

NORTHWEST INDIANA SPECIAL EDUCATION COOPERATIVE
2150 W. 97th PLACE
CROWN POINT, IN. 46307
March 13, 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. Mr. Frank Porras took roll call. The following members were recorded as present: Mrs. Erica Smith-Gomez for Highland, Mr. Frank Porras for Hobart, Mr. Samuel Roberts for Lake Ridge, Mr. Larry Biggs for Lake Station, Ms. Sylvia Pedroza for River Forest and Dr. Nathan Kleefisch for Tri-Creek. There was no representation for Merrillville or Hanover.
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 February 14, 2024 minutes. Mrs. Smith-Gomez moved for Board approval of the February 14, 2024 minutes, as presented. Dr. Kleefisch seconded the motion and it passed 4 ayes and 1 abstention.
5. Ms. Gilmore recommended Board approval of the monthly financial reports dated February 29, 2024. Dr. Kleefisch moved for Board approval of the monthly financial report, dated February 29, 2024. The motion was seconded by Mrs. Smith-Gomez and the motion passed unanimously.
6. Ms. Gilmore requested Board approval of Resolution #24-05: To Transfer Amounts from the Education Fund to the Operations Fund. R. Kleefisch moved for Board approval of Resolution #24-05, as presented. The motion was seconded by Mr. Porras and passed unanimously.
7. Mrs. Horn requested Board approval of Resolution #24-06/Re: I.C. 20-28-9-1.5 (a). Mrs. Smith-Gomez moved for Board approval of Resolution #24-06, as presented. The motion was seconded by Dr. Kleefisch and passed unanimously.
8. Mrs. Horn requested Board approval of the NEOLA Policies – Second and Final Reading, 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. Smith-Gomez moved for Board approval of the Second and Final Reading of the Neola Policies, as presented. The motion was seconded by Ms. Pedroza and passed unanimously.

9. Mrs. Horn requested Board approval of the NEOLA Policies – First Reading, as presented:

Revised Policies: 4216 | 6110 | 6325 | 8450.01 | 8500 | 9150

New Policies: 4213.01

Rejected Policies: 6114

Dr. Kleefisch pointed out a change to Policy 8450.01 and 9150. Mr. Biggs asked for Board approval of the Neola Policies for First reading including to 2 revisions discussed. Dr. Kleefisch 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.

10. Mrs. Horn requested Board approval of 3 Alternative and Residential Contracts, one for River Forest, one for Hobart and one for Lake Station. Mrs. Smith-Gomez made the motion to approve the 3 alternative and residential contracts, as presented. The motion was seconded by Ms. Pedroza and passed unanimously.
11. Mrs. Horn presented and requested Board approval of the NISEC/Eagle Park School Fire Safety and Evacuation Plan. Dr. Kleefisch asked if there could be a key added to the bottom of the Fire Safety/Evacuation Plan describing what the different colors and symbols mean. Mrs. Smith-Gomez such the plan was great and she can tell how much time went into the plan. Mrs. Cain mentioned how thankful the NISEC administration is that the Board approved the School Safety Coordinator Position. She said Paul has been such a great addition to the NISEC/Eagle Park team and Mrs. Horn seconded this statement. Mrs. Horn said they would have Paul add a key to the bottom of the Fire Safety/Evacuation Plan. Dr. Kleefisch moved for Board approval of the of the Fire Safety and Evacuation Plan with the addition of the key, as presented. The motion was seconded by Mr. Roberts and passed unanimously.
12. Mrs. Horn asked Mrs. Mallory Bacon, Life Skills Teacher at River Forest High School, to present her proposal of an Instructional Strategist Program. Mrs. Bacon introduced herself and then presented her proposal. Mrs. Bacon explained that she sees the program starting out small by focusing on 3 districts that are in the most need for the Instructional Strategist Program. The job of the Instructional Strategist would be to support new and veteran teachers. The 3 models would be behavioral, supportive and collaborative. Dr. Kleefisch said he feels this program is long overdue. The board members all appreciated the presentation.

13. **Director's Report:**

- Mrs. Horn shared the revised NISEC/Eagle Park Calendar that highlights June 19, 2024 as a day off to align with the Board approved Handbooks and Administrative Benefits.
- Mrs. Horn shared with the Board, activities that will be occurring during the month of March for Disability awareness.
- Mrs, Horn shared the invitation to the Staff Appreciation banquet. Mrs. Cain shared that Mr. Biggs will be honored at the banquet as a Retiree and for his 20 years of service since his term will be ending at the end of December.

14. **Personnel:**

Mrs. Horn recommended approval to the following personnel actions:

A. Retirements

Certified

Craig Jones, Mild Interventions Teacher at Merrillville High School, effective May 31, 2024.

Susan Kramer, Speech and Language Pathologist, effective June 3, 2024.

Classified

Dawn Gray, Paraprofessional at Lake Ridge Middle School, effective May 31, 2024.

Sue Helton, Custodian/Paraprofessional at Eagle Park School/NISEC, effective May 31, 2024.

Jean Ohlenkamp, Paraprofessional at Red Cedars Elementary, effective May 30, 2024.

B. Resignations

Administrative

Belinda Ortiz, IEP Facilitator in Merrillville, effective May 31, 2024.

Certified

Connor Buxton, Mild Interventions Teacher at Merrillville High School, effective May 31, 2024.

Paige Cieslak, Autism Teacher at Merrillville Intermediate School, effective May 31, 2024.

Mindi Mack, Life Skills Teacher at Salk Elementary, effective May 31, 2024.
Melinda Parent, Mild Interventions Teacher at Wood Elementary School, effective May 31, 2024.
Taylor Zea, Mild Interventions Teacher at Lowell High School, effective May 31, 2024.

Classified

Airika Buckley, Paraprofessional at Pierce Middle School, effective March 15, 2024.
Judson Burton, Paraprofessional at Bailey Elementary, effective March 5, 2024.
Jessica Deyoung, Paraprofessional at Hanover Middle School, effective March 29, 2024.
Deborah Goodale, Paraprofessional at Southridge Elementary, effective February 19, 2024. Never Started.
Allison Konicek, Paraprofessional at Eagle Park Community School, effective March 8, 2024.
Chiong Lue Martin, Paraprofessional at Hanover Middle School, effective February 26, 2024.
Gina Perez, Paraprofessional at Highland Middle School, effective March 15, 2024.

C. Terminations

Carly Carrabine, Paraprofessional at Lake Ridge Middle School, effective February 28, 2024.

D. Appointments

Classified

Nevaeh Douthitt, Paraprofessional at Joan Martin Elementary, effective March 12, 2024.
Stephanie Garrett, Paraprofessional at River Forest Middle School, effective February 26, 2024.
Jessica Medina, Paraprofessional at Jane Ball Elementary, effective March 11, 2024.
Felisha Mongerie, Paraprofessional at Miller Elementary, effective March 11, 2024.

Non-Certified 10-12 Month

Russell Cain, Systems Administrator for NISEC, effective April 29, 2024.

E. Leave of Absence

Morgan McDonald, FMLA leave pursuant to the memo from Kathy Cain, dated February 26, 2024.
Dominique Ramon, Medical leave pursuant to the memo from Kathy Cain, dated February 2, 2024.
Rebecca Schafer, FMLA leave pursuant to the memo from Kathy Cain, dated January 9, 2024.

F. Conference Leave

None at this time.

G. Independent Contracts

None at this time.

H. Other

Toi Baylor, Long Term Teacher Substitute at Miller Elementary, effective February 27, 2024.
Autumn Lewis, Long Term Teacher Substitute at Iddings Elementary, effective February 26, 2024.
Jennean Malo, Long Term Teacher Substitute at Fieler Elementary, effective February 27, 2024.
James Szafranski, change in position from Teacher to Substitute Teacher at Lowell High School, effective February 28, 2024.

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

15. Mr. Biggs asked for comments or questions from the Board.
Mr. Biggs thanked Mrs. Bacon again for her presentation about the Instructional Strategist Program.
16. Mr. Biggs asked for comments or questions from the Audience.
There were none.
17. Dr. Kleefisch moved to adjourn the meeting. The motion was seconded by Mrs. Smith-Gomez and passed unanimously.