

MINUTES OF THE MEETING OF THE GOVERNING BOARD OF NSSEO

The December 6, 2017, regular meeting of the NSSEO Governing Board was called to order by President Janice Krinsky at 6:31 p.m. at NSSEO Administration, 799 W. Kensington Road, Mt. Prospect, IL 60056. Present were Governing Board Members Debbi McAtee, Carol Botwinski, Erin Johannesen, Frank Fiarito, Anna Klimkowicz and Alva Kreutzer.

CLOSED SESSION

It was moved by Frank Fiarito and seconded by Alva Kreutzer to convene into closed session 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 or against legal counsel for the public body to determine its validity [5 ILCS 120/2 ©(1)] at 6:32 p.m. On roll call vote – Ayes: Johannesen, Krinsky, Kreutzer, McAtee, Klimkowicz and Fiarito. Nays: None.

Carol Botwinski arrived at 6:33 p.m.

REGULAR SESSION

It was moved by Frank Fiarito and seconded by Debbie McAtee to adjourn the closed session and reconvene into open session at 6:54 p.m. On roll call vote – Ayes: Johannesen, Kreutzer, Botwinski, Fiarito, Klimkowicz, McAtee and Krinsky. Nays: None.

In attendance from the NSSEO staff were Brian Weems, Nancy Milne, Jill Anderson, Kim Dungan, Mary Ann McGinn, Melissa Swanson, Kathleen McCord, Cathi Ivack, Greg Hill, Cathy Williams, Jill Wood, Pam Radford, Judy Hackett, Julie Jilek, Heather Miehl and Danielle Carter. Others in attendance were administrative representatives Christie Samojedny, Dist. 23; Sara Tyburski, Dist. 57; Renee Erickson, Dist. 211; and Marni Johnson, Dist. 214. Also present was Mary Cassin, NSSEA; NSSEO students and their families; and NSSEO staff members.

Dennis Composto arrived at 6:59 p.m.

MINUTES OF THE REGULAR AND CLOSED SESSIONS DATED NOVEMBER 1, 2017

It was moved by Alva Kreutzer and seconded by Debbi McAtee to approve the minutes of the regular and closed sessions dated November 1, 2017. On roll call vote – Ayes: Fiarito, Botwinski, McAtee, Composto, Krinsky, Johannesen and Kreutzer. Nays: None. Abstain: Klimkowicz.

PUBLIC COMMENT

There was no comment from the audience.

SPOTLIGHT ON NSSEO STARS

Melissa Swanson, Program Coordinator for the Deaf and Hard of Hearing Program at Hersey High School introduced four students, Andrew Wisniewski (Dist. 155, Crystal Lake), Winter Young (Dist. 203, New Trier), Megan Runnion (Dist. 211), and Yael Lenga (Stevenson HS) who represented Hersey High School at the Deaf Academic Bowl on November 3rd at Harper College. The students were recognized for their demonstration of academic success and hard work in pursuit of their goal. The Hersey Deaf Academic Bowl team finished in First Place earning a place in the next round at the Midwest Regional Deaf Academic Bowl at the Iowa School for the Deaf in February. Winter Young was the only female player acknowledged with an All-Star recognition. Andrew Wisniewski was recognized as MVP.

MAINTENANCE VEHICLE BID OPENING

Julie Jilek stated at the November 1, 2017 Governing Board meeting, permission was granted to go to Bid for one 2016 (or newer) Ford Transit Long 250 maintenance vehicle. Notice was placed in the local newspaper and bid packets were sent out. The lowest bid was received from Tom Peck Ford in Huntley, Illinois. The bid met all bid specifications.

It was moved by Anna Klimkowicz and seconded by Alva Kreutzer to authorize the purchase of one (1) new 2016 (or newer) Ford Transit Long 250 at a cost of \$23,136.00 from Tom Peck Ford. On roll call vote – Ayes: Krinsky, Kreutzer, Johannesen, Botwinski, McAtee, Composto, Klimkowicz and Fiarito. Nays: None.

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 the disbursement list dated December 2017/Voucher #1084, procurement card automatic payment, personnel transactions dated December 6, 2017, payroll expenditures by fund for the October 30th, and November 15, 2017 payrolls, Non-Resident student placement requests; and the Educational Practicum/Internship Agreement with Elmhurst College.

DISBURSEMENT LIST DATED DECEMBER 2017/VOUCHER #1084

It was moved by Anna Klimkowicz and seconded by Alva Kreutzer to approve the disbursement list dated December 2017/Voucher #1084, in the amount of \$1,582,099.76. On roll call vote - Ayes: Composto, McAtee, Krinsky, Botwinski, Fiarito, Kreutzer, Johannesen and Klimkowicz. Nays: None.

PROCUREMENT CARD AUTOMATIC PAYMENT

It was moved by Anna Klimkowicz and seconded by Alva Kreutzer to approve the debit transaction of \$22,832.950 to BMO Financial Group on December 11, 2017. On roll call vote – Ayes: Composto, McAtee, Krinsky, Botwinski, Fiarito, Kreutzer, Johannesen and Klimkowicz. Nays: None.

PERSONNEL TRANSACTIONS DATED DECEMBER 6, 2017

It was moved by Anna Klimkowicz and seconded by Alva Kreutzer to approve the personnel transactions dated December 6, 2017, which included the hiring and termination of staff (a copy of which is made a part of these minutes). On roll call vote – Ayes: Composto, McAtee, Krinsky, Botwinski, Fiarito, Kreutzer, Johannesen and Klimkowicz. Nays: None.

PAYROLL EXPENDITURES BY FUND

It was moved by Anna Klimkowicz and seconded by Alva Kreutzer to approve the payroll expenditures by fund for the October 30th and November 15, 2017 payrolls. On roll call vote - Ayes: Composto, McAtee, Krinsky, Botwinski, Fiarito, Kreutzer, Johannesen and Klimkowicz. Nays: None.

NON-RESIDENT STUDENT PLACEMENT REQUESTS

It was moved by Anna Klimkowicz and seconded by Alva Kreutzer to approve the request for placement of non-resident students at Timber Ridge School for the remainder of the 2017-18 school year with all educational costs to be paid by the students' district of residence. On roll call vote - Ayes: Composto, McAtee, Krinsky, Botwinski, Fiarito, Kreutzer, Johannesen and Klimkowicz. Nays: None.

EDUCATIONAL PRACTICUM/INTERNSHIP AGREEMENT BETWEEN NSSEO & ELMHURST COLLEGE

It was moved by Anna Klimkowicz and seconded by Alva Kreutzer to approve the Educational Practicum/Internship Agreement between NSSEO and Elmhurst College. On roll call vote - Ayes: Composto, McAtee, Krinsky, Botwinski, Fiarito, Kreutzer, Johannesen and Klimkowicz. Nays: None.

SUPERINTENDENT'S REPORT

LEGISLATIVE UPDATE

Dr. Hackett provided an updated on the on-going work in progress at the National and State levels. ESSA and the Evidence-Based Model for School Funding continues to be a concern and how it relates to Special Education and Special Ed Cooperatives.

GIVING SPIRIT

Dr. Hackett shared information on the giving spirit fund to support two families NSSEO has adopted for the holiday season.

KIRK PRINCIPAL RECOMMENDATION

Dr. Hackett announced with the impending retirement of Kim Dugan, a very extensive interview process for the Kirk principalship opening effective the 2018-19 school year has been completed. The comprehensive process led by Heather Miehl and Danielle Carter engaged focus groups, Kirk stakeholders and customized interview questions for the unique needs of Kirk. The final round of interviews took place on December 1st and after further discussions with stakeholder groups and NSSEO Administration, the team enthusiastically agreed that Cathi Ivack is best suited for the Kirk Principalship beginning the 2018-2019 school year.

It was moved by Frank Fiarito and seconded by Erin Johannesen to approve the recommendation for Cathi Ivack as principal of Kirk School beginning the 2018-2019 school year. On roll call vote: Kreutzer, Klimkowicz, Krinsky, Composto, Johannesen, Fiarito, McAtee and Botwinski. Nays: None.

HUMAN RESOURCES DEPARTMENT

Danielle Carter stated that the Deaf and Hard of Hearing Program at Forest School, Early Learning Center enrollment has increased from last spring. Physical Therapy (PT) services are currently provided one day a week (.2 FTE). The increase of students with PT minutes designated on their IEP results in the need for an additional .10 FTE, bringing the total to .30 FTE for PT services.

It was moved by Alva Kreutzer and seconded by Debbi McAtee to approve the request for an additional .10 FTE of Physical Therapy services for the D/HH Program at Forest School ELC for the 2017-18 school year. On roll call vote - Ayes: Klimkowicz, Fiarito, Krinsky, Johannesen, Composto, Botwinski, Kreutzer and McAtee. Nays: None.

BUSINESS DEPARTMENT

FOUNDATION UPDATE

Julie Jilek stated the NSSEO Foundation is busy working on the mini-grants and the upcoming Spring Showcase the first weekend in March.

REVIEW OF NSSEO UNRESERVED FUND BALANCE

Julie Jilek stated that as a result of follow up discussions after the November NSSEO Governing Board meeting, NSSEO Administration has revised its original recommendation to retain \$951,567.78 of FY17 unspent funds to be set aside for a future gym and elevator at Timber Ridge School as presented at the November 1, 2017 NSSEO Board meeting. Administration is recommending that \$577,884.78 of FY17 unspent Timber Ridge and Gillet O&M funds, along with the additional \$704,858.60 of the FY17 fund balance be returned to member districts. NSSEO continues to recommend that the \$373,683.00 of FY17 non-member fund balance be retained for the gym and elevator at Timber Ridge School. Julie stated that NSSEO will continue to move forward with the planning of the gym/elevator addition, reflecting our fiscally responsible and collaborative planning approach that includes several potential areas of cost savings.

It was moved by Anna Klimkowicz and seconded by Alva Kreutzer to approve the recommendation to refund the FY17 fund balance of \$1,282,743.38 to member districts and to retain the FY17 non-member fund balance of \$373,683.00 for the Timber Ridge Renovation/Life Safety Project. On roll call vote - Ayes: McAtee, Botwinski, Johannesen, Fiarito, Composto, Krinsky, Klimkowicz and Kreutzer. Nays: None.

RECOMMENDATION AND APPROVAL OF CONSTRUCTION MANAGEMENT FIRM

Julie Jilek stated that on August 2, 2017, the NSSEO Facility Planning Committee recommended moving forward with a Request for Qualification (RFQ) for construction management services to assist in the planning and management of the future gym/elevator addition at Timber Ridge School. One of the roles of the construction management firm is to assist in the development of more accurate cost estimates for the project. Sixteen (16) Construction Management firms attended the mandatory walk-through at Timber Ridge on November 14th. On November 28th, the RFQ Subcommittee interviewed the final four (4) firms and recommended Nicholas and Associates, Inc., as the Construction Management firm for the Timber Ridge gym/elevator addition project.

It was moved by Anna Klimkowicz and seconded by Frank Fiarito to enter into an agreement with Nicholas and Associates, Inc. firm as recommended by the RFQ Subcommittee for the gym/elevator addition at Timber Ridge School. On roll call vote - Ayes: Johannesen, Composto, Kreutzer, Botwinski, Fiarito, Klimkowicz, McAtee and Krinsky. Nays: None.

TRANSPORTATION CONTRACT EXTENSION

Julie Jilek stated that NSSEO is currently in a one-year transportation contract extension with RichLee Vans Inc. Over the years, NSSEO has developed an exceptional working relationship with RichLee Vans Inc. NSSEO has benefited from their experienced drivers who have developed commendable skills in working with student with special needs. One of the major challenges faced by RichLee Vans Inc., has been the inability to recruit and retain driver. RichLee Vans Inc., has made continuous efforts to try and prevent losing drivers to their competitors by increasing driver wages. Currently NSSEO is in conversations with RichLee Vans Inc., regarding a one-year contract extension for the 2018-19 school year with a 3.5% increase to our current rates.

It was moved by Alva Kreutzer and seconded by Anna Klimkowicz to authorize Administration to enter into a one-year contract extension with RichLee Vans Inc. for the 2018-2019 school year based on a 3.5% increase to current rates. On roll call vote – Ayes: Fiarito, Botwinski, McAtee, Klimkowicz, Composto, Krinsky, Johannesen and Kreutzer. Nays: None.

INFORMATION ITEMS

The following were presented as information items: Professional Development Program/Sessions; Sunset News/SLOEC; Position Vacancies, Position Vacancies/ Budgeted vs. Current FTE Enrollment; Activity Fund Report dated 10/1/17- 10/31/17; and NSSEO Health Insurance, TRS and IMRF Wire transfers.

NEW BUSINESS

Frank Fiarito gave a shout out to Julie Jilek's presentation at the IASBO Triple I Conference that he attended in November.

ADJOURNMENT

It was moved by Deb McAtee and seconded by Erin Johannesen to adjourn the December 6, 2017, regular meeting of the NSSEO Governing Board at 7:47 p.m. On roll call vote – Ayes: Krinsky, Kreutzer, Johannesen, Botwinski, McAtee, Composto, Klimkowicz and Fiarito. Nays: None.

Carol Botwinski, Secretary

Janice Krinsky, President

/lm

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minutes 12.6.17

NSSEO PERSONNEL TRANSACTIONS

December 6, 2017 MINUTES

PROGRAM	NAME	POSITION	DESCRIPTION	EFFECTIVE DATE
EXTRA DUTY				
Central Office-ALL	CHLAPECKA, MARTIN CHRISTOPHER	Building Assistant; Videographer	Video Taping/Editing for various PR projects during the 2017-18 school year	2017-18
Central Office-ALL	MARTIN, KARIN CHMIEL	Psychologist	Presenter for Parent Training and Prep Time	10/18/17
DHH Elementary	BAHENA, JOYANN MARJORIE	Signing Classroom Aide	Interpreting for After School Homework Club	10/12/17- 10/19/17
DHH Elementary	BATURA, ELZBIETA	Educational Interpreter	Interpreting for various After School activities	9/28/17 - 10/18/17
DHH HS Hersey	AIMERS, SUSAN L	Job Coach Assistant	Sign Language Class; Interpreter for wrestling	10/10/17 - 11/21/17
DHH HS Hersey	ALVARADO, MAUREEN MARGARET	Educational Interpreter	Deaf Academic Bowl	10/3/17 - 10/24/17
DHH HS Hersey	KLEIN, CANDACE CORTS	Signing Classroom Aide	Interpreting for Hobby Club; late student arrival/departure	9/13/17 - 11/27/17
DHH HS Hersey	PONTICELLI, ERMELINDA	Educational Interpreter	Deaf Academic Bowl	11/13/17
DHH HS Hersey	TURNER, EMILY	Educational Interpreter	Interpreter for Mini-Grant Meeting	11/7/17
DHH HS Hersey	UKLEJA, KATIE LYNN	Educational Interpreter	Interpreter for Deaf Academic Bowl; wrestling	11/1/17 - 11/10/17
DHH HS Hersey	WECHMAN-MUELLER, PAMELA LYNN	D/HH Teacher	Interpreter for various After School activities	10/23/17 - 11/17/17
DHH Itinerant	RICH, AMBER MICHELLE	D/HH Teacher	Sign Language Class	11/2/17 - 11/16/17
DHH Middle School	BATURA, ELZBIETA	Signing Classroom Aide	Interpreter for various After School activities	10/23/17 - 11/2/17
DHH Middle School	HARRIS, DANA COLLEEN	Educational Interpreter	Interpreter for various After School activities	10/2/17 - 11/27/17
DHH Middle School	JASINOWSKI, SAMANTHA	Educational Interpreter	Interpreter for Art Club at MacArthur Middle School	9/26/17 - 11/2/17

PROGRAM	NAME	POSITION	DESCRIPTION	EFFECTIVE DATE
DHH Middle School	SALYARDS, KIMBERLEE A	D/HH Teacher	Interpreter for various After School activities; Miner Magic Show	10/17/17 - 11/15/17
Kirk School	BOTEFUHR, WILLIAM A	Classroom Aide	Bus Aide	11/1/17- 5/31/18
Kirk School	COOMBS, VICTORIA	Nurse	1:1 Nurse Aide for Student involved in After School activites (as needed)	2017-18
Kirk School	HERRERA, DOUGLAS LORENZO	LBS1	After School Behavior Support	11/9/17 - 5/31/18
Kirk School	MEYER, WENDY HALPERIN	Nurse	Substitute Bus Nurse/as needed	10/2/17 - 5/31/18
Kirk School	MURRAY, BRITTANY	Classroom Aide	Substitute Assistant Cheerleading Coach	11/1/17- 5/31/18
Kirk School	OATES, VICKI	Classroom Aide	Substitute Bus Aide	11/1/17 - 5/31/18
Kirk School	PUFUNDT, PAULINE	Classroom Aide	Substitute Assistant Cheerleading Coach	11/1/17 - 5/31/18
Miner School	BACIGALUPO, LOIS	Classroom Aide	Substitute Bus Aide	2017-18
Miner School	CALVERT, KRISTEN	Voc Teacher	Hours beyond regular contract	2017-18
Miner School	CLEARY, MICHAEL	Classroom Aide	Hours beyond regular contract for 1:1 Student	9/1/17 - 12/22/17
Miner School	HALFEN, JESSICA LYNN	LBS1	Hours beyond regular contract	11/15/17
Miner School	KRUSE, LISA	Nurse	Substitute Nurse Bus Aide	2017-18
Miner School	MARTIN, KARIN CHMIEL	School Psychologist	Hours Beyond Regular Contract	2017-18
Miner School	MCENERNEY, EILEEN C	LBS1	Overnight SLOEC Camp Out	10/19/17 - 10/20/17
Riley-RTMS	JASINOWSKI, SAMANTHA	Educational Interpreter	Interpreter for Homework Club	10/10/17 - 10/24/17
Timber Ridge School	GORDON, MATT	Classroom Aide	After School Supervision; Bus Aide	11/16/17 - 5/31/18
Timber Ridge School	GREGORICH, EMILY RENEE	Classroom Aide	Homework Club	11/2/17

PROGRAM	NAME	POSITION	DESCRIPTION	EFFECTIVE DATE
Timber Ridge School	JOHNSON, JENNIFER ROSE	Classroom Aide	Homework Club/Girls Club/Bus Aide	11/9/17
Timber Ridge School	OLECHOWSKI, CHERYL ANN	Classroom Aide	Girls Club	10/13/17
Timber Ridge School	ORTIZ, MARCO ANTONIO	Bilingual Assistant	NSSEO Sub Route Driver	11/6/17
Timber Ridge School	SANTIAGO, YVETTE M	Bilingual Assistant	Homework Club	10/13/17
Timber Ridge School	SCHAFFER, EVYN C	LBS1	After School Supervision	11/15/17
Timber Ridge School	SUMMERS, MEGAN LYNN	Classroom Aide	After School Supervision	10/26/17 - 5/31/18
Timber Ridge School	WEBER, RACHEL JOANNE	SLP	After School Supervision	10/2/17 - 5/31/18
NEW HIRE ASSIGNMENT				
Tech Central	McNulty, Maripat	Part-Time Instructional Coach	Vacant	11/1/17 36 days
Timber Ridge School	Whiting, Venus	Classroom Aide	Vacant	11/9/17
STAFF TERMINATION				
Kirk School	BARETZ, TAYLOR	Classroom Aide	Resignation Received	
Kirk School	BENTZ, AMY R	Classroom Aide	Resignation Received	
Timber Ridge School	MINCEY, SEAN	Classroom Aide	90 Day Probationary	
STATUS CHANGE				
DHH HS Hersey	CASSIN, MARY A	SLP	6% Retirement Increase- Retirement Date June 2020	2017-18
DHH Itinerant	BRANKATELLI, EILEEN	D/HH Teacher	From: FMLA (unpaid) To: Active	11/6/17
DHH Itinerant	ELLENBAUM, GLORIA	D/HH Teacher	From: FMLA To: Active	11/22/17
Kirk School	FRAZIER, CALEB ROY	Classroom Aide	From: 1:1 Interp. Ass't To: Classroom Aide (no change in salary for the remainder of 2017-18)	11/3/17
Kirk School	KARL, AURORA	Classroom Aide	6% Retirement Increase- Retirement Date June 2020	2017-18
Kirk School	MUELLER, ROSA A	LBS1	From: FMLA (unpaid) To: Active	11/6/17
Timber Ridge School	FOX, MARY LYNN	STEM Teacher	From: Active To: FMLA	12/13/17