

NORTHWEST EDUCATIONAL COUNCIL FOR STUDENT SUCCESS
NECSS BOARD MEETING MINUTES
Wednesday, March 15, 2017, 11:30 a.m.
Harper College, Room W-201
1200 W. Algonquin Road
Palatine, IL 60067

Dr. Kenya F. Ayers, NECSS Board Chair

PRESENT: District 211: Dr. Daniel Cates, Dr. Lisa Small
District 214: Dr. David Schuler, Dr. Laz Lopez
District 220: Dr. Brian Harris, Dr. Linda Klobucher
District 512: Dr. Ken Ender
NECSS: Dr. Kenya Ayers, Gayle Banakis
GUESTS: Jeff Rollefson, NECSS Auditor
Courtney Friedlund, Systems Coordinator, Harper College

1. Call to Order/Roll Call/Establishment of Quorum

- NECSS Board Chair, K. Ayers, called the NECSS Board meeting to order at 11:40 a.m.
- Upon roll call, representatives from D211, D214, D220, and D512 were present

2. Public Comments

- No public attendance or comments

3. Consent Agenda

- Motion by D. Schuler, seconded by B. Harris, to approve the following Consent Agenda items:
 - a. Approval of Agenda for March 15, 2017 NECSS Board Meeting
 - b. Approval of Minutes of November 16, 2016 NECSS Board Meeting
 - c. Approval of Financial Transactions for November 2016 – February 2017
- K. Ender inquired about follow up on Action Items from November 16, 2016 Board Meeting
- K. Ayers responded
 - Action Item #1: Harper Promise Community Service Hours Reporting Form has been proposed to Harper Promise Committee
 - Action Item #2: Spending priorities and parameters for dollars earmarked at Harper College was submitted to NECSS Board by K. Ayers on February 27, 2017.
- K. Ender asked if secondary partners are willing to match those dollars at Harper (\$150,000).
- K. Ayers asked to explore this topic later in the Agenda.
- Upon roll call, the motion carried

4. Informational Items

- a. NECSS Vice President Report-K. Ayers



- Please refer to K. Ayers' report for detailed updates
 - Budget Flow
 - Presentation for the Board
 - Special Pops Potential Speaker Funding
 - First 100 Days Report Update
 - Northern Illinois University/Simon Youth Foundation/Board Expansion
 - Power of 15 Retreat
 - Dual Credit Enhancement Grant Update
 - Thought Leadership Articles
 - Achieving the Dream
 - NECSS Brochure
 - NECSS Office Team Evaluations

Discussion on topics included in K. Ayers Report

- Dual Credit Enhancement Grant Update
 - Health Symposium in April. Purpose is to align pathways at the high school and the college level. Goal is to replicate in IT, Manufacturing, and other pathways that are relevant to our region.
- Thought Leadership Articles
 - Articles were condensed for consistency. Identified goals for the articles include:
 - Positioning NECSS as a national thought leader at the secondary and postsecondary level in order to attract funders and enhance awareness of the organization.
 - Potential audiences are funders, local and regional school districts, Harper College, K-12 replicators, college and university replicators, and research institutions.
 - K. Ayers linked audience with optimal format. Formats include:
 - White paper, NECSS lessons learned, pointers, top 10 facts, press conferences and trade publications, statistic snippets to share on social media, articles in Harper's Newsletter, alumni publications, and rework content as blog entries.
- Achieving the Dream
 - Dr. Ender, Dr. Harris, and Dr. Ayers presented on NECSS at the Achieving the Dream Conference.
 - Hobsons work in data capturing emerged as significant take away. Naviance (secondary) and Starfish (postsecondary) could potentially allow data to flow seamlessly across entities. Hobsons is considering piloting with NECSS region.
 - D. Schuler: Hobsons is also redoing Naviance to track Redefining Ready launching in the near future.

b. Financial Update-K. Ayers / G. Banakis

- G. Banakis: Federal/Perkins dollars are flowing. Allocations for FY18 are not available. ISBE recommends using FY17 allocations as basis for FY18.
- Question: Any implications for FY18 Perkins if state does not meet Maintenance of Effort (MOE)? FY18 Perkins is not impacted by MOE. However, FY19 Perkins could be impacted if Illinois does not meet MOE.
- ISBE mandated Education for Employment (EFE) systems extend CTEI grant end date from June 30, 2017 to August 31, 2017.
- ISBE is authorized to extend the grant until August. A grant extension beyond August may require some legislative action. In anticipation of a need for legislative action, EFE Directors are working both locally and statewide with our legislators. G. Banakis has been in conversation with Rep. Morrison and Rep. Crespo both here and at their Springfield offices.
- K. Ayers asked Jeff Rollefson to comment on audit implications if NECSS does not receive FY17 dollars within this fiscal year.
- J. Rollefson: NECSS is audited on a “cash basis”, so what you get, we audit. You will still get audit books, just might not have all the money in there. Whatever comes in next year, will be audited next year. It does not affect having the audit as much as what we do during the audit.
- D. Schuler commented that the education budget may be slashed at the federal level. Perkins may be re-authorized but it may not get the funds.
- K. Ayers: The Board will have a Closed Session today and there are some conversations on the budget that we need to have. We can wait a little bit, but we are going to be at a point where we are going to have to develop a budget for next year.
- B. Harris: How much risk to we want to take? We have to pick at the expense side and make decisions accordingly.
- D. Schuler: I think our organization is taking quite a risk by assuming status quo for next year because any sort of legislation is going to hit us in a negative way. Let’s pause for a week or two to see what happens before any budget direction is proposed to NECSS.

➤ K. Ayers: I have made recommendations according to Action Item #2 (Spending priorities and parameters for dollars earmarked at Harper College)

- I would like to revise the February 27, 2017 memo regarding how much money would remain in the fund balance. Assuming we receive no CTEI money from the state, and NECSS staff, advisors, and office obligations are met, we project a balance of about \$78,000 in our reserve funds by the end of June 2017.
- D. Schuler: Rehiring of Career Advisors would be a conversation for next year.
- K. Ayers: Further discussion on this will take place at June Board meeting.
- B. Harris: If something changes, we can call a special meeting.

c. Upcoming Event Dates-Board Meetings

- June 7, 2017, Township High School D214

5. Strategic-Discussion and Sharing

a. FY16 NECSS Audit Report-Jeff Rollefson

- Clean audit. No findings or concerns to report. Typically, NECSS would get two reports, an Annual Financial Report and a Federal Programs Report (single-audit). With the change in the single-audit rules, a single audit does not have to be completed unless \$750,000 is allocated to the organization. In FY16, NECSS was allocated \$612,588 in federal money. The single audit provides a little bit more for us to do, but it's more reporting than anything else. The audit remains the same from year to year.
- The Board thanked J. Rollefson for his report.

b. NECSS Revised Scorecard (Metric #5-Promise)-K. Ayers

- Data Committee presented recommendations to Council on the Promise metric. Council reviewed recommendations. These recommendations are now presented to NECSS Board for discussion and vote.
- Previously, the NECSS Board approved the Scorecard metrics. NECSS Board clarified that Promise is a NECSS initiative. This clarification led to Data Committee agreeing on two measures.
 - 1) How many students are matriculating into Harper as what we are calling Harper Promise Scholars?
 - 2) How many of those students are earning credentials at Harper within two years of being awarded that scholarship?
 - Who are those students coming out of Harper as Promise Scholars no later than the fall semester following graduation from high school?
 - Who are those students earning those credentials at Harper within two years?
 - Who are those students enrolled in Promise in their freshman year in high school who will meet all the criteria and have met all the eligibility in freshman year, sophomore year, junior year?
 - What is enrollment by class?
 - What are cumulative dollars raised in supporting the scholarship?
 - What are cumulative dollars in scholarships accepted?
- D. Schuler: Has Data Sharing Agreement been reviewed to make sure it covers the Promise Program?
- K. Ayers: The Data Committee discussed this topic at a Data meeting. It's covered.
- D. Schuler: I think Metric #5 is fine. We are looking to review the readiness metric from the state to approve the definition.

6. Action Items-K. Ayers.

a. Acceptance of FY16 NECSS Audit

- Motion by K. Ender, seconded by D. Schuler, to accept the FY16 NECSS Audit
 - The motion carried

b. Approval of Revised NECSS Scorecard (Metric #5-Promise)

- Motion by D. Cates, seconded by B. Harris, to approve the Revised NECSS Scorecard (Metric #5-Promise)
 - The motion carried

c. **Closed Session**

- Motion by K. Ender, seconded by D. Schuler, to move to Closed Session
- The motion carried

7. **Closed Session**

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the region, 51LCS 120/2(c)(1), as amended by P.A. 93-0057.

8. **Adjournment**

- The meeting adjourned at 1:30 p.m.

9. **Next Meeting-11:30 a.m.**

Wednesday, June 7, 2017
Township High School D214
2121 S. Goebbert Road, Board Room
Arlington Heights, IL 60005