

**SPECIAL EDUCATION DISTRICT OF LAKE COUNTY**  
18160 W. GAGES LAKE ROAD \*\* GAGES LAKE, ILLINOIS 60030-1819  
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**www.sedol.us**

**Minutes**

**SEDOL EXECUTIVE BOARD MEETING**

**June 21, 2018**

**CALL TO ORDER**

The regular meeting of the SEDOL Executive Board was called to order by President Joanne Osmond at 9:35 a.m. on Thursday, June 21, 2018, at the SEDOL administrative offices in Gages Lake, Illinois.

**ROLL CALL**

**Board Members Present**

Dr. Lonny Lemon, Superintendent, Oak Grove District #68  
Dr. Stephen Mack, Governing Board Member, Community Cons. District #46  
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  
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**

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  
Mrs. Sara Martinez, Administrative Assistant/ Interim Recording Secretary

**Staff Members Absent**

Ms. Doris Marcinkus, Recording Secretary

**Guests**

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

Oath of Office

President Osmond administered the oath of office to Dr. Stephen Mack, Governing Board Member from Community Consolidated District #46, who was appointed to fill the vacancy created by the resignation of Mr. David Northern. Dr. Mack will serve a two-year term.

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 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 Mr. Jim McKay, second by Dr. Lonny Lemon, to approve the consent agenda as follows.

Approval of Minutes

Public and closed session minutes of the regular meeting held on May 24, 2018

Financial Matters

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

Accounts Payable	\$3,359,819.40
5/31/18 Payroll Liabilities	828,556.37
5/31/18 Net Payroll	924,313.56
6/15/18 Payroll Liabilities	827,886.55
6/15/18 Net Payroll	<u>928,250.40</u>
	\$6,868,826.28

Treasurer's Report: Report for May 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

- Figueroa, Maria - Paraprofessional – Gages Lake School  
- Budget approved vacancy/resignation  
- \$13.94/hour  
- August 13, 2018
- Sanchez, Roxanne - Paraprofessional – Gages Lake School  
- Budget approved vacancy/transfer  
- \$13.94/hour  
- August 13, 2018
- Simons, Jennifer - Educational Interpreter – John Powers Center  
- Budget approved vacancy/resignation  
- BS, University of Wisconsin-Milwaukee  
- \$24.43/hour  
- August 20, 2018
- Smigielski, Shannon - Receptionist – Gages Lake School  
- Budget approved vacancy/retirement  
- \$13.58/hour  
- August 1, 2018
- Tesnow-Ujwary, Carol - Educational Interpreter – Powers Center  
- Budget approved vacancy  
- \$24.43/hour  
- August 20, 2018

Licensed Staff

- Arff, Ashley - ED/BD Teacher – Gages Lake School  
- Budget approved vacancy/resignation  
- BA, Converse College  
- BA/step 7, \$46,102  
- August 13, 2018
- Bacci, Kristina - Principal – Gages Lake School  
- Budget approved vacancy/retirement  
- MA, National-Louis University  
- \$101,827  
- July 1, 2018

- Chromczak, Georgianne - SAB Teacher – Gages Lake School  
- Budget approved vacancy  
- BA, Western Governors University  
- BA/step 4, \$41,292  
- August 13, 2018
- Clark, Tori - Social Work Intern .6 FTE – Cyd Lash Academy  
- Budget approved vacancy  
- Illinois State University  
- \$5,400  
- August 13, 2018
- Carey, Sarah - Assistant Principal – John Powers Center  
- Budget approved vacancy/resignation  
- MA, Concordia University  
- \$75,850  
- July 1, 2018
- Heitman, Tracy - School Social Worker – LASSO-2 Program  
- Budget approved vacancy/resignation  
- MSW, Loyola University  
- MA+30/step 5, \$53,132  
- August 13, 2018
- Krieger IV, George - School Social Worker – SAB Program  
- Budget approved vacancy  
- MSW, Jane Addams College  
- MA+60/step 11, \$72,631  
- August 13, 2018
- Kruckman, Susan - Coordinator of Nursing Services  
- Budget approved vacancy/retirement  
- BSN, Northwestern University  
- CSN, National-Louis University  
- \$88,117  
- August 1, 2018
- Lapin, Tobie - School Social Worker – Gages Lake School  
- Budget approved vacancy/retirement  
- MSW, University of Illinois-Chicago  
- MA+30/step 1, \$45,880  
- August 13, 2018
- Nasci, Elizabeth - ED/BD Teacher – Cyd Lash Academy  
- Budget approved vacancy  
- BA, Hastings College  
- BA/step 7, \$46,102  
- August 13, 2018

- Rodolfo, Renteria - School Psychology Intern
  - Budget approved vacancy
  - MA, Chicago School of Professional Psychology
  - \$9,000
  - August 13, 2018
  
- Sepe, Kristin - Social Worker – Laremont ELP & Sector ELS
  - Budget approved vacancy/resignation
  - MSW, University of Illinois-Chicago
  - MA+30/step 11, \$66,230
  - August 13, 2018

Resignations/Retirements and Correction

Educational Support Personnel

- Buccelli, Jennifer - Physical Therapist
  - Resigned June 13, 2018
  
- Provencher, Albert - Paraprofessional – Gages Lake School
  - Resigned May 29, 2018

Licensed Staff

- Bacci, Kristina - Assistant Principal – Cyd Lash Academy
  - Resigning June 30, 2018 to accept position as Principal of Gages Lake School
  
- Carey, Sarah - D/HH Teacher – John Powers Center
  - Resigned May 31, 2018 to accept position as Assistant Principal of John Powers Center
  
- Gaile, Tammy - Speech Pathologist
  - Resigned June 1, 2018
  
- Gaines, Diane - Teacher – Laremont School
  - Resigned May 26, 2018
  
- Montgomery, Amanda - Math Teacher – ROE Safe School
  - Resigned May 25, 2018
  
- Moulchin, Amanda - School Psychologist
  - Resigning July 1, 2018
  
- Olson, Deb - Certified Occupational Therapy Assistant
  - Resigned June 15, 2018

Request for Leave/Extension of Leave

Walter, Katie - D/HH Teacher – John Powers Center  
- 2018-19 school year

Request for Reduction of Contract Time

Salerno, Michael - Job Coach  
- From 1.0 to .5 FTE  
- Effective August 13, 2018

ROLL CALL VOTE:

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

MOTION CARRIED.

Professional Vacancies Anticipated for 2018-19

- 1 Adapted P.E. Teacher (Various Locations)
- 1 Assistive Technology Specialist (Various Locations)
- 1 Certified School Nurse (Gages Lake School)
- 1 Physical Therapist (Various Locations)
- 1 Occupational Therapist (Various Locations)
- 1 SAB Teacher (Gages Lake School)
- 1 ED/BD Teacher (Gages Lake School)
- 1 ED/BD Teacher (7<sup>th</sup>-8<sup>th</sup> – Cyd Lash Academy)
- 1 LASSO-2 Teacher (Sector)
- 1 D/HH Teacher (Itinerant)
- 1 Math Teacher (ROE Safe School)
- 1 English Teacher (ROE Safe School)
- 1 OT/PT Liaison (1 day/week)
- 1 Assistant Principal (Cyd Lash Academy)

**PUBLIC COMMENT**

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

President Osmond welcomed Dr. Mack to the Executive Board. She also thanked Dr. Moline for his service as superintendent.



Extension of ROE Program

Motion to Approve Extension and Reinstate Staff

Motion by Mr. Jim McKay, second by Dr. Christy Sefcik, to approve the “Extended Agreement for Administrative Services” and the reinstatement of staff for the ROE Alternate School Program as presented.

Administration recommended approval of a one-year extension of the agreement between SEDOL and the Regional Office of Education to administer and operate the Alternate School Program for the 2018-19 school year. In addition, Administration recommended the following staff be reinstated.

Curcuro, Maria - Social Sciences Teacher

Grady, Jasmine - Teacher

Hughes, Delsy - Program Facilitator

Michaels, William - Teacher

Rodriguez, Erica - School Secretary

Sciacca, Maria - Teacher

Williams, Jay - Interventionist

ROLL CALL VOTE:

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

MOTION CARRIED.

Request to Borrow from Education Fund

Motion to Adopt Resolution

Motion by Mrs. Odie Pahl, second by Dr. Guy Schumacher, to adopt the Resolution Authorizing the Transfer (Loan) of funds from the Education Fund to the Transportation Fund in an amount sufficient to ensure the Transportation Fund has an amount sufficient to ensure the Transportation Fund has a positive balance when the fiscal year closes on June 30 but not to exceed \$400,000.

Ms. Watson reported that ISBE has only paid two of the four payments for special education transportation reimbursement, resulting in a deficit of \$387,498 in the Transportation Fund. Administration requested authorization to borrow money from the Education Fund to loan to the Transportation Fund in order to ensure that fund has a positive fund balance when the fiscal year closes on June 30.

ROLL CALL VOTE:           Ayes:     Dr. Lonny Lemon                     Mrs. Joanne Osmond  
  Dr. Stephen Mack                     Mrs. Odie Pahl  
  Mrs. Carey McHugh                   Dr. Guy Schumacher  
  Mr. Jim McKay                         Dr. Christy Sefcik

  Nays:     None

  Absent:  Mrs. Roycealee Wood

MOTION CARRIED.

Request for Non-Member District Placement

Motion to Deny Request

Motion by Dr. Lonny Lemon, second by Mr. Jim McKay, to deny the request from Crystal Lake District #47 for continuation of a student's placement at Laremont School due to the shortage of classroom placements available.

Administration received a request from Crystal Lake District #47 for a student to continue her placement at Laremont School where she has been since August 2015. The family recently moved from Cary District #26 to Crystal Lake #47. As Laremont is almost at maximum capacity, Administration recommended the Board deny the request by District #47.

ROLL CALL VOTE:           Ayes:     Dr. Lonny Lemon                     Mrs. Joanne Osmond  
  Mrs. Carey McHugh                   Dr. Guy Schumacher  
  Mr. Jim McKay                         Dr. Christy Sefcik

  Nays:     Mrs. Odie Pahl

  Abstain:  Dr. Stephen Mack

  Absent:  Mrs. Roycealee Wood

MOTION CARRIED.

Request for Placement by District #120

Administration received a request from Mundelein High School District #120 for two students to continue in their current SEDOL placements for the coming school year if District #120 was allowed to withdraw from SEDOL. Since the withdrawal hearing concluded the previous evening, and the Lake County Regional Board of School Trustees ruled that District #120 could not withdraw, it was not necessary for the Board to take action on this request.

Bid Opening on Food Service Contract

Motion to Approve Bid

Motion by Mrs. Carey McHugh, second by Mrs. Odie Pahl, to approve the bid by Preferred Meals in the amount of \$191,222 as presented.

Administration recommended approval of the bid by Preferred Meals in the amount of \$191,222 to provide student meals for the 2018-19 school year as presented.

ROLL CALL VOTE:           Ayes:     Dr. Lonny Lemon                     Mrs. Joanne Osmond  
  Dr. Stephen Mack                     Mrs. Odie Pahl  
  Mrs. Carey McHugh                   Dr. Guy Schumacher  
  Mr. Jim McKay                         Dr. Christy Sefcik

                                  Nays:     None

                                  Absent:   Mrs. Roycealee Wood

MOTION CARRIED.

Approval of Ricoh Contract/Service Agreement

Motion to Approve Lease

Motion by Dr. Lonny Lemon, second by Mrs. Odie Pahl, to approve the Ricoh contract and service agreement as presented.

Administration recommended approval of the lease agreement/service contract with Ricoh USA, Inc., for multi-function printing devices as presented. The current agreements expire on 6/29/2018. Entering into new four-year agreements with Ricoh is recommended as SEDOL's cloud-based electronic document management system is designed to be programmed directly onto Ricoh machines, and it will be a smooth transition for staff since they are familiar with the Ricoh device interface and controls. Ricoh has also changed their government pricing schedule which will result in an overall savings of approximately \$19,000/year for both equipment and maintenance agreements.

	<u>Current Agreement</u>	<u>New Agreement</u>	<u>Approximate Savings</u>
Equipment Rental	\$7,265.30/mo	\$5,842.69/mo	\$1,422.61/mo
Maintenance (parts, toner additional pages calculated by usage and model)	\$17,507.61/yr	\$14,592.90/yr*	\$2,914.71/yr*

\*Estimated annual based on current usage and new models

ROLL CALL VOTE:           Ayes:     Dr. Lonny Lemon                     Mrs. Joanne Osmond  
  Dr. Stephen Mack                     Mrs. Odie Pahl  
  Mrs. Carey McHugh                   Dr. Guy Schumacher  
  Mr. Jim McKay                         Dr. Christy Sefcik

                                  Nays:     None

                                  Absent:   Mrs. Roycealee Wood

MOTION CARRIED.

Continuation of ALOP Program

Administration reported that the intergovernmental services agreement between SEDOL, the Lake County ROE and Zion-Benton Township High School District #126 to implement the ALOP Program would continue for the 2018-19 school year. ISBE has confirmed that language in the current agreement is sufficient to continue this program without approving a new agreement each year.

**COMMITTEE REPORTS**

There were no committee reports to present.

**PROGRAM/SCHOOL REPORTS**

In Memoriam: Administration was very sad to report the passing of a former, long-time employee. Karen Scalzitti began her employment with SEDOL in August 1991 as a receptionist for the Lake-McHenry Regional Program Lake Diagnostic Center. In July 1995, when SEDOL and the Lake Diagnostic Center moved into the current administrative building, Karen continued to serve as a receptionist until she retired on March 30, 2018. She passed away on June 4 at age 63.

Extended School Year: Mrs. Wojcik reported that the ESY Program is off to a good start with 486 students enrolled. Programs are housed at Gages Lake School, Laremont School, Cyd Lash Academy, John Powers Center, Transition Program community locations and the ROE Safe School.

Announcements/Wins

- Nursing Coordinator Susan Hodgkinson was part of a panel discussion titled *Family/Provider Perspectives* at Advocate Lutheran General Hospital on May 19. This was part of an all-day seminar presented by Advocate Children's Hospital called *Care of the Child with Medical Complexity in the Community Setting*.

**OTHER BUSINESS**

Dr. Moline reported that Administration would present a request at the July meeting from Fox Lake District #114 for an 8<sup>th</sup> grade student to attend Cyd Lash Academy for the 2018-19 school year. Dr. Moline recommended approval of the request, as the student will be a resident of Grant High School District #124 for the 2019-20 school year.

Adjournment

With no other business to be considered, President Osmond adjourned the meeting at 10:23 a.m.

Respectfully submitted by,

Sara Martinez  
Interim Recording Secretary

Approved by:

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President of the Board

\_\_\_\_\_  
Secretary of the Board