

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY
18160 W. GAGES LAKE ROAD ** GAGES LAKE, ILLINOIS 60030-1819
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Minutes

SEDOL EXECUTIVE BOARD MEETING

May 24, 2018

CALL TO ORDER

The regular meeting of the SEDOL Executive Board was called to order by President Joanne Osmond at 9:31 a.m. on Thursday, May 24, 2018, 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. 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

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

Mrs. Valerie Donnan, Superintendent-Elect (7/1/18)

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 Mr. David Northern, second by Mrs. Odie Pahl, 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 Mr. David Northern, to approve the consent agenda as follows.

Approval of Minutes

Minutes of the public hearing held on April 26 and public and closed session minutes of the regular meeting held on April 26, 2018

Financial Matters

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

| | |
|-----------------------------|-------------------|
| Accounts Payable | \$2,522,696.90 |
| 4/30/18 Payroll Liabilities | 822,203.17 |
| 4/30/18 Net Payroll | 916,684.88 |
| 5/15/18 Payroll Liabilities | 825,566.25 |
| 5/15/18 Net Payroll | <u>922,539.02</u> |
| | \$6,009,690.22 |

Treasurer's Report: Report for April 2018

Policy Matters

Proposed revisions to the following Executive Board policies were reviewed by the Policy Committee. Administration requested approval to change the policies as presented.

Section 4: Operational Services

- 4:10 Fiscal and Business Management
- 4:80 Accounting and Audits
- 4:100 Insurance Management
- 4:110 Transportation
- 4:150 Facilities Management and Building Programs

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

Nampel, Jennifer - Job Coach
- Budget approved vacancy/resignation
- BA, University of Wisconsin-Milwaukee
- \$15.15/hour
- April 30, 2018

Ramirez, Natali - Custodian .5 FTE – Gages Lake School
- Budget approved vacancy/resignation
- \$11.47/hour
- May 16, 2018

Licensed Staff

Dee, Susannah - LASSO-2 Teacher – Sector
- Budget approved vacancy/transfer
- MA, Trinity International University
- MA/step 1, \$41,400
- August 27, 2018

MacDonald, Erin - Speech Pathologist – Sector
- Budget approved vacancy
- MA, Northwestern University
- MA+30/step 1, \$45,880
- August 13, 2018

McFeggan, Sarah - Speech Pathologist – Sector
- Budget approved vacancy
- MS, Western Illinois University
- MA/step 11, \$59,829
- August 13, 2018

Moulchin, Amanda - School Psychologist – Laremont School
- Budget approved vacancy/retirement
- MA, Valparaiso University
- MA+60/step 1, \$50,320
- August 13, 2018

- Paloucek, Michael - Adaptive P.E. Teacher
- Budget approved vacancy/retirement
- BS, Northern Illinois University
- BA/step 5, \$42,846
- August 13, 2018
- Sowle, Megan - Audiologist
- Budget approved vacancy/retirement
- Doctorate, Illinois State University
- MA+75/step 4, \$58,645
- August 13, 2018
- Turnball, Dara - School Social Worker – LASSO-3/Laremont
- Budget approved vacancy/resignation
- MA, Aurora University
- MA+30/step 1, \$45,880
- August 13, 2018
- Wright, Matthew - School Social Worker – Cyd Lash Academy
- Budget approved vacancy
- MSW, University of Michigan
- MA/step 2, \$42,994
- August 13, 2018

Resignations/Retirements and Correction

Educational Support Personnel

- Gentile, Alyssa - Sign Language Interpreter
- Resigning June 4, 2018
- Gonzalez, Madge - Bilingual Interpreter – Laremont School
- Retiring May 25, 2018
- Hockensmith, Rachael - Paraprofessional – Laremont School
- Resigned May 25, 2018
- Savio, Elizabeth - Paraprofessional – LASSO-3
- Resigning May 25, 2018
- Shaw, Shawnalee - Registered Nurse
- Resigning at end of 2017-18 school year
- Todd, Deborah - Transition Job Coach
- Resigning May 25, 2018
- Ventura, Jason - Paraprofessional – LASSO-3
- Resigned May 11, 2018

- Wolfe, Beverly - Paraprofessional – Transition Program
- Retiring May 25, 2018. Correction from April meeting when this was presented as a resignation.

Licensed Staff

- Curtin, Michelle - Principal – Gages Lake School
- Retiring June 30, 2018
- Johnson, Kelly - LASSO-2 Teacher – Sector
- Resigning at end of 2017-18 school year
- Kohn, Jacquelyn - School Social Worker
- Resigning June 1, 2018

Request for Leave/Extension of Leave

- Gorski, Eva - Job Coach
- 2018-19 school year
- Walsh, Meagan - School Social Worker
- Extending leave through 2018-19

Request for Increase in Contract Time

- Thomas, Karen - School Social Worker
- From .9 to 1.0 FTE
- Effective August 13, 2018
- Treslo, Lisa - Audiologist
- From .9 to 1.0 FTE
- Effective August 13, 2018

Request for Reduction of Contract Time

- Hernandez, Dawn - Occupational Therapist
- From .7 to .4 FTE
- Effective August 13, 2018

Employment Recommendations for 2018-19

Part-Time Non-Tenure Staff

| <u>Name</u> | <u>Position</u> | <u>#Days Worked</u> |
|------------------|-----------------|---------------------|
| Susan Dickenson | Audiologist | 1 |
| Debra Draskovich | OT | 2 |
| Keiko Geshelin | SSW | 2.5 |
| Dawn Hernandez | OT | 2 |

Part-Time Non-Tenure Staff (continued)

| <u>Name</u> | <u>Position</u> | <u>#Days Worked</u> |
|------------------|-----------------|---------------------|
| Laurie Johansen | SLP | 4 |
| Joel Kay | Music Teacher | 3 |
| Ailey Logan | EC Teacher | 2.5 |
| Lizabeth McQuaid | Music Teacher | 4 |
| Susan Pucin | RN | 2.5 |

First Year Full-Time Probationary Staff (Hired after 11/1/2017)

| <u>Name</u> | <u>Position</u> |
|------------------|---|
| Jaime Block | Audiologist |
| Colleen Landshof | Reading Teacher – Transition Center South |
| Marissa Pastori | CSN |
| Crystal Reda | LASSO-3 Teacher |
| Karen Thomas | SSW |
| Lisa Rae Treslo | Audiologist |

Second Year Full-Time Probationary Staff (Hired on/before 11/1/2017)

| <u>Name</u> | <u>Position</u> |
|-------------------|---------------------|
| Jennifer Buccelli | PT |
| James Captain | CLA Teacher |
| Dana Goldstein | PPE Teacher |
| Amy Gross | LASSO-3 Teacher |
| Jyoti Guerrero | SLP |
| Danielle Izzo | SLP |
| Salena Jason | LASSO-3 Teacher |
| Nancy Johnson | RN |
| Katherine Kay | SSW |
| Clark Kopelman | School Psychologist |
| Amy Larish | PT |
| John Larson | CLA Teacher |
| Amanda Lewis | GLS Teacher |
| Marika Mayer | RN |
| Venessa Medved | RN |
| Maria Michna | OT |
| Melissa Morreale | CLA Teacher |
| Amy Phillips | SSW |
| Bryan Rottweiler | GLS Teacher |
| Carolyn Smith | RN |
| Nathan Sweet | GLS Art Teacher |
| Linda Trocke | LASSO-3 Teacher |
| Carol Vasel | GLS Teacher |
| Linsey Wypych | SLP |

Third Year Full-Time Probationary Staff (Hired on/before 11/1/2016)

| <u>Name</u> | <u>Position</u> |
|-----------------|------------------|
| Ann Bradford | RN |
| Lindsey Coburn | SLP |
| Ana Corona | RN |
| Laura Earley | PT |
| Susan Fischer | RN |
| Katherine Grueb | LASSO-3 Teacher |
| Nadia Iftekhar | D/HH Teacher |
| Eric Haschak | CLA Teacher |
| Erin Labatete | GLS Teacher |
| Teresa Matuszak | ELL Teacher |
| Allyce Mohr | LASSO-3 Teacher |
| Maggie Norton | GLS Teacher |
| Robin Wantoch | LASSO-2 Teacher |
| Ann Watson | Laremont Teacher |
| Nicole Winter | LASSO-3 Teacher |
| Steven Zuluaga | RN |

Fourth Year Full-Time Probationary Staff (Hired on/before 11/1/2015)

| <u>Name</u> | <u>Position</u> |
|----------------------|-----------------|
| Debra Arteaga | EC Teacher |
| Stacy Calcagnino | OT |
| Kim Carlson | GLS Teacher |
| Michelle Carlson | SSW |
| Janelle Evans | LASSO-2 Teacher |
| Elizabeth Freeman | Vision Teacher |
| Rachel Johnson | LASSO-2 Teacher |
| Sandi Johnson | CLA Teacher |
| Tim Jones | CLA Teacher |
| Sarah Katz | SLP |
| Cassidy Kushner | SLP |
| Kristen Lanzerotti | LASSO-2 Teacher |
| Kelly Lerman | RN |
| Sarah Lindgren | LASSO-2 Teacher |
| Therese Oliveri | LASSO-1 Teacher |
| Ashley Prisk | EC Teacher |
| Kerry Reek | ELL Teacher |
| Brittany Reiser | LASSO-3 Teacher |
| Susan Richey | OT |
| Nicole Seale | RN |
| Laura Sutton | LASSO-3 Teacher |
| Ellis Swopes | CLA Teacher |
| Sherri Vinci | RN |
| Cathy Von Ehrenkrook | SLP |
| Jennifer Winter | SSW |
| Catherine Wolbers | LASSO Teacher |

Non-Tenured Full-Time Staff - (4+ Years at SEDOL)

| <u>Name</u> | <u>Position</u> |
|------------------------|-----------------|
| Lori Basten | OT |
| Wendy Bastien | OT |
| Sandra Callahan | COTA |
| Ann Dehmlow | RN |
| Maria Dungca | PT |
| Michelle Dvorak | COTA |
| Laura FitzMaurice | RN |
| Kathleen Flynn | OT |
| Lisa Fox | RN |
| Gayle Gangware | RN |
| Paula Gumbs | RN |
| Jean Hamann | OT |
| Doreen Herina | RN |
| Constance Hickey | RN |
| Julie Hupp | OT |
| Debbie Kunkler | OT |
| Cheryl Lardner | RN |
| Bridget Matayoshi | RN |
| Sharon Meekma | OT |
| Margaret O'Connor | RN |
| Sharon O'Reilly | PT |
| Deborah Olson | COTA |
| Jeanne Pitcher | RN |
| Kathryn Pierce-Church | PT |
| Minerva Rossi | OT |
| Jeanne Rutledge | RN |
| Monika Schneider | OT |
| Susan Snyder | PTA |
| Julie Sweeney-Grana | Audiologist |
| Kathleen Wood Wollmuth | OT |

Tenured at the Beginning of 2018-19 School Year

| <u>Name</u> | <u>Position</u> |
|-------------------|------------------|
| Courtney Bestler | SLP |
| Lynn Furth | CLA Teacher |
| Mary Beth Hutting | TAB Teacher |
| Evan Meyer | SSW |
| Andre Probst | Laremont Teacher |
| Megan White | D/HH Teacher |

Reinstatement of Staff

Boornazian, Catherine - D/HH Teacher – Powers Center

Palowski, Jamie - D/HH Teacher – Powers Center

ROLL CALL VOTE:

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

MOTION CARRIED.

Professional Vacancies Anticipated for 2018-19

- 1 Speech/Language Pathologist (Various Locations)
- 1 Adapted P.E. Teacher (Various Locations)
- 1 Assistive Technology Specialist (Various Locations)
- 1 School Psychology Intern (Various Locations)
- 4 School Social Works (Various Locations)
- 1 School Social Work Intern (Various Locations)
- 1 Certified School Nurse (Gages Lake School)
- 1 Physical Therapist (Various Locations)
- 2 SAB Teachers (Gages Lake School)
- 1 ED/BD Teacher (Gages Lake School)
- 1 ED/BD Teacher (7th-8th – Cyd Lash Academy)
- 2 LASSO-2 Teachers (Sector)

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 Chris Soto, a student from Grayslake High School District #127, who was selected to receive the award for **Students Taking Academic Responsibility Seriously** for the month of May. Chris attends Transition Center South in Mundelein.

Employee of the Month: The Board recognized Michael Sullivan as May's employee of the month. Michael is a Transition Coach at Transition Center South.

Special Service: The Board recognized Mr. David Northern for his service on the Governing Board from October 2016 through May 2018 and his service on the Executive Board from January 2017 through May 2018. Mr. Northern resigned from the Executive Board as he has accepted new employment and will be relocating to southern Illinois.

OLD BUSINESS

There were no items to discuss under Old Business.

NEW BUSINESS

Policy Revisions for First Reading

Proposed revisions to the following policies were presented for first reading. The policies will be presented for second reading and approval at the June meeting.

Section 2B: Executive Board Governance and Operations

2:260 Uniform Grievance Procedure

Section 4: Operational Services

4:15 Identity Protection

4:170 Safety

Section 5: General Personnel

5:20 Workplace Harassment Prohibited

5:20-E Resolution to Prohibit Sexual Harassment

District #79 Intergovernmental Agreement

Motion to Approve Requests

Motion by Mrs. Odie Pahl, second by Dr. Lonny Lemon, to approve the one-year agreement with Fremont District #79 as presented.

Administration recommended approval of a one-year agreement with Fremont District #79 to continue to provide transportation services for students in the Transition Program.

ROLL CALL VOTE:

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

MOTION CARRIED.

Closed Session Minutes/Recordings

Motion Regarding Closed Session Minutes/Tapes

Motion by Mr. David Northern, second by Mrs. Odie Pahl, 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:

| | |
|-------------------|---|
| October 26, 2017 | Pending litigation |
| November 15, 2017 | Employee matter |
| November 29, 2017 | Employee matter |
| November 30, 2017 | Employee matter |
| December 4, 2017 | Employee matter |
| December 6, 2017 | Employee matter |
| December 21, 2017 | Employee matters |
| January 25, 2018 | Employee matter, pending litigation and collective bargaining |
| March 22, 2018 | Employee matters and collective bargaining |
| April 12, 2018 | Employee matter, collective bargaining and pending litigation |

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

| | | |
|---------------|--------------------|-------------------|
| June 23, 2016 | August 25, 2016 | October 27, 2016 |
| July 21, 2016 | September 22, 2016 | November 15, 2016 |

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

Approval of Bid for Roof Replacement

Motion to Accept Bid

Motion by Dr. Guy Schumacher, second by Mrs. Odie Pahl, to accept the bid by All American Exterior Solutions in the amount of \$193,500 as recommended.

Administration reported that bids were received on May 10 for replacement of the roof at the administrative building. Based on the recommendation of Wold-RuckPate Architecture, Administration recommended approval of the bid by All American Exterior Solutions in the amount of \$193,500.

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

MOTION CARRIED.

- The 10th Annual Career Portfolio Conference was held on May 3 at the SEDOL admin building. Fifteen employers participated in the event, which was attended by 53 students. This was the first year that employers interviewed for competitive jobs. State Farm, Lee's Doughnuts and Staffing Network conducted interviews for open positions.
- The ELS class at Woodland Middle School went to Autumn Leaves Senior Living Center. They took flowering plants to residents and interacted with them for several hours.
- The ELS class at Millburn Middle School went to Menard's to purchase flowers for a visit to a senior center. Menard's donated the flowers for the visit.
- The Laremont PTO's 29th Annual Auction was a huge success! This year's theme was *Red, White and Us*. Next year's auction will be held on April 27, and the theme will be *Sports and Sparkles*.
- The Laremont Prom was a fun day for students and staff. Students from Cyd Lash Academy made the decorations, and cosmetology students from CLC came to Laremont to help students with hair and makeup.
- Lake County School Resource Officers participated in a training on autism awareness presented by Supervisor Tegan Dittmer, Behavior Specialist Nicole Richter and Assistant Behavior Specialist Michelle Langreck.

Additional Win: Dr. Moline reported that the Project Search Student Recognition was held the night before. Ten students are all moving on to full-time employment, and some are positions with benefits. The program is a collaboration with the Department of Human Services, the Department of Rehabilitation Services, Clearbrook and Sedgebrook Retirement Community.

In Memoriam: Administration was very sad to report the passing of a former, long-time employee. Cindy Jones, administrative assistant for the Early Childhood Assessment Team, passed away on May 17. Cindy was employed by SEDOL from September 26, 1980 until she retired June 29, 2011. She was 63 years old.

Recognition of Retirees: Administration reported that the following retirees would be recognized at a reception that afternoon.

| <u>Name</u> | <u>Position</u> | <u>Hire Date</u> |
|------------------------|------------------------|-----------------------|
| Helene Anderson | Admin Assistant | 9/20/1989 |
| Judi Cluff | OT/PT Coordinator | 8/24/1998 |
| Gail Cohen | Teacher | 1979-1986 & 1990-2018 |
| Janet Cruz | Admin Assistant | 8/30/1999 |
| Michelle Curtin | Principal | 1984-1989 & 1/13/1992 |
| Ronna Ellwing | Registered Nurse | 8/23/2000 |
| Madge Gonzalez | Bilingual Interpreter | 8/28/2000 |
| Sheila Grom | Paraprofessional | 2012-2014 & 2016-2018 |
| Barbe Hagstrom | School Social Worker | 9/4/2001 |
| Jody Holzman | Vocational Coordinator | 8/20/2009 |
| Susan Hodgkinson | Nursing Coordinator | 8/17/2001 |
| Sue Kaplan | Audiologist | 6/27/1978 |
| Larry Leck | Teacher | 9/3/2002 |
| Tom Moline | Superintendent | 7/1/2011 |
| Susan Nash | Physical Therapist | 1987-1991 & 1996-2018 |
| Kimberly Parker-Bright | Audiologist | 8/25/1997 |
| Kathy Plath | School Psychologist | 8/31/1982 |

| | | |
|-----------------|---------------------|-----------|
| Annette Prince | Speech Pathologist | 8/26/1982 |
| Lisa Regan | School Psychologist | 8/22/2002 |
| Lori Rothstein | Speech Pathologist | 1/4/1995 |
| Don Santelle | Teacher | 8/22/2002 |
| Karen Scalzitti | Receptionist | 8/19/1991 |
| Tracy Varney | Maintenance | 9/2/1980 |
| Beverly Wolfe | Paraprofessional | 8/17/2001 |

CLOSED SESSION

Motion to Enter into Closed Session

At 10:05 a.m., Dr. Guy Schumacher 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 employee, 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 | Mrs. Roycealee Wood |
| Nays: | None | |
| Absent: | Mrs. Carey McHugh | Dr. Christy Sefcik |
| | Mr. Jim McKay | |

MOTION CARRIED.

Motion to Return to Public Session

At 10:20 a.m., Dr. Lonny Lemon 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.

Adjournment

With no other business to be considered, President Osmond adjourned the meeting at 10:20 a.m.

Respectfully submitted by,

Doris Marcinkus
Recording Secretary

Approved by:

President of the Board

Secretary of the Board