

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY

18160 W. GAGES LAKE ROAD ** GAGES LAKE, ILLINOIS 60030-1819

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Thomas L. Moline, Ph.D.

Superintendent

TO: Executive Board Members
FROM: Administration
RE: Executive Board Meeting
DATE: Thursday, March 22, 2018
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

Minutes of the public hearing held on February 22 and minutes of the regular meeting of February 22, 2018 are included in Board member agenda packets.
 - B. Financial Matters
 - 1. Paid Accounts Payable List: The following expenditures represent the March 2018 accounts payable list:

Accounts Payable	\$1,458,246.46
2/28/18 Payroll Liabilities	808,573.41
2/28/18 Net Payroll	909,749.44
3/15/18 Payroll Liabilities	819,416.65
3/15/18 Net Payroll	<u>931,241.40</u>
	\$4,927,227.36

2. Treasurer's Report: The treasurer's report for February 2018 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

DuBose, Tracy - Paraprofessional – LASSO-2/Sector
- Budget approved vacancy/resignation
- \$14.50/hour
- March 5, 2018

Jewell, Amanda - Paraprofessional – Sector
- Budget approved vacancy/resignation
- BA, Northeastern Illinois University
- \$15.50/hour
- February 26, 2018

Reed, Malcolm - Paraprofessional – Cyd Lash Academy
- Budget approved vacancy
- \$13.80/hour
- February 26, 2018

Swartz, Angela - Paraprofessional – Gages Lake School
- Budget approved vacancy/resignation
- \$13.80/hour
- February 26, 2018

Licensed Staff

Reda, Crystal - Teacher – LASSO-3/Laremont School
- Budget approved vacancy/resignation
- BA, Trinity Christian College
- BA/step 1, \$37,000 prorated for remainder of the year
- March 12, 2018

2. Resignations/Retirements and Correction

Educational Support Personnel

Brabender, Keith - Transition Coach
- Resigning at end of 2017-18 school year

- Hale, Barret - Paraprofessional – LASSO-2
- Resigned March 7, 2018
- King, Mary - Paraprofessional – LASSO-3/Laremont School
- Resigned January 18, 2018
- Miller, Tina - Job Coach
- Resigned February 27, 2018
- Rodriguez, Laura - Paraprofessional – Laremont School
- Resigning May 25, 2018
- Schranz, Jenny - Paraprofessional
- Resigning at end of 2017-18 school year
- Steele, Megan - Paraprofessional
- Resigning at end of 2017-18 school year
- Steele, Tamera - Paraprofessional
- Resigning at end of 2017-18 school year

Licensed Staff

- Borrelli, Amanda - Teacher – Gages Lake School
- Resigning at end of 2017-18 school year
- Buchholz, Diane - Teacher – Laremont School
- Resigning at end of 2017-18 school year
- Rothstein, Lori - Speech Pathologist
- Resigning at end of 2017-18 school year
- Schultz, Wendy - School Social Worker
- Resigning at end of 2017-18 school year

3. Request for Leave/Extension of Leave

- Brushaber, Linda - Paraprofessional – Sector
- Effective January 18, 2018 through end of 2017-18 school year

Motion to Approve Consent Agenda — ROLL CALL VOTE

Move approval of consent agenda items and addendum as presented.

4. Professional Vacancies

- 1 Speech Pathologist (Various Locations)
- 1 LASSO-3 Teacher (Laremont School)
- 1 Adapted PE Teacher (.4 FTE – Various Locations)
- 1 ED/BD Teacher (cover LOA at Cyd Lash Academy)
- 1 Certified School Nurse (Gages Lake School)
- 1 Principal (ROE School – Anticipated for FY19)

V. PUBLIC COMMENT (Mrs. Osmond)

President Osmond will recognize any visitors at the meeting.

VI. EXECUTIVE BOARD MEMBER COMMENTS (Mrs. Osmond)

Executive Board members are invited to make announcements or comments.

VII. RECOGNITIONS (Dr. Moline)

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

The Executive Board will recognize Kavuntae Lewiel, a student from Gurnee District #56, as the STARS student for March. Kavuntae attends the Vision Resource Program at River Trail School.

B. Employee of the Month

The Executive Board will recognize Tanya DeLeon, a teacher at Gages Lake School, as March's employee of the month.

VIII. OLD BUSINESS

A. Cost Comparison for Lawn Services — *INFORMATIONAL* (Ms. Watson)

A cost comparison for lawn and grounds maintenance services at the SEDOL Campus is included in Board member agenda packets.

B. Contract for Lawn Services — *ACTION NEEDED* (Ms. Watson)

A public hearing was held on February 22 regarding the subcontracting of lawn care services for the SEDOL Campus. The bid opening was held on February 21, and only one bid was received. Administration recommends approval of the bid by Balanced Environments, Inc. The annual cost over the three-year contract is: 2018-19 - \$20,130; 2019-20 - \$20,380; and 2020-21 - \$20,380. The final bid form and the contract are included in Board member agenda packets.

Motion to Award Contract — *ROLL CALL VOTE*

Move the Board award the proposed bid for lawn care services to Balanced Environments, Inc., as presented.

IX. NEW BUSINESS

A. Resolution to Set Hearing on Interfund Transfers — ***ACTION NEEDED*** (Ms. Watson)

At the April meeting, the Executive Board will be asked to approve a resolution authorizing interfund transfers from the Education Fund to the Operations and Maintenance Fund (\$1,300,000) and from the Education Fund to the Transportation Fund (\$260,000). In order to do this, there are specific criteria that must be met including holding a public hearing to discuss the interfund transfers.

Administration recommends the public hearing be held immediately prior to the regular Executive Board meeting on Thursday, April 26, beginning at 9:15 a.m. The Board will be asked to adopt the attached resolution to set the public hearing.

Motion to Adopt Resolution — *ROLL CALL VOTE*

Move adoption of the Resolution Setting A Hearing to Discuss Interfund Transfers as presented.

B. Leases for Seymour Transition Sites — ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the two-year lease renewal agreements for the two sites located at 31 Seymour (Units A and B) in Grayslake that are used to house transition classes. Following is an overview of the monthly rent for both sites for the next three years. Both agreements are included in Board member agenda packets.

	<u>Unit A</u>	<u>Unit B</u>
8/1/18 – 7/31/19	\$1,875	\$1,000
8/1/19 – 7/31/20	\$1,875	\$1,000

Motion to Approve Lease Renewals — *ROLL CALL VOTE*

Move approval of the lease renewal agreements with Marling Management for the sites located at 31 Seymour, Units A and B, in Grayslake as presented.

C. Sale of Fixed Assets — ***ACTION NEEDED*** (Ms. Watson)

SEDOL has approximately 125 iPads that are old and prohibit us from managing them any longer. They are discontinued models that cannot be used for instruction, but they still hold enough value to offer them for sale to staff.

- Approximately 40 iPad Mini model A1432, 32 Gb wi-fi, to be offered at \$70 each
- Approximately 4 iPad Mini model A1432, 16Gb wi-fi, to be offered at \$50 each
- Approximately 45 iPad 4 model A1458, 32 Gb, wi-fi to be offered at \$100 each
- 19 iPad 4 model 1458, 16Gb wifi, to be offered at \$90 each
- 10 iPad model 1458, 64Gb wifi, to be offered at \$110 each
- 8 iPad 4 model A1460, 16Gb wi-fi plus cellular, to be offered at \$90 each

Administration plans to hold the sale in the summer with specific parameters of purchase that will be clearly defined when the sale is announced.

Motion to Approve Sale of Fixed Assets — *VOICE VOTE*

Move approval of the sale of fixed assets as presented.

X. COMMITTEE REPORTS – *INFORMATIONAL*

A. Personnel/Finance Committee Meeting (Dr. Lynch, Ms. Watson)

The Personnel and Finance Committees met on Tuesday, March 13. Dr. Lynch and Ms. Watson will provide an overview of that meeting.

B. April 12 Special Meeting (Dr. Moline, Ms. Watson)

Board members are reminded that a special meeting is scheduled for Thursday, April 12, to review a draft of the tentative budget along with information on proposed tuition rates. The meeting will be held in the Bay Room at 9:30 a.m.

XI. PROGRAM/SCHOOL REPORTS — *INFORMATIONAL*

A. Announcements / Wins

- Pucks for Autism (Updated Entry from February): The SEDOL Foundation's newest fundraiser, Pucks for Autism, took place last June and was a big success. The goal was to raise funds for and awareness of autism programming for children and young adults at SEDOL. The event raised \$24,000, which was split equally among the three LASSO Programs. This year's events are scheduled as follows: June 22-24, men and co-ed teams will play in Vernon Hills and Pleasant Prairie; and August 10-12, women's teams will play in Pleasant Prairie.
- The Randy Gunderson Memorial Fund made a donation to the SEDOL Foundation to support the weekly sign language classes at John Powers Center.
- Two SEDOL students will be recognized at the annual Infinitec North Technology Achievement Awards on April 19. Eva Masionis (Lake Villa #41) attends the Exploring, Learning and Participating Program at Laremont School, and Sarah Qasem (North Chicago #187) attends the LASSO-3 Program at Laremont School.
- On Monday, March 5, the SEDOL Speech Department hosted The Expanding Expression Tool (EET) workshop. Over 80 SEDOL and member district teachers (special and general education), speech-language pathologists, and other support staff were in attendance in our new multipurpose room at Gages Lake School for a full-day training to learn more about a multi-sensory approach used to facilitate more detailed descriptions and definitions in oral and written expression.
- The Vocational Services Department reached all of its annual outcomes from the Division of Rehabilitation Services. The DRS goal is 42, and there are currently 47 students working. There are no changes in the DRS contract, and they are very happy with the partnership and services.
- Project SEARCH is receiving an award at its annual conference for 100% outcomes in its first year.

XII. 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 employees, pending litigation and collective bargaining matters.

Motion to Return to Public Session — *VOICE VOTE*

Move the Board return to public session.

XIII. OTHER BUSINESS

A. **Recommendations for FY19 Personnel Reductions in Force and Dismissals — *ACTION NEEDED* (Dr. Moline, Dr. Lynch)**

Administration recommends the Executive Board approve necessary personnel reductions, dismissals and other possible related personnel actions for the 2018-19 school year by taking action on the following motions.

Motion to Adopt Document #1 — *ROLL CALL VOTE*

Move adoption of the Resolution labeled Document #1 regarding the Honorable Dismissal of Teachers.

Motion to Adopt Document #2 — *ROLL CALL VOTE*

Move adoption of the Resolution labeled Document #2 regarding the Honorable Dismissal of Educational Support Personnel.

Motion to Adopt Document #3 — *ROLL CALL VOTE*

Move adoption of the Resolution labeled Document #3 regarding the Dismissal of First Year Probationary Teacher for Reasons Other than Reduction-in-Force.

XIV. ADJOURNMENT

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Executive Board Meeting Schedule *SEDOL Office Bay Room unless noted otherwise*
Thursday, April 12, 2018 – 9:30 a.m. *Special Meeting to Review Tentative Budget*
Thursday, April 26, 2018 – 9:30 a.m.
Thursday, May 24, 2018 – 9:30 a.m.
Thursday, June 28, 2018 – 9:30 a.m.
Thursday, July 26, 2018 – 9:30 a.m.

Governing Board Meeting Schedule *Laremont School Gym unless noted otherwise*
Wednesday, June 6, 2018 – 7:00 p.m.

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RESOLUTION SETTING A HEARING TO DISCUSS INTERFUND TRANSFERS

WHEREAS, pursuant to Section 17-2A of the *School Code* (105 ILCS 5/17-2A), the regulations of the Illinois State Board of Education, the Articles of Joint Agreement of the Special Education District of Lake County (“SEDOL” or “District”) and the delegation of authority to the SEDOL Executive Board, the SEDOL Executive Board (“Board”) by proper resolution, may authorize the Treasurer to make budgeted interfund transfers between the Education, Operations and Maintenance, and Transportation Funds; and

WHEREAS, to the extent applicable, Section 17-2A requires such transfers to be preceded by a public hearing set by the Board or Board President and 1) at least one notice, over the name of the Board Secretary or Clerk, published at least seven (7) days and not more than thirty (30) days prior to the hearing in a newspaper of general circulation within the District, and 2) a notice, over the name of the Board Secretary or Clerk, posted at least forty-eight (48) hours before the hearing at the principal office of the Board, or the building where the hearing is to be held *if a principal office does not exist*, with both notices setting forth the time, date, place and subject matter of the hearing; and

WHEREAS, the Board has determined that it is in the best interests of the District to transfer money currently in the Education Fund to the Operations and Maintenance and Transportation Funds.

NOW, THEREFORE, It Is Hereby Resolved by the SEDOL Executive Board as follows:

Section 1. The Board has determined that it is in the best interests of the District to transfer the following amount between the following funds:

<u>Amount</u>	<u>Transfer From</u>	<u>Transfer To</u>
\$1,300,000	Education	Operations and Maintenance
\$260,000	Education	Transportation

Section 2. A hearing shall be held on April 26, 2018 at 9:15 a.m., at the District office to discuss the proposed transfer.

Section 3. The Secretary is authorized and directed to publish notice of said hearing at least seven (7) days and not more than thirty (30) days prior to the hearing in a newspaper of general circulation within the District, and to post a notice, at least forty-eight (48) hours before the hearing, at the District office in Gages Lake. Both notices shall be in substantially the following form:

NOTICE OF HEARING

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY
STATE OF ILLINOIS

NOTICE IS HEREBY GIVEN that a hearing will be held on April 26, 2018, at 9:15 a.m., at the District office to discuss the intention of the Executive Board of the Special Education District of Lake County to transfer One Million Three Hundred Thousand Dollars (\$1,300,000) from the Education Fund to the Operations and Maintenance Fund and Two Hundred Sixty Thousand Dollars (\$260,000) from the Educational Fund to the Transportation Fund pursuant to the provisions of the Illinois *School Code*.

Dated at Gages Lake, Illinois, this 22nd day of March 2018.

Thomas L. Moline
Secretary, SEDOL Executive Board

Section 4. This Resolution shall be in full force and effect immediately upon its adoption.

ADOPTED this 22nd day of March, 2018 by the following roll call vote:

AYE:

NAY:

ABSENT:

President, Executive Board

ATTEST:

Secretary, Executive Board