



**I. CALL NORTH COOK ORGANIZATIONAL MEETING TO ORDER**

The organizational meeting of the Governing Board of North Cook Intermediate Service Center was called to order by Executive Director, Dr. April D. Jordan, at 7:34 a.m.

Members Present: Don Angelaccio, Michelle Adams, Kari Cremascoli, Karen Foley, Arlen Gould, Anny Lee, Sheila Yousuf-Abramson

Members Absent: Keith Bellof, Marcus Campbell, Lisa Lau, Ileo Lott

Recording Secretary: Karla Sanchez, Office Manager/Exec. Admin. Assistant, NCISC

Others Present: April D. Jordan, Executive Director, NCISC  
Allison Slade, Assistant Executive Director, NCISC  
Terrie Simmons, Business Manager, NCISC  
Alina Morelli Baima, Director of Education & PL, NCISC  
Cheryl Moore, Director of Human Resources, NCISC  
Mer Fenton, Director of Communications, NCISC

**II. DISCUSSION ITEM**

- a. North Cook Intermediate Service Center (NCISC) Governing Board Slate of Officers  
The named individuals below will serve as the NCISC Governing Board Officers for a year term.
  - Chairperson: Don Angelaccio
  - Vice-Chairperson: Keith Bellof
  - Secretary: Karen Foley

**III. ACTION ITEMS**

- a. Approval of slate of NCISC Governing Board Officers

Resolution

It was moved by Arlen Gould and seconded by Sheila Yousuf-Abramson that on this **10th** of **September 2025**, the North Cook Intermediate Service Center Governing Board approves the NCISC Governing Board Officers, as presented or corrected:

Roll Call Vote:

Ayes: Angelaccio, Adams, Cremascoli, Foley, Gould, Lee, Yousuf-Abramson  
Nays: None  
Absent: Bellof, Campbell, Lau, Lott

The chairperson declared the motion carried.

#### **IV. ADJOURNMENT OF ORGANIZATIONAL MEETING**

Resolution: It was moved by Arlen Gould and seconded by Sheila Yousuf-Abramson at 7:37 a.m. that the meeting be adjourned.

Voice Vote: All present voted Aye

The organizational meeting adjourned at 7:38 a.m and the Regular Meeting will begin.

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#### **I. CALL NORTH COOK REGULAR MEETING TO ORDER**

The regular meeting of the Governing Board of North Cook Intermediate Service Center was called to order by Executive Director, Dr. April D. Jordan, at 7:38 a.m.

Members Present: Don Angelaccio, Michelle Adams, Kari Cremascoli, Karen Foley, Arlen Gould, Anny Lee, Sheila Yousuf-Abramson

Members Absent: Keith Bellof, Marcus Campbell, Lisa Lau, Ileo Lott

Recording Secretary: Karla Sanchez, Office Manager/Exec. Admin. Assistant, NCISC

Others Present: April D. Jordan, Executive Director, NCISC  
Allison Slade, Assistant Executive Director, NCISC  
Terrie Simmons, Business Manager, NCISC  
Alina Morelli Baima, Director of Education & PL, NCISC  
Cheryl Moore, Director of Human Resources, NCISC  
Mer Fenton, Director of Communications, NCISC

#### **II. RECOGNITION OF VISITORS AND COMMENTS FROM THE PUBLIC – Elizabeth Hennessy**

#### **III. DISCUSSION ITEMS**

a. Executive Director's Report- Dr. April D. Jordan. New Communications Coordinator, Ms. Mer Fenton, introduced. April reminded the Board she was chosen to be part of the AESA Leadership Academy for 2025-26 (one of the 25 leaders selected to participate in these meetings across the country). FY26 Strategic Plan goals were summarized. Human Resources has hired twenty-five Student Advocates, five NCYAA staff members, and two NCISC staff members.

i. New Governing Board Member- Dr. April D. Jordan officially welcomed Dr. Kari Cremascoli from Wilmette District 39 as one of our Board members.

ii. Facility Planning- Dr. April D. Jordan, Dr. Allison Slade, and Ms. Terrie Simmons shared the work being done with architects (Arcon Associates), builders (Nicholas Associates), financial consultants (Raymond James), school law experts and bond counsel (Chapman & Cutler LLP), and our law firm (Kriha Boucek) planning for a new location. Today, Board approval for a Resolution authorizing and providing for an Installment Purchase Agreement for the purpose of paying the cost of purchasing real or personal property, or both, for the North Cook Intermediate Service Center #1, and authorizing and providing for the issuance of Debt Certificates.

Elizabeth Hennessy (Raymond James) explained how the purchase will work. She projects that the debt will be paid off in 20 years or less for about \$28,000,000. Our plan is to get this closed by December.

iii. FY26 NCISC Strategic Plan Update (Year 3)- The main focus areas are communications, student services, professional learning and support, organizational systems and capacity, and finance subgoals were outlined:

- Communications: Ms. Mer Fenton reviewed rebranding efforts and this year's plans to go more in depth with sharing our brand, services, and programs with our districts.
  - Student Services: Dr. Allison Slade discussed expanding the ALOP program; focus on management structure. Due to increasing group sizes, we have pivoted to feeder-pattern managers to serve schools across the region. Allison has been having conversations with future districts and continuing to grow the program.
    - ALOP at NCYAA: 29 students currently enrolled (cap is 40-45). We predict we will be full by Thanksgiving. More space and resources to help our districts.
    - Received a Truancy Grant: NCISC can offer more truancy services, as this is a major issue for our districts. More updates on this service will be shared in January.
  - Professional Learning: Ms. Alina Morelli Baima shared the main focus this year will be relationships, revelations, and responsiveness. Collaboratives for district leaders still in place. Opportunities for cross-district participation.
  - Organizational Systems and Capacity:
    - Ms. Cheryl Moore, Director of Human, will concentrate on policy handbooks and creating staff recognition programs. In October, we are implementing a survey with the *Great Places to Work* program. Data will be used to help us continue to elevate the culture and climate at NCISC. If we pass the benchmarks, NCISC will be recognized as *A Great Place to Work*.
    - Ms. Terrie Simmons, Business Manager, shared that the most important topic under Finance centers around facility financing. Our financial position is strong as is shown in the FY25 actual results summary and with the approval of the resolution authorizing spending for a new office/school location. Terrie continues to prepare for our FY25 financial audit. The FY26 budget will be presented for approval at this meeting.
- b. Communications Report- Ms. Mer Fenton presented the 2024-2025 NCISC Annual Report. We expanded from 59 full-time employees to 88 full-time employees. The number of students and families have increased due to the growth of our ALOP Program. Our student success at NCYAA has gone up to 89%.
- c. Education & Professional Learning Report- Ms. Alina Morelli Baima expressed that we are venturing out to better understand the professional learning (PL) needs of our districts. Districts are requesting mentors for administrators who have multiple years of experience in their role (17 NCISC mentors and 62 mentees). New consultants are being onboarded and the PL Team is growing and engaged in initiatives across the region focused on social-emotional learning, behavior, diversity, equity, inclusion, and belonging.

d. Student Services Report

i. Student Services Update- Dr. Allison Slade shared about the advocate hires and how the managers are monitoring them in their schools. The managers are using a new platform to monitor our advocates, they can now run a report with all the advocates notes, which is much more efficient. The expectation of our student advocates is a caseload of approximately 25-32 students.

A new EL specialist is now at the safe school (NCYAA), to meet student needs. More than 40% of our students were EL last year. Moving to a new facility location will help us be able to service more EL students.

ii. NCYAA & ALOP Enrollment Update- The enrollment at NCYAA continues to grow. The ALOP students have brought in a new, fresh energy to the school. Our goal is to continue to create an inclusive environment for all.

e. Financial Report

i. FY25 Actual Results of Operations- Ms. Terrie Simmons reviewed the FY25 Actual Results of Operations. We ended the year with almost \$1.6 million of positive cash flow. Terrie pointed out that there are approximately \$4 million in available fund balances to use for normal cash flow needs and the facility project. Pledging \$2.5 million cash, from designated fund balance and FY25 operations, toward the facility purchase and renovations project is reasonable.

ii. FY26 Proposed Budget- Terrie presented a summary by fund for the Proposed FY26 Budget. Overall, conservative estimates are projecting total revenue \$13,438,744 and expenses of \$12,114,332 which produces net cash flow of \$1,325,412.

f. Human Resources Report- Ms. Cheryl Moore explained that this was a big hiring year. Right now the main focus is on operational activities and the handbook. We have to remain competitive with our surrounding areas and other employers. We want to continue to incentivize our high performers to continue working with us.

#### IV. CONSENT AGENDA ACTION ITEMS

##### Resolution

It was moved by Sheila Yousuf-Abramson and seconded by Michelle Adams that on this **10th** day of **September 2025**, the North Cook Intermediate Service Center Governing Board place on the consent agenda and approve the action items listed below, as presented or corrected:

- Approval of Personnel Actions- Per Personnel Report in Board Packet
- Approval of Regular and Closed Gov. Board Meeting Minutes of June 4, 2025
- Approval of Regular Disbursements for June 10, 2025 - August 14, 2025
  - June 10, 2024 \$333,531.04
  - June 10, 2025 \$1,368.03
  - June 11, 2025 (\$60.00)
  - June 11, 2025 (\$1,050.00)
  - June 30, 3035 \$1,313.07
  - June 30, 2025 \$53,612.16
  - June 30, 2025 \$4,293.43
  - July 14, 2025 \$49,291.28

- July 17, 2025 \$30,554.10
- July 24, 2025 \$7,897.50
- July 29, 2025 \$101,411.06
- July 31, 2025 \$220.00
- August 13, 2025 \$103,191.51
- August 14, 2025 \$3,850.00
- August 25, 2025 \$5,265.00
- August 27, 2025 \$144,002.50
- August 27, 2025 \$29,899.65
- Approval of Payroll Register May 30, 2025 - August 15, 2025

Roll Call Vote:

Ayes: Angelaccio, Adams, Cremascoli, Foley, Gould, Lee, Yousuf-Abramson

Nays: None

Absent: Bellof, Campbell, Lau, Lott

The chairperson declared the motion carried.

**V. ACTION ITEMS**

- a. Approval of authorizing and providing an Installment Purchase Agreement for the purpose of paying the cost of purchasing real or personal property, or both, for the North Cook Intermediate Service Center #1, and authorizing and providing for the issue of not to exceed \$34,000,000 Taxable Debt Certificates of the Governing Board on behalf of the Intermediate Service Center evidencing the rights to payment under such Agreement, prescribing the details of the Agreement and Certificates, and providing for the security for and means of payment under the Agreement of the Certificates, and authorizing the sale of the Certificates to the purchaser thereof.

Resolution

It was moved by Arlen Gould and seconded by Karen Foley that on this **10th of September 2025**, the North Cook Intermediate Service Center Governing Board approve the next steps in purchasing new facility, as presented or corrected:

Roll Call Vote:

Ayes: Angelaccio, Adams, Cremascoli, Foley, Gould, Lee, Yousuf-Abramsom

Nays: None

Absent: Bellof, Campbell, Lau, Lott

The chairperson declared the motion carried.

b. Approval of NCISC FY26 Budget

Resolution

It was moved by Sheila Yousuf-Abramson and seconded by Anny Lee that on this **10th of September 2025**, the North Cook Intermediate Service Center Governing Board approve the NCISC FY26 Budget, as presented or corrected:

Roll Call Vote:

Ayes: Angelaccio, Adams, Cremascoli, Foley, Gould, Lee, Yousuf-Abramson

Nays: None

Absent: Bellof, Campbell, Lau, Lott

The chairperson declared the motion carried.

**VI. FOIA REPORT** - A report of the FOIA requests processed since the last regular meeting was provided in the board packet. There were no questions regarding the five requests detailed in the report.

**VII. BOARD ACKNOWLEDGEMENTS** - None

**VIII. ADJOURNMENT/NEXT MEETING**

Resolution: It was moved by Arlen Gould and seconded by Karen Foley at 8:50 a.m. that the meeting be adjourned.

Voice Vote: All present voted Aye

The meeting adjourned at 8:50 a.m.

The next meeting of the North Cook Intermediate Service Center Governing Board will be held on Wednesday, January 21, 2026, beginning at 7:30 a.m. at the North Cook ISC offices located at 1001 E. Touhy Ave., Suite 200 in Des Plaines.

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Keith Bellof, Vice-Chair on behalf of Don Angelaccio, Chairperson

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Karla Sanchez, Recording Board Secretary