

# **NORTHWEST SUBURBAN SPECIAL EDUCATION ORGANIZATION**

## **ARTICLES OF AGREEMENT FOR LEGAL ENTITY**

### **Article I - GENERAL**

#### **Section 1.    Name of Joint Agreement**

This program shall be designated as the NORTHWEST SUBURBAN SPECIAL EDUCATION ORGANIZATION hereinafter referred to as NSSEO.

#### **Section 2.    Purpose**

The purpose of this joint agreement is to assist in the provision of full educational opportunity to all students eligible for special education programs and services who reside within the school districts comprising NSSEO membership and who are legally eligible for such programs and services as defined in Article 14 of the Illinois *School Code* or mandated by federal law and regulations. NSSEO may also provide consultation, professional development, and other services to support member district special education programs and services, including support to general education staff and programs that serve special education students.

#### **Section 3.    Membership**

- A. Eight public school districts within Elk Grove, Wheeling, Schaumburg, and Palatine Townships of Cook County shall be eligible for membership in this joint agreement. The eight districts are as follows:
  - Community Consolidated School District 21
  - Prospect Heights Public School District 23
  - Arlington Heights Public School District 25
  - River Trails School District 26
  - Mount Prospect School District 57
  - Community Consolidated School District 59
  - Township High School District 211
  - Township High School District 214
- B. Other school districts may become eligible for membership by recommendation of the NSSEO Operational Board and approval of the NSSEO Governing Board.
- C. Adoption of this Agreement by the Board of Education of each eligible school district is a prerequisite to continuing membership. Inherent in such membership is an agreement to:

1. Meet the financial obligations of NSSEO, in accordance with this Agreement and as recommended by the Operational Board and approved by the Governing Board;
  2. Comply with this Agreement and any regulations implemented pursuant to this Agreement;
  3. Recognize the authority delegated to the Operational Board and Governing Board and administrative personnel designated by this Agreement to organize and operate special education programs and services within the terms of this Agreement;
  4. Provide instructional programs and services, as requested by the member districts and included in the NSSEO budget; and
  5. Comply with decisions of the Operational Board and Governing Board.
- D. The NSSEO Superintendent will notify the Operational Board and Governing Board of any member district failing to abide by the terms of this Agreement.

## **Article II - ORGANIZATION AND OPERATION**

### **Section 1.    *The Governing Board***

- A. Membership. Each member district of NSSEO shall have a representative on the Governing Board who is a Board of Education member. Each representative is responsible for communicating with their home district the needs and directional recommendations of the NSSEO program. No school board member who is gainfully employed by NSSEO shall be appointed to the Governing Board by the respective member district Board of Education. In addition, each district shall appoint another Board of Education member as an alternate to the Governing Board. The alternate may serve as a member of the Governing Board only in the absence of the official representative. Member boards shall elect/select a new member to the Governing Board in event of vacancy.
- B. Meetings. The Governing Board shall meet each school year during the month of June. The Governing Board shall meet on such other dates as it shall determine, but not less often than four (4) times per school year. At the June meeting, the Governing Board shall elect officers and establish a schedule of regular meetings for the following school year. Special meetings may be called by the President or by any two (2) members of the Governing Board. Members of the Governing Board shall receive at least forty-eight (48) hours prior notice of all special meetings except in the case of emergencies. Meetings of the Governing Board shall be conducted in accordance with the Illinois *Open Meetings Act*, 5 ILCS 120/1, *et seq.*

C. Voting. Each member of the Governing Board shall have one vote. In order to conduct business, a quorum of the Governing Board must be in attendance. The presence of over fifty percent (50%) of the Governing Board members shall constitute a quorum of the Governing Board. Unless otherwise provided in this Agreement or by law, when a vote is taken upon any measure before the Governing Board, with a quorum being present, a majority of the votes cast shall determine its outcome. A vote of the Governing Board binds all member districts.

D. Authority and Duties. The Governing Board has authority over NSSEO in accordance with this Agreement and Section 10-22.31 of the Illinois *School Code*. The Governing Board has the responsibility for:

1. Approving an annual budget and recommending the budget for ratification by the Boards of Education of the member districts;
2. Delegating operational responsibilities to the Operational Board to conduct the business of NSSEO;
3. Approving employment of the Superintendent; and
4. Considering all other matters placed on the agenda for any Governing Board meeting.

E. Officers. The officers of the Governing Board shall be a president, vice-president, and secretary. The Superintendent of NSSEO shall serve as an executive officer of the Governing Board without voting rights. Officers shall be elected every other year at the Governing Board meeting held in June. The officers shall serve for a period of two years but may be re-elected to the position for succeeding terms of office.

Vacancies of officers of the Governing Board shall be promptly filled by the Governing Board. When a Governing Board member who is an officer of the Governing Board leaves the Governing Board, the office holding immediately ceases. A secretary pro tempore shall be appointed to act in the absence of the secretary. The vice-president shall act in the absence of the president.

F. Committees. The Governing Board may create committees as deemed necessary. Notice of Board committee meetings shall be given in the same manner as notice for special board meetings. Board committee meetings shall be open to the public.

G. Finance Advisory Committee. The Governing Board shall establish a Finance Advisory Committee, which will have the authority to review and make recommendations regarding: formulas and procedures for costs and fees paid by member districts, consistent with this Agreement; the

annual audit; the annual budget; budget balance distribution and retention; and long-term financial planning. . The Finance Advisory Committee shall include not more than three members serving as the primary representatives of the Governing Board, not more than three members serving as the primary representatives of the Operational Board, the Superintendent, the Business Manager, and such other NSSEO Administrators as permitted by the Governing Board. Administrative representatives and member district business managers may also participate on the Finance Advisory Committee. Final recommendations from the Finance Advisory Committee will be brought to the Operational Board, which then will make recommendations to the Governing Board.

Section 2.    *The Operational Board*

- A.    Membership: The Operational Board shall consist of the superintendent from each member district.
- B.    Officers: The officers of the Operational Board shall be a Chairperson, Vice Chairperson, and Secretary. Officers shall be elected to one-year terms at an Operational Board meeting held in May of each year. The Operational Board may establish such other officers as it deems necessary. No officer shall receive any compensation. Upon advance approval by the Operational Board and upon submission of an itemized statement thereof, an officer may be reimbursed for funds actually expended by the officer in the performance of the officer's duties in connection with NSSEO. The Superintendent of NSSEO shall serve as an executive officer of the Operational Board without voting rights.
- C.    Voting: Each member of the Operational Board shall have one vote. In order to conduct business, a quorum of the Operational Board must be in attendance. The presence of over fifty percent (50%) of the Operational Board members shall constitute a quorum of the Operational Board. Unless otherwise provided in this Agreement or by law, when a vote is taken upon any measure before the Operational Board, with a quorum being present, a majority of the votes cast shall determine its outcome. A vote of the Operational Board binds all member districts.
- D.    Meetings: The Operational Board shall meet at least ten times per calendar year at a time and place established by action of the Operational Board. The Operational Board shall establish a schedule of its regular meetings for the next twelve (12) months at its May or June meeting. Special meetings may be called by the Chairperson or by any two (2) members of the Operational Board. Members of the Operational Board shall receive at least forty-eight (48) hours prior notice of all special meetings except in the case of emergencies. Meetings of the Operational Board shall be conducted in accordance with the Illinois *Open Meetings Act*, 5 ILCS 120/1, *et seq.*

- E. The Operational Board shall serve as the executive board of NSSEO as provided by Section 10-22.31 of the Illinois *School Code*. The Operational Board shall manage and carry out the operations of NSSEO, unless otherwise provided by the Governing Board. The Operational Board's duties, responsibilities, and authorities shall include, but are not limited to, making recommendations to the Governing Board regarding the following:
1. To establish general policies to govern the operation of NSSEO and to monitor the implementation of those policies, which shall be in conformance with applicable provisions of Federal and State laws, rules, and regulations.
  2. To purchase, lease, or otherwise provide facilities for programs operated by NSSEO.
  3. To employ necessary personnel, determine terms and conditions of employment, approve employment contracts, and approve collective bargaining agreements.
  4. To establish an advisory council, Operational Board Finance Committee, Policy Committee, and such other committees and/or subcommittees as deemed necessary.
  5. To approve contracts with various consultants, professionals, and independent contractors when appropriate to carry out the purposes of NSSEO.
  6. To perform all other acts permitted by the Illinois *School Code* and this Agreement unless otherwise provided by the Governing Board.
- F. The Governing Board shall indemnify members of the Operational Board and Superintendent for any and all liability that may arise when acting in the scope of their authority under this Agreement.

### Section 3. The Superintendent

The chief executive officer of NSSEO shall be the Superintendent, who shall report to the Governing Board. The Superintendent shall hold a valid Professional Educator License properly endorsed for the positions of Superintendent and State-Approved Director of Special Education in accordance with the Illinois *School Code* and the rules of the Illinois State Board of Education.

In the alternative, NSSEO may employ an Executive Director as the chief executive officer. In that event, references to "Superintendent" herein shall be deemed to refer to the Executive Director (except that the above paragraph regarding Superintendent qualifications shall not apply to the Executive Director). The Executive Director shall hold a valid Professional Educator License properly endorsed for the position of Executive Director and State-Approved Director of

Special Education in accordance with the Illinois *School Code* and the rules of the Illinois State Board of Education.

The Superintendent shall be responsible for the administration of NSSEO's programs and services. The principal duties as Superintendent shall be to:

- A. study needs and prepare plans for central special education programs and services including finances, facilities, and logistics;
- B. prepare and recommend budgets and staffing plans for existing and proposed programs and services to the Board;
- C. develop general policies and programs/services in special education for Board approval;
- D. carry out established policy and procedure;
- E. ensure recruitment, selection, development, and evaluation of personnel at all levels adequate to meet program plans and objectives in accordance with state requirements for certification;
- F. recommend personnel policies to meet NSSEO needs and objectives, including administrative organization and staffing;
- G. supervise NSSEO special education programs and services, including coordination of planning, assurance of quality programs, monitoring of performance, and coordination with other central NSSEO and district activities;
- H. coordinate NSSEO activities, including both program and service planning and, as required, individual case decisions;
- I. aid and advise districts in planning, development, and evaluation of special education programs and services, and in recruitment and development of special education personnel, as requested;
- J. establish procedures for obtaining member district input on the effectiveness of existing NSSEO programs and services;
- K. establish procedures for obtaining member district input on future planning for NSSEO programs and services;
- L. provide for effective working relationships with other special education organizations - private, local, State, and federal;
- M. exercise responsibilities imposed on special education cooperatives by the Illinois State Board of Education and the federal government;

- N. sign/approve all forms, reports and applications generated by the member districts that require the signature/approval of the NSSEO Superintendent; and
- O. file all reports and claims necessary to meet statutory and administrative requirements and make applications for state and/or federal aid pertaining to special education.

#### Section 4. Other Staff

##### Administrative/Supervisory

The Superintendent shall make recommendations to the Operational Board concerning the type and amount of administrative/supervisory staff necessary to provide:

- A. line supervision to NSSEO staff
- B. technical assistance and supervision in the particular areas requested by the member districts.

This plan ensures that each NSSEO special education teacher has a line supervisor as well as the provision of technical assistance.

Administrative/supervisory personnel shall implement the NSSEO policies as established by the Operational Board and/or Governing Board.

##### NSSEO Staff

All NSSEO staff shall be appropriately certified, approved, licensed and/or registered as required by the Illinois State Board of Education.

#### Section 5. Administrative Representatives

The Superintendent of each member school district shall designate one individual as the Administrative Representative of the district. The Administrative Representative shall constitute the direct line of communication between the district and the office of the NSSEO Superintendent.

Administrative Representatives shall work closely and cooperatively with the NSSEO Superintendent in all phases of planning and evaluating NSSEO programs and services, in effecting smooth operation of these NSSEO programs and services, and in carrying out the policies and regulations of NSSEO.

#### Section 6. Administrative Structure

- A. The Board of Education of each member district shall delegate to the NSSEO Operational Board and Governing Board the authority and responsibility to make special education policy decisions that are within the scope of this joint agreement.
- B. Boards of Education of member districts shall communicate concerns for special education through the NSSEO Operational Board or Governing Board or through administrative channels.
- C. All professional and/or administrative office personnel as may be employed under this joint agreement, are responsible to the Superintendent of NSSEO.

### **Article III - PROGRAMS AND SERVICES**

#### **Section 1. Types of Programs and/or Services**

Under this joint agreement special education programs and/or services are established and maintained as requested by the member districts.

Programs/services will meet all State requirements for quality educational instruction of students with disabilities ages 3 to 22 (through the end of the regular school term during which the student turns 22). These programs/services may serve any category of disability which may be mandated by the State of Illinois or the federal government. Programs and services may include direct services through special day schools, cluster sites and itinerant staff delivering services to students in member district special education programs. Programs and services may also include indirect services such as consultation, evaluation, referral, diagnostics, professional development and training, or other supports to member districts.

Programs may be operated by NSSEO or by individual districts of the joint agreement.

If a district plans to initiate an in-district program or service for its students and, therefore, not continue to participate in an existing NSSEO program/service, official notification shall be given to the Superintendent of NSSEO no later than December 1 of the school year prior to ending participation in that NSSEO program/service. This requirement does not restrict a district in any way from initiating new programs or services.

In addition, NSSEO may provide an intervention program which makes available services in diagnosis and evaluation, and diagnostic/consultation services.

NSSEO will operate the Sunrise Lake Outdoor Education Center for those member districts who elect to receive such services, and for NSSEO programs.

#### **Section 2. Arrangement for Physical Facilities**

All NSSEO conducted programs/services shall have suitable physical facilities. These facilities shall be located and established as recommended by the NSSEO Operational Board and approved by the NSSEO Governing Board and shall be in accordance with Article 14 of the Illinois *School Code* and Section 504 of the



Rehabilitation Act of 1973. Programs and services operated by NSSEO may be housed in NSSEO owned/leased facilities, including facilities leased from member districts.

- A. District facilities housing NSSEO programs and services will be recommended by the NSSEO Operational Board and approved by the NSSEO Governing Board.
- B. NSSEO may contract to rent appropriate facilities as recommended by the NSSEO Operational Board and approved by the NSSEO Governing Board.
- C. Long-term commitment of appropriate facilities is encouraged. NSSEO may enter into long-term agreements to prevent unnecessary movement and exchange of classroom space for students with disabilities.
- D. Equipment and supplies will be purchased and assigned as needed to implement NSSEO special education programs/services. Programs may be designed to facilitate lending or renting equipment to member districts.

### Section 3. Cooperative Physical Facilities

All NSSEO facilities which are built cooperatively through a special tax levy, or leased or purchased by NSSEO to house a program serving member districts shall be operated by NSSEO as recommended by the NSSEO Operational Board and approved by the NSSEO Governing Board.

### Section 4. Arrangements for Employing Staff

In programs and services operated and supervised by NSSEO, the staff will be employed by NSSEO. Employment shall be upon the recommendation and approval of the Operational Board. All staff members employed by NSSEO shall meet appropriate licensure requirements of the Illinois State Board of Education.

Any full-time professional worker employed by NSSEO who spends more than fifty percent (50%) of his/her time in one member school district shall not be required to work a different teaching schedule than the other professional workers in that member district.

### Section 5. Agreements with Other Community and/or State Agencies

- A. With the recommendation of the Operational Board and approval of the Governing Board, NSSEO may enter into agreements with school districts, joint agreements, state universities or local, state or federal agencies to establish any type of educational program which any district, state university, or federal agency may establish individually. It is the intent of the participating districts that direct costs of such cooperative projects be shared in each instance by those participating in the project, and not by the membership as a whole.

- B. Non-member districts may refer students for placement in NSSEO programs. Non-member district students may be accepted when eligibility requirements are met and when space is available. All non-member placements must be approved by the NSSEO Operational Board.

Section 6. Finance

- A. The fiscal year is from July 1 to June 30.
- B. The Operational Board will recommend, and the Governing Board will approve, annual budgets for the administration of programs and services operated by NSSEO under this joint agreement. These budgets shall be referred to the Boards of Education of the member districts each year for ratification. Ratification by a majority of the member district boards is required for a budget to be adopted.
- C. Member districts will pay the costs of the following on a usage basis or in accordance with formulas and procedures recommended by the Finance Advisory Committee and approved by the NSSEO Governing Board. Specific funding formulas are included in the approved annual NSSEO budget.

- 1. Administration of NSSEO.

These costs shall include rent, office expense, business services, contracts, clerical and support services, travel, and salaries of all professional staff members working out of the office of the NSSEO Superintendent, and such other operating costs as are incurred at the administrative level.

- 2. Instruction, operation and maintenance of the special education programs and services.

- a. Instructional costs shall include administration, salaries and benefits of personnel, substitutes, travel, equipment, supplies, business services, contracts, materials and equipment, fixed charges, student and community services support, diagnostics, contingencies, and other expenses directly related to the program or service, as approved in the annual NSSEO budget.
- b. Operation and maintenance costs shall include rental of space, utilities, remodeling, Life-Safety and other compliance costs, custodial salaries and supplies, operational equipment, and other costs relating to operation and maintenance, as approved in the annual NSSEO budget.

- c. NSSEO billings are issued semi-annually based on the district payment schedule approved in the NSSEO budget.
  - d. NSSEO budget balance distribution and/or retention is made annually based on the outcome of the NSSEO audit, and as recommended by the Finance Advisory Committee and approved by the NSSEO Governing Board.
- D. The partial costs of central administration and business services will be allocated among the programs, with the exception of transportation, at a rate to be established in the approved NSSEO budget applied against the net budget of that program. Administrative and business services costs include, but are not limited to: salaries, benefits, charges for legal counsel, data processing services, audit services, capital outlay, travel, instructional materials and other contractual charges. The remaining amount in the administrative budget after subtracting the realized revenue from the administrative charge for the NSSEO programs/services will be assessed to the districts on a formula included in the approved budget.
- E. Transportation costs will be paid by member districts as outlined in Article IV, Sections 1 and 2.
- F. Gifts.
- All gifts presented to special education programs/services shall be accepted by the NSSEO Governing Board on recommendation of the Superintendent. Gifts become the property of NSSEO, to be held in trust, and are to be utilized in a manner recommended by the Superintendent of NSSEO subject to the approval of the NSSEO Governing Board.
- G. An annual audit of NSSEO and state and federal funds shall be conducted. The audit reports shall be submitted to the Governing Board for approval.
- H. Information about the calculation of member and usage fees will be provided annually to all member districts.

#### **Article IV - TRANSPORTATION**

##### **Section 1. Designation of Responsibility**

NSSEO administrative personnel shall organize, direct, and supervise the transportation for students who qualify for special education services for those districts who request this service. Such services shall be appropriate to the students' disabilities and program location.

##### **Section 2. Transportation Costs**

- A. Transportation costs will be paid to NSSEO by the district in which the student resides. Transportation costs shall include direct costs. Also included are:
1. Clerical and support services directly associated with the operation of the transportation system;
  2. NSSEO business management services associated with transportation, as included in the annual budget; and
  3. Costs for 1:1 bus aides required by student IEPs.
- B. Districts not using NSSEO transportation services will not be billed for any of the costs of transporting students between home and school.

The costs of transporting students during the school day for purposes such as field trips, community-based training and work experience are billed to the participating districts.

## **Article V - WITHDRAWAL / DISSOLUTION**

### **Section 1. Voluntary Withdrawal**

- A. Procedures. . Procedures for the withdrawal of a member board of education from NSSEO will be in accordance with the Illinois *School Code* (including Section 10-22.31) and consistent with the requirements and rules adopted by the Illinois State Board of Education.
- B. Additional Conditions.
1. A member board that seeks to withdraw from NSSEO shall adopt a written resolution approving its withdrawal. Such written resolution shall state the proposed effective date of the withdrawal, the specific reason(s) for withdrawal, the benefits of withdrawal to the withdrawing board and its students, and the projected financial and educational impact of the proposed withdrawal upon NSSEO and the remaining member districts and their students.
  2. The proposed effective date of withdrawal shall be July 1 of a future school year in accordance with the timelines set forth in this Agreement and School Code Section 10-22.31.
  3. Within thirty (30) days after adopting the written withdrawal resolution, and no later than eighteen (18) months prior to the proposed effective date of withdrawal, a member board seeking withdrawal shall present such written resolution to the President of the NSSEO Governing Board, the Chairperson of the NSSEO Operational Board, the NSSEO Superintendent, and the Superintendents of Schools for the remaining member districts by

certified mail, return receipt requested, or personal delivery with receipt.

4. For any required hearing, the member board seeking withdrawal shall send prior written notice of the hearing to the President of the NSSEO Governing Board, the Chairperson of the NSSEO Operational Board, and the NSSEO Superintendent, in addition to the other member districts.
5. The member board seeking withdrawal also shall comply with all other applicable procedures, timelines, and notice requirements set forth in governing statute(s) and regulations, including *School Code* Section 10-22.31 and any applicable ISBE rules.

## Section 2. Dissolution of NSSEO

NSSEO may be dissolved by the approval of a written resolution by all of the member Boards of Education. For dissolution to take effect, all such resolutions must be adopted within a twelve-month period. Dissolution will be effective on July 1 following the approval of a written resolution by all of the member Boards of Education, or on such other July 1 as all of the member Boards' resolutions authorize. In the event of dissolution, NSSEO's assets will be liquidated and the net proceeds thereof, after satisfaction of liabilities, distributed to the Boards of Education that were members of NSSEO on the date when the last member Board of Education approved the written resolution for dissolution. After the liquidation of assets and satisfaction of liabilities, and using the provisions of Section 3.A below as in the case of a withdrawing district, there will be an initial distribution to the Boards of Education for their interest in NSSEO Real Properties. After such initial distribution, NSSEO shall next return to each then-current member board any unspent Federal IDEA Part B Funds generated by students in the school district (i.e., "carryover"). Any remaining distribution to each member Board of Education thereafter shall be based on its district enrollment as a percentage of the total current enrollment of all member districts as identified in the most recent fall enrollment count submitted to ISBE for each member district prior to the effective date of dissolution.

## Section 3. Terms and Conditions of Withdrawal

Unless otherwise agreed in writing by the withdrawing district, the Operational Board, the Governing Board, and a majority of the Boards of Education of the member districts which have not given notice of an intention to withdraw from NSSEO, the rights, duties and responsibilities of the withdrawing district shall be determined as follows:

### A. NSSEO Real Properties

1. Payment by NSSEO to the withdrawing district shall be made in accordance with paragraph A.2. below for such district's interest in NSSEO real property when such property is no longer needed and is

sold (upon terms and conditions determined by NSSEO), is destroyed, or upon NSSEO's dissolution.

2. The amount paid to the withdrawing district by NSSEO shall be determined by the withdrawing district's equity position based on the actual percentage contributed by the district towards the purchase price of real property and revised equity positions for the NSSEO Central Office, Timber Ridge, and Kirk Campus as a result of renovation projects as applied to the sale price, less outstanding indebtedness and all costs of sale, and after deduction of the costs of the annual improvements, major renovations and repairs made after the effective date of withdrawal. (Addendum A)

B. Liquid Assets and Liabilities

1. The withdrawing district's share of NSSEO liabilities (including all outstanding short and long term liabilities) shall be determined as of the effective date of withdrawal. NSSEO shall return to the withdrawing member board any unspent Federal IDEA Part B Funds generated by students in the withdrawing member district (i.e., "carryover"). Any net balance owed by the district shall be paid to NSSEO not later than the June 30th following the effective date of withdrawal.
2. The withdrawing district shall continue to pay its distributive share of the NSSEO financial obligations which are incurred until the effective date of withdrawal. This provision shall not be deemed to release the withdrawing district from its financial obligation to NSSEO under Section 3.B.1. above for its distributive share of short or long term liabilities which would otherwise be payable after the effective date of withdrawal.
3. Except as otherwise specifically provided in this Agreement, the withdrawing district shall waive any claims to the assets of NSSEO.

C. Certificated Staff

For a period of ten (10) years following the effective date of withdrawal, the withdrawing district shall:

1. Participate in the process to determine the district of assignment for all NSSEO certificated staff with contractual continued service who were employed by NSSEO, or by a member or former member district and NSSEO on a continuous basis, prior to September 23, 1987, and who are honorably dismissed due to a reduction in the number of NSSEO programs or positions; and
2. Accept such staff members for employment as determined by the process to determine the district of assignment.

In the event of the dissolution of NSSEO, the withdrawing district shall also participate in the process to determine the district of assignment and accept the employment of a certificated staff member with contractual continued service who was employed by NSSEO, or by a member or former member district and NSSEO on a continuous basis, after July 1, 1987, but before the effective date of withdrawal.

D. Retirement Liabilities

For a ten (10) year period following the effective date of the district's withdrawal from NSSEO, the withdrawing district shall remain liable to NSSEO for its distributive share of the cost to NSSEO of:

1. any retirement by educational support personnel under an Early Retirement Incentive Program adopted by NSSEO pursuant to 40 ILCS 5/7-14.1; and
2. the costs to NSSEO for an employer contribution to the Teachers' Retirement System ("TRS") for salary increases in excess of 6% or grants of sick leave in excess of the normal allotment which are assessed by TRS.

The withdrawing district's liability under this provision shall extend to NSSEO costs related to the retirement of any educational support personnel or licensed/certificated employees employed by NSSEO prior to the effective date of withdrawal of the district from NSSEO. The withdrawing district shall pay its distributive share of NSSEO costs related to any such retirement within ninety (90) days of billing by NSSEO.

E. Due Process Hearings

The withdrawing district will defend and be solely responsible for the relief awarded as a result of any due process hearings and appeals therefrom, administrative or judicial, which are requested or taken to contest a change in placement of a district student due to the district's withdrawal, including attorney's fees and costs of defense thereof.

F. Other Claims

The withdrawing district will remain responsible for its distributive share of any liability of NSSEO which arises out of an occurrence preceding the effective date of withdrawal, including attorney's fees and costs of defense thereof.

G. Return to Membership

Once a member district withdraws from NSSEO, eligibility for future membership will be subject to the terms and conditions for the new

membership of any school district, as set forth herein, and such other condition as may be determined by the Governing Board or Operational Board of NSSEO.

#### **Article VI – NONDISCRIMINATION**

NSSEO is an equal opportunity employer. NSSEO does not discriminate on the basis of race, color, sex, religion, national origin, age, marital status, sexual orientation, ancestry, arrest record, order of protection status, pregnancy or childbirth (or related medical conditions), reproductive health decisions, family responsibilities (as defined in the Illinois Human Rights Act), military status, unfavorable discharge from military service, citizenship status provided the individual is authorized to work in the United States, use of lawful products while not at work, being a victim of any crime of violence (including domestic violence, sexual violence, or gender violence), genetic information, or disability (if otherwise able to perform the essential functions of the job with reasonable accommodation), or any other legally protected categories.

#### **Article VII – REVIEW**

This Agreement shall be reviewed periodically by the NSSEO Operational Board and/or Governing Board. The purpose of the review is to determine if any amendment to this Agreement is required.

#### **Article VIII – PROVISIONS FOR AMENDMENT**

This Agreement may be amended via the following procedures:

- A. The proposed amendment must be submitted to the Operational Board and approved by a majority of the members of the Operational Board.
- B. The proposed amendment then must be submitted to the Governing Board and approved by a majority of the members of the Governing Board.
- C. The proposed amendment then must be submitted to each member district for ratification. In order to become effective, a proposed amendment must be ratified within ninety (90) calendar days by the majority of the Boards of Education of the school districts participating in this joint agreement.
- D. Action on the proposed amendment (i.e., approval by the Operational Board and Governing Board and ratification by the member Boards of Education) shall be taken via resolution.

#### **Article IX – EFFECTIVE DATE**

After ratification, this Agreement will become effective on January 2, 2026 and will supersede the NSSEO agreement dated July 1, 2015.



Upon ratification, a copy of this Agreement shall be filed with the Illinois State Board of Education.

Revised:

- November 1997
- February 28, 2010
- July 1, 2015
- January 2, 2026