



MEETING MINUTES OF  
THE GOVERNING BOARD OF  
WEST40 INTERMEDIATE SERVICE CENTER #2

The West40 ISC #2 Governing Board Meeting was held on Friday, September 20, at 8:00 a.m., at 415 Lexington Street, Maywood, IL 60153. Board President Dr. Kelsall called the meeting into order at 8:02 a.m.

**I. Present:** Dr. Jennifer Kelsall, Dr. Kristin Kopta, Mr. Stuart Brown, Dr. Aldo Calderin, Dr. Leah Gauthier, Ms. Kylie Lindquist, Ms. Mary-Rita Moore, Ms. Kathleen Tomei, and Ms. Dana Wesolowski .

**Not Present:** Dr. Ed Condon and Ms. Elieen Piper-Simpson

President Kelsall declared a quorum for the West 40 ISC #2 Governing Board meeting at 8:04 a.m.

**Also present:** Heidi Bellm, Chris Coffey, Lezlie Fuhr, Dr. Mark Klaisner, Lefvia Marrero, Kathleen O'Hara, Dr. Jayme Tighe and Christi Tyler.

**II. Approval of August 23, 2024 Minutes:** It was moved by Ms. Mary-Rita Moore and seconded by Mr. Stuart Brown that the West40 ISC#2 Governing Board approves the minutes as presented. On call of the roll, the vote was as follows:

**Ayes:** Dr. Jennifer Kelsall, Mr. Stuart Brown, Dr. Aldo Calderin, Dr. Leah Gauthier, Dr. Kristin Kopta, Ms. Kylie Lindquist, Ms. Mary-Rita Moore, Ms. Kathleen Tomei, and Ms. Dana Wesolowski .

**Nays:** None

The motion carried without dissent.

### **III. Presentations**

#### **Communications Department - Director Heidi Bellm**

Ms. Bellm introduced the Communications Department as wanting to change the conversation around education and increase awareness around the topics that impact education. The department is helping local school districts and community agencies tell their stories by creating infographics and video recordings.

Ms. Bellm also introduced West40's new digitized branding kits to help understand the mission and vision of the West40 programs.

Ms. O'Hara introduced the West40's new Employability Pathway Partners program, which emphasizes moving students beyond internship into employability. The program will allow students to explore careers early and build skills and traits that will position students as strong candidates for internships or apprenticeships during high school, college, or post-graduation to ensure each student has a clear career path upon graduation. This is made possible by local and national partnerships that help build many opportunities.

#### **Financial Report - Ms. Christi Tyler:**

Ms. Tyler reported that August marked the first payments of EBF, an additional \$396,126 each month. On the expense side, there was a decrease in capital projects as the HVAC and demolition work at St. Joseph's was completed.

West40 continues to wait for the \$4M reimbursement payment from DCFS.

The work of managing EANS funding is slowly coming to an end. Non-public schools must have all their purchasing completed and invoiced by January 15, 2025.

West40 will be expanding the fiscal work with Philip Rock Center.

#### **Assistant Executive Director Report Dr. Jayme Tighe**

Dr. Tighe celebrated that West40 is operating under year 4 of 5 of the strategic plan. Cabinet meetings remained focused on completing action plans and driver-providing updates.

Dr. Tighe highlighted that Senior Directors Ms. Renee Makris and Mr. Joe Gage's presentation of the Alternative Learning Opportunities Programs (ALOP) at the Illinois Association of Regional Superintendent of Schools (IARSS) was a great success. Thus far, 13 regional offices of education

and the Intermediate Service Centers (ISC) have launched ALOP programs in their school districts.

The Comprehensive Educational Services (CES) department is working with the STAT team to finalize the emergency operations plan for the West40 Lexington campus.

Coming up to year 5 of the strategic plan is developing internal and external stakeholder surveys that will be administered in the Spring. The surveys will have two pathways, one for those with ties to West40 since the strategic plan was implemented and the second for those new to West40.

This year, twelve internal promotions were made. BMV is working to expand the Potential Leader survey across the organization to be equitable in identifying and supporting potential leaders.

During Year 5 of the strategic plan, West40 will develop a systematic continuous improvement process that can be replicated statewide. Currently, West40 is supporting 140 CPS schools. The focus is to continue the work with ISBE on the ESSA plan, prepare for Illinois Empower, and learn how ISCs and ROEs can support that work. On October 30, 2024, approximately 30 additional schools will be added. ISBE has agreed to support that work by adding four additional school improvement educators.

**Executive Director Report** - Dr. Mark Klaisner

Dr. Klaisner seconded Dr. Tighe's updates and celebrated the organization's remarkable growth, including launching ALOP programs statewide.

The Comprehensive Education Services team continues to support local school districts and nationwide municipalities.

**IV. Action Items:**

**A. Motion to Enter Closed Session**

Dr. Kristin Kopta moved, and Ms. Mary-Rita Moore seconded that the West40 ISC#2 Governing Board move into a closed session at 9:03 a.m. to discuss personnel and/or property purchase matters. On call of the roll, the vote was as follows:

**Ayes:** Dr. Jennifer Kelsall, Mr. Stuart Brown, Dr. Aldo Calderin, Dr. Leah Gauthier, Dr. Kristin Kopta, Ms. Kylie Lindquist, Ms. Mary-Rita Moore, Ms. Kathleen Tomei, and Ms. Dana Wesolowski .

**Nays:** None    The motion carried without dissent.

**B.        Motion to Exit Closed Session:**

It was moved by Mr. Stuart Brown and seconded by Dr. Kirstin Kopta that the West40 ISC#2 Governing Board return to open session at 9:32 a.m. On call of the roll, the vote was as follows:

**Ayes:** Dr. Jennifer Kelsall, Mr. Stuart Brown, Dr. Aldo Calderin, Dr. Leah Gauthier, Dr. Kristin Kopta, Ms. Kylie Lindquist, Ms. Mary-Rita Moore, Ms. Kathleen Tomei, and Ms. Dana Wesolowski .

**Nays:** None    The motion carried without dissent.

**IV. Public Comment:**

No one chose to speak.

**V. Adjourned:** Member Dr. Aldo Calderin moved, seconded by Ms. Kylie Lindquist. Be it resolved, the West40 ISC# 2 Annual Governing Board hereby adjourns at 9:33 a.m.

The next West40 Governing Board Meeting will be held on Friday, October 20, 2024, at 415 Lexington Street, Maywood, IL 60153.



MEETING MINUTES OF  
THE GOVERNING BOARD OF  
WEST40 INTERMEDIATE SERVICE CENTER #2  
**CLOSED SESSION**  
September 20, 2024  
9:03 a.m.

The West40 ISC #2 Governing Board Meeting Closed Session was held on Friday, September 20, 2024, at 415 Lexington Street, Maywood, IL 60153. Board President Dr. Kelsall called the meeting into order at 9:03 a.m.

**IV. Action Items:**

**A. Discussion of Personnel**

Dr. Klaisner provided a draft of specific goals for evaluation: succession planning, growth and expansion, developing leaders, and his role in expanding across the country.

Dr. Klaisner reported that his focus is to provide the Board with continuous feedback on succession planning, given the number of BMV members retiring soon.

**B. Purchase of Property**

The Village of Westchester wants to purchase acres at the St. Joseph's campus. A proposed IGA has been issued. Casa Italia, a cultural center in Stone Park, is also interested. The only incentive will be the dollars it can provide.