

MINUTES OF THE MEETING OF THE GOVERNING BOARD OF NSSEO

The March 7, 2018, 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, IL 60056. Present were Governing Board Members Debbi McAtee, Carol Botwinski, Erin Johannesen, Janice Krinsky, Anna Klimkowicz and Alva Kreutzer.

In attendance from the NSSEO staff were Bryan Bolger, Brian Weems, Cathy Williams, Jill Anderson, Jack O'Neal, Kathleen McCord, Kim Dungan, Mary Ann McGinn, Nancy D'Andrea, Greg Hill, Melissa Swanson, Nancy Milne, Pam Radford, Judy Hackett, Julie Jilek, Heather Miehl and Danielle Carter. Also in attendance were administrative representatives: Christie Samojedny, District 23; and Renee Erickson, District 211. Also in attendance were other members of the NSSEO team and NSSEO students and their families.

MINUTES OF THE REGULAR SESSION DATED FEBRUARY 7, 2018

It was moved by Alva Kreutzer and seconded by Deb McAtee to approve the minutes of the regular session dated February 7, 2018. On roll call vote - Ayes: Johannesen, Krinsky, Kreutzer, McAtee and Botwinski. Nays: None. Abstain: Klimkowicz.

Dennis Composto arrived at 7:03 p.m.

PUBLIC COMMENT

There was no public comment.

NSSEO SHINING STARS – BUILDING A BRIDGE FOR LIFE PLANNING

Jill Anderson, Assistant Principal of Kirk School and a member of the NSSEO Transition Leadership Team shared the NSSEO's transition mindset that includes active student participation, parent and community partnership as well as education for all. The NSSEO Board recognized two former students, a Miner School parent and a community partner. Their stories highlight that together as a team, our students can achieve great outcomes.

Michelle Schwartz is the Transition Outreach Specialist for Clearbrook who provides services and supports to families and children to navigate the complex world of Transition. Michelle has spent time at the PERC collaborating and problem solving with families. NSSEO values Clearbrook as an on-going partner and thankful for Michelle's dedication.

Stephanie Matthias is a parent of a twelve-year-old student at Miner. Stephanie began her journey on her own but has become a proactive and invested proponent of the PERC. Stephanie is willing to be of assistance to others in any way possible. Stephanie epitomizes what it means to be a partner in the transition process.

Steven Solinski is a graduate from Kirk School. Throughout his high school and transition years, Steven participated in a variety of activities through the Center for Enriched Living (CEL), a community based adult agency for young adults. Throughout the transition planning process, the team at Kirk worked collaboratively with Steven, his family, and CEL to ensure a seamless transition from school to CEL.

Alfredo Salinas graduated from Miner School this past January. Alfredo worked in a number of jobs while he was in school which included dishwashing at Kirk School, Gus' Diner, and the

Doubletree in Wood Dale. Alfredo also had a work experience at Busse Car Wash which turned into a viable part-time job. In November of 2017, Alfredo applied for and was hired as a dishwasher at Buca Di Beppo restaurant in Wheeling. Alfredo is currently working at both Busse Car Wash and Buca Di Beppo's.

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 March 2018/Voucher #1135; procurement card automatic payment; personnel transactions dated March 7, 2018; payroll expenditures by fund dated January 30, 2018 and February 12, 2018 payrolls; and a non-resident student placement request.

DISBURSEMENT LIST DATED MARCH 2018/VOUCHER #1135

It was moved by Alva Kreutzer and seconded by Anna Klimkowicz to approve the disbursement list dated March 2018/Voucher # 1135 in the amount of \$767,749.38. On roll call vote - Ayes: Johannesen, Composto, Kreutzer, Botwinski, Klimkowicz, McAtee and Krinsky. Nays: None.

PROCUREMENT CARD AUTOMATIC PAYMENT

It was moved by Alva Kreutzer and seconded by Anna Klimkowicz to approve the credit transactions totaling \$30,297.19 to BMO Financial Group on March 10, 2018. On roll call vote - Ayes: Johannesen, Composto, Kreutzer, Botwinski, Klimkowicz, McAtee and Krinsky. Nays: None.

PERSONNEL TRANSACTIONS DATED MARCH 7, 2018

It was moved by Alva Kreutzer and seconded by Anna Klimkowicz to approve the personnel transactions dated March 7, 2018, which included the hiring and termination of staff (a copy of which is made a part of these minutes). On roll call vote - Ayes: Johannesen, Composto, Kreutzer, Botwinski, Klimkowicz, McAtee and Krinsky. Nays: None.

PAYROLL EXPENDITURE BY FUND

It was moved by Alva Kreutzer and seconded by Anna Klimkowicz to approve the payroll expenditures by fund for the January 30, 2018, and February 12, 2018 payrolls. On roll call vote - Ayes: Johannesen, Composto, Kreutzer, Botwinski, Klimkowicz, McAtee and Krinsky. Nays: None.

NON-RESIDENT STUDENT PLACEMENT REQUEST

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

SUPERINTENDENT'S REPORT

FREEDOM OF INFORMATION

Dr. Hackett stated that NSSEO had received one (1) request under the Freedom of Information Act. The request for information was granted.

NATIONAL / STATE UPDATE ON PRIORITIES

Dr. Hackett shared that she had just returned from attending the AASA National Conference on Education where Dr. David Schuler from Township High School District 214 was named as 2018 National Superintendent of the Year. Dr. Hackett also provided a brief update on the many on-going issues and priorities at the National and State levels.

NSSEO CONTINUOUS IMPROVEMENT GOALS 2 & 3 – ADVANCING A TRANSITION MINDSET

Members of the Transition Services Leadership Team presented to the Board the Transition Mindset for the 2017-2018 school year which focused on three core initiatives:

- Development and implementation of IEP Best Practices for Transition;
- Development and implementation of job coaching training modules;
- Opening of the NSSEO Parent Education Resource Center (the PERC).

The team believes that consistent, high quality job coaching supports will result in improved student employment outcomes and that post-secondary outcomes for students will improve if their parents are better equipped with the knowledge and information they need to be effective advocates for their children.

UPCOMING EVENTS

Dr. Hackett shared upcoming events happening at NSSEO.

HUMAN RESOURCES UPDATE

KIRK SCHOOL ASSISTANT PRINCIPAL RECOMMENDATION

Danielle Carter stated that after an extensive interview process for the Kirk Assistant Principal opening effective the 2018-2019 school year, the NSSEO administrative recommendation for the position is Mr. Erik Brekke. Erik recently completed his Masters of Education in Curriculum and Instruction: Applied Behavior Analysis and is currently pursuing his General Administrative endorsement.

It was moved by Anna Klimkowicz and seconded by Erin Johannesen to approve the administrative recommendation to hire Erik Brekke as the Instructional Coordinator at Kirk School effective the 2018-2019 school year. On roll call vote – Ayes: Botwinski, McAtee, Klimkowicz, Composto, Krinsky, Johannesen and Kreutzer. Nays: None.

TRANSITION SPECIALIST RECOMMENDATION

Danielle Carter shared that Greg Hill will be retiring after 25 years of dedicated service to NSSEO. A collaborative interview process for the Transition Specialist that engaged stakeholders and was conducted. After a thorough process, NSSEO administration was pleased to recommend Rebecca Dusek for the position. Rebecca has been a Transition Specialist Assistant for NSSEO the past seven (7) years.

It was moved by Anna Klimkowicz and seconded by Erin Johannesen to approve the administrative recommendation to hire Rebecca Dusek for the Transition Specialist position effective the 2018-2019 school year. On roll call vote – Ayes: Krinsky, Kreutzer, Johannesen, McAtee, Composto and Klimkowicz. Nays: None.

BUILDINGS AND GROUNDS COORDINATOR RECOMMENDATION

Danielle Carter stated that Bob Parotto will be retiring after 38 years of service as the NSSEO Buildings and Grounds Coordinator. A comprehensive interview process was conducted and the NSSEO administration recommended Michael Browning for this position. Michael has been a part of NSSEO for the past five (5) years.

It was moved by Anna Klimkowicz and seconded by Deb McAtee to hire Michael Browning for the Buildings and Grounds Coordinator position effective the 2018-2019 school year. On roll call vote – Ayes: Composto, McAtee, Krinsky, Botwinski, Kreutzer, Johannesen and Klimkowicz. Nays: None.

NSSEO EDUCATIONAL SERVICES UPDATE

EXTENDED SCHOOL YEAR (ESY) 2018 PROPOSAL

Heather Miehl presented the Extended School Year Proposal for 2018, which listed student and staff dates and times, program locations, staff salaries and hourly rates for itinerant staff. Heather stated the ESY financial budget will be presented to the Board in April.

Deb McAtee moved for approval to direct administration to implement the plan for Extended School Year (ESY) services, in accordance with NSSEO policy, as determined on an individual child basis and in agreement with the program descriptions and financial budgets. Anna Klimkowicz seconded the motion. On roll call vote – Ayes: Kreutzer, Klimkowicz, Krinsky, Composto, Johannesen, McAtee and Botwinski. Nays: None.

BUSINESS DEPARTMENT UPDATE

NSSEO FOUNDATION UPDATE

Julie Jilek recapped the Foundation activities.

NSSEO GOAL UPDATE - 21ST CENTURY LEARNING ENVIRONMENT

Julie Jilek shared that over the past several years, in alignment with NSSEO's continuous improvement plan, NSSEO has committed to transforming our classrooms from teacher-centered to student-centered learning environments that support active learning and engagement. The NSSEO 21st Century Learning Environment Committee was established with the vision of creating flexible learning environments that accommodate the unique needs of every learner. Julie stated that Mary Ann McGinn and Pam Guio presented NSSEO's journey, accomplishments, and outcomes at the Closing the Gap conference last month in Minnesota and at the ICE conference in Schaumburg. A short video presentation was shown.

NSSEO FINANCE COMMITTEE UPDATE

Julie Jilek presented highlights of the March 7th meeting of the Finance Advisory Committee, at which time staffing adjustments, NSSEO tuition rates, and non-member tuition rates were discussed. The next Finance Advisory Committee meeting is scheduled for March 21st.

NSSEO SAFETY COMMITTEE UPDATE

Julie Jilek provided an update on NSSEO's Safety Initiatives from 2007-2017.

NWSRA FACILITY USE AGREEMENT RENEWAL

Julie Jilek stated that the current three year Facility Use Agreement between NSSEO and the Northwest Suburban Recreation Association (NWSRA) expires June 30, 2018. NSSEO and NWSRA have had a long partnership with each other since September of 1982. NWSRA utilizes the facilities at Kirk, Timber Ridge and Miner Schools for after-school activities, summer camp programs, and occasional weekend activities. The past two (2) three-year lease agreements have included 3% annual increases.

A motion was made by Anna Klimkowicz and seconded by Dennis Composto to send the proposed three-year Facility Use Agreement for the period of July 1, 2018 to June 30, 2021 with 3% annual increases to the NWSRA Board for review and approval. On roll call vote – Ayes: Klimkowicz, Krinsky, Johannesen, Composto, Botwinski, Kreutzer and McAtee. Nays: None.

MEDICAID FEE FOR SERVICE ILLINOIS SERVICE AGREEMENT RENEWAL

Julie Jilek stated that NSSEO currently contracts with Go Solutions Group, Inc. as it's third party vendor for Medicaid Fee for Service. Our one-year Illinois Service Agreement with Go Solutions expires on June 30, 2018 and is up for renewal. For the FY19 school year, Go Solutions' pricing will remain the same as it is in the current agreement.

It was moved by Erin Johannesen and seconded by Anna Klimkowicz to approve the one-year Service Agreement with Go Solutions Group, Inc. for the term of July 1, 2018 through June 30, 2019. On roll call vote – Ayes: McAtee, Botwinski, Johannesen, Composto, Krinsky, Klimkowicz and Kreutzer. Nays: None.

INFORMATION ITEMS

The following informational items were presented: Position vacancies / Current FTE Enrollment; Professional Development Trainings; Activity Fund Report dated 01/01/18 - 01/31/18; NSSEO Health Insurance, TRS and IMRF Wire transfers; and 2018 Graduation Dates for NSSEO Programs.

NEW BUSINESS

Janice Krinsky stated what a great opportunity the Winter Wonderland event at Sunrise Lake Outdoor Education Center provides for the students of NSSEO.

ADJOURNMENT

It was moved by Anna Klimkowicz and seconded by Alva Kreutzer to adjourn the March 7, 2018, regular meeting of the NSSEO Governing Board at 8:23 p.m. On roll call vote – Ayes: Composto, Johannesen, Krinsky, Kreutzer, McAtee, Klimkowicz and Botwinski. Nays: None.

Carol Botwinski, Secretary

Janice Krinsky, President

NSSEO PERSONNEL TRANSACTIONS
March 7, 2018 MINUTES

PROGRAM	NAME	POSITION	DESCRIPTION	EFFECTIVE DATE
EXTRA DUTY				
Central Office-ALL	HANSON, TARA E	Vocational Teacher	Presenter for Parent Behavior Training Session	2/5/2018
Central Office-ALL	JOHNSON, KIMBERLY F	LBS1	Childcare Provider for Parent Behavior Training Session	2/5/2018
Central Office-ALL	SHERRY, KATHRYN F	Psychologist	Presenter for Parent Behavior Training Session	2/5/2018
Central Office-ALL	YABLON, HALEE ROSE	Café Worker	Childcare Provider for Parent Behavior Training Session	2/5/2018
DHH Elementary	BAHENA, JOYANN MARJORIE	Educational Interpreter	Interpreter for homework club	1/18/18-1/25/18
DHH Elementary	CLEVELAND, SALLY J	Signing Classroom Aide	Stayed beyond regular hours for bussing issues	1/22/18-2/8/18
DHH Elementary	HARRIS, DANA COLLEEN	Educational Interpreter	Interpreter for movie night	1/19/2018
DHH Elementary	JASINOWSKI, SAMANTHA L	Educational Interpreter	Interpreter for homework club	12/5/17-1/23/18
DHH HS Hersey	AIMERS, SUSAN L	Job Coach Assistant/Program Support Services	Sign Language Instructor	1/30/18-2/6/18
DHH HS Hersey	ALVARADO, MAUREEN MARGARET	Educational Interpreter	Deaf Academic Bowl	1/30/18-2/6/18
DHH HS Hersey	HARRIS, DANA COLLEEN	Educational Interpreter	Deaf Academic Bowl	1/23/2018
DHH HS Hersey	WECHMAN-MUELLER, PAMELA LYNN	D/HH Teacher	Subbed during Planning Time	1/12/2018
DHH Middle School	BATURA, ELZBIETA	Signing Classroom Aide	Interpreter for art club; bowling club; Anime club	1/17/18-2/9/18
DHH Middle School	HARRIS, DANA COLLEEN	Educational Interpreter	Interpreter for various activities	12/18/17-2/10/18
DHH Middle School	PAGANO, JAMIE LEE	SLP	Interpreter for various activities	1/23/2018

PROGRAM	NAME	POSITION	DESCRIPTION	EFFECTIVE DATE
DHH Middle School	SALYARDS, KIMBERLEE A	D/HH Teacher	Interpreter for ASL Club	1/31/18- 2/7/18
Kirk School	ALLEN, ARIELLE WILLIAMS	LBS1	Completing DLM Assessment Training outside of contractual hours	1/8/18- 5/30/18
Kirk School	COLE, ALLISON B	LBS1	Completing DLM Assessment Training outside of contractual hours	1/8/18- 5/30/18
Kirk School	GAVINA, NICOLE MARIE	LBS1	Completing DLM Assessment Training outside of contractual hours	1/8/18- 5/30/18
Kirk School	GUEVARA, GLORIA SANCHEZ	LBS1	Completing DLM Assessment Training outside of contractual hours	1/8/18- 5/30/18
Kirk School	KURIAN, SHERENE	LBS1	Completing DLM Assessment Training outside of contractual hours	1/8/18- 5/30/18
Kirk School	LACI, ERLIND ANASTAS	LBS1	Completing DLM Assessment Training outside of contractual hours	1/8/18- 5/30/18
Kirk School	PAISLEY, ERIN MARGARET	LBS1	Completing DLM Assessment Training outside of contractual hours	1/8/18- 5/30/18
Kirk School	SCHEIDT, CYNTHIA ANNE	LBS1	Completing DLM Assessment Training outside of contractual hours	1/8/18- 5/30/18
Kirk School	SCHMITT, BRITTANY	LBS1	Completing DLM Assessment Training outside of contractual hours	1/8/18- 5/30/18
Kirk School	UKEH, FRIDAY U	Nurse	1:1 Nurse for afterschool track practice	2/2/18- 5/30/18
Kirk School	VITALE, ALLISON	LBS1	Completing DLM Assessment Training outside of contractual hours	1/8/18- 5/30/18

PROGRAM	NAME	POSITION	DESCRIPTION	EFFECTIVE DATE
Kirk School	WOLOTOWSKY, SUZANNE C	LBS1	Completing DLM Assessment Training outside of contractual hours	1/8/18-5/30/18
Miner School	BALCERAK, NICHOLAS A	LBS1	Snowshoe Special Olympics Coach	11/27/17-2/7/18
Miner School	CALVERT, KRISTEN	LBS1	Girls Night Chaperone	2/2/18-2/3/18
Miner School	CAVALIERI, KELSEY	Classroom Aide	Basketball Special Olympics Coach; Snowshoeing Coach	11/7/17-2/1/18
Miner School	CLEARY, MICHAEL JOSEPH	Classroom Aide	Basketball Special Olympics Coach	11/28/17-2/1/18
Miner School	DUNGAN, D STEPHEN	Classroom Aide	Special Olympics Coach	11/7/17-1/30/18
Miner School	FRERES, CORRINE	LBS1	Completing DLM Assessment Training outside of contractual hours	1/8/18-2/23/18
Miner School	GREENBERG, SCOTT DANIEL	Classroom Aide	Special Olympics Coach	11/7/17-2/1/18
Miner School	HENNESSY, LAUREN	LBS1	Fall Dance Chaperone; Variety Show Chaperone; Snowshoe Special Olympics Coach; Girls Night Out Chaperone	10/30/17-2/2/18
Miner School	HERMAN, MICHAEL V	Classroom Aide	Special Olympics Coach	11/7/17-2/1/18
Miner School	JASINOWSKI, SAMANTHA L	Signing Classroom Aide	Basketball Special Olympics Coach/Substitute Bus Aide	11/9/17-5/30/18
Miner School	JOHNSON, KIMBERLY F	LBS1	Basketball Special Olympics Coach	11/7/17-1/31/18
Miner School	MCENERNEY, EILEEN C	LBS1	Snowshoe Special Olympics Coach; Girls Night Out Chaperone	11/27/17-2/7/18
Miner School	SHARMA, VARUN	Classroom Aide	Special Olympics Coach	11/7/17-2/1/18

PROGRAM	NAME	POSITION	DESCRIPTION	EFFECTIVE DATE
Miner School	WAYNE, JEFFREY ALAN	Classroom Aide	Basketball Special Olympics Coach	11/7/18-2/1/18
Miner School	WHEELER, LAUREN	SLP	Basketball Special Olympics Coach	11/7/17-1/30/18
Riley-RTMS	ANDERSON, BRIDGET I	LBS1	Bus Aide Substitute	2/7/2018
Riley-RTMS	CAPLAN, JAN EILEEN	Nurse	Bus Nurse/Aide Substitute	2/5/18-2/6/18
Riley-RTMS	KAMANGA, THANDIWE	Nurse	Bus Nurse/Aide Substitute	1/8/18-2/2/18
Riley-RTMS	OLICHWIER, CAROL S	Substitute Nurse	Bus Nurse/Aide Substitute	1/24/18-2/8/18
Sunrise Lake Outdoor Ed Ctr	BROKAMP, RYAN JOSEPH	Building Assistant	Winter Wonderland Event	2/17/2018
Sunrise Lake Outdoor Ed Ctr	CALVERT, KRISTEN	LBS1	Winter Wonderland Event	2/17/2018
Sunrise Lake Outdoor Ed Ctr	HERBST, DAVID E	Substitute	Winter Wonderland Event	2/17/2018
Sunrise Lake Outdoor Ed Ctr	HONCOOP, DEREK MARCUS	Outdoor Ed Assistant	Winter Wonderland Event	2/17/2018
Sunrise Lake Outdoor Ed Ctr	HONCOOP, ROBERT W	Seasonal Maintenance	Winter Wonderland Event	2/17/2018
Sunrise Lake Outdoor Ed Ctr	UJWARY, DANIEL A	Interpreter Assistant	Winter Wonderland Event	2/17/2018
Sunrise Lake Outdoor Ed Ctr	YABLON, HALEE ROSE	Café Worker	Winter Wonderland Event	2/17/2018
Timber Ridge School	SIEGEL, ILENE S	Retired SLP	Access Testing	2/1/2018
NEW HIRE ASSIGNMENT				
Kirk School	O'Grady, Neil	Classroom Aide	Vacant	2/20/2018
Kirk School	Vane, Sheree L	Classroom Aide	Vacant	2/14/2018
Miner School	Emmanuel, Anila I	Classroom Aide	Vacant	2/12/2018
Timber Ridge School	Mazanava, Diana M	Classroom Aide	Vacant	2/20/2018
STATUS CHANGE				
Kirk School	OLSON, OLIVIA K	Classroom Aide	From: Active To: FML (stop pay)	1/29/18-4/30/18

PROGRAM	NAME	POSITION	DESCRIPTION	EFFECTIVE DATE
Miner School	SALAZAR, ROMULO F	Bilingual Assistant	From: Active To: FML (paid)	2/14/18- 5/14/18
Sunrise Lake Outdoor Ed Ctr	HONCOOP, DEREK MARCUS	Outdoor Ed Assistant	From: Active To: FML (paid)	2/20/18- 4/13/18
Timber Ridge School	OLECHOWSKI, CHERYL ANN	Classroom Aide	From: FML To: Active	2/12/2018