

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY
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Minutes

SEDOL EXECUTIVE BOARD MEETING

April 26, 2018

CALL TO ORDER

The regular meeting of the SEDOL Executive Board was called to order by President Joanne Osmond at 9:32 a.m. on Thursday, April 26, 2018, at the SEDOL administrative offices in Gages Lake, Illinois.

ROLL CALL

Board Members Present

Dr. Lonny Lemon, Superintendent, Oak Grove District #68
Mrs. Carey McHugh, Governing Board Member, Wauconda Unit District #118
Mr. David Northern, Governing Board Member, Community Cons. District #46 *(arrived at 9:35 am)*
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
Dr. Christy Sefcik, Superintendent, Grant High School District #124

Board Members Absent

Mr. Jim McKay, Superintendent, Community High School District #117
Hon. Roycealee Wood, Superintendent, Lake County Regional Office of Education

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

Shyla Harris, STARS Award Recipient
Ms. Bridget Matayoshi, Registered Nurse/April Employee of the Month
Detective Vince Ramirez, School Resource Officer

Pledge of Allegiance

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

ACCEPTANCE OF AGENDA

Motion to Accept/Amend the Agenda

Motion by Mrs. Carey McHugh, second by Dr. Christy Sefcik, 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. Lonny Lemon, second by Dr. Guy Schumacher, to approve the consent agenda as follows.

Approval of Minutes

Public and closed session minutes of the regular meeting held on March 22 and the special meeting held on April 12, 2018

Financial Matters

Paid Accounts Payable List: The following expenditures represent the March 2018 accounts payable list:

Accounts Payable	\$1,049,801.76
3/28/18 Payroll Liabilities	815,886.05
3/28/18 Net Payroll	919,153.19
4/13/18 Payroll Liabilities	811,681.89
4/13/18 Net Payroll	<u>904,144.30</u>
	\$4,500,667.19

Treasurer's Report: Report for March 2018

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.

Requests for Contracts

Educational Support Personnel

Depew, Derek - Paraprofessional – Laremont School
- Contract request approved on March 22, 2018
with employment date of March 19; the actual
employment date was March 12, 2018

Derenoski, Brandy - Job Coach
- Budget approved vacancy/resignation
- BA, Georgian Court University
- \$17.32/hour
- April 2, 2018

Grost, Lisa - Special Needs Parapro – Sector
- Approved expansion position
- \$14.50/hour
- Billed to Lake Villa District #41
- April 3, 2018

Pagliaroni, Gary - Paraprofessional – Gages Lake School
- Budget approved vacancy/resignation
- BS, Mt. Senario College
- \$17.65/hour
- April 4, 2018

Vondrak, Rosalydia - Paraprofessional – Cyd Lash Academy
- Budget approved vacancy/resignation
- \$13.80/hour
- April 3, 2018

West, Janay - Paraprofessional – LASSO-3/Laremont School
- Approved expansion position
- \$14.15/hour
- April 13, 2018

Licensed Staff

Geodken, Megan - Principal – Regional Safe School Program
- Budget approved vacancy/resignation
- MA, Concordia University-Chicago
- \$87,500
- July 1, 2018

Resignations/Retirements and Correction

Educational Support Personnel

Aylward, Ryan - Custodian – Gages Lake School
- Resigned April 12, 2018

- Gorski, Mark - Transition Job Coach
- Resigned March 23, 2018
- Grom, Sheila - Special Needs Parapro - Sector
- Retiring June 8, 2018
- Holzman, Jody - Vocational Facilitator
- Retiring at end of 2017-18 school year
- Miles, Niandra - Special Needs Parapro - Sector
- Resigning May 4, 2018
- Patel, Ryan - Paraprofessional – John Powers Center
- Resigning April 27, 2018
- Wolfe, Beverly - Paraprofessional – Transition Program
- Resigning at end of 2017-18 school year

Licensed Staff

- Munda, Mike - Principal – Regional Safe School Program
- Resigning June 30, 2018

Request for Increase in Contract Time

- Block, Jaime - Audiologist
- From .3 to 1.0 FTE
- Effective August 13, 2018

Request for Reduction of Contract Time

- Draskovich, Debra - Occupational Therapist
- From .6 to .4 FTE
- Effective August 13, 2018

Request for Leave/Extension of Leave

- Gaines, Diane - Teacher – Laremont School
- Extend leave through 2018-19 school year

ROLL CALL VOTE:

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

MOTION CARRIED.

Professional Vacancies Anticipated for 2018-19

- 4 Speech/Language Pathologists (Various Locations)
- 2 Adapted P.E. Teachers (Various Locations)
- 1 Assistive Technology Specialist (Various Locations)
- 1 School Psychologist (Various Locations)
- 1 School Psychology Intern (Various Locations)
- 4 School Social Works (Various Locations)
- 1 School Social Work Intern (Various Locations)
- 1 Audiologist (Various Locations)
- 1 Certified School Nurse (Gages Lake School)
- 1 Coordinator of Nursing Services (Laremont School)

PUBLIC COMMENT

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

EXECUTIVE BOARD MEMBER COMMENT

President Osmond asked if any Executive Board members wished to make a comment. There was no comment.

RECOGNITIONS

S.T.A.R.S. Award: The Board recognized Shyla Harris, a student from Zion District #6, who was selected to receive the award for **Students Taking Academic Responsibility Seriously** for the month of April. Shyla attends the SAB Program at Gages Lake School.

Mr. Northern arrived at 9:35 a.m.

Employee of the Month: The Board recognized Bridget Matayoshi as April's employee of the month. Bridget is a special needs registered nurse at Laremont School.

Special Service: The Board recognized Detective Vince Ramirez of the Lake County Sheriff's Office for his dedicated and expert service as SEDOL's School Resource Officer for the past five years.

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.

Ms. Watson noted that a public hearing was held on March 22 regarding the need to transfer

\$1,300,000 from the Education Fund to the Operations and Maintenance Fund and \$260,000 from the Education Fund to the Transportation Fund.

ROLL CALL VOTE:

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

MOTION CARRIED.

Lease Extension for Atkinson Site

Motion to Approve Lease Extension

Motion by Mrs. Odie Pahl, second by Dr. Lonny Lemon, to approve the lease extension with Platinum Heritage, Inc., for the site on Atkinson Road in Grayslake to house transition classes as presented.

Administration recommended approval of the one-year lease extension for the property located at 100 S. Atkinson Road, Suites 111 and 112, in Grayslake to house three transition classes and provide space for a work program. The FY19 rental cost is \$2,664.06 per month plus utilities.

ROLL CALL VOTE:

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

MOTION CARRIED.

NEW BUSINESS

Planning for June Governing Board Meeting

The Board reviewed a draft of the agenda for the June 6 Governing Board meeting.

Request for Non-Member District Placements

Motion to Approve Requests

Motion by Mrs. Carey McHugh, second by Mrs. Odie Pahl, to approve the request by Lake Zurich District #95 for placements in SEDOL programs as presented.

Administration recommended approval of the request by Lake Zurich District #95 for continuation of placements in SEDOL programs for the 2018-19 school year. There are two students at John

Powers Center and one student at Laremont School. The district will be billed based on the non-member district tuition schedule and will continue to be responsible for transportation costs and for the costs associated with any additional support needed as a result of the placement.

Tentative Budget for FY19

Motion to Approve Tentative Budget

Motion by Dr. Lonny Lemon, second by Mrs. Carey McHugh, to approve the tentative budget for FY19 and recommend approval by the Governing Board at its June 6 meeting.

Ms. Watson reported that nothing had changed with the tentative budget since it was presented at the special meeting on April 12. Since that time, Administration did learn from ISBE that ALOP funding would be coming. She noted that during small group budget meetings, she would be talking to member districts about the following changes: (1) resetting tuition rates; (2) the plan to realign the parapro staffing ratio in SEDOL classrooms, resulting in a reduction of special needs parapro; and (3) the change in billing procedures with the age-out rule for transition and the termination of tuition charges on the last day of student attendance for all programs except transition.

Mrs. Wojcik reported that there was discussion several months ago about the LASSO-1 Program at Powers Center and the feasibility of moving the TAB Program there and putting LASSO-1 in a sector location. Member districts are looking for an alternative type program, but they feel part of the reason TAB hasn't been successful in sector is the lack of administrative and related service support. Administration is considering this change for 2019-20, but there is concern regarding the growth Hawthorn District #73 is experiencing and what that may mean for mainstreaming into District #73 programs. A committee will be formed next year to study this possible change.

Ms. Watson said she took this into consideration when she reset tuition rates, and if that switch does occur, the rates will be reset again. She noted that this would be discussed with member districts in more detail at the special meeting the next day and at the small group budget meetings in early May.

Dr. Moline reported on the email he received the night before, which was shared with Executive Board members, followed by a phone call that morning, from Kevin Rubenstein of IAASE regarding legislation that would require special education cooperatives to identify placements for students who reside in a district that is withdrawing from the cooperative and the district would only pay 110% of the tuition rate instead of the 250% SEDOL currently charges non-member districts. Dr. Moline explained that having an additional amount in the non-member district rate does help cover the cost of operation and maintenance of SEDOL schools. Non-member districts do not pay the O&M assessment fee that member districts pay. The idea that a district could leave the cooperative and only pay 110% of the tuition rate would entice any district with a handful of students to leave the cooperative and roll the dice as to whether they would need certain programs.

Dr. Sefcik said legislators don't always understand the school terms, so it usually helps to present the information in terms of dollars and percentages.

VOICE VOTE:

Ayes, all.

Nays, none.

MOTION CARRIED.

FOIA Request

Dr. Lynch reported on a FOIA request received via email on April 18 from Attorney Laura Sinars for additional documents (including letters, memos, emails and text messages) related to the petition by Mundelein High School District #120 to withdraw from the SEDOL cooperative. SEDOL Attorney Melissa Weiss notified Ms. Sinars on April 25 that SEDOL is exercising its right to extend the time to respond to the FOIA request by five business days based on the following: (1) the request requires collection of a substantial number of specified records; (2) the records will require examination and evaluation by personnel having the necessary competence and discretion to determine whether or not they are exempt from disclosure or should be revealed with appropriate redactions; and (3) the District cannot comply with the request within the five business days allowed without unduly burdening or interfering with the district's operations.

COMMITTEE REPORTS

Small Group Meetings on Tentative Budget: Ms. Watson reminded Board members of the special meeting for member districts the next morning and the small group budget meetings in early May to review the tentative budget for FY19.

PROGRAM/SCHOOL REPORTS

In Memoriam: Administration was sad to report that Mrs. Linda Brushaber, a Paraprofessional in the ELS class at Meadowview School, passed away on March 22. Mrs. Brushaber had been with SEDOL since September 2015; she was 63 years old. A donation had been made to the SEDOL Foundation in her memory.

SEDOL 2016-18 Strategic Plan: Board members received the strategic plan and Dr. Moline's notes regarding the status of each goal in the plan. Dr. Moline reminded the Board that the two-year plan was originally developed as the superintendent evaluation document with the final review scheduled for April 2018. The plan was also viewed as a strategic plan that could provide for an orderly transition of leadership with the new superintendent starting in July 2018.

Dr. Sefcik had to leave the meeting at 10:20 a.m.

Dr. Moline reviewed his written overview regarding the progress made on objectives established in the categories of Human Resources, Relationships, Financial Stability and Student Instruction.

President Osmond said there is a lot of good information here and asked if it could be put into a different format using pictures and charts, which are often more meaningful and more likely to be read than a lengthy narrative.

Dr. Moline said he would like to send the information to member districts and Governing Board members. SEDOL is in the process of continuous improvement, and we take service to member district students very seriously. Converting the document to charts and pictures is a big project that he could start and then hand off to Mrs. Donnan. Dr. Moline recommended the Board keep this type of process going, noting that a two-year plan works well as things change and the plan needs to be amended.

Consensus of the Board was to send the plan and status notes to member districts.

Executive Board/Governing Board Meeting Schedule: The Board reviewed the suggested meeting schedule for the Governing Board and Executive Board for 2018-19.

Announcements/Wins: The following items were reported at the April meeting of the Supervisory/Administrative Team (SAT).

- The annual *Yes I Can* awards sponsored by the Illinois Council for Exceptional Children Chapter 336 will be held on Sunday, May 6, at the Lake County Conference and Banquet Center in Gurnee.
- ELS Teacher Karen Martin's Best Buddies Program sponsored a prom for all Best Buddies Programs in Lake County. The theme was a luau with authentic food, a DJ and dancing. Thanks to all of the local businesses for donations of food and materials and to Vernon Hills High School for use of the facility.
- Laremont School hosted Parents' Day Out on Saturday, March 10. Parents had the opportunity to go out while staff helped students with activities such as making shamrock shakes, watching a movie, riding bikes, working in the gross motor room, completing art projects and more.

Additional Wins: Dr. Moline reported that two students were recognized at the Infnitec Awards dinner in Palatine on April 19. Also, the Exchange Club of Grayslake will be installing a Freedom Shrine at Cyd Lash Academy on May 14.

Mr. Northern said he would be relocating to southern Illinois at the end of June, so his last Executive Board meeting would be in May. The District #46 Board appointed Dr. Stephen Mack to replace him on the Governing Board.

CLOSED SESSION

Motion to Enter into Closed Session

At 10:44 a.m., Mr. David Northern moved, second by Mrs. Odie Pahl, for the Board to enter into closed session to discuss the appointment, employment, discipline, performance or dismissal of specific employees, collective bargaining matters and pending litigation.

ROLL CALL VOTE:

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

MOTION CARRIED.

Mrs. McHugh had to leave the meeting at 10:44 a.m.

Motion to Return to Public Session

At 11:00 a.m., Mr. David Northern moved, second by Dr. Guy Schumacher, 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, discipline, performance or dismissal of specific employees, collective bargaining matters and pending litigation.

OTHER BUSINESS

Terminations

Ligenza, Alyssa - Registered Nurse
- Terminated April 18, 2018 during probationary period

Motion to Approve Termination

Mr. David Northern Moved, second by Mrs. Odie Pahl, to approve the termination as recommended.

ROLL CALL VOTE:

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

MOTION CARRIED.

Adjournment

With no other business to be considered, President Osmond adjourned the meeting at 11:00 a.m.

Respectfully submitted by,

Doris Marcinkus
Recording Secretary

Approved by:

President of the Board

Secretary of the Board