

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY

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Thomas L. Moline, Ph.D.

Superintendent

TO: Executive Board Members
FROM: Administration
RE: Executive Board Meeting
DATE: **Tuesday, November 15, 2016**
TIME: 9:30 A.M.
PLACE: SEDOL Office Bay Room

AGENDA

- I. CALL TO ORDER / ROLL CALL (Mrs. Osmond)
- II. PLEDGE OF ALLEGIANCE (Mrs. Osmond)
- III. ACCEPTANCE OF AGENDA — ***ACTION NEEDED*** (Mrs. Osmond)
Motion to Accept/Amend Agenda — *VOICE VOTE*
Move the agenda be accepted/amended as presented/recommended.
- IV. CONSENT AGENDA — ***ACTION NEEDED*** (Mrs. Osmond)
 - A. Approval of Minutes
Public and closed session minutes of the regular meeting of October 27, 2016 are included in Board member agenda packets.
 - B. Financial Matters
 - 1. Paid Accounts Payable List: The following expenditures represent the November 2016 accounts payable list:

Accounts Payable	\$ 843,161.03
10/31/16 Payroll Liabilities	835,168.62
10/31/16 Net Payroll	<u>934,388.20</u>
	\$2,612,717.85

2. Treasurer's Report: The treasurer's report for October 2016 is included in Board member packets

C. Personnel Matters

Recommend employment of the following applicants, with work assignment and start date as indicated, subject to completion of the physical examination and forms, as required by Section 24-6 of the School Code, successful completion of a criminal background investigation as required by Section 10-21.9 of the School Code, a Child Abuse Registry check, and submission of all forms, documents, and certifications as required by law and/or requested by SEDOL for the position.

1. Requests for Contracts

Educational Support Personnel

Bullocks, Shannell - Vocational Facilitator
- Budget approved vacancy/resignation
- MA, Webster University
- \$34.58/hour
- October 31, 2016

Carr, Kozzi - Paraprofessional – LASSO/Laremont School
- Budget approved vacancy
- \$14.00/hour
- November 7, 2016

Mitropoulos, Haroula - Paraprofessional – LASSO/Lincoln School
- Budget approved vacancy
- BA, Kendall College
- \$14.66/hour
- November 10, 2016

Sauerland, Rebecca - Transition Coach
- Budget approved vacancy
- BA, Northern Illinois University
- \$46.00/hour
- October 31, 2016

Licensed Staff

Houlihan, Daniel - Assistant Principal – John Powers Center
- Budget approved vacancy/resignation
- Educational Specialist, Gallaudet University
- \$77,746 prorated based on start date of November 21, 2016 for an actual salary of \$49,902

2. Resignations/Retirements

Educational Support Personnel

Garza, Laurie - Paraprofessional – Laremont School
- Resigned October 27, 2016

McClory, Beth - Special Needs Paraprofessional – Sector
- Resigned November 4, 2016

LeFevre, Diane - Paraprofessional – Laremont School
- Retiring December 31, 2016

3. Request for Increase in Contract Time / Correction

Klewin, Teri - Special Needs Transition Coach
- Request presented in October listed incorrect effective date of October 19, 2016. Correct date is October 26, 2016.

Motion to Approve Consent Agenda — ROLL CALL VOTE

Move approval of consent agenda items and addendum as presented.

4. Vacancies

1 ED/BD Teacher (Gages Lake School)
1 Speech/Language Pathologist (Various Locations)

V. PUBLIC COMMENT (Mrs. Osmond)

President Osmond will recognize any visitors at the meeting.

VI. RECOGNITIONS (Dr. Moline)

A. S.T.A.R.S. Award

The Executive Board will recognize Michelle Shepley, a student from Community High School District #128, who was selected to receive the award for **Students Taking Academic Responsibility Seriously**. Michelle is in the Transition Program.

B. Employee of the Month

School Psychologist Kathy Plath has been selected as November's employee of the month. Mrs. Plath has a prior commitment on November 15 and cannot attend the meeting. She will be recognized at the December meeting.

VII. OLD BUSINESS

A. Contract with IHC for Maintenance Building — ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the contract with IHC to oversee the construction of the new maintenance building, which is a part of Phase 2 of the campus site improvement project. The contract and related exhibits are included in Board member agenda packets. Administration is hopeful that this is the final contract. However, it is still under review by attorneys, so approval may be subject to final review/revision.

Motion to Approve Contract — *ROLL CALL VOTE*

Move approval of the contract with IHC as presented.

B. Superintendent Goals 2016-17 and 2017-18 — ***ACTION NEEDED*** (Mrs. Osmond)

President Osmond worked with Dr. Moline to fine tune the Superintendent goals developed for the 2016-17 and 2017-18 school years, which were presented at the October meeting. The two-year process is based on conducting a planned and orderly process for accomplishment of major initiatives within the cooperative while accommodating a gradual transition in leadership and management. The revised goals are included in Board member agenda packets.

Motion to Approve Goals — *VOICE VOTE*

Move approval of the Superintendent goals for the 2016-17 and 2017-18 school years as presented.

VIII. NEW BUSINESS

A. Contractual/Itinerant Rates for FY18 — ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the proposed billing rates for contractual and itinerant services for the 2017-18 school year. The rates will be forwarded under separate cover prior to the meeting.

Motion to Approve Billing Rates — *VOICE VOTE*

Move approval of the billing rates for contractual and itinerant services for FY18 as presented.

B. Closed Session Minutes/Recordings — ***ACTION NEEDED*** (Dr. Moline)

Administration recommends the minutes of closed session from the following meetings remain confidential and that all previously reviewed minutes remain closed.

April 28, 2016	Collective bargaining and employee matter
May 26, 2016	Collective bargaining and employee matter

June 23, 2016	Collective bargaining and pending litigation
July 21, 2016	Pending litigation
August 25, 2016	Employee matter and pending litigation

In addition, Administration recommends the destruction of verbatim recordings for the following closed session meetings:

January 22, 2015	April 23, 2015
March 19, 2015	May 28, 2015

Motion Regarding Closed Session Minutes/Recordings — VOICE VOTE

Move approval of the recommendation regarding the confidentiality of closed session minutes and the destruction of verbatim recordings.

C. FOIA Request — **INFORMATIONAL** (Dr. Lynch)

On November 4, a FOIA request was received via email from Dan Lichtenstein-Boris of Service Employees International Union Local 73. Information requested included: employee number; first and last name; full or part time; job title; work name, address phone and email; status of position; union designation; standard union dues deducted per pay period; and pay periods per year. Following consultation with Attorney Cindi DeCola, Administration emailed the required information on November 8.

IX. COMMITTEE REPORTS – **INFORMATIONAL**

X. PROGRAM/SCHOOL REPORTS — **INFORMATIONAL**

A. Announcements / Wins

The following items were reported at the November meeting of the Supervisory/Administrative Team (SAT).

- A student in the ELS class at Woodland Elementary is on the cheerleading team.
- Through great efforts of the ALOP Program, middle school students at John Powers Center are able to create a theater club. The club meets 3 times a week and will perform in March.
- The Transition/Vocation Department's Picnic Day was a success, as was Disability Mentoring Day and Parent Orientation Day.
- The transition and vocation level system is near completion. The department created a rubric to determine a student's job skills in order to predict the type of service and amount of time needed to ensure student success.
- Cyd Lash Academy Activities
 - All classes participated in Spirit Week the last week of October.
 - A group with mini horses is coming to the school. Students have been raising funds for this program to visit other sites.
 - A sound engineer program is up and running. Students work with recording and mixing music. One student in particular has excelled with the mechanics of the program.

- Six students are playing football in their home school district. Students must meet district requirements for participation.
- Supervisor Joyce Meuth is working with North Chicago #187 to set up a Special Olympics program including bowling, soccer, and track and field.
- The sensory room at Lincoln Center is up and running for LASSO-2 and LASSO-3 early childhood students housed in that building.
- The Illinois Department on Aging has awarded a grant to the grandparents group to continue their program.
- Donuts with Santa will be held at Laremont School on Saturday, December 3.

XI. CLOSED SESSION

Motion to Enter into Closed Session — *ROLL CALL VOTE*

Move the Board enter into closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employee, collective bargaining and pending litigation.

Motion to Return to Public Session — *VOICE VOTE*

Move the Board return to public session.

XII. OTHER BUSINESS

A. Quorum for December Meeting

Administration would like to determine if a quorum is available for the next meeting scheduled for Thursday, December 22.

XIII. ADJOURNMENT

:dm

Executive Board Meeting Schedule *SEDOL Office Bay Room unless noted otherwise*

Thursday, December 22, 2016 – 9:30 a.m.

Thursday, January 26, 2017 – 9:30 a.m.

Thursday, February 23, 2017 – 9:30 a.m.

Thursday, March 23, 2017 – 9:30 a.m.

Thursday, April 13, 2017 – 9:30 a.m. *Special Meeting to Review Tentative Budget*

Thursday, April 27, 2017 – 9:30 a.m.

Thursday, May 25, 2017 – 9:30 a.m.

Thursday, June 22, 2017 – 9:30 a.m. *SEDOL Office Boardroom*

Thursday, July 27, 2017 – 9:30 a.m. *SEDOL Office Boardroom*

Governing Board Meeting Schedule *Laremont School Gym unless noted otherwise*

Wednesday, December 7, 2016 – 7:00 p.m.

Wednesday, March 8, 2017 – 7:00 p.m.

Wednesday, June 7, 2017 – 7:00 p.m.