

**SPECIAL EDUCATION DISTRICT OF LAKE COUNTY**  
18160 W. GAGES LAKE ROAD \*\* GAGES LAKE, ILLINOIS 60030-1819  
847•548•8470 \*\* Fax 847•548•8472  
**www.sedol.us**

**Minutes**

**SEDOL EXECUTIVE BOARD MEETING**

**July 26, 2018**

**CALL TO ORDER**

The regular meeting of the SEDOL Executive Board was called to order by Superintendent Val Donnan at 9:38 a.m. on Thursday, July 26, 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. Joanne Osmond, Governing Board Member, Lake Villa District #41  
Mrs. Odie Pahl, Governing Board Member, Gurnee District #56 *(arrived 9:40 am)*  
Dr. Christy Sefcik, Superintendent, Grant High School District #124  
Hon. Roycealee Wood, Superintendent, Lake County Regional Office of Education

**Board Members Absent**

Mrs. Carey McHugh, Governing Board Member, Wauconda Unit District #118  
Dr. Keely Roberts, Superintendent, Zion District #6  
Dr. Guy Schumacher, Superintendent, Libertyville District #70

**Staff Members Present**

Mrs. Valerie Donnan, 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**

Ms. Megan Goedken, Principal, ROE Safe School

Oath of Office

Mrs. Donnan administered the oath of office to Dr. Lonny Lemon, Superintendent of Oak Grove District #68, who was reappointed by the Governing Board to serve a two-year term expiring in June 2020. Mrs. Odie Pahl, Governing Board Member from Gurnee District #56, had not yet arrived. Dr. Keely Roberts, Superintendent of Zion District #6, could not attend the meeting; she will take the oath of office at the August meeting. Dr. Stephen Mack, Governing Board Member from Community Consolidated District #46, took the oath of office in June.

Request to Waive Policy 2:56

Motion to Waive Policy

Motion by Dr. Stephen Mack, second by Dr. Lonny Lemon, to approve the recommendation to waive Policy 2:56 for the 2018-19 school year.

Mrs. Donnan explained that in order to maintain the continuity of leadership on the Executive Board in support of her first year as Superintendent, she requested the Board approve a recommendation to waive the provision of Policy 2:56 that pertains to the rotation of Governing Board member and Superintendent serving as President and Vice President of the Executive Board. This allows Mrs. Osmond to serve another year as President. The Board will elect a Vice President at the August meeting.

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

Pledge of Allegiance

President Osmond asked everyone to stand and join her in the pledge of allegiance.

Oath of Office

Mrs. Pahl arrived at the meeting, and President Osmond administered the oath of office to her.

**ACCEPTANCE OF AGENDA**

Motion to Accept/Amend the Agenda

Motion by Dr. Lonny Lemon, second by Dr. Christy Sefick, 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 Mrs. Odie Pahl, second by Dr. Christy Sefcik, to approve the consent agenda as follows.

Board Designations

Appointment of Board Secretary: Historically, the Superintendent has served as Secretary of the Executive Board. Administration recommended continuance of this practice.

Naming of Official Newspaper: The Daily Herald has been designated as the official newspaper for purposes of disseminating official notices, etc. Administration recommended continuance of this designation.

Designation of Legal Counsel: In October 2006, the Board designated Hodges, Loizzi, Eisenhammer, Rodick and Kohn as legal counsel for the district. Administration recommended continuance of this designation.

Designation of Bank Depository: Administration recommended that Associated Bank, Libertyville Bank & Trust, and Illinois School District Liquid Asset Fund be designated as bank depositories for the district.

Meeting Schedule: Administration recommended the regular meeting be held on the fourth Thursday of each month at 9:30 a.m. Exceptions to this would be when the fourth Thursday falls on a holiday or conflicts with a conference that Executive Board members would attend. Administration recommended the following meeting schedule:

August 23, 2018	January 24, 2019	April 25, 2019
September 27, 2018	February 28, 2019	May 23, 2019
October 25, 2018	March 21, 2019	June 27, 2019
November 14, 2018*	April 11, 2019**	July 25, 2019
December 20, 2018		

\*This is a Wednesday, not Thursday

\*\*Special meeting on tentative budget

Committee Appointments: Board members briefly discussed committee appointments. President Osmond said formal action would be taken at the August meeting, and this item should be pulled from the consent agenda.

Approval of Minutes

Public and closed session minutes of the regular meeting of June 21, 2018

Financial Matters

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

Accounts Payable	\$3,827,615.54
6/20/18 Payroll Liabilities	139,532.50
6/16 - 6/20/18 Net Payroll	182,948.59
6/27 - 6/29/18 Payroll Liabilities	1,171,264.94
6/29/18 Net Payroll	911,606.25
7/13/18 Payroll Liabilities	653,156.18
7/11 - 7/13/18 Net Payroll	827,986.65
	<u>\$7,714,110.65</u>

Treasurer's Report: Report for June 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.

Educational Support Personnel

- Channell, Julie - Occupational Therapist  
- Budget-approved vacancy/retirement  
- MA, University of Findlay (Ohio)  
- MA+60/step 11, \$85,334  
- August 13, 2018
- Curlott, Catherine - Special Needs Parapro - SAB/Gages Lake School  
- Budget-approved vacancy/transfer  
- \$13.94/hour  
- Billed to Wauconda District #118  
- August 13, 2018
- Curtis, Chantell - Paraprofessional – Gages Lake School  
- Budget-approved vacancy/resignation  
- BA, Illinois-Wesleyan University  
- \$13.94/hour  
- August 13, 2018
- Fuentes, Ulises - Registered Nurse  
- Budget-approved vacancy/termination  
- RN, College of Lake County  
- RN/step 2, \$32,433  
- August 13, 2018
- Jones, Elizabeth - Paraprofessional – TAB Program  
- Budget-approved vacancy/transfer  
- MA, Northern Illinois University  
- \$13.94/hour  
- August 20, 2018
- Leprich-Gort, Cindy - Physical Therapist  
- Budget-approved vacancy/resignation  
- BA, University of Illinois  
- BA/step 11, \$64,921  
- August 13, 2018
- Rodriguez, Andrew - Paraprofessional – Gages Lake School  
- Budget-approved vacancy/resignation  
- \$13.94/hour  
- August 13, 2018

Sheedy, Juliette - Paraprofessional – LASSO-3/Laremont School  
- Approved expansion position  
- BS, University of Illinois-Champaign  
- \$13.94/hour  
- August 13, 2018

Tebben, Lauren - Special Needs Nurse – Laremont School  
- Approved expansion position  
- BSN, Northern Illinois University  
- BSN/step 2, \$36,049  
- Billed to Mundelein HS District #120  
- August 13, 2018

Villalobos, Nancy - Paraprofessional – LASSO-2 Program  
- Budget-approved vacancy  
- \$13.94/hour  
- August 21, 2018

Westerberg, Lisa - Paraprofessional – TAB Program  
- Approved expansion position  
- MS, Loyola University  
- \$14.94/hour  
- August 13, 2018

Licensed Staff

Balikov, Jennifer - LASSO-2 Teacher  
- Budget approved vacancy/resignation  
- BS, Bradley University  
- BS/step 4, \$41,292  
- August 21, 2018

Cortes, Monserrat - D/HH Teacher – John Powers Center  
- Budget approved vacancy/resignation  
- BA, Illinois State University  
- BA/step 1, \$37,000  
- August 20, 2018

Neu, Casey - BD/ED Teacher – Cyd Lash Academy  
- Budget approved vacancy  
- BA, Illinois State University  
- BA+15/step 1, \$39,220  
- August 13, 2018

Schmittenmaer, Kate - SAB Teacher – Gages Lake School  
- Budget approved vacancy  
- BA, Roosevelt University  
- BA/step 1, \$37,000  
- August 13, 2018

Sievert, Margaret - Assistant Principal – Cyd Lash Academy  
- Budget approved vacancy/resignation to accept principal position  
- MA, Concordia University  
- \$74,000  
- August 1, 2018

Skala, Nick - APE Teacher  
- Approved expansion position  
- BA, Concordia University  
- BA/step 5, \$42,846  
- August 13, 2018

Villacis, Shirley - Math Teacher – ROE Safe School  
- Budget approved vacancy/resignation  
- MA, Northeastern Illinois University  
- MA/step 7, \$51,652  
- August 13, 2018

York, Sarah - BD/ED Teacher – Gages Lake School  
- Budget approved vacancy/transfer  
- BA, Lewis University  
- BA/step 1, \$37,000  
- August 13, 2018

Zambo, Elizabeth - LASSO-2 Teacher  
- Budget approved vacancy/resignation  
- MA, Concordia University  
- MA+30/step 11, \$66,230  
- August 21, 2018

Resignations/Retirements

Educational Support Personnel

Ackerman, Christine - Paraprofessional – Cyd Lash Academy  
- Resigned July 16, 2018

Avila, Melissa - Paraprofessional  
- Resigned May 24, 2018

Figueroa, Maria - Paraprofessional  
- Resigned July 11, 2018

Kramer, Haley - Paraprofessional  
- Resigned May 25, 2018

McNabb-Buckley, Erin - Paraprofessional – John Powers Center  
- Resigned July 17, 2018

- Palmore, Adella - Vocational Facilitator  
- Resigned July 19, 2018
- Spencer, Kelsey - Paraprofessional  
- Resigned July 9, 2018
- White, Michelle - Paraprofessional  
- Resigned at end of 2017-18 school year

Licensed Staff

- Barker, Allison - EL Teacher  
- Resigned July 3, 2018
- Choudhury, Shamim - LASSO-2 Teacher  
- Resigned July 13, 2018
- Goldstein, Dana - Adapted P.E. Teacher  
- Resigned July 18, 2018
- Hefler, Sharon - Transition Teacher  
- Resigned June 29, 2018
- Johnson, Sandi - Teacher – Cyd Lash Academy  
- Resigned July 11, 2018
- Lindgren, Sarah - LASSO Itinerant Teacher  
- Resigned July 9, 2018
- McQuaid, Lisabeth - Music Therapist – Laremont School  
- Resigned July 23, 2018
- Pawlowski, Jamie - D/HH Teacher – John Powers Center  
- Resigned June 28, 2018
- White, Megan - D/HH Teacher – John Powers Center  
- Resigned July 12, 2018
- Wright, Matt - School Social Worker  
- Resigned July 25, 2018

Request for Leave of Absence

- Marcinkus, Megan - Paraprofessional – LASSO-2 Program  
- 2018-19 school year
- Saracco, Sharon - Teacher – Gages Lake School  
- 2018-19 school year

Request for Reduction of Contract Time

Kopelman, Clark - School Psychologist  
- From 1.0 to .9 FTE  
- 2018-19 school year

ROLL CALL VOTE:

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

MOTION CARRIED.

Professional Vacancies Anticipated for 2018-19

- 1 Assistive Technology Specialist (Various Locations)
- 1 Certified School Nurse (Gages Lake School)
- 1 Occupational Therapist (Various Locations)
- 1 School Psychologist
- 1 EL Itinerant Teacher
- 1 ED/BD Teacher (Gages Lake School)
- 2 ED/BD Teacher (7<sup>th</sup>-8<sup>th</sup> – Cyd Lash Academy)
- 1 LASSO-2 Teacher (Sector)
- 1 D/HH Itinerant Teacher
- 1 D/HH Teacher (Long-Term Sub 8/20 – 11/5)
- 1 Transition Teacher (Transition Center South)
- 1 English Teacher (ROE Safe 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.

**OLD BUSINESS**

Update on Sale of iPads

Ms. Watson reported that Administration will sell old/discontinued iPads at the SEDOL Wellness Fair on October 3. The iPads will be sold “as is” on a first come first serve basis with a maximum of two iPads per staff; the cost of the equipment will range from \$50 to \$100.



ROLL CALL VOTE:

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

MOTION CARRIED.

Final Budget for FY19

Motion to Accept and Present Final Budget

Motion by Mrs. Roycealee Wood, second by Mrs. Odie Pahl, to accept the final budget for FY19 and recommend Governing Board approval at the August 29 meeting.

The Board reviewed the proposed final budget for FY19. Ms. Watson noted that there were no significant changes from the tentative budget to the final budget. Enrollment did go up, which caused revenues to increase, and IDEA came in a little higher than expected.

ROLL CALL VOTE:

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

MOTION CARRIED.

Resolution to Prohibit Sexual Harassment

Motion to Adopt Resolution

Motion by Dr. Lonny Lemon, second by Dr. Stephen Mack, to adopt the Resolution to Prohibit Sexual Harassment as presented.

At the May meeting, the Executive Board approved policy revisions, which included a new exhibit titled *Resolution to Prohibit Sexual Harassment*. Administration recommended the Board adopt the resolution as presented.

ROLL CALL VOTE:

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

MOTION CARRIED.

Planning for Next Governing Board Meeting

The Board reviewed a draft agenda for the August 29 Governing Board meeting.

Transition Center South / District #75 Solar Panel Project

Ms. Watson reported that Mundelein #75 is in the early planning stages to place solar panels on their buildings. Since Transition Center South is attached to Sandburg Middle School, District #75 asked if SEDOL would be interested in being part of the project. Administration will gather information and report back to the Board.

Dr. Mack said District #46 is also installing solar panels, and he would be happy to share information and answer questions.

Installation of Baffles in Gages Lake School Community Room

Ms. Watson reported on the need to install baffles in the new community room at Gages Lake School due to the poor acoustics. We have gone out for proposals, and it may be necessary to go out for bids on the project.

Update on Small Dump Truck

Ms. Watson reported on the need to replace a 2010 dump truck. The purchase will be made through the state bid process.

FOIA Request

Dr. Lynch reported on a request received via email on June 19 from Peter Li of Imagetec for a copy of SEDOL's current copier/printer lease and service contract. A copy of the contract was sent to Mr. Li via email on June 20.

**COMMITTEE REPORTS**

There were no committee reports to present at this time.

**PROGRAM/SCHOOL REPORTS**

Mrs. Donnan showed pictures as she talked about each of the following events/items:

- 2018 ESY Program
- Pucks for Autism
- A sensory garden is being developed at Laremont School, which will include rocks painted by students and staff.
- In September 2017, Administration reported that Cyd Lash Academy had joined the University of Kansas Monarch Watch Program to develop a butterfly garden. This was made possible with grants from the Lake County Farm Bureau and the Illinois Schoolyard Habitat Action Grant Program. Teacher Tina Borges and her students were able to transform the garden into a beautiful habitat for the butterflies.

**CLOSED SESSION**

Motion to Enter into Closed Session

At 10:16 a.m., Dr. Lonny Lemon moved, second by Mrs. Odie Pahl, for the Board to enter into closed session to discuss collective bargaining matters.

ROLL CALL VOTE:

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

MOTION CARRIED.

Motion to Return to Public Session

At 10:26 a.m., Mrs. Odie Pahl moved, second by Dr. Stephen Mack, for the Board to return to public session.

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

While in closed session, the Board discussed collective bargaining matters.

**OTHER BUSINESS**

There were no items to discuss under Other Business.

Dr. Lemon asked if there was anything further to report since the conclusion of the District #120 withdrawal hearing. Mrs. Donnan said she met with Superintendent Kevin Myers earlier this month, and they toured Laremont School and Gages Lake School while ESY was still in session.

President Osmond thanked everyone for the work they did to make that happen.

Respectfully submitted by,

Doris Marcinkus  
Recording Secretary

Approved by:

---

President of the Board

---

Secretary of the Board