

**NORTHWEST EDUCATIONAL COUNCIL FOR STUDENT SUCCESS**  
**MEETING MINUTES**

Wednesday, June 5, 2013

11:00 a.m.

Forest View Educational Center  
2121 S. Goebbert Road  
Arlington Heights, IL 60005

**PRESENT:**    District 211:    Dr. Nancy Robb  
                  District 214:    Dr. Dave Schuler  
                  District 220:    Dr. Tom Leonard  
                  District 512:    Sheila Quirk-Bailey, Maria Moten  
                  NECSS:            Cynthia Garcia, Gayle Banakis

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

- Chairperson S. Quirk-Bailey called the NECSS Board meeting to order at 11:30 a.m.
- There was a roll call establishing a quorum. Representatives from D211, D214, D220, and D512 were present.

**2. Public Comments**

- There were no public comments.

**3. Consent Agenda**

- Motion by D. Schuler, seconded by T. Leonard, to approve the following Consent Agenda items:
  - a. Approval of Agenda for June 5, 2013 Board Meeting
  - b. Approval of Minutes of March 20, 2013 Board Meeting
  - c. Approval of Financial Transactions for March-May 2013
  - d. Approval for Establishing Public Hearing for 2013-2014 NECSS Joint Agreement Budget.
- There was a roll call vote, and the motion was unanimously approved.

**4. Information Items**

- a. Executive Director Update-C. Garcia
  - i. This summary is included in Board packet. C. Garcia provided highlights:
    - ✓ Four new committees have been established and implementing new region-wide initiatives.
    - ✓ Education for Employment (EFE) office has expanded its CTE focus to include goals, purposes, and expectations of newly formed NECSS.
      - Update and expand the NECSS website.

- Support college readiness for first generation and minority students.
  - Assist in the development of secondary and post-secondary stackable careers and academic pathways.
  - Core Committee received an ICCB “Bridging the Gap” grant, which will be utilized to focus on an English equivalent to the MATH 080 project.
  - Proposed a WorkKeys pilot program with Dr. Mark Mrozinski, which is a grant program provided by ACT as an outreach to businesses to increase the adoption rate of the National Career Readiness Certificate (NCRC).
  - Two additional grants were developed, but not yet awarded: (1) D211 Motorola Foundation Grant (assist with GEMS and new manufacturing program), (2) Roosevelt University Pharmacy Study Grant (start a pharmacy technical program for under-represented population).
- D. Schuler inquired as to how the D211 grant proposal to Motorola Solutions was initiated.
  - N. Robb responded that D211 initiated the request for writing the grant for the D211 GEMS program. The request was initiated by Elementary District 54 funding for a girls STEM program from Motorola.
    - ✓ C. Garcia attended a Dual Credit Symposium
      - Dual credit students have a higher college enrollment and higher completion rate than non-dual credit students.
      - Dual credit can be offered at the 200 level.
      - ICCB does not allow “mixed” dual credit classes, but it is not considered a mixed class if a student meets the course requirements but chooses not to take the credit option.
- ii. CTEI and Perkins Grants Update
- C. Garcia stated both CTEI and Perkins grant funds for FY14 were decreased; CTEI reduced by \$38,670 and Perkins reduced by \$41,788.
  - T. Leonard inquired if there were any concerns with the reductions in the budgets which could affect the operation of the Partnership. C. Garcia stated that FY14 should not result in significant reduction in services to the region.
  - C. Garcia stated the Career Advisors will resume their positions in August, and the current formation will continue.
- iii. NECSS Committees
- C. Garcia stated the four committees have completed their Charter Statements.

- ✓ Career Committee will develop programs with educational partners that inspire postsecondary education and career readiness leading to living-wage employment.
  - ✓ Core Committee will build on successful continuation of MTH 080 project and development of an ENG version.
  - ✓ Data Committee will support other committees in collection and evaluation of data.
  - ✓ Student Support/Professional Development Committee will identify how secondary and college counselors might address roadblocks to degree completers. The committee will also focus on establishing a regional workshop for counselors.
- N. Robb inquired as to the necessity of monthly committee meetings. She suggested committees meet in response to project needs as opposed to a standing monthly meeting.
  - Both C. Garcia and S. Quirk-Bailey explained newly-formed committees meet monthly to establish goals and guidelines. In the future, they could meet less frequently.

## **5. Strategic-Discussion and Sharing**

### **a. NECSS English Equivalent-T. Busch**

- Discussion and sharing was postponed until after the “Bridging the Gap” team completes their assessment over the summer. This will be presented at the next NECSS Board meeting on Wednesday, August 14, 2013.

### **b. June 11, 2013 Celebration Program Details-C. Garcia**

- C. Garcia requested input for June 11 celebration luncheon.
- N. Robb suggested, due to limited response, the luncheon should be postponed until September.
- NECSS will send an e-mail to all committee members advising them of the date change.
- S. Quirk-Bailey offered to have the reception at Harper and invite current retiring members.
- D. Schuler proposed sending a thank you letter to all committee members. S. Quirk-Bailey offered to compose the letter, which will include the signatures of the President and Superintendents.

### **c. FY 14 Proposed Plan of Work-C. Garcia**

- A discussion commenced on the Taskforce Report and Intergovernmental Agreement.
  - ✓ The Taskforce Report was developed in order to establish Partnership goals and operating parameters.
  - ✓ The Intergovernmental Agreement was developed in order to ensure the Partnership met grant compliance requirements.

- ✓ S. Quirk-Bailey and C. Garcia will review the Taskforce documents and Intergovernmental Agreement to create a mission and goal statement for NECSS. The results will be added to the FY14 Plan of Work.
  - S. Quirk-Bailey suggested creating a NECSS Student Success Report working document with yearly district updates. This proposal will be added to the FY14 Plan of Work.
  - S. Quirk-Bailey presented the possibility of NECSS developing an environmental scan in regard to changes in our communities. Harper has a contract with the Center for Policy Research through Northern Illinois University. NIU could be approached by NECSS to perform a region and district-wide analysis of what changes could be anticipated in the next five years. All agreed to move forward with this idea, and S. Quirk-Bailey offered to research the cost to implement this analysis.
  - D. Schuler noted that the FY14 Plan of Work included programs targeting at-risk students for D211 (Project Excel) and D220 (Adelanté Academy). District 214 is engaged in a successful program (Avid Program) targeting this population, but was not included in the Plan of Work.
  - T. Leonard suggested the three districts present a brief summary of their respective programs (Excel, Avid, Adelanté) at the November 20 Board meeting. The presentations will be followed by a Board discussion.
    - ✓ Additional conversation on this will be held at the August 14 Board meeting.
  - S. Quirk-Bailey stated a presentation on supporting first generation students will be placed on the November 20, 2013 agenda, and a discussion on grants will be placed on the March 19, 2014 agenda.
  - C. Garcia stated the FY14 Plan of Work will be updated with discussed additions/corrections and presented to Board for approval at the August 14, 2013 meeting.
- d. NECSS Focus for FY14-Investigating the Possibilities of Early College Credentials-  
C. Garcia
- C. Garcia stated NECSS will explore the possibility of early college degrees. A team will attend the National Early College Conference on October 29-30, 2013 in North Carolina to explore model options and resources available for initiating a regional program.
  - D. Schuler recommended the team attend various conferences to explore the goals of creating a pathway to acquire both an AS and AAS degree.
  - S. Quirk-Bailey stated “Let the minutes show that the Board has reached a consensus to place this item on the FY14 Plan of Work.”

**6. Action Items-S. Quirk-Bailey**

- Motion by D. Schuler, seconded by N. Robb, to approve the following Action Item:
  - a. Approval of FY 14 Proposed Budget.
- There was a roll call vote, and the motion was unanimously approved.
- Motion by N. Robb, seconded by T. Leonard, to approve the following Action Item:
  - b. Approval of FY 14 Meeting Dates.
- There was a roll call vote, and the motion was unanimously approved.

**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.
  - ✓ A closed session was not convened due to the Board's approval of the FY14 CTEI budget via e-mail on April 26, 2013. The CTEI budget included a 2.5% salary increase for C. Garcia, G. Banakis, and A. Pellegrini.

**8. Meeting Adjournment**

- Motion by D. Schuler, seconded by N. Robb, to adjourn the meeting. The meeting was adjourned at 12:35: p.m.

**9. Next Meeting-11:00 a.m.**

Wednesday, August 14, 2013  
Barrington High School  
616 W. Main Street  
Barrington, IL 60010