

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, May 24, 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 April 26 and public and closed session minutes of the regular meeting of April 26, 2018 are included in Board member agenda packets.
 - B. Financial Matters
 1. 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

2. Treasurer's Report: The treasurer's report for April 2018 is included in Board member packets

C. Policy Matters

Proposed revisions to the following Executive Board policies have been reviewed by the Policy Committee. Administration requests approval to change the policies as presented. A red-lined copy of the policies is included in Board member agenda packets.

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

D. 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

- 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

- 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

2. 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 April 12, 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 24, 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

3. Request for Leave/Extension of Leave

- Walsh, Meagan - School Social Worker
- Extending leave through 2018-19

4. 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

5. Request for Reduction of Contract Time

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

6. Employment Recommendations for 2018-19

A list of staff recommended for re-employment for the 2018-19 school year is included at the end of the agenda.

Motion to Approve Consent Agenda — ROLL CALL VOTE

Move approval of consent agenda items and addendum as presented.

7. 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 Workers (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)

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

B. Employee of the Month

The Executive Board will recognize Transition Coach Michael Sullivan as May's employee of the month.

VIII. OLD BUSINESS

IX. NEW BUSINESS

A. Policy Revisions for First Reading — **INFORMATIONAL** (Mrs. Pahl, Dr. Lynch)

Proposed revisions to the following policies have been reviewed by the Policy Committee. The policies will be presented for second reading at the June meeting. The policies are included in Board member agenda packets.

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

B. District #79 Intergovernmental Agreement — **ACTION NEEDED** (Ms. Watson)

Administration recommends approval of a one-year agreement with Fremont District #79 to continue to provide transportation services for students in the Transition Program. The agreement is included in Board member agenda packets.

Motion to Approve Extended Agreement — ROLL CALL VOTE

Move approval of the one-year agreement with Fremont District #79 as presented.

C. Closed Session Minutes/Recordings — **ACTION NEEDED** (Dr. Moline)

Administration recommends 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 matters, pending litigation and collective bargaining
March 22, 2018	Employee matters and collective bargaining
April 12, 2018	Employee matter, collective bargaining and pending litigation

In addition, Administration recommends 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

Motion Regarding Closed Session Minutes/Recordings — *VOICE VOTE*

Move approval of the recommendation regarding the confidentiality of closed session minutes and the destruction of verbatim recordings.

D. **Approval of Bid for Roof Replacement — *ACTION NEEDED*** (Ms. Watson)

Bids were received on May 10 for replacement of the roof at the administrative building. Based on the recommendation of Wold-RuckPate Architecture, Administration recommends approval of the bid by All American Exterior Solutions in the amount of \$193,500. The letter of recommendation and bid tabulation are included in Board member agenda packets.

Motion to Accept Bid — *ROLL CALL VOTE*

Move approval of the bid by All American Exterior Solutions in the amount of \$193,500 as recommended.

E. **Approval of Final Calendar — *ACTION NEEDED*** (Mrs. Wojcik)

Administration requests approval of the final calendar for 2017-18. One emergency day was used, so the calendar has been amended accordingly. The amended calendar is included in Board member agenda packets.

Motion to Approve Calendar — *VOICE VOTE*

Move approval of the final school calendar for 2017-18 as presented.

F. **Amendment to Employment Contract — *ACTION NEEDED*** (Dr. Moline)

Administration recommends approval of the amendment to the employment contract for Laura Wojcik, Assistant Superintendent for Instruction, Curriculum and Assessment. The amendment provides for tuition reimbursement as Mrs. Wojcik pursues her doctorate's degree, which is a benefit previously afforded to assistant superintendents. The proposed amendment was not available to include in the packet; it will be forwarded to Board members as soon as possible.

Motion to Approve Amendment to Contract — *VOICE VOTE*

Move approval of the amendment to the employment contract for Assistant Superintendent Laura Wojcik as presented.

X. COMMITTEE REPORTS – *INFORMATIONAL*

XI. PROGRAM/SCHOOL REPORTS — *INFORMATIONAL*

A. Announcements / Wins

The following items were reported at the May meeting of the Supervisory/Administrative Team (SAT).

- Thirty-seven students attended the Transition Dinner Dance held at Maravela's on April 26. Everyone had a great time.
- 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.

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 employee, collective bargaining matters and pending litigation.

Motion to Return to Public Session — *VOICE VOTE*

Move the Board return to public session.

XIII. OTHER BUSINESS

XIV. ADJOURNMENT

:dm

<u>Executive Board Meeting Schedule</u>	<i>SEDOL Office Bay Room unless noted otherwise</i>
Thursday, June 28, 2018 – 9:30 a.m.	<i>SEDOL Office Boardroom - Meeting moved to June 21</i>
Thursday, July 26, 2018 – 9:30 a.m.	<i>SEDOL Office Boardroom</i>

<u>Governing Board Meeting Schedule</u>	<i>Laremont School Gym unless noted otherwise</i>
Wednesday, June 6, 2018 – 7:00 p.m.	

**Recommendation for Re-Employment of Professional Staff for
2018-19 School Year**

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
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 Guerrera	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

Second Year Full-Time Probationary Staff (continued)

<u>Name</u>	<u>Position</u>
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

Fourth Year Full-Time Probationary Staff (continued)

<u>Name</u>	<u>Position</u>
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

2017-18 RETIREES					
Name			Position	Hire Date	Retirement Date
1.	Helene	Anderson	Admin Asst-Gages Lk	9/20/1989	End of 2017-18
2.	Judi	Cluff	OT/PT Coordinator	8/24/1998	End of 2017-18
3.	Gail	Cohen	Teacher	1979-1986 1990-2018	End of 2017-18
4.	Janet	Cruz	Admin Asst - HR	8/30/1999	End of 2017-18
5.	Michelle	Curtin	Principal	1984-1989 1/13/1992	End of 2017-18
6.	Ronna	Ellwing	Registered Nurse	8/23/2000	8/16/2018
7.	Madge	Gonzalez	Bilingual Interpreter	8/28/2000	End of 2017-18
8.	Sheila	Grom	Paraprofessional	2012-2014 2016-2018	End of 2017-18
9.	Barbe	Hagstrom	School Social Worker	9/4/2001	End of 2017-18
10.	Jody	Holzman	Vocational Coordinator	8/20/2009	End of 2017-18
11.	Susan	Hodgkinson	Nursing Coordinator	8/17/2001	End of 2017-18
12.	Sue	Kaplan	Audiologist	6/27/1978	End of 2017-18
13.	Larry	Leck	Teacher	9/3/2002	7/27/2017
14.	Tom	Moline	Superintendent	7/1/2011	End of 2017-18
15.	Susan	Nash	Physical Therapist	1987-1991 1996-2018	End of 2017-18
16.	Kimberly	Parker-Bright	Audiologist	8/25/1997	End of 2017-18
17.	Kathy	Plath	School Psychologist	8/31/1982	End of 2017-18
18.	Annette	Prince	Speech Pathologist	8/26/1982	End of 2017-18
19.	Lisa	Regan	School Psychologist	8/22/2002	7/27/2017
20.	Lori	Rothstein	Speech Pathologist	1/4/1995	End of 2017-18
21.	Don	Santelle	Teacher	8/22/2002	End of 2017-18
22.	Karen	Scalzitti	Receptionist	8/19/1991	3/30/2018
23.	Tracy	Varney	Maintenance	9/2/1980	9/24/2017
24.	Beverly	Wolfe	Paraprofessional	8/17/2001	End of 2017-18