

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

Wednesday, November 20, 2013, 11:30 a.m.  
Township High School District 211, Board Room  
1750 S. Roselle Road  
Palatine, IL 60067

**PRESENT:**    District 211:    Dr. Dan Cates, Terri Busch  
                  District 214:    Dr. Dave Schuler, Dr. Laz Lopez  
                  District 220:    Dr. Tom Leonard, Cynthia Jaskowiak  
                  District 512:    Dr. Ken Ender, Sheila Quirk-Bailey, Dr. Judy Marwick  
                  NECSS:            Cynthia Garcia, Gayle Banakis

**GUESTS:**    NECSS Auditor:    Jeff Rollefson  
                  D211:                Gary Steiger, Anita Lee  
                  D214:                Steve Kellner  
                  Harper:              Michele Robinson

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

- Chairperson S. Quirk-Bailey called the NECSS Board meeting to order at 12:10 p.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 November 20, 2013 Board Meeting
  - b. Approval of Minutes of August 14, 2013 Board Meeting
  - c. Approval of Financial Transactions for July-October 2013
- There was a roll call vote, and the motion was unanimously approved.

**4. Information Items**

- a. FY13 Audit Report-Jeff Rollefson
  - J. Rollefson stated the Board was provided with two FY13 audit documents; (1) Annual Financial Report (actual cash-basis audit report), which had minor format changes from previous years; and (2) Federal Programs Report (required as NECSS expends over \$500,000 in federal funding).
  - J. Rollefson stated the FY13 audit proceeded very smoothly this year and was submitted with “no findings”. He asked the Board if there were any questions.
  - The Board did not have any questions, thanked J. Rollefson for his report, and thanked NECSS staff for their assistance in the audit process.

b. Executive Director Update-C. Garcia

- Please refer to the Director's Report included in Board packet for detailed updates on the following items:
  - ✓ District 214 Nanotechnology Course
  - ✓ D220 Incubator Course/Summit
  - ✓ Career Center Task Force Update
  - ✓ Early College Credit
  - ✓ NECSS Hosted Business and Family Consumer Science Workshops
  - ✓ Career Cruising Training/Inspire Workshop
  - ✓ Collegiate Entrepreneur Organization (CEO) Meeting
  - ✓ ENG 100 Project
  - ✓ Early College Conference
  - ✓ Stackable Pathways Leading to Sustainable Income
  - ✓ Coordinating Council Information Items
  - ✓ Legislative Issues and Information
  
- C. Garcia addressed NECSS's strategic directions:
  - (1) Dual Credit
    - ✓ Increase Dual Credit Offerings
      - NECSS assisted D214 in navigating a Credit-by Exam option for Harper course ECO115.
  - (2) Professional Development
    - ✓ NECSS coordinated with D211 and Harper teams to attend the Collegiate Entrepreneur Conference at McCormick Place in November.
      - Resources - Lean Start-Up information, contact with the Coleman Foundation, and contact with college professors.
  - (3) Innovative Programs
    - ✓ Entrepreneurship
      - Meeting coordination with D211, D214, Harper, Coleman Foundation, NIU, and Department of Commerce and Economic Opportunity to learn about D220 Incubator program.
    - ✓ Geometry and Construction
      - Math teacher and CTE teacher can team teach Geometry. D214 anticipates introducing Geometry and Construction in some of their buildings.

**5. Strategic-Discussion and Sharing**

D211, D214, D220, and Harper College reported on their Bridge Programs.

a. **D211-Project Excel**-Gary Steiger/Anita Lee

- Description
  - Program focuses on challenges and successes through discussion on embracing diversity and multiculturalism in high school.
  - Students participate in learning cohorts throughout all four years of high school. This provides an opportunity for students to learn and grow by having a support system with the same group of students.

- Target Audience
    - Program aims to support and teach students of color to become resilient, hard-working, engaged learners and an increase in accelerated Advanced Placement (AP) courses.
  - Program Elements (**Excel III**)
    - While on Harper campus, courses are conducted by Harper faculty. Students are required to self-advocate and negotiate college campus exactly as if they were college freshmen. Lectures, writing assignments, reading, and office hours are equivalent to what an entry level college course would require.
    - Sixteen incoming seniors;
    - Two cohorts for 10 days-Sociology and Psychology;
    - College-style lectures with hard deadlines;
    - Financial aid/Media center presentations;
    - Readings without homework points attached to the assignment;
    - Concept of office hours;
    - Students are asked to take risks by sharing their personal experiences with each other.
  - Intended Outcomes
    - Continued high rigor and sense of efficacy in a college setting;
    - Minimize transition difficulties from high school to college.
  - Results
    - 81% of students strongly agreed that “college will be significantly harder than high school.”
    - 75% of students feel comfortable going to a professor during office hours to ask questions;
    - 93% of the students think college classes will be very different from high school classes.
    - 100% of the students realized they will have to read a lot in college, even when they don’t like what they are required to read;
    - Program started with 14 sections, then 22 sections, and this year 33 sections.
    - Expand summer program at Harper to 15 days with two simultaneous cohorts and two different professors.
  - Costs
    - D211-Teacher and teacher assistant stipends and bus service for two weeks.
    - Harper-\$200 in supplies/materials; Stipend of \$4,000 for two teachers.
- b. **D214-AVID** (Advancement Via Individual Determination) International Program-  
Steve Kellner
- Description (**Wheeling and Rolling Meadows High Schools**)
    - Elective, credit-bearing class based on academic instruction, tutorial support, and motivational activities.
  - Target Audience
    - Students with academic potential;
    - First in family to attend college;
    - Low income.

- Program Elements
  - WICOR (Writing, Inquiry, Collaboration, Organization, Reading) strategy;
  - College tutors, college visits, guest speakers.
- Intended Outcomes
  - To close the achievement gap by preparing all students for college readiness and success in a global society.
- Results
  - Increase in EXPLORE and ACT scores; growth in FY14 from 4.21 to 5.47.
- Costs
  - Annual Subscription-\$3,500/district;
  - Lifetime Library-\$3,500/site;
  - Summer Institute-\$650/person;
  - Tutoring-Hourly Rate;
  - Annual Cost paid for AVID-\$19,000 startup/\$5,000 sustaining.

c. **D220-Adelante Academy-Cynthia Jaskowiak/Michele Robinson**

- Description
  - A four-week summer program, under the guidance of Harper professors, aimed at increasing student success by reinforcing reading, writing and math skills.
- Target Audience
  - Latino juniors and seniors at Barrington High School who meet at least one of the following criteria: GPA of 2.0 or higher, ACT Reading/English 15-22, ACT Math 18-22, and recommendation by a teacher/counselor.
- Program Elements
  - Four weeks of problem-based instruction;
  - Staffed by one teacher from D220 and Harper faculty;
  - Latino Motorola speakers;
  - Transportation provided between Barrington 220 and Harper;
  - Compass pre/post-tests.
- Intended Outcomes
  - Decrease the number of developmental course placement;
  - Increase the number of senior students who attend college;
  - Performance-based scholarships;
  - Increase in student leadership.
- Results
  - Significant decrease in number of developmental courses, especially in Math;
  - Increase in college enrollment and attendance;
  - Motorola presented six students with scholarships totaling \$18,000.
- Costs
  - \$70,000 annually.

- d. **Harper College-REACH** (Retention Efforts for Academic Completion at Harper)  
Program-Judy Marwick
- Description
    - A free, two-week summer program offered to incoming freshman students designed to help them make a successful transition from high school to college.
  - Target Audience
    - Incoming students who test into two or more developmental courses;
    - Emphasis is on first generation students of color.
  - Program Elements
    - Pre and post COMPASS exam;
    - Math, Reading, and Writing workshops taught by faculty;
    - Student development workshops in personal, financial and social issues associated with attending college.
  - Intended Outcomes
    - Improvement in placement scores;
    - Improvement in success and persistence rate;
    - Increase student engagement and college knowledge.
  - Results
    - Fall GPA-66% of REACH students obtained a 2.0 or higher;
    - Fall to spring persistence rate of REACH students-81%;
    - Increase in student engagement and understanding of college.
  - Costs
    - \$1,000 per student, which includes staff costs and daily lunch.

The Board proposed that the above Bridge Programs be reviewed by the Coordinating Council to see if there is a common theme that might be duplicated within the districts. The Coordinating Council will then make recommendations to the Board at the next Board meeting.

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

- Motion by D. Schuler, seconded by K. Ender, to approve the following Action Item:
  - a. Acceptance of FY13 Audit
- There was a roll call vote, and the motion was unanimously approved.
- Motion by D. Schuler, seconded by D. Cates, to approve the following Action Item:
  - b. Change June 4, 2014 Board meeting location from FVEC to Wheeling High School.
- There was a roll call vote, and the motion was unanimously approved.

f. **Meeting Adjournment**

- Motion by K. Ender, seconded by D. Cates, to adjourn the meeting. The meeting was adjourned at 1:30: p.m.

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

Wednesday, March 19, 2014  
Harper College, Room W101  
1200 W. Algonquin Road  
Palatine, IL 60067