



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

The West40 ISC #2 Governing Board Meeting was held on Friday, October 21, 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 8:02 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, Dr. Stanley Fields, Dr. Leah Gauthier, Dr. Kirstin Kopta, and Mr. Darryl Richardson.

**Not Present:** Mr. Stuart Brown, Ms. Kylie Lindquist, Ms. Eileen Piper-Simpson, Dr. Tim Truesdale and Ms. Kathleen Tomei.

**Also present:** Assistant Executive Director, Dr. Mike Popp, Chief School Business Official, Ms. Christi Tyler, Executive Administrative Assistant, Ms. Tammy Marrero, Steve Bogren Sr. Director, and Phil Abraham, Directors of Comprehensive Educational Services and Senior Directors of Student Programs, Joe Gage and Renee Makris.

II. **Approval of September 16, 2022 Minutes:**

It was moved by Dr. Ed Condon and seconded by Dr. Stanley Fields that the West40 ISC#2 Governing Board approved the agenda as presented. On call of the roll, the vote was as follows:

**Ayes:** Dr. Jennifer Kelsall, Dr. Ed Condon, Dr. Stanley Fields, Dr. Leah Gauthier, Dr. Kirstin Kopta, and Darly Richarson

**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. Mike Popp given that Executive Director, Dr. Mark Kaisner was absent.

### **IV. Presentations:**

#### **Financial Report:**

Chief School Business Official, Ms. Christi Tyler reported the incoming funds in September to have been received from a variety of different grants, such as EBF dollars (that will now continue through the end of the fiscal year), revenue from payments for the Regional Safe Schools, ISC/ROE Operations, and the TAOEP state grant. Increased expenditures she explained are due to payments to phase I of the West40 at Lexington construction.

Ms. Tyler also reported that ISBE has requested West40 expand its role and now manage the EANS 3 grant. As a result, West40 will now become approvers of expenses and account coding. EANS funds are now offered to all non-public schools across the State provided they are in good standing. To meet these new responsibilities, a new clerical position will be created (sponsored by EANS dollars) and Pearson staff will be trained to assist.

#### **Comprehensive Educational Services (CES):**

Sr. Director, Steve Bogren and Director Phil Abraham both celebrate how the CES department lives out the mission of West40 on a daily basis as they walk the grounds of school buildings working to ensure every educator and student is in a safe environment. To date, the department has issued over \$300 million dollars in building permits; of 120 permits, 62 now have occupancy permits. To help meet school districts where they are, the department issues partial and full permits that will keep educators and student life in every school setting safe. The primary focus of the team is to provide school districts an opportunity to address challenges, such as supply chain, strikes, or what might be violations, effectively and efficiently, and ensure school districts are growing wherever they are or wherever there might be a violation.

**Mr. Bogren:**

Reported that ISBE has requested West40 oversee the non-public schools' recognition throughout the State; of the 120 schools, half are in the West40 Cook County regional area, with the exception of Chicago Public Schools (CPS). Webinars are being conducted to help coordinate visits.

Mr. Bogren, is working alongside Mr. Phil Morris, Director of Operations & Technology at Kane County Regional Office of Education, on a new state compliance training to help make the Compliance process less tedious for school districts.

Regarding Health, Life, and Safety (HLS), Mr. Bogren reported 51 schools in 15 districts are scheduled for a visit and work will be divided amongst a team of 4 which includes Joe Palermo and Al Molby. A third of the work has now been completed with the remaining schools to be completed by the end of November, 2022.

Annual Financial Reports (AFR) are now up to 4 pages deep. A 30-60 day extension is now available and effective through December 15, 2022.

**Mr. Abraham**

Announced the department's pillars of support now include a focus on Social Emotional Learning (SEL) tenets, connections with schools, restorative practices, and training School Resources Officers (SRO).

**Assistant Executive Director Report:**

In the absence of the Executive Director, Dr. Mark Klaisner, Dr. Mike Popp, Assistant Executive Director led the meeting.

Dr. Popp, reported West40 Sr. Director of Professional Learning, Ms. Suzy Dees and Dr. Julie Morris presented on the Equity Continuum Journey. The presentation was held both in-person and virtual; it has been recorded and made available.

Additionally, Dr. Popp reported that West40 is conducting a feasibility study for a preschool and grants have been filed with this planning in mind. Likewise, two bilingual student advocate positions have been funded by ISBE to continue assisting local school districts with immigrant students.

In regards to West40 at Lexington, the project remains on schedule, including the demolition of the second floor. The gym floor is now completed and features details designed with the input of both staff and students.

West40 continues to explore conversations about “Youth In Care” and it is looking to pilot a program where kids bounced from home to home can find stability in a remote school setting like the West40 Remote School.

Former ISBE grant writer Ms. Cara Wiley has now joined the West40 team. Her level of expertise will help West40 continue to build the capacity needed and help keep West40 at the forefront of providing services as more funding opportunities become available. Wiley is now part of the Special Education Services team under the supervision of Nicole Pierarnuzi, Director of Special Education Services.

To help address budget shortfalls for bus driver training and increase inflation area adjustment in areas like Truancy, 5 staff members presented at the ISBE budget hearing back in October as follow:

- Dr. Mark Klaisner represented IARSS
- Ms. Karen Tiemann represented RSSP
- Mr. John Milosovic represented ICEARY
- Dr. Mike Popp represented West40

Additionally, a request has been submitted to restore the RSSP budget to of \$25 million dollars.

Lastly, Dr. Popp celebrated a presentation on the incredible success of a West40 school district in the area of school improvement and IL Empower impact. The presentation was a doctoral dissertation subsequently awarded to Jayme Tighe, incoming Assistant Executive Director of West40.

**Comments from the Board:**

Dr. Kelsall, reported having had conversations with Dr. Stanley Fields regarding Dr. Klaisner’s request to extend his contract. A call back from the attorney is now pending. Dr. Kelsall will contact each board member with the attorney’s feedback.

**V. Adjourned:**

Member Dr. Ed Condon moved, seconded by Dr. Kopta. Be it resolved the West40 ISC# 2 Governing Board hereby adjourns at 8:48 a.m.

The next meeting is scheduled for Friday, January 20, 2023.