

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY
18160 W. GAGES LAKE ROAD ** GAGES LAKE, ILLINOIS 60030-1819
847•548•8470 ** Fax 847•548•8472
www.sedol.us

Minutes

SEDOL EXECUTIVE BOARD MEETING

July 27, 2017

CALL TO ORDER

The regular meeting of the SEDOL Executive Board was called to order by Board Secretary Dr. Thomas Moline at 9:39 a.m. on Thursday, July 27, 2017, at the SEDOL administrative offices in Gages Lake, Illinois.

ROLL CALL

Board Members Present

Dr. Lonny Lemon, Superintendent, Oak Grove District #68
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

Mrs. Carey McHugh, Governing Board Member, Wauconda Unit District #118
Mr. Jim McKay, Superintendent, Community High School District #117
Mrs. Joanne Osmond, Governing Board Member, Lake Villa District #41
Dr. Christy Sefcik, Superintendent, Grant High School District #124

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, Assistant Superintendent of Instruction, Curriculum and Assessment
Ms. Doris Marcinkus, Recording Secretary

Staff Members Absent

None

Guests

Mr. Ken Frank, Signature Development Corporation/Owner's Rep

Oath of Office

Dr. Moline reported that usually new/reappointed Board members would take the oath of office at the July organizational meeting; however, a decision was made for the oath to be administered at the June meeting, so new Board members could be involved at the beginning of the search for the new SEDOL superintendent.

Executive Board Officers

Dr. Moline explained that in accordance with Executive Board policy, President Joanne Osmond and Vice President Jim McKay began their two-year term in July 2016, so they will continue to serve in their respective office for one more year. In July 2018, Vice President McKay would assume the office of President, and the Board would elect a Governing Board member to serve as Vice President.

President Pro Tem

In the absence of President Osmond and Vice President McKay, Dr. Moline recommended senior Board Member Dr. Guy Schumacher be appointed to serve as President Pro Tem.

Motion to Appoint President Pro Tem

Motion by Mrs. Roycealee Wood, second by Mrs. Odie Pahl, to appoint Dr. Guy Schumacher to serve as President Pro Tem.

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

Pledge of Allegiance

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

CONSENT AGENDA

Motion to Approve Consent Agenda

Motion by Mr. David Northern, second by Dr. Lonny Lemon, to approve the consent agenda as follows.

Board Designations

Appointment of Board Secretary: Historically, the Superintendent has served as Secretary of the Executive Board. Administration recommended continuance of this practice.

Naming of Official Newspaper: The Daily Herald has been designated as the official newspaper for purposes of disseminating official notices, etc. Administration recommended continuance of this designation.

Designation of Legal Counsel: In October 2006, the Board designated Hodges, Loizzi, Eisenhammer, Rodick and Kohn as legal counsel for the district. Administration recommended continuance of this designation.

Designation of Bank Depository: Administration recommended that Associated Bank, Libertyville Bank & Trust, and Illinois School District Liquid Asset Fund be designated as bank depositories for the district.

Meeting Schedule: Administration recommended the regular meeting be held on the fourth Thursday of each month at 9:30 a.m. Exceptions to this would be when the fourth Thursday falls on a holiday or conflicts with a conference that Executive Board members would attend. Administration recommended the following meeting schedule:

| | | |
|--------------------|-------------------|----------------|
| August 24, 2017 | January 25, 2018 | April 26, 2018 |
| September 21, 2017 | February 22, 2018 | May 24, 2018 |
| October 26, 2017 | March 22, 2018 | June 28, 2018 |
| November 15, 2017* | April 12, 2018** | July 26, 2018 |
| December 21, 2017 | | |

*This is a Wednesday, not Thursday

**Special meeting on tentative budget

Committee Appointments: The President is responsible for committee appointments. As President Osmond was not in attendance, committee appointments will be discussed at the August meeting.

Approval of Minutes

Public and closed session minutes of the regular meeting of June 22, 2017

Financial Matters

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

| | |
|------------------------------------|-----------------------|
| Accounts Payable | \$4,279,542.35 |
| 6/27-6/28/17 Payroll Liabilities | 975,441.43 |
| 6/27-6/28/17 Net Payroll | 1,204,020.51 |
| 7/13-7/15/17 Payroll Liabilities | 713,003.55 |
| 7/13-7/15/17 Net Payroll | 864,934.65 |
| Subtotal Regular Payables | \$8,036,942.49 |
| Additional – Michael’s Signs | 18,045.00* |
| Additional – Signature Development | 4,680.00* |
| | <u>\$8,059,667.49</u> |

*These bills were presented for payment after the regular accounts payable reports were completed for the agenda packet. Board members received a copy of both invoices, and Administration requested the bills be included as part of the July payables.

Treasurer's Report: Report for June 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

Bullington, Jennifer - Paraprofessional – SAB/Gages Lake School
- Approved expansion position
- BS, Illinois State University
- \$13.80/hour
- August 14, 2017

Christiansen, Rebecca - Paraprofessional – Laremont School
- Budget approved vacancy/resignation
- BA, Trinity International University
- \$15.15/hour
- August 14, 2017

Ewert, Terri - Paraprofessional – Regional Safe School
- Approved expansion position
- BA, Southern Illinois University
- \$14.80/hour
- August 14, 2017

Faivre, Rachel - Educational Interpreter – John Powers Center
(Grayslake North High School)
- \$19.75/hour
- August 8, 2017

Izquierdo, Nicholas - Paraprofessional – Gages Lake School
- Budget approved vacancy/leave of absence
- BA, University of Wisconsin-Parkside
- \$13.80/hour
- August 14, 2017

Johnson, Daniel - Paraprofessional – LASSO-3/Laremont School
- Budget approved vacancy/resignation
- MA, Dominican University
- \$14.80/hour
- August 14, 2017

Langreck, Michelle - Behavior Specialist Assistant
- Approved expansion position
- BS, Northern Illinois University
- BA/step 1, \$37,000
- August 1, 2017

- Linane, Alison - Paraprofessional – Gages Lake School
- Budget approved vacancy/resignation
- B/FA, Western Illinois University
- \$13.80/hour
- August 14, 2017
- McKinney, Jennifer - Paraprofessional – LASSO-3/Laremont School
- Approved expansion position
- \$14.50/hour
- August 14, 2017
- Mendoza, Abiezer - Custodian – Laremont School
- Budget approved vacancy/retirement
- \$15.61/hour
- July 24, 2017
- Plischke, Sara - Paraprofessional – Gages Lake School
- Budget approved vacancy/transfer
- BA, Northeastern Illinois University
- \$14.80/hour
- August 14, 2017
- Rodriguez, Ivelisse - Paraprofessional – SAB/Gages Lake School
- Approved expansion position
- \$13.80/hour
- September 5, 2017
- Schaden, Patricia - Paraprofessional – Gages Lake School
- Budget approved vacancy/transfer
- BA, National-Louis University
- \$14.80/hour
- August 14, 2017
- Schreiber, Lindsay - Paraprofessional – Gages Lake School
- Budget approved vacancy/resignation
- \$13.80/hour
- August 22, 2017
- Smith, Carolyn - Registered Nurse
- Budget approved vacancy/retirement
- \$31,286
- August 14, 2017

Licensed Staff

- Borrelli, Amanda - Teacher – Gages Lake School
- Budget approved vacancy/transfer
- BS, Illinois State University
- BS/step 1, \$37,000
- August 14, 2017

- Goldstein, Dana - Adaptive P.E. Teacher - Various Sites
- Budget approved vacancy
- MA, North Park University
- MA/step 1, \$41,440
- August 14, 2017
- Grady, Jasmine - Teacher – ROE Safe School
- Budget approved vacancy/resignation
- MA, Trinity International University
- MA/step 1, \$41,440
- August 14, 2017
- Gross, Amy - LASSO-3 Teacher – Laremont School
- Budget approved vacancy/transfer
- BS, Winona State University
- BS/step 1, \$37,000
- August 14, 2017
- Kay, Katherine - School Social Worker – Cyd Lash Academy
- Budget approved vacancy/transfer
- MA, Loyola University
- MA+30/step 9, \$61,531
- August 14, 2017
- Lewis, Amanda - SAB Teacher – Gages Lake School
- Approved expansion position
- BS, Northern Illinois University
- BS/step 1, \$37,000
- August 14, 2017
- Logan, Ailey - Teacher .5 FTE – Sector
- Budget approved vacancy/resignation
- MA, Northeastern Illinois University
- MA/step 7, \$51,652 prorated at .5 FTE for an actual salary of \$25,826
- August 14, 2017
- Maldonado, Mercedes - Math Teacher – ROE Safe School
- Budget approved vacancy/resignation
- BS, Marquette University
- BA/step 1, \$37,000
- August 14, 2017
- Michna, Maria - Occupational Therapist – Gages Lake School
- Budget approved vacancy/retirement
- MS, Mount Mary College
- OT/PT/AMS, step 3, \$54,710
- August 14, 2017

- Pawlowski, Jamie - Teacher – John Powers Center
- Budget approved vacancy/resignation
- BS, Illinois State University
- BS/step 2, \$38,369
- August 21, 2017
- Phillips, Amy - School Social Worker – Gages Lake School
- Approved expansion position
- MS, University of Chicago
- MA+30/step 1, \$45,880
- August 14, 2017
- Sciacca, Maria - Teacher – ROE Safe School
- Budget approved vacancy/transfer
- MA, University of St. Francis
- MA/step 3, \$44,585
- August 14, 2017
- Sweet, Nathan - Art Teacher – Gages Lake School
- Approved expansion position
- MS, Western Governor’s University
- MA/step 11, \$59,829
- August 14, 2017
- Trocke, Linda - LASSO-2 Teacher – Sector
- Budget approved vacancy/resignation
- MA, National-Louis University
- MA/step 11, \$59,829
- August 14, 2017

Resignations/Retirements

Educational Support Personnel

- Hunter, Haley - Paraprofessional
- Resigned July 13, 2017
- Langreck, Michelle - Paraprofessional
- Resigned July 14, 2017 to accept position as
Behavior Specialist Assistant
- Zamora, Leticia - Paraprofessional
- Resigned July 19, 2017

Licensed Staff

- Baranowski, Jill - Speech Pathologist
- Resigned July 13, 2017

- Dolgin, Marni - Speech Pathologist
- Resigned July 11, 2017

- Giacone, Marlisa - Speech Pathologist
- Resigned July 10, 2017

- Gibbons, Janice - Teacher – Cyd Lash Academy
- Resigned August 14, 2017

- Nilson-Bugella, Terri - Principal – John Powers Center
- Retiring June 30, 2019

Request for Leave of Absence

- Aguirre, Jennifer - Paraprofessional – Gages Lake School
- 2017-18 school year

Request to Rescind Leave of Absence

- Hamid, Hind - Paraprofessional – Gages Lake School
- Family circumstances have changed and she would like to rescind request for leave for the 2017-18 school year

ROLL CALL VOTE:

- | | | |
|---------|--------------------|---------------------|
| Ayes: | Dr. Lonny Lemon | Dr. Guy Schumacher |
| | Mr. David Northern | Mrs. Roycealee Wood |
| | Mrs. Odie Pahl | |
| Nays: | None | |
| Absent: | Mrs. Carey McHugh | Mrs. Joanne Osmond |
| | Mr. Jim McKay | Dr. Christy Sefcik |

MOTION CARRIED.

Professional Vacancies Anticipated for 2017-18

- 1 Speech/Language Pathologist (Various Locations)
- 1 ED/BD Teacher (Gages Lake School)
- 1 SAB Teacher (Gages Lake School)
- 1 ED/BD Teacher (Cyd Lash Academy)
- 1 LASSO-3 Teacher (Laremont School)
- 1 School Social Worker .3 FTE (Laremont School)
- 1 Math Teacher (ROE Safe School)
- 1 P.E. Teacher (ROE Safe School)
- 1 Science Teacher (ROE Safe School)
- 1 Credit Completion Teacher (ROE Safe School)
- 1 Certified School Nurse (Gages Lake School)
- 1 Instructional Technology Coach

Carey Electric Change Order #2

Motion to Approve Change Order

Motion by Mrs. Roycealee Wood, second by Mr. David Northern, to approve Change Order #2 from Carey Electric in the amount of \$9,407 as presented.

Administration recommended approval of Change Order #2 from Carey Electric in the amount of \$9,407 to address several electrical/wiring issues on the admin building grounds and parking lot.

ROLL CALL VOTE:

| | | |
|---------|--------------------|---------------------|
| Ayes: | Dr. Lonny Lemon | Dr. Guy Schumacher |
| | Mr. David Northern | Mrs. Roycealee Wood |
| | Mrs. Odie Pahl | |
| Nays: | None | |
| Absent: | Mrs. Carey McHugh | Mrs. Joanne Osmond |
| | Mr. Jim McKay | Dr. Christy Sefcik |

MOTION CARRIED.

Maneval Construction Change Order #2

Motion to Approve Change Order

Motion by Mrs. Odie Pahl, second by Mr. David Northern, to approve Change Order #2 from Maneval Construction in the amount of \$60,249.17 as presented.

Administration recommended approval of Change Order #2 from Maneval Construction in the amount of \$60,249.17 to address several problems, which included: work on the parking lot at the Transition Center in Mundelein; replacement of rotted corrugated steel culverts with concrete pipes; and replacement of rotted street light piping in the east lot and entry way at the admin building.

ROLL CALL VOTE:

| | | |
|---------|--------------------|---------------------|
| Ayes: | Dr. Lonny Lemon | Dr. Guy Schumacher |
| | Mr. David Northern | Mrs. Roycealee Wood |
| | Mrs. Odie Pahl | |
| Nays: | None | |
| Absent: | Mrs. Carey McHugh | Mrs. Joanne Osmond |
| | Mr. Jim McKay | Dr. Christy Sefcik |

MOTION CARRIED.

Efraim Carlson & Son Change Order #2

Motion to Approve Change Order

Motion by Mr. David Northern, second by Mrs. Roycealee Wood, to approve Change Order #2 from Efraim Carlson & Son in the amount of \$25,839 as presented.

Administration recommended approval of Change Order #2 from Efraim Carlson & Son in the amount of \$25,839 to address issues related to the renovations at Gages Lake School.

ROLL CALL VOTE:

| | | |
|---------|---|---|
| Ayes: | Dr. Lonny Lemon Mr. David Northern Mrs. Odie Pahl | Dr. Guy Schumacher Mrs. Roycealee Wood |
| Nays: | None | |
| Absent: | Mrs. Carey McHugh Mr. Jim McKay | Mrs. Joanne Osmond Dr. Christy Sefcik |

MOTION CARRIED.

Efraim Carlson & Son Change Order #3

Mr. Ken Frank, the Board's representative for construction, explained that Change Order #3 from Efraim Carlson & Son in the amount of \$35,000 was intended to address the water infiltration and drainage issues in the area where the pool used to be at Gages Lake School and also in the parking lot near the playground. The architect and engineer are working with the contractor to determine the best way to address the problems. Mr. Frank recommended this change order be deferred until more information is available and a more defined plan is in place.

Final Budget for FY18

Motion Regarding Final Budget

Motion by Mrs. Odie Pahl, second by Mrs. Roycealee Wood, to accept the FY18 final budget and recommend adoption by the Governing Board at the August 30 meeting.

The Board reviewed the proposed final budget for FY18. Ms. Watson noted that there were no significant changes from the tentative budget to the final budget. Enrollment and staffing numbers had been updated, and the transfer from the Education Fund to the O&M Fund for Phase 2 of the campus road improvements had been increased from \$1.2 to \$1.3

ROLL CALL VOTE:

| | | |
|---------|---|---|
| Ayes: | Dr. Lonny Lemon Mr. David Northern Mrs. Odie Pahl | Dr. Guy Schumacher Mrs. Roycealee Wood |
| Nays: | None | |
| Absent: | Mrs. Carey McHugh Mr. Jim McKay | Mrs. Joanne Osmond Dr. Christy Sefcik |

MOTION CARRIED.

COMMITTEE REPORTS

There were no committee reports to present at this time.

PROGRAM/SCHOOL REPORTS

Announcements/Wins: Dr. Moline reported that the Extended School year Program ended in mid July; 459 students participated in the five-week summer program. He noted there would be many more announcements and wins once school is back in session.

CLOSED SESSION

Motion to Enter into Closed Session

At 10:15 a.m., Dr. Lonny Lemon moved, second by Mr. David Northern, for the Board to enter into closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of a specific employees.

ROLL CALL VOTE:

| | | |
|---------|---|---|
| Ayes: | Dr. Lonny Lemon Mr. David Northern Mrs. Odie Pahl | Dr. Guy Schumacher Mrs. Roycealee Wood |
| Nays: | None | |
| Absent: | Mrs. Carey McHugh Mr. Jim McKay | Mrs. Joanne Osmond Dr. Christy Sefcik |

MOTION CARRIED.

Motion to Return to Public Session

At 10:38 a.m., Mrs. Odie Pahl moved, second by Mrs. Roycealee Wood, 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 employees.

OTHER BUSINESS

Disciplinary Action of Professional Employee

Motion to Issue Notice of Remedial Warning

Motion by Mrs. Odie Pahl, second by Mrs. Roycealee Wood, to issue Notice of Remedial Warning to Christina Jorgensen.

ROLL CALL VOTE:

| | | |
|---------|---|---|
| Ayes: | Dr. Lonny Lemon Mr. David Northern Mrs. Odie Pahl | Dr. Guy Schumacher Mrs. Roycealee Wood |
| Nays: | None | |
| Absent: | Mrs. Carey McHugh Mr. Jim McKay | Mrs. Joanne Osmond Dr. Christy Sefcik |

MOTION CARRIED.

Retirement Agreement with Professional Employee

Motion to Approve Retirement Agreement

Motion by Dr. Lonny Lemon, second by Mr. David Northern, to approve the Retirement Agreement and Mutual Release of Claims with Larry Leck as presented.

ROLL CALL VOTE:

| | | |
|---------|--------------------|---------------------|
| Ayes: | Dr. Lonny Lemon | Dr. Guy Schumacher |
| | Mr. David Northern | Mrs. Roycealee Wood |
| | Mrs. Odie Pahl | |
| Nays: | None | |
| Absent: | Mrs. Carey McHugh | Mrs. Joanne Osmond |
| | Mr. Jim McKay | Dr. Christy Sefcik |

MOTION CARRIED.

Motion to Adjourn

At 10:39 a.m., a motion was made by Mr. David Northern, second by Dr. Lonny Lemon, 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