

**NORTHWEST INDIANA SPECIAL EDUCATION COOPERATIVE**  
**2150 W. 97<sup>th</sup> PLACE**  
**CROWN POINT, IN. 46307**  
**February 14, 2024**

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.
2. Mrs. Smith-Gomez took roll call. The following members were recorded as present: Mrs. Erica Smith-Gomez for Highland, Mr. Terry Butler, proxy for Hobart, Mr. Samuel Roberts for Lake Ridge, Mr. Larry Biggs for Lake Station, Ms. Sylvia Pedroza for River Forest and Mrs. Tara Beilke for Hanover. There was no representation for Merrillville or Tri-Creek.
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 January 10, 2024 minutes. Mrs. Smith-Gomez moved for Board approval of the January 10, 2024 minutes be approved, as presented. Mrs. Beilke seconded the motion and it passed unanimously.
5. Ms. Gilmore recommended Board approval of the monthly financial reports dated January 31, 2024. Mrs. Beilke moved for Board approval of the monthly financial report, dated January 31, 2024. The motion was seconded by Mrs. Smith-Gomez and the motion passed unanimously.
6. Ms. Gilmore requested Board approval of Resolution #24-03: To Transfer Amounts from the Education Fund to the Operations Fund for January 2024. Mrs. Pedroza moved for Board approval of Resolution #24-03, as presented. The motion was seconded by Mr. Butler and passed unanimously.
7. Mrs. Horn requested Board approval of Resolution #24-04/Re: I.C. 20-28-9-1.5 (a). Mrs. Smith-Gomez moved for Board approval of Resolution #24-04, as presented. The motion was seconded by Mrs. Pedroza and passed unanimously.
8. Mrs. Horn requested Board approval of the Memorandum of Understanding between Geminus Headstart and the NISEC including Merrillville. Mrs. Beilke made the motion to approve the Memorandum of understanding between Geminus Headstart and the NISEC including Merrillville, as presented. Mrs. Pedroza seconded the motion and the motion passed unanimously.
9. Mrs. Horn requested Board approval of the Memorandum of Understanding between Geminus Headstart and the NISEC excluding Merrillville. Mrs. Horn explained this Memorandum of Understanding will be signed with a date of July 1, 2024. Mrs. Beilke made the motion to approve the Memorandum of understanding between Geminus Headstart and the NISEC excluding Merrillville, as presented. Mrs. Smith-Gomez seconded the motion and the motion passed unanimously.
10. Mrs. Horn requested Board approval of the Fundraiser for Eagle Park Community School. Mrs. Horn explained the fundraiser presented for approval is a Candy Land themed Family Fun Night that will be held on Thursday, April 25, 2024. She said the proceeds from the fundraiser will be used for school activities and school supplies. Mrs. Pedroza made the motion to approve the Eagle Park Community School fundraiser, as presented. Mrs. Beilke seconded the motion and the motion passed unanimously.

11. Mrs. Horn requested Board approval of the NEOLA Policies, as presented:

**Revised Policies:** 0167.3 | 1220 | 1520 | 2266 | 2600 | 3120.11 | 3214 | 3216 | 3220 | 4214 | 5540 | 6105 | 6220 | 7450 | 7540.03 | 7540.04

**New Policies:** 1213.01 | 1216 | 3213.01 | 8305

**Rejected Policies:** 2370.02 | 5722

Mrs. Beilke moved for Board approval of the First Reading of the Neola Policies as presented. The motion was seconded by Mrs. Smith-Gomez and passed unanimously.

12. Ms. Gilmore requested Board approval of the revised salary chart for 10 month classified employees, 12 month classified employees and registered employees. Ms. Gilmore explained the charts were updated to reflect the newly approved 13 PTO days instead of 10 sick days and 3 personal business days. Mrs. Smith-Gomez made the motion to approve the revised salary charts, as presented. Mrs. Beilke seconded the motion and the motion passed unanimously.

13. Mrs. Horn requested Board approval of an Alternative and Residential Contract for Lake Ridge New Tech Schools. Mrs. Beilke made the motion to approve the alternative and residential contract for Lake Ridge New Tech Schools, as presented. The motion was seconded by Mrs. Smith-Gomez and passed unanimously.

14. **Director's Report:**

- Mrs. Horn shared that the Certified Teacher Contracts and Registered Contracts were sent out to staff on February 1, 2024 and February 2, 2024 via our Blue Ink digital signing platform.
- Mrs. Horn shared information about the new electronic version of the employment intentions form. Mrs. Horn shared the new form will be more efficient and save money on postage. In years past, the intention forms were mailed to staff via U.S. postal mail and included a stamped return envelope as well. The Board members were excited to hear about the electronic form.
- Mrs. Horn shared that staff from both Eagle Park and NISEC central office are participating in the Polar Plunge on Saturday, February 17, 2024. They raised money for Special Olympics and also plunged in memory of Lauren Cap, an Eagle Park Teacher who passed away.

15. **Personnel:**

Mrs. Horn recommended approval to the following personnel actions:

**A. Retirements**

None at this time.

**B. Resignations**

Certified

*Eva Holmes*, Mild Interventions Teacher at Miller Elementary, effective February 16, 2024.

*Lindsey Hoover*, Early Childhood Teacher at Jane Ball Elementary, effective May 31, 2024.

*Kimberly Morris*, Mild Interventions Teacher at Pierce Middle School, effective January 31, 2024.

*Amanda Robinson*, Mild Interventions Teacher split between Iddings Elementary and Fielier Elementary, effective March 1, 2024.

Classified

*Karen Coleman*, Paraprofessional at Miller Elementary, effective January 29, 2024.

*Latonya Donald*, Paraprofessional at Pierce Middle School, effective February 9, 2024.

*Michelle Gazzillo*, Paraprofessional at Hanover Central Middle School, effective January 31, 2024.

*Brianna Glenn*, Paraprofessional at Joan Martin Elementary, effective February 7, 2024.

*Karen Handing*, Paraprofessional at Fielier Elementary, effective February 2, 2024.

*Shonita Jones*, Paraprofessional at Pierce Middle School, effective January 19, 2024.

*Margaret Petrusha*, Paraprofessional at Red Cedars Elementary, effective February 8, 2024.

*Adriana Strauch*, Paraprofessional at Eagle Park Community School, effective January 9, 2024.

*Kiersten Tinoco*, Paraprofessional at Merkley Elementary, effective February 9, 2024.

Non-Certified Clerical

*Nicholas Serrano*, Computer Technician, effective February 23, 2024.

Registered

*Shamara Williams*, Behavior Intervention Specialist at Longfellow Elementary, effective February 20, 2024.

**C. Terminations**

*Paula Maslanka*, Paraprofessional at Lowell Middle School, effective January 17, 2024.

**D. Appointments**

Classified

*Judit Arceo*, Paraprofessional at Highland Middle School, effective February 26, 2024.

*Lauryn Click*, Paraprofessional at Eagle Park Community School, effective February 20, 2024.

*Alicia Derr*, Paraprofessional at Salk Elementary, effective January 16, 2024.

*Deborah Goodale*, Paraprofessional at Southridge Elementary, effective February 20, 2024.

*Caitlin Salazar*, Paraprofessional at Oak Hill Elementary, effective February 26, 2024.

*Theresa Santillan*, Paraprofessional at Hobart Middle School, effective January 17, 2024.

*Heather Stanley*, Paraprofessional at Red Cedars Elementary, effective February 1, 2024.

**E. Leave of Absence**

None at this time.

**F. Conference Leave**

*Sarah Allen*, School Safety Specialist Training, Indianapolis, IN, February 8, 2024.

*Brittany Belko*, Language Acquisition Through Motor Planning Workshop, St. John, IN, March 12, 2024.

*Megan Bieber-Hoover*, Language Acquisition Through Motor Planning Workshop, St. John, IN, March 12, 2024.

*Jill Bruhn*, School Safety Specialist Training, Indianapolis, IN, February 8, 2024.

*Megan Gildersleeve*, Innovations in BCBA Consultation in Schools, Virtual, February 27, 2024.

*Alisha Gorman*, ICASE, Plainfield, IN, February 14, 2024 – February 16, 2024.

*Michelle Mullins*, ICASE, Plainfield, IN, February 14, 2024 – February 16, 2024.

*Michelle O'Brien*, Language Acquisition Through Motor Planning Workshop, St. John, IN, March 12, 2024.

*Paul Winfrey*, School Safety Specialist Training, Indianapolis, IN, February 8, 2024.

**G. Independent Contracts**

*Kelly Ezbenko*, Resignation as Orientation and Mobility Specialist, effective February 21, 2024.

**H. Other**

*Jamahl Jones*, change in position from Teacher to Substitute Teacher at Wood Elementary, effective January 16, 2024.

*Cari Labok*, Long Term Teacher Substitute at Johnston Elementary, effective February 5, 2024.

*Elena Rodriguez*, Paraprofessional Substitute at Eagle Park Community School, effective January 11, 2024.

Mrs. Pedroza moved for Board approval of the Personnel Report, as presented. The motion was seconded by Mrs. Beilke and passed unanimously.

16. Mr. Biggs asked for comments or questions from the Board.  
The Board members welcomed the newest member, Mr. Samuel Roberts for Lake Ridge New Tech Schools. Mr. Biggs also wished everyone a Happy Valentine's Day.
17. Mr. Biggs asked for comments or questions from the Audience.  
There were none.
18. Mrs. Beilke moved to adjourn the meeting. The motion was seconded by Mrs. Smith-Gomez and passed unanimously.