

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

Wednesday, November 20, 2019, 11:30 a.m.

Township High School District 211

Superintendent's Conference Room

1750 S. Roselle Road

Palatine, IL 60067

**PRESENT:**    District 211:    Dr. Daniel Cates, Dr. Lisa Small  
                  District 214:    Dr. David Schuler, Dr. Lazaro Lopez  
                  District 220:    Dr. Brian Harris, John Bruesch  
                  District 512:    Dr. Avis Proctor, Dr. Maria Coons, Michelé Smith  
                  NECSS:            Nancy Awdziejczyk, Cara Steetz  
                  GUEST:            Christopher Scalet, Evans, Marshall & Pease, P.C.

**CALL TO ORDER**

1. Call to Order/Roll Call/Establishment of Quorum
  - NECSS Board Chair, D. Cates, called the NECSS Board meeting to order at 11:39 a.m.
  - Roll Call: D211-present; D214-present; D220-present; D512-present

**APPEARANCES**

1. Public Comments
  - No public attendance or comments

**CONSENT AGENDA**

1. Approval of Minutes of August 28, 2019 NECSS Board Meeting
2. Approval of Minutes of October 7, 2019 Special NECSS Board Meeting
3. Approval of Financial Transactions-FY20 NECSS Budget Report Dated October 31, 2019
4. Approval of Career Advisor at Prospect High School
  - Motion by D. Schuler, second by B. Harris to approve the Consent Agenda as presented.
  - Roll Call: D214-aye; D220-aye; D512-aye; D211-aye
  - Motion approved

**NEW BUSINESS**

1. FY19 NECSS Audit Report
  - Christopher Scalet from Evans, Marshall & Pease, presented the NECSS Board with the FY19 NECSS Audit Report.
  - Motion by A. Proctor, second by B. Harris that the FY19 NECSS Audit Report be accepted as presented.
  - Roll Call: D220-aye; D512-aye; D211-aye; D214-aye
  - Motion approved

## 2. Dual Credit Fee Structure

- Council presented the NECSS Board with a FY20 Dual Credit Fee Structure  
This fee structure represents a flat rate with a clarification of fees for Type A, B, C, and D courses. Harper will bring this fee structure to their board next month.
- Motion by D. Schuler, second by B. Harris that the proposed dual credit fees be approved for students served for school year 2019-2020, and that the proposed dual credit fees be approved for students served for school year 2020-2021 as presented.
- Roll Call: D512-aye; D211-aye; D214-aye; D220-aye
- Motion Approved

## 3. Harper Retention Data – Dr. Avis Proctor

- Dr. Proctor shared the first draft of Harper’s Retention Data report, created in response to a desire to understand how students are performing at Harper College after graduation. Dual credit increased during the period of 2015-2019, making postsecondary education more affordable for students.
  - Districts requested information to be broken out by district, to be able to have internal conversations about the data. Dr. Proctor stated individual data will be shared. Dr. Proctor noted, although the data showed students earning more credit while still in high school, we must continue to make sure the credit being earned is applicable in the end for the students’ long term goals.
  - More information on Harper Promise was requested. M. Smith shared Harper will present data to the board and will send information to schools.
  - D. Schuler shared praise for the work done for the initial placement level for math and gave kudos to Council for coordination.

## 4. FY20 NECSS Goals and Areas of Focus Update

- N. Awdziejczyk provided written updates on Board approved NECSS Goals and Areas of Focus, including Regional Alignment and Student Transitions. Highlighted for the Board was Equity for All. NECSS will hold the second Suburbanization of Poverty event Spring 2020 with a focus on the NECSS organizational boards and local leaders. The event will be held at Harper College, with Elizabeth Kneebone selected to speak, followed by a poverty simulation exercise. The NECSS Board is asked to identify attendees by Friday, December 6th so that the Committee can begin to make arrangements. Harper provided a list with information on regional local leaders. The simulation event has a maximum of 80 participants. Each organization will be allocated 20 spots. The Marketing group has been asked to assist with the creation of one invite. N. Awdziejczyk to follow up with Dr. Cates, who will assist with gathering dates to schedule around when state and federal governments are not in session.

## 5. Financial Update

- Since the August NECSS board meeting, all 2018-19 CTEI and Perkins funds have been received and reimbursed to the districts.

- FY20 CTEI funds received - \$284. A new state rule instituted for grants approved after the 30 day deadline automatically freezes funds and requires an initial expense report to begin to release funds.
- FY20 Perkins funds are flowing - \$177,803 received

#### 6. Perkins V Update

- Outlined the ISBE timeline for completing the Comprehensive Local Needs Assessment (CLNA). Phase 1 - Program Data Review opened, however the system currently not working. N. Awdziejczyk will monitor the system and update appropriate administrators. ISBE to adjust deadlines to account for difficulties experienced with their system. NECSS representatives will put together individual school-based documents to support the review process and check sequencing. Now collecting data on Advisory Committees and CTSO's. ISBE mandated the process. EFE role to support districts, be proactive and stay in contact with the grant committee.
  - Registration with CTEI/Perkins grant committee for ISBE training for district leadership in December. All members will attend the webinar.
  - Grant meeting to follow after training.

#### 7. Career Advisors Oversight

- Beginning with the 2020-21 grant, the Career Advisors' annual pay be reviewed by Council in February and brought to the NECSS Board March closed session for approval at that meeting. The percent increase would be a maximum amount approved by the Board and applied by the Executive Director according to individual performance. This timeline is in alignment with grant fund release and approval considerations.
- Motion by D. Schuler, second by D. Cates, that the FY20 proposed NECSS Career Advisor compensation review process be approved as presented.
- Roll Call: D211-aye; D214-aye; D220-aye; D512-aye
- Motion Approved

#### 8. NECSS Time and Effort Certifications

- In accordance with grant requirements, NECSS Time and Effort Certifications were submitted.

#### 9. *Career Pathways in Action* by Schartz/Loyd

- NECSS Partnership's work with Great Lakes College and Career Pathways Partnership, was highlighted in a recently released JFF Publication, *Career Pathways in Action*.
  - Extensive expansion of Dual credit with a priority on the participation of low-income students and students of color
  - A three-year increase in dual credit enrollment of 29% regionally.

10. Possible Future Agenda Items

- Updated Harper Promise report
- Draft - Dual Credit Agreement

**2019-2020 BOARD MEETING DATES**

1. Wednesday, March 18, 2020 at Harper College
2. Wednesday, June 3, 2020 at Township High School District 214

**APPRECIATION OF SERVICE**

- The Board thanked Angie Pellegrini for her eight years of service to the Board. Angie thanked the Board and shared how proud she feels to have been a part of this educational partnership.
- Dr. Lisa Small was recognized for her appointment as the next Superintendent of D211.

**ADJOURNMENT**

- Motion by B. Harris, second by A. Proctor to adjourn the NECSS Board Meeting
- Motion approved on a voice vote
- Meeting adjourned at 12:30 p.m.

**NEXT MEETING**

Wednesday, March 18, 2020  
Harper College, Room (W219)  
1200 W. Algonquin Road  
Palatine, IL 60067