

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY
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Minutes

SEDOL EXECUTIVE BOARD MEETING

November 15, 2016

CALL TO ORDER

The regular meeting of the SEDOL Executive Board was called to order by President Joanne Osmond at 9:30 a.m. on Tuesday, November 15, 2016, at the SEDOL administrative offices in Gages Lake, Illinois.

ROLL CALL

Board Members Present

Dr. John Ahlemeyer, Superintendent, Gavin District #37
Mrs. Joanne Osmond, Governing Board Member, Lake Villa District #41
Mrs. Odie Pahl, Governing Board Member, Gurnee District #56
Dr. Guy Schumacher, Superintendent, Libertyville District #70
Hon. Roycealee Wood, Superintendent, Lake County Regional Office of Education

Board Members Absent

Dr. Catherine Finger, Superintendent, Grayslake High School District #127
Mrs. Carey McHugh, Governing Board Member, Wauconda Unit District #118
Mr. Jim McKay, Superintendent, Community High School District #117

Staff Members Present

Dr. Thomas Moline, Superintendent
Dr. Peggy Lynch, Assistant Superintendent for Human Resources
Ms. Barbara Watson, Assistant Superintendent of Business, CSBO
Mrs. Laura Wojcik, Director of Instruction, Curriculum and Assessment
Ms. Doris Marcinkus, Recording Secretary

Staff Members Absent

None

Guests

Michelle Shepley, STARS Award Recipient
Ms. Lynda Ward, Community High School District #128
Mrs. Julie Wilt, President, SEDOL Support Staff Association

Pledge of Allegiance

President Osmond asked everyone to stand and join her in the Pledge of Allegiance.

ACCEPTANCE OF AGENDA

Motion to Accept the Agenda

Motion by Mrs. Odie Pahl, second by Dr. Guy Schumacher, to accept the agenda with addendum as presented.

VOICE VOTE: Ayes, all. Nays, none. MOTION CARRIED.

CONSENT AGENDA

Motion to Approve Consent Agenda

Motion by Dr. Guy Schumacher, second by Mrs. Odie Pahl, to approve the consent agenda as follows.

Approval of Minutes

Public and closed session minutes of the regular meeting of October 27, 2016

Financial Matters

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

Treasurer's Report: Report for October 2016

Personnel Matters

Requests for Contracts

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.

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
- \$15.00/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

Resignations/Retirements

Educational Support Personnel

- Garza, Laurie - Paraprofessional – Laremont School
- Resigned October 27, 2016
- LeFevre, Diane - Paraprofessional – Laremont School
- Retiring December 31, 2016
- Mack, Miles - Paraprofessional – Gages Lake School
- Resigned November 18, 2016
- McClory, Beth - Special Needs Paraprofessional – Sector
- Resigned November 4, 2016

Steiskal, Diana - Administrative Assistant – Sector
- Resigned November 25, 2016

Request for Increase in Contract Time / Correction

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

ROLL CALL VOTE:

Ayes: Dr. John Ahlremeyer Dr. Guy Schumacher
Mrs. Joanne Osmond Mrs. Roycealee Wood
Mrs. Odie Pahl

Nays: None

Absent: Dr. Catherine Finger Mr. Jim McKay
Mrs. Carey McHugh

MOTION CARRIED.

Professional Vacancies

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

PUBLIC COMMENT

President Osmond asked if anyone from the public wished to address the Executive Board. There was no comment.

RECOGNITIONS

S.T.A.R.S. Award: The Board recognized Michelle Shepley, a student from Community High School District #128, who was selected to receive the award for **Students Taking Academic Responsibility Seriously** for the month of November. Michelle is in the Transition Program.

Employee of the Month: School Psychologist Kathy Plath was selected as November's employee of the month. Mrs. Plath had a prior commitment and could not attend the meeting. She will be recognized at the December meeting.

OLD BUSINESS

Contract with IHC for Maintenance Building

Motion to Approve Contract

Motion by Mrs. Odie Pahl, second by Dr. John Ahlemeyer, to approve the contract with IHC Construction as presented.

Administration recommended 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. Ms. Watson noted that both parties were in agreement with the contract, and it had been signed by IHC.

Dr. Moline said Administration hopes IHC can provide some cost efficiency to the project by having each trade bid separately and overseeing the bidding process.

ROLL CALL VOTE:

Ayes:	Dr. John Ahlremeyer Mrs. Joanne Osmond Mrs. Odie Pahl	Dr. Guy Schumacher Mrs. Roycealee Wood
Nays:	None	
Absent:	Dr. Catherine Finger Mrs. Carey McHugh	Mr. Jim McKay

MOTION CARRIED.

Superintendent Goals 2016-17 and 2017-18

Motion to Approve Goals

Motion by Dr. Ahlemeyer, second by Mrs. Roycealee Wood, to approve the Superintendent goals for the 2016-17 and 2017-18 school years as presented.

Dr. Moline reviewed the goals that he and President Osmond worked on since the October meeting. He noted that there was considerable input from the Administrative Team along with a couple of lower-level administrators. There are two review times recommended; the first in May of 2017 and the second and final review in April 2018. The goals document morphed into a strategic plan, which should provide for an orderly transition of leadership with a new superintendent in July 2018.

VOICE VOTE: Ayes, all. Nays, none. MOTION CARRIED.

NEW BUSINESS

Contractual/Itinerant Rates for FY18

Motion to Approve Billing Rates

Motion by Dr. Guy Schumacher, second by Mrs. Odie Pahl, to approve the billing rates for contractual and itinerant services for FY18 as presented.

Ms. Watson reported that this is the time of year when the Board sets rates for contractual and itinerant services, so contracts can be sent to member districts, and they can make their commitments for next year known to SEDOL by February 1. She reviewed a handout comparing FY17 rates to the recommended rates for FY18. She noted that the rates for these services are based directly on the salaries and benefits of the staff providing the services.

VOICE VOTE: Ayes, all. Nays, none. MOTION CARRIED.

Closed Session Minutes/Recordings

Motion Regarding Closed Session Minutes/Tapes

Motion by Dr. John Ahlemeyer, second by Mrs. Roycealee Wood, to approve Administration's recommendation regarding the confidentiality of closed session minutes and the destruction of verbatim recordings.

Administration recommended 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

Administration also recommended the destruction of verbatim recordings for the following closed session meetings:

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

Dr. Moline noted that Board members received the legal opinion from HLERK Attorney Robert Kohn regarding the process for review of closed session minutes that are more than six months old. Dr. Moline requested the opinion following a recent PRESS exhibit that indicates all closed session minutes, including records from all time since the board's inception, must be reviewed every six months. According to Mr. Kohn, SEDOL's current practice of the superintendent reviewing all prior closed minutes and recommending which minutes should remain confidential would most likely be found to be in compliance with the statute.

VOICE VOTE: Ayes, all. Nays, none. MOTION CARRIED.

FOIA Request

Dr. Lynch reported on a FOIA request received via email from Service Employees International Union Local 73. A variety of information was requested such as: employee number and name, job title, union designation, union dues deducted per pay period, and pay periods per year. The information was emailed within the required time line following consultation with legal counsel.

Introduction of New Assistant Principal

Dr. Moline introduced Mr. Dan Houlihan, the new Assistant Principal at John Powers Center. Mr. Houlihan earned his Education Specialist degree from Gallaudet University. He has 18 years of experience in deaf education, the last 10 of which were with the Wisconsin Department of Public Instruction.

COMMITTEE REPORTS

There were no committee reports to present at this time.

PROGRAM/SCHOOL REPORTS

Announcements / Wins: The following items were reported at the November meeting of the Supervisory/Administrative Team.

- 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.

President Osmond commented that the SEDOL Foundation's One Special Night was a lot of fun. Dr. Moline reported that the event raised \$50,000, which is an increase over last year. This year the Foundation focused its fundraising for this event on the music and arts programs at Cyd Lash Academy. During the evening \$33,000 was raised to support these programs.

CLOSED SESSION

There were no items for closed session discussion.

OTHER BUSINESS

Quorum for December Meeting: Board members discussed the availability of a quorum for the next meeting scheduled for Thursday, December 22. Some Board members indicated an earlier date would work better for them. Consensus was to poll all members to determine their availability on December 15th, 20th, and 22nd.

President Osmond noted that soon the Board would need to make a decision regarding a firm to conduct the superintendent search. She said she was very pleased with the services provided by the firm who conducted the last search, School Exec Connect. Board consensus was to use the same firm.

President Osmond noted that the next Governing Board meeting is scheduled for December 7. Dr. Moline reminded Board members that we need a super majority of 21 districts voting yes to amend the Articles of Joint Agreement. The Governing Board will also need to confirm the appointment of Mrs. Carey McHugh to the Executive Board. Dr. Moline will also formally announce the Executive Board vacancy created by the resignation of Mr. Rob Roop.

Adjournment

With no other business to be considered, President Osmond adjourned the meeting at 10:15 a.m.

Respectfully submitted by,

Doris Marcinkus
Recording Secretary

Approved by:

President of the Board

Secretary of the Board