

NORTHWEST INDIANA SPECIAL EDUCATION COOPERATIVE
2150 W. 97th PLACE
CROWN POINT, In. 46307
December 14, 2016

Executive Session: The Board of Managers met in executive session at 5:30 p.m. and discussed items related to IC 5-14-1.5-6.1 (b)(2)(B),(6) and (9).

1. Mr. Thomas Bainbridge, in Mr. Larry R. Biggs's absence, called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.
2. Mrs. Luanne Jurczak took Roll Call. The following members were recorded as present: Mr. Jonathan Evans, Mrs. Michelle Martin, Mrs. Michelle Dumbsky, Mr. Thomas Bainbridge, Ms. Mary Pat Burkel, Mrs. Luanne Jurczak and Mr. Dave Bigler. There was no representation for Griffith and Lake Station.
3. Mr. Bainbridge asked for comments or questions on agenda items from the audience. There were none.
4. Mr. Bainbridge asked for any additions or deletions to the November 9, 2016 minutes. Mr. Evans moved for approval of minutes as presented. Motion was seconded by Mrs. Dumbsky and passed with six "Ayes" and one abstention from Mr. Dave Bigler from Hobart.
5. Mrs. Mary Naglich recommended approval of the Monthly Financial Reports dated November 30, 2016 as presented. Mrs. Jurczak moved for Board approval of the financial reports as presented. Motion was seconded by Mr. Evans and passed unanimously.
6. Mrs. Naglich presented a resolution which was developed for the Board to allow transfer of funds to assure all funds are sufficient to end the year. A report on these transfers will be provided at the January 11, 2017 Board of Managers Meeting. Mrs. Naglich requested the Board approve Resolution #16-09 as presented. Mrs. Dumbsky recommended the Board approve Resolution #16-09 as presented. Motion was seconded by Mr. Bigler and passed unanimously.
7. There were no Alternative and Residential Contracts for approval at this time.
8. Mrs. Naglich presented the Performance Grant parameters and explained the funds will be distributed to the certified staff members who have been evaluated as Highly Effective or Effective. The staff evaluated as Highly Effective will receive \$1.00 more than staff evaluated as Effective. The Northwest Indiana Special Education Teachers Union is aware of and supported this acknowledgement of Highly Effective staff. Mrs. Naglich recommended the Board approve the Performance Grant Allocation as presented. Mr. Evans moved for approval of the Performance Grant Allocation as presented. Motion was seconded by Mr. Bigler and passed unanimously.

9. Mrs. Naglich presented the Board with a report on projected program costs for NISEC's General Liability and Worker's Compensation with ESCRFT for 2017. Mrs. Jurczak moved for approval of the ESCRFT renewal as presented. Motion was seconded by Mrs. Dumbisky and passed unanimously.
10. Mrs. Naglich requested the Board approve the renewal of NISEC's vision insurance with VSP. Mr. Evans moved for approval of the renewal of NISEC's vision insurance with VSP as presented. Motion was seconded by Mrs. Dumbisky and passed unanimously.
11. Mrs. Winkoff shared information with the Board regarding PESG's performance in the past three years and explained it was not feasible to continue using their services to secure substitutes for teachers and paraprofessionals. Several of the Board members expressed concerns with the transition back to the districts calling substitutes. Mrs. Winkoff assured them NISEC will provide support to the districts requiring it. Mrs. Winkoff also said NISEC would be happy to provide training to districts hiring permanent substitutes. Mrs. Jurczak felt with the extremely low fill rates, PESG had not fulfilled contract promises. Mrs. Winkoff requested the Board approve the non-renewal of the contract with PESG. Mr. Bigler moved for approval of the non-renewal of the contract with PESG as presented. Motion was seconded by Mrs. Dumbisky and passed unanimously.
12. Mrs. Winkoff held the required consultation meeting with Non-Public Schools on November 22, 2016. The services NISEC is required to provide have not changed. Mrs. Winkoff requested the Board approve the Procedures for Non-Public and Home School Services as presented. Mr. Evans moved for approval of the Procedures for Non-Public and Home School Services as presented. Motion was seconded by Mrs. Dumbisky and passed unanimously.
13. Mrs. Winkoff requested approval of one full-time Paraprofessional at Southridge Elementary in Highland due to an increase in case load. Mrs. Jurczak moved for approval of the staff needs as presented. Motion was seconded by Mr. Bigler and passed unanimously.
14. Mrs. Winkoff explained one of NISEC's IEP Facilitators has decided to resign. Mrs. Winkoff has reviewed the applications of past candidates and feels the best course of action is to offer an internship to a current employee who had been hired as an Educational Diagnostician. The IEP Facilitator is a unique combination of organizational skills and relationship building skills. Mrs. Winkoff feels this particular staff member will be able to handle the transition, however, the staff member would go back to the Diagnostician position after the internship ends. Mrs. Winkoff has discussed this with the NISEC Union President. Mrs. Winkoff requested the Board approve the IEP Facilitator Internship as presented. Mrs. Dumbisky moved for approval of the IEP Facilitator Internship as presented. Motion was seconded by Mrs. Martin and passed unanimously.

15. Director's Report:

- Mrs. Winkoff shared the Eagle Park Community School's Christmas luncheon will be held on Thursday, December 15th and invited all to attend. Mrs. Winkoff explained that US Steelworkers have traditionally provided gifts for all of the students, however, this year they were unable to do so. Ms. Eva Kostides, from the Greek Orthodox Church in Merrillville, stepped in and within a very short time, delivered gifts for all of the students. All present were touched by this generosity.
- Mrs. Winkoff shared additional information regarding the IEP Facilitator Internship.
- Mrs. Winkoff shared additional information regarding the non-renewal of the contract with PESG.

16. Mrs. Winkoff will recommend the following personnel actions:

a. Resignations:

Administrative

Roger Schwager, IEP Facilitator for Griffith, effective December 12, 2016 (last day of work is December 9, 2016)

Certified

Lynn Ritter, Teacher of Intense Interventions, Johnston Elementary, effective December 22, 2016

Classified

Charlotte Ford, Paraprofessional for Eagle Park Community School, effective December 13, 2016

Roseandra Johnson, Paraprofessional at Merrillville Intermediate, effective December 16, 2016

Elizabeth Moss, Paraprofessional at Wadsworth Elementary in Griffith, effective December 6, 2016

b. Appointments:

Certified

Megan Hulse, Teacher of Deaf and Hard of Hearing Students, effective December 1, 2016

Classified

Brandy Bunn, Paraprofessional for Hosford Park in Lake Ridge, effective December 6, 2016

Hillary Campbell, Paraprofessional for Wadsworth in Griffith, effective December 12, 2016

Beth Flessor, Paraprofessional for Fieler in Merrillville, effective December 8, 2016

Melissa Ross, Paraprofessional for Beiriger in Griffith, effective December 7, 2016

Joeleen Vician, Paraprofessional for Eagle Park, effective December 2, 2016

c. Leave of Absence:

Felicialynn Mabone, extended medical leave of absence until January 9, 2017

Cassandra Martin, on Family Medical Leave pursuant to the terms of the Family and Medical Leave Act

Chicha Sanders, on Family and Medical Leave pursuant to the terms of the Family and Medical Leave Act

Shelly Schurman, on Family and Medical Leave pursuant to the terms of the Family and Medical Leave Act

Dian Simpson, Paid Administrative Leave, effective December 13, 2016

d. Conference Leaves:

Mary Naglich, IASBO Region 1 Meeting, Hobart, Indiana, December 15, 2016

e. Independent Contracts:

Susan L. Cramer, Instructional Tutor, pursuant to the terms of her contract from August 1, 2016 through June 30, 2017

Mr. Evans moved for approval of the Personnel Report as presented. Motion was seconded by Mrs. Jurczak and passed unanimously.

17. Mr. Bainbridge asked for comments or questions from the Board.
Wishes for a Happy Holiday were made by all. Everyone is looking forward to the year ahead. Ms. Burkel noted this is the last Board Meeting she will be attending and said it was an honor to serve on the NISEC Board. Ms. Burkel did not run for the position in the election. All of the Board Members and Mrs. Winkoff thanked Ms. Burkel for her dedication to special needs students and the insight she brought to the meetings. She will be missed.
18. Mr. Bainbridge asked for comments or questions from the Audience.
Ms. Foley wished all present a Merry Christmas and Happy New Year.
19. Mr. Evans moved to adjourn the meeting. The motion was seconded by Mrs. Dumbsky and passed unanimously.