**North Cook Intermediate Service Center**
**Governing Board Meeting Minutes**
**1001 E. Touhy Avenue, Suite 350 • Des Plaines, IL 60018**
**Wednesday, April 22, 2026 at 7:30 a.m.**

## I. CALL NORTH COOK GOVERNING BOARD MEETING TO ORDER

The Governing Board Meeting of North Cook Intermediate Service Center was called to order by Executive Director, Dr. April D. Jordan, at 7:35 a.m.

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| Members Present: | Michelle Adams, Don Angelaccio, Marcus Campbell (7:43 arrived), Kari Cremascoli, Karen Foley, Arlen Gould, Lisa Lau, Anny Lee, Sheila Yousuf-Abramson |
| Members Absent: | Keith Bellof, Ileo Lott |
| Recording Secretary: | Gina Shalzi, Office Manager/Exec. Admin. Assistant, NCISC |
| Others Present: | April D. Jordan, Executive Director, NCISC<br>Allison Slade, Assistant Executive Director, NCISC<br>Terrie Simmons, Business Manager, NCISC<br>Cheryl Moore, Director of Human Resources, NCISC<br>Mer Fenton, Director of Communications, NCISC<br>Julie Neenan, CSBO for NCISC starting 7-1-26 |

## II. RECOGNITION OF VISITORS AND COMMENTS FROM THE PUBLIC

– Public comment was shared by Ms. Amber Wood and Ms. Tina Garrett who spoke on the topic of the District 219 Board Censure.

The Board was introduced to Ms. Julie Neenan. Ms. Neenan will be the new Chief School Business Official (CSBO) for NCISC starting on July 1, 2026. It was also announced that Gina Shalzi is back working at NCISC part-time, temporarily, as the Office Manager/Admin. Assistant.

## III. DISCUSSION ITEMS

**a. Executive Director's Report** – Dr. April Jordan stated that Board Member, Karen Foley, will be retiring at the end of the school year and we will be reorganizing her responsibilities as the current Board Secretary. The Board reorganization meeting is not until 2027 so we need someone to fill the position until then. The Board will vote on a new Board Secretary at the June meeting and also on who may fill her Board seat.

i. **Facility Planning Update** – Thanks to everyone, a zoning issue on the property has been resolved. Demolition is wrapping up and renovations have begun. We hope to have updated timelines soon.

In Mount Prospect, we must qualify for the space under the "Conditional Use permit, which is guided by parameters we will need to follow. The Conditional Use permit was approved and renovations are moving forward. We are ordering furniture with Educational Environments (formerly Cooney Furniture). We will be leaving our current office at the end of July. Construction on the new location

will not be completed until the end of August. Some staff will be working remotely, some onsite, and our Licensure department (fingerprinting) may be working temporarily at District 57. Services related to construction permitting will take place at school districts or at architectural firms.

We are planning on having the June 3rd Board meeting at Nicholas & Associates in Mount Prospect near the new facility.

ii. **FY26 Strategic Plan Spring Update (Year 3)** – April Jordan stated that a spring update shows the sub-goals and goals completed thus far. Two subgoals will be moved to next year.

Communications – Mer Fenton will later talk about the recent Job Fair success. Mer pointed out that the deadline for the federal compliance for ADA Title II website accessibility has been extended a year.

Student Services – Allison Slade reported that on April 15th our student numbers were reported to ISBE. We are currently working with 14 districts, 38 schools and 1,836 students in our final count, which is above what we projected. We will have a school wait-list FY27 year. Hiring will begin for those Student Advocates. A new Director of Student Advocacy ALOP has been hired and she is quickly moving through interviews. We will be interviewing in person on May 1, 11, and 18.

Student Advocates will be moving to an 11-month calendar. They will be off July 1-31 to utilize their vacation time which makes them able to serve their students during the school year without interruption.

There continues to be an exceptional amount of students being referred to the attendance program. Chronic truancy continues to be a real issue and we have hired another Student Attendance Liaison. We are also developing some new strategies to help with this ongoing issue.

The enrollment numbers at NCYAA are contained in the board packet and you will see the numbers always increase at the end of the school year.

Students and teachers end this school year on May 21st. Teachers will be packing and getting ready for the move. Students will begin the 2026-27 school year after Labor Day.

Professional Learning & Support – Alina Morelli-Baima is not in attendance today as she is presenting at the Women's Leadership Retreat. April updated the Board. Alina helped spearhead the PreK-8 Better Together Job Fair that happened on March 28, 2026 (cohosted with IASA), and Mer Fenton helped coordinate this event with our school districts. Our Director of HR and our Licensure Team, also assisted.

Organizational Systems and Capacity – Cheryl Moore stated that we continue to support a growing work force and also a remote work force (Student Advocates in schools). We will expand Red Rover use for electronic records/personnel management.

Working out the details to transition to an 11-month Student Advocates schedule. Compensation has been explained to help transition the staff. There has been a positive reaction to restructuring pay. Individual compensation sheets for each Advocate were provided.

Finance – Terrie Simmons explained that the last section of Finance will be completed as we have finished the audit. We will be with a new auditing firm for the 2026 audit.

iii. **Procedures for Evaluating the Executive Director FY26** – April Jordan stated it is time for her performance review and more discussion will happen in today's Closed Session.

iv. **FY27 NCISC Governing Board Meeting Dates** – April Jordan reviewed possible FY27 Board meeting dates, which will be at our new location. Recommended dates below, which will be approved by the Board at the June 3rd Board Meeting:

- September 23, 2026
- January 20, 2027
- April 21, 2027
- June 2, 2027

v. **Board Member, Karen Foley, Retiring and Secretary Role** – April Jordan stated that Karen Foley has been on the Board since 2016 and she has been the Board Secretary since 2020. April asked the Board if anyone would be interested in stepping into this role. It will be an Action Item at the June 3rd Board meeting. The Board will also be looking for a new Board member to replace Karen and April asked the Board to share any thoughts. This will also be an Action Item at the June 3rd Board Meeting.

**b. Communications Report, Mer Fenton** – Mer reported to the Board that the PreK-8 Better Together Job Fair was held on March 14th at District 214. There was representation from 31 of our school districts (27 last year). There were 207 candidates that signed up online to attend but combined with walk-ins, there were a total of 348 in attendance (284 last year). Feedback was great from attendees - almost everyone that attended has applied to a position and about 58% of the schools said they were considering hiring one of the candidates.

Don Angelaccio thanked Mer and all the teams for their great work! Don additionally thanked Mer and Cheryl for their help in communicating to the public and creating a generic North Cook board @NCISC to help channel all inquiries correctly and individual North Cook emails were offered to each Board member, as well.

**c. Education & Professional Learning Report, Ms. Alina Morelli Baima** – April Jordan reported for Alina that North Cook held a Human-Centered Design (HCD) that was a full-day session (no cost to attendees). Also, LETRS, a highly sought-after research-based reading approach was offered at reduced cost (Specific Learning Disability Project). Other featured offerings, CHAMPS, Tough Kid, and Absenteeism & Truancy, were funded by CCDPH and at no cost to participants.

The mentorship program has had a great impact. North Cook changed the program from a Principal mentor program to an Administrator mentor program. Very positive Mentee feedback.

**d. Student Services Report, Dr. Allison Slade** – Allison stated that North Cook is in full hiring mode for Student Advocates and the goal is to have all necessary hiring completed by mid-June. New Advocates will start in the middle of July and be paid for training. Current Advocates have the opportunity to come in and help. They will also be paid.

All Advocate placements will be completed by June 1st and they will start August 1st. We anticipate having 85 advocates with 82 placed in schools and 3 floating Advocates.

**e. Financial Report, Ms. Terrie Simmons** – Terrie explained funds were transferred out of the general fund to the capital projects fund and then disbursed out to purchase the new facility. The capital projects fund will be used to track for all purchases and renovations of the new facility.

GW & Associates have finished the fieldwork and are wrapping up a few final tasks before the audited financials are turned over to the Office of the Auditor General for final review. Expected published audited financial statements before the end of June. We were commended for our internal controls and organized accounting department. Two audit findings as a result of a "delay of audit" where we missed an 8/31 deadline and misinterpreted the new GASB 101 pronouncement did not agree with the OAG expectations, that were explained just recently in February.

Terrie also asked the Board for the approval of North Cook to officially change to "cash basis." This will be a less complicated reporting model. This will be for approval by the Board on today's Consent Agenda.

**f. Human Resources Report, Ms. Cheryl Moore** – Cheryl explained the Annual Staffing Plan and Salary Projections document and the FTE growth. There has been an elimination of a Co-Principals to one Principal, some additional teaching positions, and some other movement that creates an additional 1.0 FTE at the school. NCISC Office staff - CSBO increasing from a .5 to a 1.0 position and addition of a Director of Facilities & Operations which adds a 1.5 FTE. Fourteen (14) additional Student Advocates add 14.0 FTE and a Student Advocate Leadership role, adding 1.0 FTE for an increased total of 17.5 FTE (107.5 to 125.0).

The Annual Salary increase was modeled in three different options. Cheryl modeled CPI, 4%, and 5%. The Leadership Team recommends the Board approve a 5% salary increase for all eligible employees. Our rationale is our employees have successfully navigated a high level of organizational change while maintaining strong performance. This is intended to recognize and reward the hard work, commitment, and results delivered by our team, while helping ensure our compensation remains competitive and equitable. Based on the option the Board decides, the actual action item will be voted on at the June 3rd Board meeting.

**g. Policy Updates** – Cheryl Moore stated that because we are changing the Student Advocate positions from a 12-month position to an 11-month position, they no longer

are eligible for vacation leave. However, they will be allotted 10 sick days and 5 personal days. The policies reflecting these changes are Policy 500.130 Leaves for

Illness and Policy 500.210 Personal Leave. These policies are a 1st read for today's Board meeting.

## IV. CLOSED SESSION

It was moved by Arlen Gould and seconded by Karen Foley at 8:42 a.m. that the North Cook Intermediate Service Center Governing Board convenes into Closed Session for reason of Personnel.

a. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2(c)(1).

Roll Call Vote:

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

The chairperson declared the motion carried.

It was moved by Sheila Yousuf-Abramson and seconded by Michelle Adams at 9:22 a.m. to adjourn the Closed Session of the Governing Board and reconvene to Open Session.

Voice Vote: All present voted Aye

The Chairperson declared the meeting adjourned by voice vote at 9:25 a.m.

The Board reconvened in Open Session at 9:25 a.m.

## V. CONSENT AGENDA ACTION ITEMS

Resolution

It was moved by Arlen Gould and seconded by Lisa Lau that on this 22nd day of April 2026, the North Cook Intermediate Service Center Governing Board place on the consent agenda and action items listed below, as presented or corrected:

a. Approval of Personnel
b. Convert accounting records starting in FY26 from accrual basis to cash basis
c. Approval of Public Hearing Governing Board Meeting Minutes of January 21, 2026

d. Approval of Regular Governing Board Meeting Minutes and Closed Session Minutes of January 21, 2026

e. Approval of Regular Disbursements for December 20, 2025–April 13, 2026

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| • December 24, 2025 | $5,218.54 | • February 26, 2026 | $1,744.75 |
| • January 13, 2026 | $228,121,19 | • February 27, 2026 | $128,367.07 |
| • January 26, 2026 | $1,685.26 | • February 27, 2026 | $59,357.41 |
| • January 26, 2026 | $5,083.54 | • March 11, 2026 | $439,300.99 |
| • January 27, 2026 | $26,944.84 | • March 24, 2026 | $41,004.43 |
| • January 28, 2026 | $4,995.00 | • March 26, 2026 | $4,543.54 |
| • January 28, 2026 | $37,759.55 | • March 26, 2026 | $61,759.12 |
| • February 10, 2026 | $80,713.82 | • April 2, 2026 | $66.50 |
| • February 24, 2026 | $5,083.54 | • April 13, 2026 | $2,094,763.49 |

f. Approval of Payroll Registers for January 15, 2026–April 15, 2026

Roll Call Vote:
*Ayes:* Adams, Campbell, Cremascoli, Foley, Gould, Lau, Yousuf-Abramson
*Nays:* None
*Abstain:* Angelaccio, Lee
*Absent:* Bellof, Lott

The Chairperson declared the motion carried.

## VI. ACTION ITEMS

a. Approval of Director of Student Advocacy ALOP, Dr. Vicki Lee, effective 04/06/2026

Resolution

It was moved by Sheila Yousuf-Abramson and seconded by Karen Foley that on this 22nd day of April 2026, the North Cook Intermediate Service Center Governing Board approves Director of Student Advocacy ALOP, Dr. Vicki Lee, as presented or corrected:

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

The Chairperson declared the motion carried.

b. Approval of Director of Facilities and Operation, Jeremy Paul, effective 07/01/2026

Resolution
It was moved by Lisa Lau and seconded by Anny Lee that on this 22nd day of April 2026, the North Cook Intermediate Service Center Governing Board approves Director of Facilities and Operation, Jeremy Paul, as presented or corrected:

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

The Chairperson declared the motion carried.

c. Approval of Chief School Business Official (CSBO), Julie Neenan, effective 07/01/2026

Resolution
It was moved by Sheila Yousuf-Abramson and seconded by Lisa Lau that on this 22nd day of April 2026, the North Cook Intermediate Service Center Governing Board approves Chief School Business Official (CSBO), Julie Neenan, as presented or corrected:

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

The Chairperson declared the motion carried.

d. Approval of NCYAA Principal Contract, Nataly Lopez, effective 07/01/2026

Resolution
It was moved by Sheila Yousuf-Abramson and seconded by Michelle Adams that on this 22nd day of April 2026, the North Cook Intermediate Service Center Governing Board approves NCYAA Principal Contract, Nataly Lopez, as presented or corrected:

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

The Chairperson declared the motion carried.

**VII. FOIA REPORT** – Six (6) FOIA requests. Five accepted, one denied.

**VIII. BOARD ACKNOWLEDGEMENTS** – Welcome back to Gina, welcome aboard Julie, thank you's to Terrie and Karen as they come to a close of this chapter; June final Board meeting; and EOY party at Beacon Tap on May 13, 2026 at 4:00 p.m. – please RSVP.

**IX. ADJOURNMENT OF GOVERNING BOARD MEETING/NEXT MEETING**

Resolution
It was moved by Arlen Gould and seconded by Michelle Adams at 9:34 a.m. that the meeting be adjourned.

Voice Vote: All 9 present voted Aye

The Governing Board Meeting adjourned at 9:34 a.m.

The next meeting of the North Cook Intermediate Service Center Governing Board will be held on Wednesday, June 3, 2026, beginning at 7:30 a.m. at **Nicholas & Associates, 1001 Feehanville Drive, Mount Prospect, IL 60056.**

Don Angelaccio, Chairperson

Gina Shalzi, Recording Board Secretary