

NORTHWEST INDIANA SPECIAL EDUCATION COOPERATIVE
2150 W. 97th PLACE
CROWN POINT, IN. 46307
December 13, 2023

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.

1. Mr. Larry Biggs called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.
2. Mr. Frank Porras took Roll Call. The following members were recorded as present:
Mr. Larry Biggs for Lake Station, Mr. Frank Porras for Hobart, Mrs. Louise Neese for Lake Ridge, Mrs. Tara Beilke for Hanover, Ms. Sylvia Pedroza for River Forest, Dr. Nathan Kleefisch for Tri-Creek, Mr. Nick Brown, proxy for Merrillville and Mrs. Erica Smith-Gomez for Highland.
3. Mr. Biggs asked for comments or questions on agenda items from the audience.
There were none.
4. Mr. Biggs asked for any additions or deletions to the November 9, 2023 minutes. Mrs. Beilke moved for Board approval of the minutes, as presented. The motion was seconded by Dr. Kleefisch and passed unanimously.
5. Ms. Gilmore recommended Board approval of the monthly financial reports dated November 30, 2023, as presented. Mrs. Smith-Gomez moved for Board approval of the monthly financial report. The motion was seconded by Ms. Pedroza and passed unanimously.
6. Ms. Gilmore requested Board approval of Resolution #23-17 To Transfer Amounts from the Education Fund to the Operations Fund, as presented. Dr. Kleefisch moved for Board approval of Resolution #23-17. The motion was seconded by Mr. Porras and passed unanimously.
7. Ms. Gilmore requested Board approval of Resolution #23-18/Re: End of Year Transfers, as presented. Mrs. Beilke moved for Board approval of Resolution #23-18. The motion was seconded by Dr. Kleefisch and passed unanimously.
8. Mrs. Horn presented changes to the Eagle Park Community School Handbook for the 2023-2024 school year to the Board for approval. The changes included, adding language about the School Safety Coordinator, changed the pandemic plan and updated the school lunch section to add language regarding free lunches. Mrs. Smith-Gomez moved for Board approval of the Eagle Park Community School Handbook for the 2023-2024 school year, as presented. The motion was seconded by Mr. Porras and passed unanimously.
9. Mrs. Cain requested Board approval of the Registered Staff Handbook for the 2023-2024 school year. Dr. Kleefisch moved for Board approval of the Registered Staff Handbook for the 2023-2024 school year, as presented. The motion was seconded by Ms. Pedroza and passed unanimously.
10. Mrs. Cain requested Board approval of the 10-12 Month Staff Handbook for the 2023-2024 school year. Dr. Kleefisch moved for Board approval of the 10-12 Month Staff Handbook for the 2023-2024 school year, as presented. The motion was seconded by Mrs. Beilke and passed unanimously.

11. Mrs. Horn requested Board approval of the Procedures for Non-Public and Homeschool Services for the 2023-2024 school year. Mrs. Smith-Gomez moved for Board approval of the Procedures for Non-Public and Homeschool Services for the 2023-2024 school year, as presented. The motion was seconded by Dr. Kleefisch and passed unanimously.
12. Mrs. Horn requested Board approval of the Memo/Re: Early Childhood Screeners for Families in the Lake Ridge School District, as presented. Dr. Kleefisch said he feels this process will be successful and it is a good idea. Mrs. Neese said she believes this will be helpful and Mr. Biggs said this sounds like a good idea. Mrs. Neese moved for Board approval of the Early Childhood Screeners for Families in the Lake Ridge School District. The motion was seconded by Mrs. Beilke and passed unanimously.
13. Mrs. Horn requested Board approval of an Alternative and Residential Contract for Lake Station Community Schools, as presented. Mrs. Beilke moved for Board approval of the Alternative and Residential Contract for Lake Station Community Schools. The motion was seconded by Dr. Kleefisch and passed unanimously.
14. **Director's Report:**
 - ✓ Mrs. Horn shared information regarding a recent donation made to Eagle Park Community School. The SS. Constantine & Helen Orthodox Cathedral (Harvest for the Hungry Ministry) donated a turkey and a \$20 gift card for groceries to 70 families at Eagle Park Community School.
 - ✓ Mrs. Horn shared information with the Board of Managers regarding the activities occurring the Month of December at Eagle Park Community School. These activities include the school watching the movie "How the Grinch Stole Christmas", a Gingerbread House decorating contest and a visit from Santa and Mrs. Claus.
17. **Personnel:**

Mrs. Horn recommended approval to the following personnel actions:

 - A. Retirement**
 - Classified
 - Carol Swart*, Paraprofessional at Oak Hill Elementary, effective December 22, 2023.
 - B. Resignations**
 - Administrative
 - Alexandra Blank*, IEP Facilitator in Merrillville, effective January 8, 2024.
 - Certified
 - Sherilyn Brown*, Mild Interventions Teacher at Salk Elementary, effective December 22, 2023.
 - Valerie Cohs*, Mild Interventions Teacher at Red Cedars Elementary, effective December 20, 2023.
 - Susan Stam*, Mild Interventions Teacher at Lowell Middle School, effective November 17, 2023.
 - Classified
 - Sherry Cottrell*, Certified Nurses Assistant at Eagle Park Community School, effective October 9, 2023. Never started.
 - Brianna Glenn*, Paraprofessional at Joan Martin Elementary, effective November 27, 2023. Never started.
 - Connie Huseman*, Paraprofessional at Oak Hill Elementary, effective December 22, 2023.
 - Monica Lane*, Paraprofessional at Evans Elementary, effective November 3, 2023.
 - Alexia Reyes*, Paraprofessional at Southridge Elementary, effective November 9, 2023.

C. Terminations

Alyssa Mull, Paraprofessional at Eagle Park Community School, effective November 14, 2023.

Mary Robinson, Paraprofessional at Salk Elementary, effective December 8, 2023.

Lorraine Schreiber, Paraprofessional at Red Cedars Elementary, effective November 28, 2023.

D. Appointments

Classified

Nicole Elliot, Paraprofessional at Oak Hill Elementary, effective November 16, 2023.

Bryna Gayer, Paraprofessional at Johnston Elementary, effective December 4, 2023.

Heather Goodall, Paraprofessional at Oak Hill Elementary, effective December 18, 2023.

Rachel Hernandez, Paraprofessional at Hanover Middle School, effective January 4, 2024.

Janielle Jones, Registered Behavioral Technician at Eagle Park Community School, effective December 4, 2023.

Emma Juhnke, Paraprofessional at TELC at George Earle, effective December 4, 2023.

Pamela Kinley, Part-Time Paraprofessional at Johnston Elementary, effective December 11, 2023.

Paula Maslanka, Paraprofessional at Lowell Middle School, effective November 27, 2023.

Deja Mcclatchey, Registered Behavioral Technician at Eagle Park Community School, effective December 4, 2023.

Megan Milbourn, Part-Time Paraprofessional at Lowell MS, effective January 12, 2024.

Danielle Unseld, Paraprofessional at Hobart High School, effective December 4, 2023.

Registered

Summer Baxter, Behavior Intervention Specialist at Eagle Park Community School, effective January 8, 2024.

E. Independent Contract

None at this time.

F. Leave of Absence

Christina Crisman, Medical Leave pursuant to Memo from Kathy Cain, dated December 8, 2023.

Sandra Greer, Administrative Paid Leave of Absence, effective November 15, 2023.

G. Conference Leave

Kirsten Gilmore, Infinite Campus Training, December 13-15, 2023, Louisville, KY.

H. Other

Veronica Bakker, Long Term Teacher Substitute at Red Cedars Elementary, effective December 11, 2023.

Toni Cuellar, Long Term Teacher Substitute at Evans Elementary, effective December 4, 2023.

Mr. Porras moved for Board approval of the Personnel Report, as presented. The motion was seconded by Dr. Kleefisch and passed unanimously.

20. Mr. Biggs asked for comments or questions from the Board.

Mr. Biggs thanked everyone for their hard work. Mr. Porras wished everyone a nice a relaxing holiday. Dr. Kleefisch and Mrs. Beilke both seconded what Mr. Biggs and Mr. Porras had to say.

21. Mr. Biggs asked for comments or questions from the Audience.

Mrs. Brown-Runyon stated with her new role as president of the Teacher's Union and Mrs. Horn as the Director, we work well together and it has been lovely. Mr. Biggs and Dr. Kleefisch both said they appreciated this comment.

22. Dr. Kleefisch moved to adjourn the meeting. The motion was seconded by Mr. Porras and passed unanimously.