North Cook Intermediate Service Center
Governing Board Meeting Minutes
Nicholas & Associates
1001 Feehanville Drive • Mount Prospect, IL 60056
Wednesday, June 3, 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 7:33 a.m.

Members Present:	Michelle Adams, Don Angelaccio, Keith Bellof, Marcus Campbell (7:38 a.m. arrived), Kari Cremascoli, Karen Foley, Lisa Lau, Anny Lee (7:37 a.m. arrived), Sheila Yousuf-Abramson
Members Absent:	Arlen Gould, Ileo Lott
Recording Secretary:	Gina Shalzi, 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 Cheryl Moore, Director of Human Resources, NCISC Mer Fenton, Director of Communications, NCISC Jeremy Paul, Director of Facilities & Operations (07/01/26), NCISC

II. RECOGNITION OF VISITORS AND COMMENTS FROM THE PUBLIC – None

III. DISCUSSION ITEMS

a. Executive Director's Report – Dr. April D. Jordan briefed the Board on the following:

i. **Facility Planning Update** – Project is moving along with everyone's help: furniture is ordered, entrance security system; and crisis plan. We are having weekly owner/architect/construction meetings with Nicholas & Associates and Arcon Associates discussing construction, timing and cost updates.

Old furniture has been donated to various non-public schools. Phases of furniture pickup from the Des Plaines location have been arranged.

Beginning July 27th, the Des Plaines facility will be closed and staff will be working remotely from home. NCYAA classes are set to begin officially at the new location in Mount Prospect on September 8th.

ii. **FY26 Strategic Plan Spring Update (Year 3)** – April Jordan stated that staff has been working hard to move us forward - please refer to the spreadsheet in the packet: darker colored cells represent goals that we have already accomplished or are accomplishing; lighter cells with red text represent goals that will be moved to FY27.

Communications – Mer Fenton talked about the implementation of Google analytics and AlwaysOn analytics for website clarity. Additionally, the NCISC website is now ADA compliant and staff has been trained.

The PK-8 Better Together Job Fair numbers grew from last year and was a big success.

The collaborative cohort for Communications went very well this year as communication leaders from various districts learned from one another while supporting each other's ideas and plans.

Student Services – Allison Slade reported that there is currently a waiting list for Student Advocates as we have more requests than capacity to train. Currently working on standardization - creating handbooks, how-to's, and developing floater positions so as to cover any leaves, etc.

North Cook Advocates will be placed in two new districts and new schools in our current districts that are already receiving our services.

At our RSSP, this year we were able to pilot new initiatives, such as student schedule shifts so they can go to a job if they are close to graduation and not in need of many credits. Also, with more space at our future location and our vans for transportation, we may be able to develop some hybrid schedules for students and explore possible dual-credits.

Truancy has grown this year. We had 240 referrals and we hired another truancy liaison. All of our truancy liaisons are now licensed to drive the van and these vans are actually moving to the NCISC side for exclusive use by the truancy team.

Professional Learning & Support – Alina Morelli-Baima has continued with a positive trajectory to offer responsive services across the region. Research is ongoing as to national and local trends, and what the needs are for our districts. North Cook Coordinators continue to support our districts in their areas of SEL, Behavior, and DEIB/Wellness.

The need for leadership support in our districts has resulted in expanding our mentoring program. Currently onboarding new mentors. Leadership coaching will continue throughout the summer.

Due to staff shortages, we had requests for substitute teacher training and we will be holding a session for substitutes over the summer.

Our job fair assists our districts in fulfilling their staffing needs. We continue to provide our educators and educational leaders support to help retention of staff.

Organizational Systems and Capacity – Cheryl Moore stated that since she has started working at NCISC, our total staffing numbers have climbed from about 35 to over 120. Staff has more than tripled in size. Therefore, Cheryl continues to build efficiencies, such as using Red Rover. We now have electronic files and new staff can completely be enrolled online with her guidance. She has also

expanded use of an evaluation tool to collect feedback from staff, as well as onsite feedback.

Finance – Terrie Simmons added that the FY25 audit has been completed and is available, with an unmodified audit opinion, which was our goal. Looking at some different processes in accounting for next year and you will hear about it more in FY27. Construction is moving on track. Terrie will stay at NCISC past her retirement date to be a mentor to the new CSBO at North Cook, Julie Neenan, who will begin on July 1.

iii. **FY27 NCISC Governing Board Meeting Dates** – April D. Jordan reviewed the recommended FY27 Board meeting dates, which will be held at our new location with a 7:30AM start time. There was no discussion. This is an action item at today's Board meeting for approval.

iv. **New FY27 Board Member & Transition of Secretary Duties (2026-27)** – April stated that Karen Foley will be retiring her position from District 69, her position as an NCISC Governing Board member, and as the Secretary role on the Board. To maintain our feeder pattern representation of Governing Board Members, Lorenzo Cervantes of District 69, will be joining us as our new Board member in September. Also, we will be transferring the Secretary role to Lisa Lau. We have an Organizational meeting every two years and we will have a complete meeting in 2027 to assign a Chair, Vice Chair, and Secretary. These two matters are Action Items on today's Agenda for approval.

b. Communications Report, Ms. Mer Fenton – Mer reported to the Board that she is tying up loose ends from the school year and currently working on creating a communications content calendar which will be implemented in July. It is being curated in alignment with NCISC's mission statement and the goals of the five-year strategic plan. This will aim to inform, market, and educate NCISC's impact throughout the region and initiatives include: a LinkedIn posting calendar, monthly engagement opportunities for districts to highlight staff and a regular short-video production schedule. The calendar will also include promotional schedules and systems developed with the PL Team.

c. Education & Professional Learning Report, Ms. Alina Morelli Baima – Alina stated that she has completed her second year at NCISC and this was a great year. Our DEIB Coordinator is leaving and we are in the process of hiring someone new to the PL Team. Onboarding will be important and the team will recalibrate and refine/enjoy serving our districts.

We had six different in-person events held at NCISC this year that had over 50 people in attendance. We continue to strive for what our educators need so that when they leave their schools for a day, it is worthwhile to them.

We have worked with over 1800 educators in our districts which serve a minimum of 45,000 students! We will continue to be responsive and design Admin. Academies for our districts. Besides using needs assessment surveys, we are working with a spreadsheet genius and AI to understand it better and be responsive • supportive • reflective. We are enjoying using the AI dashboard.

d. Student Services Report, Dr. Allison Slade – Allison stated that currently there are 68 Student Advocates and next year that number will be at 84. Hiring continues and they have already hired 80 of the 84.

Training for Student Advocates will be July 21-30 and they will be working out of room 350 at the Touhy location. All the furniture currently in that room will remain so it provides us a good place for now. District 21 will provide office space while we are all working remotely.

Attendance support will continue to grow as one person on the team is moving to a Student Advocate role at NCYAA. The Attendance Team will all have driver certification for the NCYAA van and a new member of the team will be hired in the fall. The Attendance Team will be moving to a new data management software system. West40 will be piloting a program with our team (Casebook).

NCYAA is growing and changing. We will now have one Principal, EL and an LBS1 Teacher which will allow us to serve special education students that have an IEP as this seems to be a very strong need for our districts.

Enrollment at NCYAA is at 41 students which is right on track.

e. Financial Report, Ms. Terrie Simmons – Terrie explained that because her report was created ahead of time, most of her numbers are already outdated. However, all numbers are on track. Leadership, mentoring and SEL plus some other events have exceeded our expectations. Funds were delivered to Nicholas and Associates for the continuation of our building project.

f. Human Resources Report, Ms. Cheryl Moore – Cheryl explained how new methods have been created to build upon our already strong climate and structure. She has begun stay interviews, instead of just exit interviews. Focus groups gather to have conversations. These methods will help with understanding what is working well and what might need improvement.

Cheryl also stated that the complete list of new Advocate hires is not on the new hire list in the packet but will be shared at the September Board meeting.

NCISC was chosen for an IMRF compliance review. It was discovered that under IMRF rules, we are required to pass a resolution that allows us to include insurance that NCISC pays on behalf of a staff member, as creditable income. IMRF requires us to get an approval from our Board and a signature. This is an Action Item on today's agenda.

Lastly, the FY27 staffing plan for NCISC and NCYAA will increase our FTE from 107.5 to 127 for a total of 19.5. Also, we are recommending per our conversation at the April Board meeting, a standard pay increase of 5%, with a few market adjustments. These two matters are Action Items on today's Agenda for approval.

g. Policy Updates – Student Advocate positions will be changing to an 11-month position which creates a change to two policies (500.130 Leaves for Illness and 500.210 Personal Leave) in our Policy Manual. This is a second reading and is an Action Item on today's Agenda for approval.

IV. CLOSED SESSION

It was moved by Sheila Yousuf-Abramson and seconded by Karen Foley at 8:20 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, Bellof, Campbell, Cremascoli, Foley, Lau, Lee, Yousuf-Abramson
Nays: None
Absent: Gould, Lott

The chairperson declared the motion carried.

It was moved by Keith Bellof and seconded by Michelle Adams at 8:51 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 8:51 a.m.

The Board reconvened in Open Session at 8:59 a.m. North Cook Young Adult Academy Principal, Nataly Lopez-Diaz joined the meeting at 8:59 a.m.

V. CONSENT AGENDA ACTION ITEMS

Resolution

It was moved by Sheila Yousuf-Abramson and seconded by Anny Lee that on this 3rd day of June 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 Public Hearing Governing Board Meeting Minutes of April 22, 2026
b. Approval of Regular Governing Board Meeting Minutes and Closed Session Minutes of April 22, 2026
c. Approval of Personnel, New Hires & Resignations
d. Approval of Regular Disbursements for 04/14/26 – 05/19/26:
    - April 24, 2026 $4,543.54
    - April 29, 2026 $49,892.57
    - April 29, 2026 $203,955.27

- May 1, 2026 $1,634.26
- May 12, 2026 $315,174.24
- May 19, 2026 $2,144,379.14

e. Approval of Payroll Registers for April 30, 2026–May 15, 2026

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

The Chairperson declared the motion carried.

VI. ACTION ITEMS

a. Approval of FY27 NCISC Governing Board Meeting Schedule:

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

Resolution
It was moved by Michelle Adams and seconded by Keith Bellof that on this 3rd day of June 2026, the North Cook Intermediate Service Center Governing Board approves the FY27 NCISC Governing Board Meeting Schedule, as presented or corrected:

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

The Chairperson declared the motion carried.

b. Approval of new NCISC Governing Board Member, Lorenzo Cervantes, effective 09/23/27 for FY27.

Resolution
It was moved by Anny Lee and seconded by Karen Foley that on this 3rd day of June 2026, the North Cook Intermediate Service Center Governing Board approves Lorenzo Cervantes as the new NCISC Governing Board Member for FY27, as presented or corrected:

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

The Chairperson declared the motion carried.

c. Approval of NCISC Governing Board Member, Lisa Lau, as the Secretary role on the slate of the NC Governing Board of Officers for FY27, effective 09/23/2026.

Resolution
It was moved by Michelle Adams and seconded by Karen Foley that on this 3rd day of June 2026, the North Cook Intermediate Service Center Governing Board approves NCISC Governing Board Member, Lisa Lau, as the Secretary role on the slate of the NC Governing Board of Officers for FY27, as presented or corrected:

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

The Chairperson declared the motion carried.

d. Approval of FY27 Staff Plan and Salary Recommendation

Resolution
It was moved by Sheila Yousuf-Abramson and seconded by Keith Bellof that on this 3rd day of June 2026, the North Cook Intermediate Service Center Governing Board approves the FY27 Staff Plan and Salary Recommendation, as presented or corrected:

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

The Chairperson declared the motion carried.

e. Approval to include Compensation Paid Under an IRC Section 125 Plan as IMRF.

Resolution
It was moved by Michelle Adams and seconded by Keith Bellof that on this 3rd day of June 2026, the North Cook Intermediate Service Center Governing Board approves to include Compensation Paid Under an IRC Section 125 Plan, as presented or corrected:

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

The Chairperson declared the motion carried.

f. Approval of NCISC Policy Manual Updates, 2nd Reading

Resolution
It was moved by Sheila Yousuf-Abramson and seconded by Karen Foley that on this 3rd day of June 2026, the North Cook Intermediate Service Center Governing Board approves the NCISC Policy Updates (Policy 500.130 and 500.210), as presented or corrected:

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

The Chairperson declared the motion carried.

VII. FOIA REPORT – One (1) FOIA request. We did not have any records on file that were requested.

VIII. BOARD ACKNOWLEDGEMENTS – With gratitude and thanks, thank you Karen Foley for your 10 years of service.

IX. ADJOURNMENT OF GOVERNING BOARD MEETING/NEXT MEETING

Resolution
It was moved by Lisa Lau and seconded by Karen Foley at 9:11 a.m. that the meeting be adjourned.

Voice Vote: All 9 present voted Aye

The Governing Board Meeting adjourned at 9:11 a.m.

The next meeting of the North Cook Intermediate Service Center Governing Board will be held on Wednesday, September 23, 2026, beginning at 7:30 a.m. at **North Cook ISC, 852 Feehanville Drive, Mount Prospect, IL 60056.**

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Don Angelaccio, Chairperson

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Gina Shalzi, Recording Board Secretary