

MINUTES OF THE MEETING OF THE GOVERNING BOARD OF NSSEO

The May 1, 2019, regular meeting of the NSSEO Governing Board was called to order by President Janice Krinsky, at 7:00 p.m., at the NSSEO Administration, 799 W. Kensington Road, Mt. Prospect, IL 60056. Present were Governing Board Members, Carol Botwinski, Robert Rognstad, Brian Maye, Anna Klimkowicz and Alva Kreutzer. Also present were Governing Board Alternates, Arlen Gould, and Scott Filipek.

In attendance from the NSSEO staff were Christine Pasquesi, Cathi Ivack, Brian Weems, Nancy Milne, Christy Crabtree, Sue Mahoney, Gavin McGinn, Melissa Swanson, Becky Dusek, Erik Brekke, Judy Hackett, Julie Jilek, Heather Miehl, and Danielle Carter. Others in attendance were NSSEO Board alternates, Frank Fiarito, Dist 26; Millie Palmer and Lenny Walker, Dist. 214; administrative representative, Miriam Cutler, District 26; NSSEO Foundation members, Sandy Neumann and Cindy Marcinkowski; NSSEA Representatives, John Bialek, David Cosby, Meghan Cassady and Eileen McEnerney; NSSEO staff members, and NSSEO Shining Stars and family members.

PUBLIC COMMENT

Mr. Matthew McLaughlin, a parent of a Kirk student, asked the Board what the next steps will be regarding the results from the survey that was sent out to parents regarding proposed start times for Kirk and Miner school. Mr. McLaughlin asked if the Board would be evaluating the results. Board President, Janice Krinsky stated that the determination of the school hours was not a Board function. Dr. Hackett stated that a full update on the Kirk/Miner redesign would be shared later in the meeting.

SPOTLIGHT ON NSSEO SHINING STARS: INFINITEC AWARD WINNER – RAYSHAWN HARRIS

Sue Mahoney, NSSEO Support Services Coordinator introduced Rayshawn Harris, a District 26 student who attends Miner School. On April 25th, Rayshawn was the recipient of the Infinitec North Technology Achievement Award for his tremendous positive growth in the area of communication. Much appreciation to Rayshawn for his tenacity and commitment to communication and his entire educational team for their continued support in developing Rayshawn's communication skills.

Gifts of appreciation were presented to Dr. Miriam Cutler, Assistant Superintendent of Student Services for District 26, who will be retiring next month, and to Alva Kreutzer, District 214 Board member for their years of dedicated service to NSSEO.

CONTINUOUS IMPROVEMENT PLAN-GOAL 4, COLLABORTIVE PARTNERSHIPS

Danielle Carter, Director of Human Resources and Communication, Molly Dunne, Coordinator for Satellite Programs and Services, Christine Pasquesi, Assistant Principal at Kirk School and Nancy Milne, Assistant Principal at Miner School along with Krista Paul, Assistant Director of Career and Technical Education at District 214 shared information on the growing collaborative partnership between District 214 and NSSEO. The partnership is an extension of District 214 Educator Prep Program that provides courses, experiences and opportunities for high school students to learn and experience opportunities that develop greater awareness in the field of education.

CONSENT AGENDA

Janice Krinsky asked if there were any items on the consent agenda that the board members would like removed for separate consideration. There were none. Consent agenda items consisted of the Minutes of the Regular Session Dated April 3, 2019; Disbursement List dated May 2019/Voucher #1169; Procurement-

MINUTES, May 1, 2019- pg. 2

Card automatic payment; Personnel Transactions dated May 1, 2019; Payroll Expenditures by fund for the March 29, 2019 and April 15, 2019 payrolls; Non-Resident Student Placement requests; FY20 Federal Grant Applications; and the STEP Contract Amendment Agreement FY19.

MINUTES OF THE REGULAR SESSION DATED APRIL 3, 2019

It was moved by Anna Klimkowicz and seconded by Carol Botwinski to approve the Minutes of the Regular Session Dated April 3, 2019. On roll call vote – Ayes: Maye, Filipek, Krinsky, Kreutzer, Gould, Klimkowicz, Rognstad and Botwinski. Nays: None.

DISBURSEMENT LIST DATED MAY 2019/VOUCHER #1169

It was moved by Anna Klimkowicz and seconded by Carol Botwinski to approve the Disbursement List date May 2019/Voucher #1169, in the amount of \$1,550,119.95. On roll call vote – Ayes: Maye, Filipek, Krinsky, Kreutzer, Gould, Klimkowicz, Rognstad and Botwinski. Nays: None.

PROCUREMENT-CARD AUTOMATIC PAYMENT

It was moved by Anna Klimkowicz and seconded by Carol Botwinski to approve the Procurement-Card Automatic Payment of \$24,353.86 to BMO Financial Group on May 11, 2019. On roll call vote – Ayes: Maye, Filipek, Krinsky, Kreutzer, Gould, Klimkowicz, Rognstad and Botwinski. Nays: None.

PERSONNEL TRANSACTIONS DATED MAY 1, 2019

It was moved by Anna Klimkowicz and seconded by Carol Botwinski to approve the personnel transactions dated May 1, 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: Maye, Filipek, Krinsky, Kreutzer, Gould, Klimkowicz, Rognstad and Botwinski. Nays: None.

PAYROLL EXPENDITURES BY FUND

It was moved by Anna Klimkowicz and seconded by Carol Botwinski to approve the payroll expenditures by fund for the March 29, 2019 and April 15, 2019 payrolls. On roll call vote - Ayes: Maye, Filipek, Krinsky, Kreutzer, Gould, Klimkowicz, Rognstad and Botwinski. Nays: None.

NON-RESIDENT STUDENT PLACEMENT REQUEST

It was moved by Anna Klimkowicz and seconded by Carol Botwinski to approve the requests for placement of non-resident students at Timber Ridge and Kirk 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, Filipek, Krinsky, Kreutzer, Gould, Klimkowicz, Rognstad and Botwinski. Nays: None.

FY20 FEDERAL GRANT APPLICATIONS

It was moved by Anna Klimkowicz and seconded by Carol Botwinski to approve the transmittal of the FY20 IDEA and Preschool Flow-Through grants to ISBE when the electronic system becomes available. On roll call vote – Ayes: Maye, Filipek, Krinsky, Kreutzer, Gould, Klimkowicz, Rognstad and Botwinski. Nays: None.

STEP CONTRACT AMENDMENT FY19

It was moved by Anna Klimkowicz and seconded by Carol Botwinski to approve the amendment to the FY19 STEP contract. On roll call vote – Ayes: Maye, Filipek, Krinsky, Kreutzer, Gould, Klimkowicz, Rognstad and Botwinski. Nays: None.

SUPERINTENDENT'S REPORT

RECENT PRESENTATIONS AND PUBLICATIONS OF NSSEO STAFF

Dr. Hackett recognized and thanked Julie Jilek and Laura Fine for their recent presentations at various statewide workshops and Sue Mahoney for her recent publications in UPS for DOWNS and Infinitec newsletters.

D/HH ACADEMIC BOWL CHAMPIONS

Dr. Hackett introduced, Melissa Swanson, NSSEO's Deaf and Hard of Hearing Program Coordinator. Melissa shared some details regarding the Hersey High School Deaf Team who took first place in the National Deaf Academic Bowl last month at Gallaudet University. The Hersey D/HH team was the only three person team to win the National Championship in the history of the event. The team, consisting of Sergio Cortes, Winter Ly and Yael Lenga, shared their trophies and heartfelt appreciation to the Board and the NSSEO Foundation who continued to fund the trip for the team the past few years. The pride and sense of accomplishment and growth was shared by all who contributed to this amazing success.

ELECTION OF NSSEO GOVERNING BOARD OFFICERS FOR 2019-2020

Dr. Hackett stated that a committee needs to be established for the purpose of selecting the nominees for President, Vice President, and Secretary of the NSSEO Governing Board for the 2019-2020 school year. Based on the Nominating Committee recommendations, election and term of office for new officers will be held at the June 26, 2019 Governing Board meeting. Deb McAtee and Erin Johannesen were nominated for the Nomination Committee.

KIRK-MINER REDESIGN UPDATE

Heather Miehl and Julie Jilek provided an update on the Kirk-Miner Redesign. Julie shared information and details pertaining to facility projects and their estimation of completion dates. Heather provided details relating to transition activities for staff and students providing several opportunities to visit their new school. Heather also shared information on family social events focused on teambuilding. Start times continues to be a focus and has been re-opened for discussion with the recent survey sent to Kirk and Miner families. The final details were not available to share since the survey remained open for one more day. Heather stated that administration is continuing to explore ways to mitigate the impact on families.

IDEA EDUCATOR PROFESSIONAL LEARNING NEEDS ASSESSMENT

Pam Radford shared information pertaining to the annual IDEA Needs Assessment that gathers information from educators, administrators and parents as a part of a continuous improvement process to inform programming, services and professional learning and coaching supports. Pam shared the overall themes of the educator needs assessment results and plans for aligning 2019-2020 professional learning opportunities to prioritized needs.

NSSEO HUMAN RESOURCES DEPARTMENT UPDATE

FY20 CLERICAL, CUSTODIAL, FOOD SERVICE, BUS DRIVER & TECHNOLOGY HIRING SCHEDULE

It was moved by Alva Kreutzer and seconded by Anna Klimkowicz to approve the FY20 Hiring Schedules for Clerical, Custodial, Food Service, Bus Driver and Technology staff as presented. On roll call vote – Ayes: Filipek, Maye, Kreutzer, Botwinski, Rognstad, Klimkowicz, Gould and Krinsky. Nays: None.

NSSEO POLICY COMMITTEE UPDATE-SECOND READING

Danielle Carter stated the NSSEO Policy Committee met Wednesday, March 6, 2019 to review suggested changes made by PRESS Plus for revisions to the NSSEO Board Policy Manual. The suggested revisions were presented for a second reading and approval at the April 3, 2019 Governing Board meeting. Policy 4:15 Identity Protection and Policy 5:60 Expenses were not approved and held for further discussion with our attorney. Danielle consulted with legal counsel and presented the policies to the Board for approval.

It was moved by Robert Rognstad and seconded by Anna Klimkowicz to approve the proposed policies as presented. On roll call vote – Ayes: Rognstad, Botwinski, Gould, Klimkowicz, Maye, Krinsky, Filipek and Kreutzer. Nays: None.

NSSEO BUSINESS DEPARTMENT UPDATE

FINANCE ADVISORY COMMITTEE UPDATE / 2018-2019 AMENDED BUDGET AND 2019-2020 PROPOSED BUDGET PRESENTATION

Julie Jilek distributed binders which contained the proposed 2019-2020 NSSEO budget which also contained the 2018-2019 Amended Budget. She narrated a brief presentation and pointed out the highlights of the proposed budget and stated that the Finance Advisory Committee recommended that the Board vote to transmit the budget to member districts for review and approval.

PUBLIC HEARING, 2018-2019 NSSEO AMENDED BUDGET AND THE PROPOSED 2019-2020 BUDGET

It was moved by Arlen Gould and seconded by Anna Klimkowicz to recess the regular meeting and convene the public hearing for the purpose of public review of the 2018-2019 NSSEO Amended Budget and proposed 2019-2020 NSSEO budget.

On roll call vote – Ayes: Krinsky, Kreutzer, Filipek, Botwinski, Gould, Maye, Klimkowicz and Rognstad. Nays: None.

No comments or questions were presented from the audience.

It was moved by Alva Kreutzer and seconded by Brian Maye to adjourn the public hearing and reconvene the regular meeting. On roll call vote – Ayes: Maye, Gould, Botwinski, Rognstad, Kreutzer, Filipek and Klimkowicz. Nays: None.

TRANSMITTAL OF THE 2018-2019 AMENDED NSSEO BUDGET AND THE PROPOSED 2019-2020 BUDGET TO MEMBER DISTRICTS

It was moved by Arlen Gould and seconded by Alva Kreutzer to transmit the 2018-2019 Amended NSSEO Budget and the proposed 2019-2020 NSSEO budget to member districts for review and action. A directed vote on the 2018-2019 Amended Budget and the proposed 2019-2020 Budget would be anticipated at the June 26, 2019 NSSEO Governing Board Meeting. On roll call vote - Ayes: Kreutzer, Klimkowicz, Krinsky, Maye, Filipek Rognstad, Gould and Botwinski. Nays: None.

INFORMATION ITEMS

The following items were presented: Position Vacancies / Current FTE Enrollment; Activity Fund Report; Professional Development Highlights; Activity Fund Report Dated 3/01/19-3/31/19; NSSEO Health Insurance, TRS and IMF wire transfers; Third Quarter Financial Report; and EBC Insurance Renewal Rates.

NEW BUSINESS

Board Member Alva Kreutzer announced the new NSSEO District 214 Board member will be Millie Palmer and Lenny Walker the new Board Alternate.

CLOSED SESSION

It was moved by Alva Kreutzer and seconded by Brian Maye 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 8:44 p.m. On roll call vote – Ayes: Klimkowicz, Rognstad, Krinsky, Filipek, Maye, Botwinski, Kreutzer and Gould. Nays: None.

RECONVENE IN OPEN MEETING

It was moved by Arlen Gould and seconded by Alva Kreutzer to adjourn the closed session and reconvene into open session at 9:19 p.m. On roll call vote – Ayes: Gould, Botwinski, Filipek, Rognstad, Maye, Krinsky, Klimkowicz and Kreutzer. Nays: None.

FY20 SALARY INCREASES FOR CLERICAL, CUSTODIAL, BUS DRIVER, FOOD SERVICE AND TECHNOLOGY STAFF

It was moved by Alva Kreutzer and seconded by Anna Klimkowicz to approve the FY20 salary increases for the clerical, custodial, food service, bus driver and technology staff in the total amount not to exceed \$55,535.37 as determined by the Superintendent based on performance reviews. On roll call vote – Ayes: Maye, Filipek, Krinsky, Kreutzer, Gould, Klimkowicz, Rognstad and Botwinski. Nays: None.

FY20 ADMINISTRATIVE LEADERSHIP TEAM SALARY INCREASES

It was moved by Alva Kreutzer and seconded by Anna Klimkowicz to approve the FY20 salary increases for the Administrative Leadership Team members based on evaluations and goals as determined by the Superintendent not to exceed a total amount \$49,594.31. On roll call vote – Ayes: Filipek, Maye, Kreutzer, Botwinski, Rognstad, Klimkowicz, Gould and Krinsky. Nays: None.

ADJOURNMENT

It was moved by Arlen Gould and seconded by Brian Maye to adjourn the May 1, 2019, regular meeting of the NSSEO Governing Board at 9:25 p.m. On roll call vote – Ayes: Rognstad, Botwinski, Gould Klimkowicz, Maye, Krinsky, Filipek and Kreutzer. Nays: None.

Carol Botwinski, Secretary *Pro Tem*

Janice Krinsky, President

/lm

NSSEO PERSONNEL TRANSACTIONS

May 1, 2019 - MINUTES

PROGRAM	NAME	POSITION	DESCRIPTION	EFFECTIVE DATE
CURRENT EMPLOYEE ASSIGNMENT				
Tech Central	MUKHOPADHYAY, SHALINI	DATABASE MANAGER	From: Admin Assistant To: Data Base Manager	4/4/2019
NEW HIRE ASSIGNMENT				
DESC	Freeman, Elizabeth	Teacher of the Visually Impaired/O&M Specialist	Vacant Position	2019-2020
Kirk School	Ciufo, Greg	LBS1	Vacant Position	2019-2020
Kirk School	McNicholas, Thomas	Seasonal Program Support Staff	Filling Vacant Classroom Aide Position til last day of school- No Benefits	4/23/2019
Miner School	Haas, Christine	Seasonal Program Support Staff	Filling Vacant Classroom Aide Position til last day of school- No Benefits	4/1/2019
Miner School	Olszak, Karyn	School Psychologist	Vacant Position	2019-2020
Timber Ridge School	Lakemacher, Jon	Seasonal Program Support Staff	Filling Vacant Classroom Aide Position til last day of school- No Benefits	4/15/2019
STAFF TERMINATION				
DESC	Gruettner, Jana	Assistive Tech Assistant	End of Need	6/30/2019
Kirk School	Browning, Jennifer	Assistant Principal	Resignation Received	6/30/2019
Kirk School	Chomor, Amber	Classroom Aide	Resignation Received	4/10/2019
Kirk School	Kowatsch, Mariellen	LBS1	Resignation Received	5/31/2019
Kirk School	Moran, Terry	Part-Time Nurse Assistant	Resignation Received	3/11/2019
Kirk School	Vitale, Allison	LBS1	Resignation Received	5/31/2019
Miner School	Casali, Vincent	OT	Resignation Received	5/31/2019
Miner School	Dauernheim, Alison	Assistant Principal	Resignation Received	6/30/2019
Miner School	Shah, Kaushiklal	Classroom Aide	Resignation Received	4/12/2019
Miner School	Toporek, Peter	Seasonal Program Support	No Call/No Show	3/22/2019
Professional Development	Franklin, Robyn	Administrative Assistant	Resignation Received	4/11/2019
Tech Central	Brubaker, Bradley	Data Base Manager	Resignation Received	4/3/2019
Timber Ridge School	Wilhite, Jill	LBS1	Resignation Received	5/31/2019
STATUS CHANGE				
DHH Elementary	Bernstein, Terri	D/HH Teacher	From: FMLA To: Sporadic FMLA	3/14/2019
DHH Itinerant	lthal, Christina	D/HH Teacher	Lane Change: Effective 1/7/19 3% increase/off salary matrix	1/7/2019
Kirk School	Bade, Lindsey	Classroom Aide	From: Active To: Stop Pay	4/1/2019
Kirk School	Chomor, Amber	Classroom Aide	From: Active To: Stop Pay	4/3/2019

Kirk School	Laci, Erlind	LBS1	From: Active To: Sporadic FMLA	2/25/2019
Kirk School	Pelrine, Cindy		Status Change	
Kirk School	Ukeh, Friday	1:1 Nurse	From: Active To: FMLA	8/20/19 - 12/14/18
Kirk School	Ukeh, Friday	1:1 Nurse	From: FMLA To: Active	12/17/2018
Miner School	Herman, Michael	Signing Classroom Aide	From: FMLA To: Active	4/8/2019
Miner School	Johnson, Pamela	Classroom Aide	From: Active To: FMLA	4/1/2019
Miner School	Johnson, Pamela	Classroom Aide	From: FMLA (paid) To: FMLA (stop pay)	4/5/2019
Miner School	Pinedo Veronica	Classroom Aide	From: Active To: Stop Pay	4/3/2019
Tech Central	Nixon, Jason	Technology Support Tech.	From: Active To: FMLA	4/22/2019

GOVERNING BOARD MEETING
Agenda Item #6c
June 26, 2019

TO: Governing Board Members
FROM: Dr. Judy Hackett
RE: Adoption of NSSEO Governing Board Meeting Dates 2019-2020

The following dates are suggested for the regular monthly meetings of the NSSEO Governing Board. They are held on the first Wednesday of each month (unless otherwise specified) at 7:00 p.m. at the NSSEO Administration Building.

August 7, 2019
September 3, 2019* (*Tuesday, first week*)
October 2, 2019
November 6, 2019
December 10, 2019* (*Tuesday, second week*)
January 7, 2020* (*Tuesday, second week*)
February 5, 2020
March 4, 2020
April 1, 2020
May 6, 2020
June 3, 2020 (school is out on June 1)

ADMINISTRATIVE RECOMMENDATION

It is recommended that the NSSEO Governing Board approve the above scheduled board meeting dates for the 2019-2020 school year as presented.