

**SPECIAL EDUCATION DISTRICT OF LAKE COUNTY**  
18160 W. GAGES LAKE ROAD \*\* GAGES LAKE, ILLINOIS 60030-1819  
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**www.sedol.us**

**Minutes**

**SEDOL EXECUTIVE BOARD MEETING**

**March 23, 2017**

**President Pro Tem**

Board Secretary Tom Moline explained that in the absence of President Osmond and Vice President McKay, senior Board Member Guy Schumacher would serve as President Pro Tem.

**CALL TO ORDER**

The regular meeting of the SEDOL Executive Board was called to order by President Pro Tem Guy Schumacher at 9:31 a.m. on Thursday, March 23, 2017, at the SEDOL administrative offices in Gages Lake, Illinois.

**ROLL CALL**

**Board Members Present**

Dr. John Ahlemeyer, Superintendent, Gavin District #37  
Mrs. Carey McHugh, Governing Board Member, Wauconda Unit District #118  
Mr. David Northern, Governing Board Member, Community Cons. District #46  
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  
Mr. Jim McKay, Superintendent, Community High School District #117  
Mrs. Joanne Osmond, Governing Board Member, Lake Villa District #41

**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**

Sarah Qasem, STARS Award Recipient  
Ms. Rachel Johnson, LASSO-2 Teacher/March Employee of the Month  
Mr. Ken Frank, Signature Development Corporation/Owner's Rep  
Dr. Ben Martindale, Superintendent, North Chicago Unit District #187  
Mrs. Shivani Sweeney, Parent of SEDOL Student

**Pledge of Allegiance**

President Pro Tem Schumacher asked everyone to stand and join him in the Pledge of Allegiance.

**ACCEPTANCE OF AGENDA**

President Pro Tem Schumacher explained that two items needed to be pulled from the agenda: Item E *Technology Agreement/Net56* and Item F *E-Rate Service Agreement*.

**Motion to Amend the Agenda**

Motion by Mrs. Carey McHugh, second by Mr. David Northern, to amend the agenda with addendum as requested.

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

**CONSENT AGENDA**

**Motion to Approve Consent Agenda**

Motion by Dr. John Ahlemeyer, second by Mrs. Roycealee Wood, to approve the consent agenda as follows.

**Approval of Minutes**

Public and closed session minutes of the regular meeting of February 23, 2017

**Financial Matters**

**Paid Accounts Payable List:** The following expenditures represent the March 2017 accounts payable list:

Accounts Payable	\$1,211,687.82
2/28/17 Payroll Liabilities	840,762.00
2/28/17 Net Payroll	939,246.64
3/15/17 Payroll Liabilities	842,961.44
3/15/17 Net Payroll	<u>934,251.77</u>
	\$4,768,909.67

Treasurer's Report: Report for February 2017

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

- King, Jaclyn - Paraprofessional – Laremont School
  - Budget approved vacancy/resignation
  - \$14.00/hour
  - March 7, 2017
  
- Owsley, Tamara - Special Needs Paraprofessional – LASSO-3
  - Approved expansion position
  - BA, Grand Canyon University
  - \$17.49/hour
  - Billed to Woodland District #50
  - April 3, 2017

Resignations/Retirements and Correction

Educational Support Personnel

- Christiansen, Rebecca - Paraprofessional – Laremont School
  - Resigning April 4, 2017
  
- Greig, Ashley - Paraprofessional – Gages Lake School
  - Resignation presented in February listed an incorrect effective date of March 2, 2017; the correct date is February 24, 2017.
  
- Grote, Devin - Paraprofessional – Gages Lake School
  - Resigning March 24, 2017
  
- Kelly, Mary - Physical Therapy Assistant
  - Not returning from leave; resigning at end of 2016-17 school year
  
- Lara, Jennifer - Paraprofessional – Sector
  - Not returning from leave; resigning at end of 2016-17 school year

- Mack, Sharon - Paraprofessional – Sector  
- Resigned March 10, 2017

Licensed Staff

- Bhattacharya, Paramita - School Social Worker  
- Resigning at end of 2016-17 school year

- Carlino, Dawn - D/HH Teacher – John Powers Center  
- Resigning at end of 2016-17 school year

- Halloran, Wendy - LASSO-3 Teacher  
- Resigning at end of 2016-17 school year

- Lichtenstein, Allie - Teacher – Gages Lake School  
- Resigning at end of 2016-17 school year

- Mazella, Janet - Itinerant Adapted P.E. Teacher  
- Retiring June 7, 2017

- Merrill, Lynn - School Psychologist  
- Resigning at end of 2016-17 school year

- Silge, Kara - LASSO Teacher – Sector  
- Resigning at end of 2016-17 school year

- Sterner, Dorothy - EC Teacher – Sector  
- Resigning at end of 2016-17 school year

- Warren, Marla - Physical Therapist  
- Retiring June 15, 2017

- Young, Hilary - School Social Worker – Gages Lake School  
- Resigning at end of 2016-17 school year

Request for Leave/Extension of Leave

- Draskovich, Debra - Occupational Therapist  
- Extension of leave through 2017-18 school year

- Gaines, Diane - EC Teacher – Laremont School  
- 2017-18 school year

ROLL CALL VOTE:

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

MOTION CARRIED.

Professional Vacancies Anticipated for 2017-18

4+ Speech/Language Pathologists (Various Locations)

**PUBLIC COMMENT**

President Pro Tem Schumacher asked if anyone from the public wished to address the Executive Board. Mrs. Shivani Sweeney, parent of a student who attends the SAB Program at Laremont School, expressed her desire to start a parent advisory committee, noting that there needs to be more transparency when it comes to communication. Mrs. Sweeney also requested that Executive Board meetings be live-streamed since parents can't always be available to attend meetings. She also asked that all SAB parents be invited to tour Gages Lake School prior to the start of the 2017-18 school year so they have an opportunity to see the location and set-up for the program.

President Pro Tem Schumacher thanked Mrs. Sweeney and indicated Administration would take her requests under advisement.

**EXECUTIVE BOARD MEMBER COMMENTS**

There were no comments from Board members.

**RECOGNITIONS**

S.T.A.R.S. Award: The Board recognized Sarah Qasem, a student from North Chicago Unit District #187, who was selected to receive the award for **Students Taking Academic Responsibility Seriously** for the month of March. Sarah is a 10<sup>th</sup> grade student in the LASSO-3 Program at Laremont School.

Employee of the Month: The Board recognized Rachel Johnson, LASSO-2 Teacher at Fremont Elementary School.

**OLD BUSINESS**

Resolution Authorizing Interfund Transfers

Motion to Adopt Resolution

Motion by Mrs. Carey McHugh, second by Mrs. Odie Pahl, to adopt the Resolution Authorizing Interfund Transfers as presented.

ROLL CALL VOTE:

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

MOTION CARRIED.

**NEW BUSINESS**

Continuation of the ALOP Program

Mrs. Wojcik reported that Administration is moving forward with the writing of the FY18 ALOP grant. The intergovernmental services agreement between SEDOL, the Lake County ROE and Zion-Benton Township High School District #126 to implement the ALOP Program will continue for the 2017-18 school year. ISBE has confirmed that language in the current agreement is sufficient to continue this program without approving a new agreement each year.

Bids Related to Maintenance Building

Motion to Award Contracts and Assign to IHC

Motion by Mrs. Odie Pahl, second by Mr. David Northern, to award all contracts as recommended by IHC Construction Companies, LLC, the Board's construction manager, for the construction of the maintenance garage structure, and upon award, to assign the contracts to IHC pursuant to an assignment of contractor agreement, as set forth in the Board's contract with IHC.

Ms. Watson reported that bids were opened on March 16 for each of the trades related to the construction of the maintenance building, which has already been purchased. IHC Construction reviewed the bids and recommended bids be awarded as follows:

Trade Package 03a: Concrete	Eagle Concrete	\$ 89,500
Trade Package 06a: General Trades	Boller Construction	\$171,000
Trade Package 15a: Plumbing	Altra Plumbing Solutions	\$ 30,405
Trade Package 15b: HVAC	Stanton Mechanical	\$ 57,601
Reject Alt 15b-1 and keep radiant ceiling heaters		
Trade Package 16a: Electrical	Carey Electric	\$ 69,827

ROLL CALL VOTE:

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

MOTION CARRIED.

Lighting for Gages Lake Campus

Motion to Award Bid for Lighting

Motion by Mrs. Carey McHugh, second by Dr. John Ahlemeyer, to accept the base bid of \$142,500 and the alternate bid of \$15,600 by Carey Electric Contractors, Inc. as recommended.

Mr. Ken Frank reported that this job is for the balance of site lighting that is a part of Phase 2 of the campus road improvement project, which also involves retrofitting the old fixtures to make them consistent with the new lights and bringing them up to current energy standards.

ROLL CALL VOTE:

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

MOTION CARRIED.

Campus Signage

Motion to Award Bid for Signage

Motion by Mr. David Northern, second by Mrs. Odie Pahl, to accept the bid by Michael's Signs in the amount of \$40,100 as recommended.

Mr. Frank reported that this is part of Phase 2 of the campus road improvement project, which includes directional and informational signs throughout the campus.

ROLL CALL VOTE:

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

MOTION CARRIED.

Technology Agreement/Net 56 and E-Rate Service Agreement

Ms. Watson explained that these items were pulled from the agenda, as contract language had not been finalized. Administration plans to present these agreements in April.

FOIA Request

Dr. Lynch reported on a FOIA request received via email and dated February 25 from Mr. Robert Hollenbach. The information requested pertained to school bus transportation services SEDOL used this year and last year. Dr. Lynch emailed the information on March 2.

## **COMMITTEE REPORTS**

Personnel/Finance Committee Meeting: Dr. Lynch reported on the personnel items discussed at the March 13 joint meeting of the Personnel and Finance Committees. For 2017-18, enrollment is projected to be down slightly in sector while some building programs are expected to increase. Member district contractual services are lower (1.2 less staff) and there are 24 ECAT evaluations (4.35 less staff). There are 15.6 FTE staff retiring in June, and this year's reduction-in-force dismissals are much less than in past school years.

Ms. Watson reported on the information presented during the Finance Committee meeting, which included an update on health insurance renewals and changes in eligibility requirements. The committee also discussed Phase 2 of the campus road improvement project and the need to transfer money from the Education Fund to the Operations and Maintenance Fund to cover that cost. Administration also reported on items to be included in the FY18 budget such as replacement vehicles for maintenance department, new fire alarm systems for the administration building and Transition Center South, and new carpet needed at John Powers Center.

Ms. Watson noted that another committee meeting would probably be held in late May or early June.

April 13 Special Meeting: Board members were reminded of the special meeting scheduled for 9:30 a.m. on Thursday, April 13, to review a draft of the tentative budget for FY18. Administration also expects to present recommendations on bids for Phase 2 of the campus road improvement project and the Net56 technology and E-rate agreements.

## **PROGRAM/SCHOOL REPORTS**

Announcements / Wins: The following items were reported at the March 7 meeting of the Supervisory/Administrative Team.

- Ken Almond, Parapro at Transition Center South, received Waukegan Volunteers Award for volunteering as a track coach at Waukegan High School.
- Project Search Sedgebrook Program was featured on WGN News; the link to the feature is on the SEDOL website.
- The Gallaudet Midwest Group will conduct a youth and powership training on March 8 at Grayslake High School. The group works with students to encourage them to be leaders and make a difference. March 8 is also Career Day at John Powers Center.
- The Wauconda High School football coach works with Kristen Lanzerotti's LASSO-2 class to raise money for Horsefeathers Therapeutic Riding.
- LASSO-2 Teachers Kristen Lanzerotti and Laura Sutton became Special Olympics coaches.
- Cyd Lash Academy Spring Spirit Week was February 27 through March 3. Activities included making floats out of shoeboxes, dress-up week and door decorating. The theme was building community and new leaders.
- On February 20, the Social Work Department held a seminar for the autism parent support group. Speakers talked about recreational opportunities for students with disabilities. One parent, Mr. Nick Babcock of the Oak Brook Fire Department, presented a check for \$1,770 to Autism Family Cares, which partners with the SEDOL Foundation to provide community opportunities for families with children with autism.

- The Assistive Technology Team hosted three parent trainings, two during the day and one in the evening. The topic was Core Vocabulary, what it is and how parents can use it at home. Several parents attended, offered appreciation for the opportunity and are now implementing the program in their home.
- On March 1, Sector Supervisor Joyce Meuth and Social Workers Paige Esquivel and Theresa Buckman, with an assist from Carol Meuth and Heidi Meuth, facilitated a sector PUNS night at SEDOL. PUNS stands for Prioritization of Urgency of Need for Services. SEDOL partnered with Community Alternatives Unlimited who sent staff members to SEDOL to assist 20 families, so the families did not have to travel to Chicago.

Additional Win: Dr. Moline reported that the SEDOL Foundation Heart of Gold Dinner Dance was held on Saturday, March 18, and it was a very successful night.

In Memoriam: Administration was very sad to report the passing of a very special, long-time SEDOL employee. Dr. Randy Gunderson, former principal of the John Powers Center/Hearing Impaired Program, passed away on March 13. Randy began his career with SEDOL as a social worker in August 1971. He was named on-site supervisor of the program in 1983 while he worked to get his administrative certification and was subsequently named principal where he served until his retirement in June 2004.

## **CLOSED SESSION**

### Motion to Enter into Closed Session

At 10:07 a.m., Mrs. Carey McHugh moved, second by Mrs. Odie Pahl, for the Board to enter into closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employee, pending litigation and collective bargaining matters.

<u>ROLL CALL VOTE:</u>	Ayes:	Dr. John Ahlemeyer	Mrs. Odie Pahl
		Mrs. Carey McHugh	Dr. Guy Schumacher
		Mr. David Northern	Mrs. Roycealee Wood
	Nays:	None	
	Absent:	Dr. Catherine Finger	Mrs. Joanne Osmond
		Mr. Jim McKay	

MOTION CARRIED.

### Motion to Return to Public Session

At 10:34 a.m., Mrs. Carey McHugh moved, second by Dr. John Ahlemeyer, for the Board to return to public session.

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

While in closed session, the Board discussed the appointment, employment, compensation, discipline, performance or dismissal of specific employee, pending litigation and collective bargaining matters.

**OTHER BUSINESS**

Recommendations for FY18 Personnel Reductions in Force and Dismissals

Administration presented the following recommendations regarding personnel reductions and dismissals for the 2017-18 school year.

Motion to Adopt Document #1

Motion by Mrs. Odie Pahl, second by Mrs. Carey McHugh, to adopt the Resolution labeled Document #1 regarding the Honorable Dismissal of Teachers, including Melissa Coughlin, Maria Curcuru, Thomas Fester, Keiko Geshelin, Megan Goedken, Lawrence Leck, Patricia Milazzo, Robert Preston, Caroline Szostak and Nicole Winter.

ROLL CALL VOTE:

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

MOTION CARRIED.

Motion to Adopt Document #2

Motion by Mrs. Carey McHugh, second by Mrs. Odie Pahl, to adopt the Resolution labeled Document #2 regarding the Honorable Dismissal of Educational Support Personnel, including Delsey Hughes, Erica Rodriguez and Jay Williams.

ROLL CALL VOTE:

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

MOTION CARRIED.

Termination

- Duffie, Diamond - Paraprofessional  
- Terminated February 22, 2017 due to job abandonment
- Rouse, Teresa - Paraprofessional  
- Terminated February 24, 2017

Motion to Approve Termination

Motion by Mrs. Odie Pahl, second by Mrs. Carey McHugh, to approve terminations as recommended.

ROLL CALL VOTE:

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

MOTION CARRIED.

Prior to adjournment, Dr. Moline reported that approximately 40 member district representatives met on March 22 to discuss increasing enrollment in some programs and how to provide classrooms for those programs. The direction received was member districts continue to feel that more facility is not the direction they want SEDOL to go. Suggestions were made on ways to restructure programs that could be located in member district buildings and would provide a more appropriate placement for some students currently housed in SAB or LASSO programs at Laremont or Gages Lake Schools. The group will meet again on April 19 to try to draft some changes that SEDOL should consider over the next few years.

Dr. Moline also reported on the need to develop two Nominating Committees: one for Governing Board officers, which are president and secretary, and one for Executive Board members. Three Governing Board members are needed for nominating officers. He recommended Joanne Osmond, Odie Pahl and David Northern serve on that committee. He noted that President Carey McHugh is still interested in serving, but Secretary Kathy Metke is not seeking re-election.

The Executive Board Nominating Committee is comprised of two Executive Board members, one Governing Board member and the Regional Superintendent of Schools. He recommended John Ahlemeyer, Catherine Finger, Odie Pahl and Roycealee Wood serve on this committee. Three Executive Board members have agreed to serve another two-year term: Joanne Osmond, Guy Schumacher and Carey McHugh; however, Dr. Catherine Finger is retiring and Dr. John Ahlemeyer has accepted a superintendency in southern Illinois, so those seats will need to be filled.

Motion to Adjourn

At 10:50 a.m., a motion by Mrs. Roycealee Wood, second by Mrs. Carey McHugh, to adjourn the meeting.

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

Respectfully submitted by,

Doris Marcinkus  
Recording Secretary

Approved by:

\_\_\_\_\_  
President of the Board

\_\_\_\_\_  
Secretary of the Board