

MINUTES OF THE MEETING OF THE GOVERNING BOARD OF NSSEO

The February 6, 2019, meeting of the NSSEO Governing Board was called to order by President Janice Krinsky at 7:00 p.m. at NSSEO Administration, 799 West Kensington Road, Mt. Prospect, IL. Present were Governing Board Members Carol Botwinski, Erin Johannesen, Robert Rognstad (District 26 Board Alternate), Vicki Chung (District 57 Board Alternate), Anna Klimkowicz and Alva Kreutzer.

In attendance from the NSSEO staff were Bryan Bolger, Brian Weems, Nancy Milne, Kathleen McCord, Cathi Ivack, Jennifer Browning, Christine Pasquesi, Melissa Swanson, Molly Dunne, Erik Brekke, Alison Dauernheim, Nancy D'Andrea, Sue Mahoney, Gavin McGinn, Pam Radford, Julie Jilek, Heather Miehl and Danielle Carter. Others in attendance were Dr. Lori Bein, District 25 Superintendent, Administrative representatives Amy Zaher, District 23, Aimee LeBlanc, District 25; Renee Erickson, District 211; Marni Johnson, District 214; and NSSEA Executive Board Member, John Bialek. Also in attendance were several NSSEO and District 25 staff members.

PUBLIC COMMENT

There was no public comment.

SPOTLIGHT ON NSSEO SHINING STARS – HANNAH OH, DISTRICT 25

Melissa Swanson introduced Hannah Oh, a 5th grade student at District 25 Westgate Elementary in Arlington Heights. Hannah previously attended the Deaf/Hard of Hearing Elementary Program at Riley Elementary School. Her team of supporters, including her parents, teachers, speech/language pathologists and sign language interpreters have worked collaboratively to support Hannah's hearing-related challenges and implemented a plan to gradually integrate her into general education classes. At the start of the current school year, Hannah began attending Westgate full time. NSSEO is extremely proud of the accomplishments Hannah has demonstrated over the years in the Deaf/Hard of Hearing Program, and believe she is an example of the success students can achieve through hard work, family support, and collaborative partnerships.

CONTINUOUS IMPROVEMENT PLAN HIGHLIGHT FOCUS

Melissa Swanson and Molly Dunne, leaders of the NSSEO Satellite and Itinerant Programs and Services, shared an update on Goal 2 which targets building the capacity of educators to support the social emotional learning and behavioral needs of students. They highlighted how NSSEO teams partner with member district teams to collaborate on supports students need to be successful, including staff professional learning via in-services and professional learning communities, problem solving, co-planning, designing adaptations and accommodations and designing supplemental student instruction.

CONSENT AGENDA

President Krinsky asked if there were any items on the Consent Agenda that Governing Board members wanted removed for separate consideration. There were none. Consent Agenda items consisted of Minutes of the Regular and Closed Sessions dated January 9, 2019; Disbursement List dated February 2019/Batch #1126, Procurement Card Automatic Payment; Personnel Transactions dated February 6, 2019; Payroll Expenditures by Fund for the January 15, 2019 payroll, and a Non-Resident Student Placement Request.

MINUTES OF REGULAR AND CLOSED SESSIONS DATED JANUARY 9, 2019

It was moved by Anna Klimkowicz and seconded by Vicki Chung to approve the minutes of the Regular and Closed Session minutes dated January 9, 2019. On roll call vote - Ayes: Chung, Johannesen, Krinsky, Kreutzer, Klimkowicz, Rognstad and Botwinski. Nays: None.

DISBURSEMENT LIST DATED FEBRUARY 2019/BATCH #1126

It was moved by Anna Klimkowicz and seconded by Vicki Chung to approve the Disbursement List dated February 2019/Batch #1126, in the amount of \$1,233,727.84. On roll call vote - Ayes: Chung, Johannesen, Krinsky, Kreutzer, Klimkowicz, Rognstad and Botwinski. Nays: None.

PROCUREMENT CARD AUTOMATIC PAYMENT

It was moved by Anna Klimkowicz and seconded by Vicki Chung to approve the debit transaction of \$15,723.66 to BMO Financial Group on February 10, 2019. On roll call vote – Ayes: Chung, Johannesen, Krinsky, Kreutzer, Klimkowicz, Rognstad and Botwinski. Nays: None.

PERSONNEL TRANSACTIONS DATED FEBRUARY 6, 2019

It was moved by Anna Klimkowicz and seconded by Vicki Chung to approve the personnel transactions dated February 6, 2019, which included the hiring and termination of staff (a copy of which is made a part of these minutes) as presented. On roll call vote – Ayes: Chung, Johannesen, Krinsky, Kreutzer, Klimkowicz, Rognstad and Botwinski. Nays: None.

PAYROLL EXPENDITURES BY FUND

It was moved by Anna Klimkowicz and seconded by Vicki Chung to approve the payroll expenditures by fund for the January 15, 2019 payroll. On roll call vote - Ayes: Chung, Johannesen, Krinsky, Kreutzer, Klimkowicz, Rognstad and Botwinski. Nays: None.

NON-RESIDENT STUDENT PLACEMENT REQUEST

It was moved by Anna Klimkowicz and seconded by Vicki Chung to approve the request for placement of a non-resident student at Kirk School for the remainder of the 2018-2019 school year with all educational costs to be paid by the student’s district of residence. On roll call vote – Ayes: Chung, Johannesen, Krinsky, Kreutzer, Klimkowicz, Rognstad and Botwinski. Nays: None.

Deb McAtee, District 21, arrived at 7:30 pm

SUPERINTENDENT'S REPORT

NSSEO MID-YEAR PROGRESS REPORT ON BOARD GOALS

Members of the NSSEO Leadership team reported on NSSEO’s Continuous Improvement Plan Goals. Assistant Superintendent for Educational Services, Heather Miehle provided a mid-year report highlighting the progress made over the arch of the first semester to *Goal One, Student Outcomes*. Pam Radford, Director of Professional Learning, spoke about the impact of coaching, mentoring and methodologies focused on engagement strategies have had on students’ success in *Goal Two, Student Learning Environments*. Dr. Kathleen McCord, Transition Coordinator shared key indicators of growth in *Goal Three, Transition*. Dr. Hackett wrapped up the mid-year report on *Goal Four, Collaborative Partnerships*. The NSSEO Leadership team is proud of the work our classroom teams, program leaders and central office team have achieved the first semester.

FUTURE PROGRAM FOCUS

Dr. Hackett shared with the Governing Board that NSSEO’s purpose and goals are always focused on what is in the best interest of students. To best align and improve the services and supports NSSEO provides, NSSEO feels it is imperative that changes are needed to our program design to enhance

opportunities for our students we serve now and in the future. Dr. Hackett stated both Kirk and Miner Schools have been long-time school programs addressing the needs of students with significant disabilities ages 3 through 21. Dr. Hackett shared that beginning in the 2019-2020 school year, Miner School will serve students from Early Childhood through Grade 8 and Kirk Campus will serve High School and Transition students in the Connection Center through age 21. This redesign will increase student achievement in critical skill areas of academics, social/emotional/behavioral, communication, independent living, career readiness and employment.

NSSEO BUSINESS DEPARTMENT UPDATE

NSSEO FOUNDATION EVENTS/ACTIVITIES

Julie Jilek stated that this year the Foundation will not be hosting the Craft fair. The Foundation is taking time this year to review different ways to raise funds.

BID OPENING FOR THE NSSEO ADMINISTRATION CENTER HVAC RENOVATIONS

Julie Jilek stated that at the August 7, 2018 NSSEO Board meeting, the Board granted permission to go to bid for the replacement of the Air-Cooled Condensing Unit for the NSSEO Administration Center. Bid opening was held on Tuesday, January 29, 2019. Two (2) bids were received.

It was moved by Erin Johannesen and seconded by Anna Klimkowicz to approve the Administration to enter into a contact with Amber Mechanical for the NSSEO Administration Center HVAC Renovations project at the cost of \$106,000. On roll call vote – Ayes: Johannesen, Chung, Kreutzer, Botwinski, Rognstad, Klimkowicz, McAtee and Krinsky. Nays: None.

FINANCE COMMITTEE MEETING UPDATE

Julie Jilek shared information on the Finance Committee meeting that was held prior to the February 6th Board meeting.

INFORMATION ITEMS

Other informational items included: Professional Development Training Schedules; Position Vacancies/Current FTE Enrollment; NSSEO Health Insurance, TRS and IMRF Wire Transfers; and Second Quarter Financial Report.

NEW BUSINESS

No new business.

CLOSED SESSION

It was moved by Deb McAtee and seconded by Erin Johannesen 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)]

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 8:35 p.m. On roll call vote – Ayes: Rognstad, Botwinski, McAtee, Klimkowicz, Chung, Krinsky, Johannesen and Kreutzer. Nays: None.

Frank Fiarito, District 26 arrived late to the Regular Session meeting and was a spectator until Closed Session. District 26 Board Alternate, Robert Rognstad left the meeting at 8:35 p.m. and was not present for Closed Session.

RECONVENE IN OPEN MEETING

It was moved by Alva Kreutzer and seconded by Deb McAtee to adjourn the Closed Session and reconvene into open session at 9:28 p.m. On roll call vote – Ayes: Krinsky, Kreutzer, Johannesen, Botwinski, McAtee, Chung, Klimkowicz and Fiarito. Nays: None.

ADJOURNMENT

It was moved by Frank Fiarito and seconded by Deb McAtee to adjourn the February 6, 2019 regular meeting of the NSSEO Governing Board at 9:29 p.m. On roll call vote – Ayes: Chung, McAtee, Krinsky, Botwinski, Fiarito, Kreutzer, Johannesen and Klimkowicz. Nays: None.

Deb McAtee, Secretary

Janice Krinsky, President

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NSSEO PERSONNEL TRANSACTIONS
February 6, 2019 MINUTES

PROGRAM	EMPLOYEE	POSITION	DESCRIPTION	EFFECTIVE DATE
EXTRA DUTY				
DESC	EBBOLE, MELISSA K	P.T. Vision Teacher	Vision Evaluation/Hrs beyond regular contract	1/24/19-5/31/19
DHH Elementary	TAYLOR, MEGHAN L	Educational Interpreter	Interpreting Before and After School Activities	1/15/19-5/31/19
Kirk School	BEHNKE, JAMIE M	Building Assistant	Access Testing	1/14/19-2/15/19
Kirk School	GATLIN, JUDITH		Access Testing	
Kirk School	GILBERT, TRACI	Classroom Aide	Access Testing	
Kirk School	GUEVARA, GLORIA	LBS1	Access Testing	
Kirk School	KURIAN, SHERENE	LBS1	Access Testing	
Kirk School	LACI, ENKELEDA	Classroom Aide	Access Testing	
Kirk School	NORTON, NICHOLAS E	Classroom Aide	Assisting with Behavior Support in various capacities	1/14/19 - 5/31/19
Kirk School	SUCHALA, ANTHONY J	Building Assistant	Access Testing	1/14/9-2/15/19
Miner School	JIMENEZ, ROBIN E	Classroom Aide	Substitute Bus Aide	1/18/19-5/31/19
Miner School	KIMURA, LAUREN	Classroom Aide	Bus Aide	1/28/19-5/31/19
Sunrise Lake Outdoor Ed Ctr	BROKAMP, RYAN	Building Assistant	Working Winter Wonderland	2/2/2019
Sunrise Lake Outdoor Ed Ctr	CALVERT, KRISTEN	LBS1	Working Winter Wonderland	2/2/2019
Sunrise Lake Outdoor Ed Ctr	HERBST, DAVID E	Outdoor Ed Assistant	Working Winter Wonderland	2/2/2019
Sunrise Lake Outdoor Ed Ctr	HONCOOP, DEREK	Outdoor Ed Assistant	Working Winter Wonderland	2/2/2019
Sunrise Lake Outdoor Ed Ctr	TAMBEAUX, JESSICA L	Classroom Aide	Working Winter Wonderland	2/2/2019
Sunrise Lake Outdoor Ed Ctr	TROST-REKICH, ROY	LBS1	Working Winter Wonderland	2/2/2019
Sunrise Lake Outdoor Ed Ctr	YABLON, HALEE ROSE	Seasonal Custodian	Working Winter Wonderland	2/2/2019
Timber Ridge School	GOFF, CARLY M	Classroom Aide	After School Supervision	1/15/19-5/31/19
Timber Ridge School	ORTIZ, MARCO	1:1 Bilingual Assistant	Bus Aide	1/28/19-5/31/19
Timber Ridge School	PETERSON, BARBARA J	Social Worker	Filling in for Vacant Position	1/4/18-5/30/19
NEW HIRE ASSIGNMENT				
Kirk School	OHM, CAROL	Classroom Aide	Vacant	1/7/2019
Miner School	PEERY, PATRICE	Classroom Aide	Vacant	1/9/2019
Riley-RTMS	TAYLOR, MEGHAN	Educational Interpreter	Vacant	1/9/2019
Timber Ridge School	FALKNOR, CHRISTIAN	Classroom Aide	Vacant	1/28/2019
Timber Ridge School	MILLER, AMY	Classroom Aide	Vacant	1/10/2019
Timber Ridge School	WILHITE-BARON, JILL	LBS1	Vacant	1/7/2019
PAY CHANGE				
Kirk School	FINE, LAURA P	Transition Counselor	Lane Change - From: III-16 To: IV-16 (Coursework verified with official transcripts)	1/7/2019

PROGRAM	EMPLOYEE	POSITION	DESCRIPTION	EFFECTIVE DATE
STAFF TERMINATION				
Kirk School	MANCINI, REBECCA	LBS1	Resignation Received	5/30/2018
Miner School	PACION, DYLAN	Classroom Aide	Resignation Received	1/23/2019
STATUS CHANGE				
Central Admin	MAINE, LINDA A	Executive/HR Assistant	From: Active To: FMLA (sporadic)	1/21/2019
Kirk School	GAVINA, NICOLE	LBS1	From: Active To: LOA	2019-2020
Kirk School	HANSON, TARA	LBS1	From: LOA To: Active	2019-2020
Kirk School	WINTERS, BRIAN	Classroom Aide	From: Active To: FMLA (sporadic)	12/10/2018
Miner School	PACION, DYLAN MORRIS	Classroom Aide	From: FMLA To: LOA	1/7/2019
Timber Ridge School	SANTIAGO, YVETTE M	Bilingual Assistant	From: Active To: FMLA	1/18/2019
VAC	PALMQUIST, MARGARET	Vocational Assistant	From: 7.5hr day To: 8 hr day	1/7/2019