



MINUTES OF THE MEETING OF THE GOVERNING BOARD OF NSSEO

The October 3, 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, Deb McAtee, Carol Botwinski, Erin Johannesen, Frank Fiarito, Brian Maye, Anna Klimkowicz and Alva Kreutzer.

In attendance from the NSSEO staff were Bryan Bolger, Cathi Ivack, Jennifer Browning, Christine Pasquesi, Brian Weems, Nancy Milne, Melissa Swanson, Molly Dunne, Erik Brekke, Gavin McGinn, Sue Mahoney, Michael Browning, Bryan Bolger, Pam Radford, Judy Hackett, Julie Jilek, Heather Miehl and Danielle Carter. Others in attendance were Administrative Representatives, Miriam Cutler, Dist. 26; Sara Tyburski, Dist. 57; Renee Erickson, Dist. 211; and Marni Johnson, Dist. 214; NSSEA Representatives John Bialek, Gina Lozano, and Mike Meyer; NSSEO Foundation President, Sandy Neumann; several NSSEO staff members, and shining star recipients from District 26.

PUBLIC COMMENT

Gina Lozano, NSSEO Educational Support Personnel and NSSEA Representative thanked the NSSEO Board and Administration for the Wellness Event that was held at Kirk School on Friday, September 28th.

NSSEO SHINING STARS: RIVER TRAIL SCHOOL DISTRICT 26

Dr. Pam Radford introduced NSSEO District Coach, Stacey Weber and the River Trails School District 26 staff, Amy Veystman, Sarah Hogan, Maura Killion and Amanda Zavilla. The District 26 leadership team were honored for their accomplishments as it relates to Social Emotional Learning (SEL) curriculum at River Trails Middle School. In collaboration with Stacey Weber, the District 26 team refined current practices, identified tools and procedures to guarantee evidence based SEL practices are in place within classrooms. The school wide systems established proactive supports to growing and enhancing student's SEL skills.

CONTINUOUS IMPROVEMENT PLAN HIGHLIGHTED FOCUS

Dr. Pam Radford highlighted the featured NSSEO Continuous Improvement Plan (CIP) goal, *Goal 2: Student Learning Environment*, with an emphasis on building capacity of our educators to support emotional learning and behavioral needs of our students. Dr. Radford explained effective professional learning does not occur after one training and shared research to show the impact of side-by-side coaching versus theory and discussion or demonstration in training techniques. Coaching is an approach that provides in the moment, on the job support, professional learning, and technical assistance to educators working directly with students and is a critical part of any high quality system to support professional learning. Dr. Radford shared additional information and examples of how the NSSEO Coaches work to build the skills of educators across NSSEO and its member districts.

CONSENT AGENDA

President Janice 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 and Closed Sessions dated September 5, 2018; Disbursement List dated October 2018/Voucher #1047; Procurement Card automatic payment; Personnel Transactions dated October 3, 2018; Payroll Expenditures by Fund for the August 30, 2018 and September 15, 2018 payrolls; and a Non-Resident Student Placement request.

MINUTES OF THE REGULAR AND CLOSED SESSIONS DATED SEPTEMBER 5, 2018

It was moved by Deb McAtee and seconded by Anna Klimkowicz to approve the minutes of the regular and closed sessions dated September 5, 2018. On roll call vote - Ayes: Maye, Johannesen, Krinsky, Kreutzer, McAtee, Klimkowicz, Fiarito and Botwinski. Nays: None.

DISBURSEMENT LIST DATED OCTOBER 2018/VOUCHER #1047

It was moved by Deb McAtee and seconded by Anna Klimkowicz to approve the disbursement list dated October 2018/Voucher #1047, in the amount of \$560,177.62. On roll call vote - Ayes: Maye, Johannesen, Krinsky, Kreutzer, McAtee, Klimkowicz, Fiarito 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 \$31,657.92 to BMO Financial Group on October 11, 2018. On roll call vote – Ayes: Maye, Johannesen, Krinsky, Kreutzer, McAtee, Klimkowicz, Fiarito and Botwinski. Nays: None.

PERSONNEL TRANSACTIONS DATED OCTOBER 3, 2018

It was moved by Deb McAtee and seconded by Anna Klimkowicz to approve the personnel transactions dated October 3, 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: Maye, Johannesen, Krinsky, Kreutzer, McAtee, Klimkowicz, Fiarito and Botwinski. Nays: None.

PAYROLL EXPENDITURES BY FUND

It was moved by Deb McAtee and seconded by Anna Klimkowicz to approve the payroll expenditures by fund for the August 30, 2018, and September 14, 2018 payrolls. On roll call vote – Ayes: Maye, Johannesen, Krinsky, Kreutzer, McAtee, Klimkowicz, Fiarito and Botwinski. Nays: None.

NON-RESIDENT STUDENT PLACEMENT REQUEST

It was moved by Deb McAtee and seconded by Anna Klimkowicz to approve the placement of a non-resident student at Miner School for the remainder of the 2018-19 school year with all educational and administrative costs to be paid by the student's district of residence as part of the consent agenda. On roll call vote – Ayes: Maye, Johannesen, Krinsky, Kreutzer, McAtee, Klimkowicz, Fiarito and Botwinski. Nays: None.

SUPERINTENDENT'S REPORT

STATE/FEDERAL UPDATE

Dr. Hackett provided an update on the many legislative educational issues and changes occurring statewide. Dr. Hackett shared some of the concerns regarding the impact with ESSA policy on students with disabilities. Dr. Hackett also stated unfilled teacher positions is becoming a concern and priority on both levels.

IDEA UPDATE

Dr. Hackett shared that she and Julie Jilek continue to educate and advocate at the local and state levels regarding the proposed changes to the way IDEA dollars flow to Special Education Cooperatives and Districts. Dr. Hackett shared pertinent information on ISBE correspondence, the potential impact of the proposed changes along with important points to consider if the suggested changes are adopted.

50th ANNIVERSARY FUNDRAISING BASH UPDATE

Dr. Hackett shared some of the details of NSSEO's 50th Anniversary Fundraising Bash on November 4th at the Ale House in Arlington Heights. Dr. Hackett extended an invitation to all Board members.

NSSEO BUSINESS DEPARTMENT UPDATE

FOUNDATION MINI-GRANT PRESENTATION

Sandy Neumann, NSSEO Foundation President announced the 2017-2018 Foundation mini-grant recipients and shared a summary of the incredible impact the 18 opportunities provided students: Deaf Social Club, D/HH Programs; Minding Our Own Beeswax!, SLOEC staff; Special Events, Miner School; VIP Club, NSSEO Itinerant Vision Staff; Deaf Academic Bowl, Hersey High School; Wellness Club, Kirk School; Outdoor Adventure Club, Timber Ridge; Chat 'N Chew, Timber Ridge; Incredible Years Practicing, Timber Ridge; The Sweatshop, Miner School; Cooking Club, Timber Ridge; Homework Club, Timber Ridge; Let's Assemble Again, Timber Ridge; Unification Project, Timber Ridge; Lego Club, Timber Ridge; Deaf Hobby Club, Hersey High School; Girls' Club, Timber Ridge. The NSSEO Foundation gave over \$17,000 of grant money to fund the initiative and students that were not only fun but also supported growth in the areas of self-advocacy, social pre-employment skills. The NSSEO Foundation Mini-Grants walk in line with the NSSEO Vision of Enhancing students' talents and dreams for a promising future.

FACILITY PLANNING COMMITTEE UPDATE

Julie Jilek stated the Facility Planning Committee met on October 3rd, prior to the October Board meeting. The committee reviewed the revised design and modifications for the Timber Ridge Renovation/Life Safety project resulting in significant cost savings. Julie stated that currently there are not sufficient funds to start building, but are heading in the right direction. More details outlining the next steps of the project will be presented at the November Board meeting.

TRANSPORTATION STAFFING PLAN REVISION

Julie Jilek stated that in the 2017-2018 school year, NSSEO budgeted for and hired two (2) part-time bus drivers to transport students to jobs and community-based instruction during the school day using NSSEO vehicles. In August of 2018, due to an increase in the need for morning/afternoon routes, the Board approved adjusting one of these part-time positions to a full-time position. Over the last 8 weeks, NSSEO has continued to see an increase in requests for transportation using NSSEO's Suburbans from both member and non-member districts. Therefore NSSEO is requesting to hire an additional 1.0 bus driver.

It was moved by Anna Klimkowicz and seconded by Deb McAtee to approve the request to hire an additional 1.0 FTE Bus Driver. On roll call vote: Ayes: Johannesen, Maye, Kreutzer, Botwinski, Fiarito, Klimkowicz, McAtee and Krinsky. Nays: None.

2018 NSSEO SAFETY FAIR RECOGNITION

Julie Jilek provided a brief summary on the NSSEO Safety Fair that was held at Kirk School on September 12th with the support of the Palatine Police and Fire Departments, Northwest Central Dispatch, the State's Attorney Office and the hard work of the NSSEO Safety Committee including Board member Carol Botwinski. The Safety Fair provides an opportunity for students to build strong partnerships with the local Fire and Police Departments; increase understanding of safety procedures for students and families; opportunities for students to increase positive interactions with fire fighters and police officers; and opportunities for fire fighters and police officers to gain an increased awareness and understanding of the complex needs of NSSEO students.

WELLNESS KICK OFF EVENT

Julie Jilek shared a brief summary of the Wellness Program Kick-Off Event that took place at Kirk School on September 28th. The focus of the event is to promote physical and mental well-being of NSSEO student and staff. The event included a 5k Walk/Run, Kick-Ball game, and various local vendors, raffles, food and wellness incentives all promoting a healthy lifestyle. Although the weather did not cooperate, activities were held indoors and the first event was a success for over 50 staff members.

INFORMATION ITEMS

The following informational items were presented: Program Highlights; Opening Day/Six-Day Enrollment; Activity Fund report 8/1/18-8/30/18; Position Vacancies; Budgeted Enrollment vs. Current FTE; Health Insurance, TRS and IMRF Wire Transfers; and Professional Learning Sessions/October Overview.

ADJOURNMENT

It was moved by Alva Kreutzer and seconded by Frank Fiarito to adjourn the October 3, 2018, regular meeting of the NSSEO Governing Board at 8:15 p.m. On roll call vote – Ayes: Fiarito, Botwinski, McAtee, Klimkowicz, Maye, Krinsky, Johannesen and Kreutzer. Nays: None.

Deb McAtee, Secretary

Janice Krinsky, President

/lm

Attachment

brdmtg nov.7.18

minutes 10.3.18

NSSEO PERSONNEL TRANSACTIONS
October 3, 2018 - MINUTES

PROGRAM	NAME	POSITION	DESCRIPTION	EFFECTIVE DATE
EXTRA DUTY				
DHH HS Hersey	NAPOLES, VICTORIA	Educational Interpreter	Interpreter for various D/HH Activities	2018-2019
Kirk School	BENES, MAGGIE JANE	LBS1	Bus Driver Refresher Training	8/14/2018
Kirk School	BURGESS, JON-MICHAEL	Classroom Aide	Behavior Support/After School/Bus Routes/As Needed	2018-19
Kirk School	CARR, SARA CATHERINE	Classroom Aide	Art Enrichment/5hrs per week	2018-19
Kirk School	CASTRO, GLORIA	Classroom Aide	Bus Driver Refresher Training	8/14/2018
Kirk School	CORNELL, VERONICA CAROLINE	LBS1	Bus Driver Refresher Training	8/14/2018
Kirk School	CULLEN, JAMIE MARIE	Classroom Aide	Bus Driver Refresher Training	8/14/2018
Kirk School	GARCIA, ESMERALDA	Classroom Aide	Bus Driver Refresher Training	8/14/2018
Kirk School	HERRERA, DOUGLAS LORENZO	LBS1	Bus/Van Driver Training/8hrs	9/8/2018
Kirk School	LACI, ERLIND ANASTAS	LBS1	Bus Driver Refresher Training	8/14/2018
Kirk School	MANDEL, MICHELLE ELIZABETH	Classroom Aide	Bus Driver Refresher Training	8/14/2018
Kirk School	MAYER, LOUISE THERESA	Classroom Aide	Bus Driver Refresher Training	8/14/2018
Kirk School	MCLAUGHLIN, JEANNE N	Classroom Aide	Bus Driver Refresher Training	8/14/2018
Kirk School	MUELLER, CATHERINE L	Classroom Aide	Bus Driver Refresher Training	8/14/2018
Kirk School	MUELLER, ROSA A	LBS1	Bus Driver Refresher Training	8/14/2018
Kirk School	OWSIANY, DONNA C	Classroom Aide	Bus Driver Refresher Training	8/14/2018
Kirk School	OWSIANY, DONNA C	Classroom Aide	Bus Driver Substitute/2.5 hrs per day	2018-19

PROGRAM	NAME	POSITION	DESCRIPTION	EFFECTIVE DATE
Kirk School	RUEDIGER, JASON R	Classroom Aide	Bus Driver Refresher Training	8/14/2018
Kirk School	TROST-REKICH, ROY ERNEST	LBS1	Suburban/Van Driver Substitute/2.5 hrs per day	2018-19
Kirk School	TROST-REKICH, ROY ERNEST	LBS1	Bus Driver Refresher Training	8/14/2018
Kirk School	VASQUEZ, BARBARA L	Employment Specialist	Bus Driver Refresher Training	8/14/2018
Miner School	ABERMAN, ALEXA	Adap PE Teacher	Special Olympics Coordinator	2018-19
Miner School	ARIAZ, SHANA EDA	LBS1	CPR Training	9/13/2018
Miner School	BACIGALUPO, LOIS LYNN	Classroom Aide	Substitute Bus Aide	2018-19
Miner School	CALLAHAN, RYAN LOCKE	LBS1	Additional Hours Beyond Regular Contract	2018-19
Miner School	HERNANDEZ, CHRISTOPHER	Classroom Aide	Substitute Bus Aide	2018-19
Miner School	PACION, DYLAN MORRIS	Classroom Aide	Substitute Bus Aide	2018-19
Miner School	SYBRANT, LINDA ANN	Classroom Aide	Helped set up new classroom furniture-hours beyond regular contract	9/10/2018
Miner School	WAYNE, JEFFREY ALAN	Classroom Aide	Additional Hours Beyond Regular Contract	9/13/2018
Miner School	WHITE, LA TONYA	Classroom Aide	Substitute Bus Aide	2018-19
Professional Development	CANAS, TRINIDAD	Psychologist	NVCI Trainer	2018-19
Professional Development	WEBER REESER, STACEY E	District Coach	NVCI Trainer	2018-19
Timber Ridge School	ANGELACCIO, KATELYN MARIE	LBS1	After School Supervision	2018-19
Timber Ridge School	CAPLAN, JAN EILEEN	Nurse	After School Supervision	2018-19
Timber Ridge School	CHRIST, AMBER LYNN	LBS1	After School Supervision	2018-19
Timber Ridge School	INFELISE, CONOR FRANCES	Classroom Aide	After School Supervision	2018-19

PROGRAM	NAME	POSITION	DESCRIPTION	EFFECTIVE DATE
Timber Ridge School	JORDAHL, CHANDLER LEE	LBS1	Bus Aide	2018-19
Timber Ridge School	LAXGANG, VANESSA LEIGH	LBS1	After School Supervision	2018-19
Timber Ridge School	LEJA LESSLIE, ASHLEY M	Psychologist	After School Supervision	2018-19
Timber Ridge School	MILNE, MATT C	Classroom Aide	After School Supervision	2018-19
Timber Ridge School	NAVARRO, PERLA ADALIA	Bilingual Assistant	Translator-Hours beyond regular contract	2018-19
Timber Ridge School	ORTIZ, MARCO ANTONIO	Bilingual Assistant	Translator-Hours beyond regular contract	2018-19
Timber Ridge School	SANTIAGO, YVETTE M	Bilingual Assistant	Translator-Hours beyond regular contract	2018-19
Timber Ridge School	VILLANUEVA, ANGELICA	Bilingual Assistant	Translator-Hours beyond regular contract	2018-19
Timber Ridge School	WHITING, VENUS J	Classroom Aide	After School Supervision	2018-19
NEW HIRE				
Kirk School	Areen, Marilee	Certified Occupational Therapy Assistant	Vacant	9/11/2018
Kirk School	Karczewski, Robert	Classroom Aide	Vacant	9/25/2018
Kirk School	Zatek, Agnieszka	Classroom Aide	Vacant	9/24/2018
Riley-RTMS	Ferrier, Terese O	Classroom Aide	Vacant (resigned and rehired for different program)	9/12/2018
Timber Ridge School	Ferrier, Terese O	Classroom Aide	Vacant	8/27/2018
PAY CHANGE				
Kirk School	BORKOWSKI, JOY E	School Nurse	Lane Change- From: Lane II off the salary schedule To: Lane III (Masters Degree rec'd and verified)	8/13/2018
Kirk School	HERBST, SUSAN LORRAINE	School Nurse (Job Share)	Lane Change- From: Lane II off the salary schedule To: Lane III (Masters Degree rec'd and verified)	8/13/2018
Kirk School	SCHMITT, BRITTANY	LBS1	Lane Change- From: Lane I, Step 5 To: Lane II, Step 5 (Additional coursework verified)	8/13/2018
STAFF TERMINATION				
Kirk School	NAKIC, CAROLINE A	Classroom Aide	Resignation-Accepted another position	10/5/2018

PROGRAM	NAME	POSITION	DESCRIPTION	EFFECTIVE DATE
Kirk School	WALDVOGEL, JAMES M	Classroom Aide	Resignation	9/27/2018
Timber Ridge School	FERRIER, TERESE O	Classroom Aide	Resignation-Not a good fit for program	8/31/2018
Timber Ridge School	MURZYN, SCOTT	Custodian	Resignation	9/25/2018
STATUS CHANGE				
Kirk School	BRANICK, LISSETTE SATYA	Classroom Aide	From: Active To: FMLA	8/13/2018
Kirk School	BRANICK, LISSETTE SATYA	Classroom Aide	From: FMLA (paid) To: FMLA Stop Pay	9/13/2018
Kirk School	CHOMOR, AMBER MARIE	Classroom Aide	From: Active To: FMLA (sporadic)	8/27/2018
Kirk School	CULLEN, JAMIE MARIE	Classroom Aide	From: Active To: FMLA (sporadic)	8/27/2018
Kirk School	SWIONTEK, MICHAEL T	Classroom Aide	From: Active To: FMLA	8/27/2018
Kirk School	SWIONTEK, MICHAEL T	Classroom Aide	From: FMLA (paid) To: FMLA Stop Pay	9/11/2018
Miner School	BARRAGAN, SAMANTHA J	Classroom Aide	From: Active To: FMLA	9/4/2018