



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

The West40 ISC #2 Governing Board Meeting was held on Friday, August 11, 2023 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 8:06 a.m.

Board President, Dr. Kelsall declared a quorum of West 40 ISC #2 Governing Board was present at 8:07 a.m.

I. Roll Call:

Present: Dr. Jennifer Kelsall, Dr. Ed Condon, Dr. Kristin Kopta, Mr. Stuart Brown, Dr. Aldo Calderin, Dr. Leah Gauthier, Ms. Kylie Lindquist, Ms. Elieen Piper-Simpson

Not Present: Ms. Kathleen Tomei

Also present: Executive Director, Dr. Mark Klaisner, Assistant Executive Director, Dr. Jaime Tighe, Chief School Business Official, Ms. Christi Tyler, Executive Administrative Assistant, Lefvia Marrero; and those listed on the attached Appendix.

II. Approval of May 19, 2023 Minutes: It was moved by Ms. Kylie Lindquist and seconded by Dr. Leah Gauthier that the West40 ISC#2 Governing Board approves the minutes as presented. On call of the roll, the vote was as follows:

Ayes: Dr. Jennifer Kelsall, Dr. Ed Condon, Dr. Kristin Kopta, Mr. Stuart Brown, Dr. Aldo Calderin, Dr. Leah Gauthier, Ms. Kylie Lindquist, Ms. Elieen Piper-Simpson

Nays: None

The motion carried without dissent.

III. Recognition of Years of Service: Dr. Klaisner celebrated the 5 Years of Service of members of the staff; names are highlighted on the attached Appendix.

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

IV. Appointment of New Board Member(s): Dr. Klaisner introduced Ms. Mary-Rita Moore and Ms. Dana Wesolowaski as nominees for vacant positions of the Board.

Motion to approve Ms. Dana Wesolowaski as New Officer: It was moved by Dr. Ed Condon and seconded by Ms. Kylie Lindquist.

On call of the roll, the vote for Ms. Dana Wesolowaski was as follows:

Ayes: Dr. Jennifer Kelsall, Dr. Ed Condon, Dr. Kristin Kopta, Mr. Stuart Brown, Dr. Aldo Calderin, Dr. Leah Gauthier, Ms. Kylie Lindquist, Ms. Elieen Piper-Simpson

Nays: None

The motion carried without dissent.

Motion to approve Ms. Mary-Rita Moore as New Officer: It was moved by Ms. Kylie Lindquist and seconded by Ms. Elieen Piper-Simpson.

On call of the roll, the vote for Ms. Moore was as follows:

Ayes:Dr. Jennifer Kelsall, Dr. Ed Condon, Dr. Kristin Kopta, Mr. Stuart Brown, Dr. Aldo Calderin, Dr. Leah Gauthier, Ms. Kylie Lindquist, Ms. Elieen Piper-Simpson

Nays: None

The motion carried without dissent.

V. Presentations:

Financial Report: Chief School Business Official, Ms. Christi Tyler shared a draft of the annual funding picture that shows the projected FY 24 with 3 months of conservative target reserves of approximately \$5.2 million dollars, an increase in funding from Evidence-based funding (EBF), and an increase in RSSP (thanks to the efforts of Dr. Mike Popp as he was instrumental in advocating for those dollars).

Ms. Tyler reported an estimated increase in expenses of \$2.2 million dollars due to new hire salaries. She also reported that the \$85,000 employee benefit increase will be assumed by West40, the staff will not see an increase in benefit for the second consecutive year.

The Business office will continue to manage the Emergency Assistance to Non-Public Schools (EANS) work; that program has been extended until January 2024.

On the capital expenditure, Ms. Tyler reported that \$5.465 million dollars only includes renovations at the West40 Lexington campus given that the model for the St. Joe's campus reimbursement has not yet been established with the organizations West40 is partnering with.

Ms. Tyler projected that the West40 fund balance is \$4.4 million dollars above the \$5.2 million dollars reserved, a total of under \$9.7 million dollars.

Dr. Kelsall applauded the staff for providing services fiscally responsible.

Executive Director Report: Dr. Mark Klaisner

Motion to approve nominations for Dr. Jennifer Kelsall as president, Dr. Ed Condon as vice president and Dr. Kristin Kopta as secretary, as a slate of officers. It was moved by Mr. Stuart Brown and seconded by Ms. Elieen Piper-Simpson. On call of the roll, the vote was as follows:

Ayes: Dr. Jennifer Kelsall, Dr. Ed Condon, Dr. Kristin Kopta, Mr. Stuart Brown, Dr. Aldo Calderin, Dr. Leah Gauthier, Ms. Kylie Lindquist, Ms. Mary-Rita Moore, Ms. Elieen Piper-Simpson, and Ms. Dana Wesolowski .

Nays: None

The motion carried without dissent.

Dr. Klaisner reported on department updates as follow:

- Renovations of West40 Lexington campus and the construction at the West40 St. Joe's campus.
- He celebrated the increase in funding and 25 new staff.
- He stated that \$6.5 million dollars are expected to be disbursed from the comptroller's office.
- The Communications and Engagement team has moved to the West40 St. Joe's campus and it is looking forward to resume food distribution services.
- Dr. Klaisner was pleased to report random West40 "shout-outs" from dignitaries such as Senator President Harmon, Speaker of the House, Chris Welch, and ED-RED distinguished individuals.

With the exception of the Licensure department, every department has expanded capacity.

Business Office:

- Increased staff capacity from 3 to 7
- Added a new Grants and Innovation department
- Will continue the EANS work (an additional source of revenue for West40)

CES

- Team has grown from a 2 staff office to 7, including the addition of a facilities manager and 2 specialist in Behaviour and School Safety
- Has issued over \$500 million dollars in permits across schools districts
- Provide services beyond school districts; soon they will be presenting at Melrose Park municipality
- Completing 4-5 school districts inspection a day

Professional Learning

- Far exceed their goals; they are now providing professional learning services to 85% of the school districts within the West40 region.
- Nearly doubled staff capacity; 4 to 7

Alternative Learning Opportunity Programs (ALOP)

- This year ALOPs served over 3,000 students
- Hire 15 new Student Advocates
- Assisted Lasalle, North and South Cook ISC regions with ALOP start-ups tailored to program needs; 4 school districts are interested in launching said program
- A new hire orientation was held on August 10th; of the 25 new hires, 15 will fill student advocate positions; each student advocate will have a caseload of 30 students (and families) to serve.
- West40 is serving 30.9% of the total of At-Risk students statewide and receives 26.8% of the total EBF funds for At-Risk programming
- Berwyn South has launched an ALOP with the assistance of West40 Senior ALOP Directors Mr. Gage and Ms. Makris.

Community Engagement Team:

- Has moved to West40 St. Joe's campus
- Organize the Backpack Give Back
- Will be using the 2 industrial walk-in refrigerators to resume food distribution.
 - With much enthusiasm Dr. Klaisner shared a successful story of an ALOP student who was able to quit work and graduate due to the weekly food distribution offered to his family.
- Will continue to assist with displaced families

Comments from the Board:

Dr. Condon suggested data be collected to demonstrate the impact the ALOPs have had in home school districts.

Mr. Brown recommended " the journey" with the school staff also be documented for feedback purposes.

Ms. Lindquist and Ms. Piper-Simpson both shared about the immediate impact the students advocates have had at their local schools. Adding “they provide a relief for taxed counselors” and “30 high needs students are no longer pulling teachers in classrooms”; they are coming to school and once disconnected parents are now becoming more involved because the student advocates focus on the entire family.

Dr. Kelsall, added “we have understood the goal is to be proactive not reactive”.

Update on St. Joe’s: Ms. Lezlie Fuhr, reported an update on the construction at the West40 St. Joe’s campus. Asbestos abatement and pest management evaluation are now completed, a new water meter has been installed, the kitchen has been deep cleaned and demolition in the office is now complete.

Ms. Fuhr was pleased to report that people of different fields (e.g., high levels at ISBE, principals, teachers and interns) have demonstrated interest to be involved with this new program. To lay the foundation for this positive life changing initiative Ms. Fuhr started a book club using the “Reclaiming Youth at Risk” and “What Happened to You” books with them.

Ms. Fuhr, shared the excitement and welcome from the Westchester community as a group of West40 staff walked the July 4th parade and introduced her new administrative assistant, Michell Martinez.

VI. Public Comment: President Kelsall invited comments from the audience. No one chose to speak.

VII. Adjourned: Member Dr. Condon moved, seconded by Dr. Calderin. Be it resolved the West40 ISC# 2 Governing Board hereby adjourns at 9:04 a.m. The next West40 Governing Board Meeting will be held on Friday, Oct 8, 2023 at the West40 Lexington Campus on 415 W. Lexington Street in Maywood, IL 60153 at 8:00 a.m.