



MEETING MINUTES OF  
THE GOVERNING BOARD OF  
WEST40 INTERMEDIATE SERVICE CENTER #2

The West40 ISC #2 Governing Board Meeting was held on Friday, August 19, 2022 at 8:00 a.m., at 4413 W. Roosevelt Rd Suite 104, Hillside, IL 60162. President, Dr. Jennifer Kelsall called the meeting into order at 8:00 a.m.

Board President, Dr. Kelsall declared a quorum of West 40 ISC #2 Governing Board was present at 8:00 a.m.

**I. Roll Call:**

- **Present:** Dr. Jennifer Kelsall, Dr. Ed Condon, Ms. Kylie Lindquist, Dr. Stanley Fields, Dr. Leah Gauthier, Dr. Kirstin Kopta, Mr. Darryl Richardson, Ms. Eileen Piper-Simpson
- **Not Present:** Dr. Tim Truesdale and Ms. Kathleen Tomei
- **Also present:** Executive Director, Dr. Mark Klaisner, Assistant Executive Director, Dr. Mike Popp, Assistant Executive Director, Ms. Jaime Tighe, Chief School Business Official, Ms. Christi Tyler, Executive Administrative Assistant, Ms. Tammy Marrero; and those listed on the attached Appendix.

**II. Approval of June 17, 2022 Minutes:** It was moved by Ms. Kylie Lindquist and seconded by Dr. Leah Gauthier that the West40 ISC#2 Governing Board approve the agenda as presented. On call of the roll, the vote was as follows:

**Ayes:** Dr. Jennifer Kelsall, Dr. Ed Condon, Ms. Kylie Lindquist, Dr. Stanley Fields, Dr. Leah Gauthier, Dr. Kirstin Kopta, Mr. Darryl Richardson, Ms. Eileen Piper-Simpson

**Nays:** None

- The motion carried without dissent.

**III. Public Comment:** President Kelsall welcomed visitors and invited comments from the audience. No one chose to speak.

President Kelsall turned the meeting over to Dr. Klaisner.

**IV. Approval of New Board Member:** Dr. Klaisner introduced Mr. Stuart Brown as nominee for vacant position of the Board. On call of the roll, the vote was as follows:

**Ayes:** Dr. Jennifer Kelsall, Dr. Ed Condon, Ms. Kylie Lindquist, Dr. Stanley Fields, Dr. Leah Gauthier, Dr. Kirstin Kopta, Mr. Darryl Richardson and Ms. Eileen Piper-Simpson

**Nays:** None

- The motion carried without dissent.

**V. Recognition of Years of Service** – Dr. Klaisner celebrated the 5, 10 and 20 Years Of Service of members of the staff; names highlighted on the attached Appendix.

**Introduction Incoming Director of Comprehensive Educational Services (CES)** – Mr. Steve Bogren introduces Mr. Phil Abraham as of the incoming Director of Comprehensive Educational Services.

President Kelsall, calls for a 5-minute break to allow the dismissal of non-board members.

**VI. Presentations:**

- **Financial Report:** Chief School Business Official, Ms. Christi Tyler reported the year-end balance at \$6.7 million (an 1000% increase to the West40 funds since FY' 2006), though \$1.3 million is under original projections due to purchase and expenses related to Lexington Elementary School and salaries and benefits related to the growth in program and services. Ms. Tyler celebrated that West40 was able to provide services to an additional 500 students in the FY21-22 school year and 3 months of reserves for the current fiscal year has been saved. As a result of these funds, Ms. Tyler projects multiple areas of the strategic plan will come to fruition, namely to provide more services to students and staff, offer competitive compensation, continue to build reserves and address facility needs.
- **Strategic Plan Report:** Assistant Executive Director, Mike Popp, reported on the West40 Strategic Plan: Year 1 Review and Year 2 Preview. Dr. Popp explained the process of the plan as metaphor of a road trip. He provided a review of 19 of 27 the Strategic Plan items that have been addressed, including writing and refining the narrative for the Plan, writing and acting on the succession plan, creation of new organizational chart, development of a pilot for the new truancy program, the purchase and ongoing renovation of the new facility, expansion of Technology Department, addition of new schools to the ALOPs, the development of the Special Education Department and creation of the Virtual School. Dr. Popp ends his report highlighting 28 action items to be carried over and the 41 drivers, backseat drivers and passengers that will lead those items.

- **Executive Director Report:** - Dr. Mark Klaisner reported on updates regarding the renovation of Lexington. Celebrated increase in staff capacity. Provided feedback on the accountability of the BMV team and he shared proposed goals for FY23.

**VII. Adjourned:**

Member Eileen Simpson-Piper moved, Seconded by Dr. Ed. Condon. Be it resolved the West40 ISC# 2 Governing Board hereby adjourns at 9:27 a.m.



MEETING MINUTES OF  
THE GOVERNING BOARD OF  
WEST40 INTERMEDIATE SERVICE CENTER #2

**Appendix A**  
**Non-members Presents**

Adams, Emily  
Bogren, Steven A  
Chavez, Adriana  
Chavez, Karla  
Coe, Matt  
Connelly, Jaime  
Dees, Suzy  
Dimitrakakos, Vicki (Paraskevi)  
Gage, Joe  
Giosa, Frank  
Guzman, Sandra  
Lewis, Ben  
Makris, Renee  
Marrero, Lefvia Tammy  
Molsen, Emily A  
Ortega, Jorge A  
Pike, Francisca  
Popp, Michael A.  
Ramirez, Lizet  
Stafford, Timothy J.  
Tieman Karen