL AND STATE UPDATE

Dr. Hackett provided a written report on Federal and State issues. Dr. Hackett also provided the Board with the ISBE published amendments to its emergency rules, *Notice of Emergency Amendment to Emergency Rule* that were published on December 4th. Dr. Hackett stated over the past several weeks, a considerable amount of time and attention focused on the ISBE emergency rules issued on November 20th. Judy also shared that Governor Pritzker signed into law Public Act 101-0594, which reinstates the paraprofessional test for applicants with a high school diploma and that SB460 effective December 6, 2019, has delayed the implementation of the requirement for school districts and cooperatives to send draft IEP documents and data three school days in advance of an IEP meeting until July 1, 2020.

GIVING SPIRIT- HELPING FAMILIES IN NEED

Dr. Hackett shared information on the NSSEO families that our Central Admin office have sponsored this holiday season.

BOARD SELF EVALUATION

Dr. Hackett shared that the Board Self-Evaluation meeting is set for Wednesday, January 29th at our Central Admin building. Dee Molinare from IASB will be facilitating the meeting. President, Janice Krinsky, asked the Board to send her any topics they would like to discuss at the meeting.

EDUCATIONAL SERVICES UPDATE CONTINUOUS IMPROVEMENT PLAN UPDATE: IMPACT OF COACHING SUPPORTS ON CLASSROOM INSTRUCTION

Heather Miehl, Assistant Superintendent for Educational Services, introduced Christy Crabtree, NSSEO Director of Innovative Learning and Technology. Christy provided an update on the work of our program based coaches at Kirk, Miner and Timber Ridge and, how it relates to NSSEO's *Continuous Improvement Plan, Goal 1: Student Outcomes* and *Goal 2: Social Emotional Learning*. Christy shared the coaching framework, professional learning opportunities provided to staff and reviewed training and support to the NSSEO coaches to further build the capacities of our educators that will foster development, ongoing growth, and supportive learning environments to promote social emotional learning and positive outcomes for all students.

PROGRAM REDESIGN UPDATE

Heather Miehl provided a written update on the efforts and activities associated with the redesign of the Kirk and Miner programs. Heather shared that both buildings have intensified efforts to enhance the instructional design, learning environment, professional learning for staff and facility improvement projects. Heather stated weekly building-level updates and communications continue to be shared with staff and families.

HUMAN RESOURCES DEPARTMENT UPDATE

POLICY COMMITTEE – FIRST READING

Heather Miehl stated that the Policy Committee meeting was cancelled; therefore, there are no policies to review at this time.

KIRK STAFFING REQUEST

Heather Miehl informed the Board that since the development of the FY20 budget, a slight adjustment to Kirk School staffing plan was needed to address an increased need of related services minutes. An additional .40 FTE Physical Therapist would support the PT team in providing a continuum of services to address the significant and complex motor needs of students.

It was moved by Millie Palmer and seconded by Anna Klimkowicz to approve the request for a .40 FTE Physical Therapist at Kirk School for the remainder of the 2019-2020 school year. On roll call vote – Ayes: Filipek, Palmer, Botwinski, Klimkowicz, McAtee and Krinsky. Nays: None.

BUSINESS DEPARTMENT

FIRST AMENDMENT TO LEASE AGREEMENT BETWEEN ARLINGTON HEIGHTS SCHOOL DISTRICT 25 AND NSSEO

Julie Jilek stated that the existing Lease Agreement between NSSEO and School District 25 is a ten-year lease that extends from July 1, 2017 through June 30, 2027. A result of NSSEO's plans to replace the existing playground at Miner School, School District 25 proposed developing an amendment to the existing Lease Agreement. This amendment addresses the construction of the playground, maintenance of the playground, and access to the playground.

It was moved by Deb McAtee and seconded by Anna Klimkowicz to approve the First Amendment to Lease Agreement by and Between Board of Education of Arlington Heights District 25 Cook County, Illinois and Northwest Suburban Special Education as presented. On roll call vote – Ayes: Botwinski, McAtee, Klimkowicz, Krinsky, Filipek and Palmer. Nays: None.

FY19 AUDIT REPORT APPROVAL

Julie Jilek shared that she along with Gavin McGinn, NSSEO Board Member Robert Rognstad, D26 and Kevin Smith from Eder, Casell, & Co met on December 4, 2019 to review the NSSEO 2018-2019 Audited Financial Statements. The audit was submitted to the Board at the November 6, 2019, Board meeting for approval but a recommendation was made to schedule a time for a small committee to review the audit documents and bring back to the December 10, 2019 NSSEO Board meeting for approval.

It was moved by Deb McAtee and seconded by Anna Klimkowicz to approve the FY 2018-209 audit as presented by Eder, Casella & Co. as presented. On roll call vote – Ayes: Krinsky, Palmer, Filipek, Botwinski, McAtee and Klimkowicz. Nays: None.

FOUNDATION UPDATE

Beth Anne Ausnehmer, NSSEO's Grant Writer and Fundraising Specialist shared details on the NSSEO Foundation Bingo Night held on Wednesday, November 13th. The event raised over \$10,000 for the NSSEO Foundation mini-grant program. Beth Anne stated that the NSSEO Foundation collaborated with the Arlington Ale House in downtown Arlington Heights who provided the venue for the event.

INFORMATION ITEMS

The following were presented as information items: Position Vacancies; Budgeted vs. Current FTE Enrollment; Activity Fund Report Dated 10/1/19- 10/31/19; NSSEO Health Insurance, TRS and IMRF Wire transfers; and Professional Learning Events.

NEW BUSINESS

No new business.

CONVENE INTO CLOSED SESSION

It was moved by Anna Klimkowicz and seconded by Deb McAtee to convene into closed session at 8:01 p.m for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals, who serve as independent contractors, or specific volunteers of the District or legal counsel for the District, including hearing testimony on a complaint against an employee, a specific individual who serves as an independent contractor, or a volunteer of the District or against legal counsel for the District to determine its validity. [5 ILCS 120/2(c)(1)]. On roll call vote – Ayes: McAtee, Krinsky, Botwinski, Palmer, Filipek and Klimkowicz. Nays: None.

RECONVENE INTO REGULAR OPEN SESSION

It was moved by Anna Klimkowicz and seconded by Deb McAtee to adjourn the closed session and reconvene into open session at 8:25 p.m. On roll call vote – Ayes: Palmer, Klimkowicz, Krinsky, Filipek, McAtee and Botwinski. Nays: None.

ADJOURNMENT

It was moved by Millie Palmer and seconded by Anna Klimkowicz to adjourn the December 10, 2019, regular meeting of the NSSEO Governing Board at 8:26 p.m. On roll call vote – Ayes: Klimkowicz, Krinsky, Filipek, Botwinski, Palmer and McAtee. Nays: None.

Deb McAtee, Secretary

Janice Krinsky, President

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brdmtg jan 20

minutes 12.10.19