



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

The West40 ISC #2 Governing Board Meeting was held on Friday, March 17, 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 8:02 a.m.

I. **Roll Call:**

Present During Roll Call: Dr. Jen Kelsall, Dr. Ed Condon, Dr. Kristin Kopta, Ms. Kylie Lindquist , and Ms. Kathleen Tomei.

Present After Roll Call: Mr. Stuart Brown, Dr. Stanley Fields, and Ms. Elieen Piper-Simpson

Not Present: Dr. Leah Gautier, Mr. Daryl Richardson, and Dr. Tim Truesdale

Also present:

Sr. Director of Executive Support, Dr. Mike Popp, Assistant Executive Director, Dr. Jayme Tighe, Chief School Business Official, Ms. Christi Tyler, Executive Administrative Assistant, Ms. Tammy Marrero, Sr. Director of Professional Learning, Ms. Suzy Dees, Director of Professional Learning Dr. Sonya Spaulding, Professional Learning Specialist, Dr. Julie Morris and Ms. Nicole Piernanzi, Director of Specialized Support Services.

II. **Approval of January 20, 2023 Meeting Minutes**

The motion was made by Dr. Kopta and seconded by Ms. Elieen Piper-Simpson, the motion carried unanimously.

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 who connected virtually via Zoom.

IV. Presentations:

Financial Report: Chief School Business Official, Ms. Christi Tyler celebrated West40 has paid over \$2.7 million dollars worth of payments for the Lexington building renovations, simultaneously keeping the fund balance steady at approximately \$5.6 million dollars in spite of the expenditures coming out. However, major renovation expenses are due now and are expected to be paid by the end of the calendar year 2023. \$4.3 million dollars worth of bids are now open and ready to go, however, there are other expenses not being bid that also need to be paid by December 31, 2023. To monitor and help the cash flow, her office is looking to borrow money to help get through that influx of incoming expenses. Given that West40 does not have a tax levy to pay for bonds, Ms. Tyler's office is now investigating different ways in which West40 can borrow the funds. Ms. Tyler and Dr. Mike Popp have reached out to PMA (used by many West40 school districts) and banks we use, to see if there are interested. Another possibility would be a working with local Maywood banker, who supports community-based projects.

Senior Director of Professional Learning:

Ms. Suzy Dees was excited to share how the Professional Learning (PL) department has grown exponentially over the past couple of years; since coming into the role back in 2018, the PL team has transformed. Today the team is made of practitioners in the field, formal state-level representation, principals, superintendents, CSA advocates, SPED directors, and inspirational coaches.

Dr. Sonya Spaulding reported the PL team is using the 4 Disciplines of Execution (book) to establish yearly goals. Last year PL was able to make contact with 65% of the school districts; this year the goal was 82%, and thus far they have met with 75% of the school districts.

The following are other areas the PL is currently working on:

- Time Budget Tracker - a system of formulas that help pull facilitators' calendars to spreadsheets so as to quantify in numbers the number of hours spent providing specific services; this is evaluated every other month to make sure that data is clean and thus provides quality service.

- 3 new networks have been added
 - Special Ed. Teacher Network
 - Attendance Network
 - H.S. Principals Network
- Support through coaching
 - Currently in 5 school districts supporting co-teaching
 - Dr. Julie Morris is expected to start Leadership coaching in some school districts
- Coaching Lab
 - Ms. Angela Gonzales together with DuPage ROE currently working with the Berwyn school district providing advocacy to teachers through a coaching lab and Instructional Coaching Network
- Strategic Planning
 - The first fruits of labor can now be seen in Cicero school districts.
 - Throughout the Strategic Planning expansion, PL is exploring how to grow your own progress, not just for adults but for students too. Grand Canyon University has the most extensive opportunities for both adults and students.
- All Staff Learning Day (ASLD)
 - The PL department is also responsible for preparing the all-staff professional learning day; last month it was held at Morton College. West40 remains appreciative of the space shared, thank you, Dr. Fields.
 - Dr. Spaulding and Dr. Morris co-wrote Administrator Academy 3939, Grading with an Equity Mindset; which is to be launched Jul 1, 2023 . Together with Dr. Popp, the team will work on a series of workshops to help facilitate difficult social and political conversations.
- Statewide Initiatives
 - Birth to Five - Vivian Palicki also a member of the PL and expert in the field, is providing research to school districts to help better service that population. Her research on early childhood led to a full day of preschool being considered in the Cicero school district.
 - Dr. Spaulding reported she is now sitting with the PEAC training committee.

- New to the PL team is Mr. Demian LaPointe. Mr. LaPointe comes with extensive experience in trauma-informed practices
- Dr. Spaulding spotlighted, Ms. Karla Chavez, the department's administrators' assistant, referring to her as the rock star that keeps the PL team organized.

Executive Director Report:

Dr. Mark Klaisner joined the meeting remotely. He thanked President Kelsall and Board Member Mr. Brown for attending the Governor's press conference. West40 continues to work with ISBE, DCFS, DJJ, and DHS on an existing collaboration, and he was excited the Governor chose to hold his press conference at West40. In attendance were also the Speaker of the House Mr. Chris Welch and State Senator Kimberly Lightford.

Dr. Klaisner reported that program leaders at West40 have taken the lead in the project and the Governor has considered that project to be the model program for the State (and eventually the country).

ISBE is going through a leadership and financial group transition as Dr. Tony Sanders takes office. Dr. Klaisner stated Dr. Sanders shares the same values and heartbeat of West40 and looks forward to that continue relationships and creating new ones.

Alongside Dr. Mike Popp, a group of 20 West40 SWAT team members, spent some time in Springfield advocating for pieces of legislation alongside Dr. Mike Popp. Dr. Klaisner also reported that he too had to testify in several committees.

Dr. Klaisner announced that the upcoming SCOTY award ceremony will be held Mar 22, 2023 ; this year 130 students will be recognized, the most attended ever.

The move to West40 Lexington is on schedule for August 31, 2023.

Comments from the Board:

Dr. Kelsall, requested the meeting be moved to a closed session. Dr. Mike Popp was invited to stay.

Closed Session: at 8:36 a.m.

The motion was made by Ms. Kathleen Tomei and seconded by Ms. Piper-Simpson.

Open Session: at 9:05 a.m.

The motion was moved by Dr. Stanley Fieds, and seconded by Ms. Eileen Piper Simpson .

V. Adjourned:

Member Dr. Ed Condon moved and it was seconded by Dr. Stanley Fields; the motion carried unanimously, be it resolved that West40 ISC# 2 Governing Board hereby adjourned at 9:06 a.m.