**Illinois School for the Deaf Advisory Council Meeting Summary**

**December 7, 2023**

**9:00am – 11:00am**

**Zoom**

**Members Present:**

Karla Giese, Julee Nist, Pam Walker, Michelle Mendiola, Deb Gossrow, Bregitt Endicott, Tamara Jones, Carrie Tucker

**Members Absent:**

Taylor Ozee, Shirley Wilson

**Others Present:**

Laci Kennedy, Desa Walls, Jill Bruington, Christine Good-Deal, Renee Jumper, Seth Rennau, Amy Bordean, Michelle Brown, Angie Kuhn, Allison Fraas, Jesse Hayes, 1 ISD student, Joe Vieira, Todd Williams

**Welcome, Roll Call and introduction of Visitors:**

* Karla welcomed everyone and opened the meeting at 9:12am. She apologized for the technical issues with Zoom causing a late start.
* Roll call and introductions were completed.

 **Reading and Approval of August 30, 2023 meeting minutes:**

* Michelle made a motion to approve the meeting minutes from August 30, 2023. Tamara seconded the motion. The motion passed and the meeting minutes from August 30, 2023 were approved.

**New Business:**

* **PTSO Updates**
* Deb reported that the PTSO currently has 10 members consisting of ISD staff and parents. The PTSO has issued $2,700 to different ISD needs to date. Anyone requesting PTSO funds can fill out the form and send it to Deb. The members discuss each request and will approve most of them. There is currently $1000 in the PTSO fund. Deb explained that the PTSO Fall ISD spirit wear sale was not successful due to the ISD Athletic Department sale taking place during the same time. PTSO members have been discussing different ways to raise funds. Some PTSO funds are used for classroom needs and some are used for ISD athletics. PTSO partners with the Leo Club to raise funds together. Karla asked if there were any questions. Christine asked how much it would cost to join PTSO. Deb explained that it is free to become a member. Christine shared that she would work on recruiting more volunteers.

**Old Business:**

* **By-Laws Review Update**
* Karla reported that council members previously decided to review the Advisory Council By-Laws and a subcommittee was created. The recommended changes were discussed last Spring and Julee has been working on getting the changes approved. Julee explained that she has reviewed and discussed the proposed updates to the By-Laws with DRS. She explained that the current ISD vision statement, mission statement, and belief statements have been added as requested by the council. Julee suggested leaving Section 1.03, Objectives #4 as it is currently written. Council members agreed. Julee shared that there was a recommendation to update Section 2.01, Composition of the Council, by reducing the number of required council members. Julee suggested keeping an odd number of required members to avoid a tie vote in the future. She suggested no fewer than 7 members or more than 11. Tamara stated that she understood the suggestion to keep an odd number of members but asked why the max number of members should be reduced to 11. Julee explained that it has been difficult to reach the max number of 16 members in the past. Tamara asked if member’s term limit could be increased. Pam explained that she wasn’t sure if increasing term limits would be helpful since members can have an extended term. Carrie explained that if there were no new potential members interested in joining the council, then current member extensions should be permitted. Deb asked if Karla sent the By-Laws draft out to members. Karla explained that she sent it out in August. Deb asked Karla to send it again so that everyone could view it. Karla shared that the current By-Laws state that the council should have no fewer than 9 members and no more than 16. Deb stated that the 16-member max limit was a little high and having a full board would create more of a positive reflection of the Advisory Council. Julee reminded members that not all meeting participants were Advisory Council members. Many were attending as support staff and to answer any questions the Council might have. Karla suggested changing the required minimum number of members to 7 and the max number to 15. Julee asked if members wanted to wait to vote on suggested changes before all were discussed. Karla said voting on each section would be fine. Tamara made a motion to vote that the new minimum required number of Advisory Council members shall be 7 and no more than 15 elected by the Council. Deb seconded the motion. The motion passed by majority vote. Julee mentioned that Ex officio member, DHS-DRS Assistant Director listed in the By-Laws, is the incorrect title. The correct title is Chief of Staff and that has been updated. Julee asked for clarification as to the suggestion to change Section 2.02, TERMS. Karla explained that some members serve two years, and some serve three years to avoid everyone leaving at the same time. Julee suggested to leave Section 2.02, TERMS as written. Julee suggested that Laci send the current membership list to members. Karla explained that members may serve two consecutive terms but are required to take a one-year break before qualifying for reelection. Tamara reviewed the copy of the By-Laws and confirmed that assertion and agreed to leave the terms as they are written. Julee reported that Section 2.04, COMPOSITION of the COUNCIL #3, was cut off and that section should remain the same. Julee reported that Carrie previously recommended adding clarification for cause when voting to remove a member from the council. Julee suggested leaving that section as written. Karla agreed. Julee reported that she did not feel that Section 4.03, NOMINATING COMMITTEE, should be updated. Karla asked if there were any comments. Tamara mentioned that this section states that the committee can vote on new members. Council members agreed to leave that section as written. Carrie stated that some information isn’t submitted to the council members the required 10 days in advance as it states in Section 6.01, PROCEDURE, of the By-Laws. Julee asked if Carrie was suggesting increasing or decreasing the number of days. Carrie suggested decreasing the number of days since the council currently consists of a smaller number of members. Julee asked if she would like to eliminate the ten-day requirement. Carrie suggested that it should be eliminated. Karla mentioned the agenda is required to be posted 72 hours prior to the meeting. Karla suggested leaving Section 6.01, PROCEDURE as written. Julee will get the updates to legal for approval and send the updated version of the By-Laws to council members. Deb asked about Sections 2.03 and 2.04. Julee apologized for skipping over those sections and shared that she added video or conference call to the wording of Section 2.03, PARTICIPATION. Bregitt asked if they were voting on adding that wording to Section 2.03. She asked for clarification about participating in the meetings via conference call. Karla explained that there are options on how members can attend the meetings. They would use the speaker on the phone and would utilize an interpreter during a conference call. There could also be a meeting that members attend several different ways. Karla made a motion to vote on updating the wording of Section 2.03 and Tamara seconded the motion. The motion passed. Section 2.03, PARTICIPATION will be updated to include video call. Karla announced that she preferred to keep Section 2.04, COMPOSITION of the COUNCIL as written. Deb asked if the term “disability” should be revised. Julee asked what term Deb would like to use. Deb was unsure. Karla asked Deb if her suggestion was to remove that term completely. Deb replied that she would like to remove the term or use something different. Pam explained that using that specific term opens the position up to anyone who lives a disabled life. Deb asked if a person in a wheelchair would be eligible to join the council as a member with a disability. Karla explained that a person in a wheelchair would be considered a member with a disability. Bridget shared that a member with a disability refers to anyone with a disability not limiting the disability to only deaf or hard of hearing individuals. Deb said she understood. Pam suggested to leave Section 2.04, COMPOSTION of the COUNCIL as written. Karla asked if there were any comments and there were none. Karla announced that she had to leave the meeting and Pam took over as Chair. Deb asked about the suggestion to update the last part of section 2.04 regarding contractual and DHS employees. Julee explained that she felt it was clear enough as written. Julee will send the updated Advisory Council By-Laws to the Chief of Staff for approval.

**Reports:**

* **ISD Superintendent’s Report (Julee Nist)**
* Julee reported that ISD held a pep rally at the beginning of the school year honoring the students who participated in the Battle of the Books last year. Several DHS, DRS and Regional Office of Education staff were in attendance. Angie shared that the students were honored by the Illinois Governor and both the Blue and Buff ISD teams have qualified to compete in the Battle of the Books competition held in Washington DC again this year in April. Julee announced that ISVI worked with the Native American Council to change their school logo. ISD was also included in the festivities. The students learned about the culture, languages, and traditions of many Native Americans. ISD’s elementary and high school held their annual pumpkin drop. Jill shared that the PBS committee organized the pumpkin drop this year. They put golf tees that were assigned to the students in the ground. Whoever’s tee the pumpkin fell on received a gift. Julee explained that the elementary students decorated their pumpkins, and everyone voted on the pumpkin they liked the most before they dropped them. The last pumpkin was filled with candy. Julee shared a list of updates around the ISD campus. She explained that the bats in the attic had to be removed before the sprinkler system project could continue in ISD Main Building. They have been removed and the company should be back to begin the cleanup process. They are currently working on the 3rd floor. The Jr/Sr high school roof is underway. Power Plant and Laundry room roofs will be next. Concrete work on the sidewalks is in the works and will continue this Spring. The new carpet should be installed in some of the dorms by Spring and the dietary building received a new boiler feed tank. There will also be new signage added to the buildings on campus to make identification easier. Julee shared that ISD renews its school-wide photo every five years. We chose a collage this year and the final photo will be framed and placed in each school building. The photo was also made into holiday cards and sent to several people.
* **Other Reports**
* Angie announced that COGNIA visited ISD on Friday, October 27, 2023 and shared her power point with everyone. The COGNIA team consisted of school administrators and three educators. The team reviewed the school web site, state level reports, social media, and conducted interviews. The purpose of the COGNIA ratings is to identify school strengths and suggest steps for improvement. Angie shared a video of the COGNIA results with everyone. ISD received a 2.8 in Culture of Learning. The average score is 3.1. ISD received a 3.0 in Leadership and Learning with the average score being 3.1. We received a 2.8 in Engagement of Learning with a 3.0 being the average score. ISD received a 2.5 in Growth and Learning with the average score being 3.0. ISD’s overall education quality score was 268 with the average being 253. Julee has the final COGNIA report. Julee announced that she had to leave the meeting at 11:30am. Council members chose to continue the meeting since the remaining members were available.
* Seth in the Admissions and Records Department shared his Planning for the Future power point. Joe Vieira shared that he works in the Outreach Department at ISD, and he travels to several conference and trainings. In the future, Seth would like ISD to host an event for prospective students and families. He would also like to create a team of ISD and DHS staff members to help implement his plan to reach out and share information about ISD to potential new students. Seth also discussed his goals for ISD enrollment growth over the next 15 years and would like feedback from the ISD Advisory Council about his plans.

**Discussion:**

* Pam asked if there were any questions. There were none. Seth asked members to email him with any questions.

**Suggested Agenda Items for Next Meeting:**

* No Discussion.

**Public Comment:**

* No Discussion.

**Adjourn:**

* Deb made a motion to adjourn the meeting. Michelle seconded the motion. The motion passed and the meeting was adjourned at 11:15am.

**Meeting Dates:**

March 6, 2024, 9-11am via Zoom

May 2, 2024, 9a-12:30p on campus