

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY
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Minutes

SEDOL EXECUTIVE BOARD MEETING

January 24, 2019

CALL TO ORDER

The regular meeting of the SEDOL Executive Board was called to order by Vice President Christy Sefcik at 9:30 a.m. Thursday, January 24, 2019, 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. Odie Pahl, Governing Board Member, Gurnee District #56
Dr. Guy Schumacher, Superintendent, Libertyville District #70
Dr. Christy Sefcik, Superintendent, Grant High School District #124
Hon. Roycealee Wood, Superintendent, Lake County Regional Office of Education

Board Members Absent

Mrs. Joanne Osmond, Governing Board Member, Lake Villa District #41
Mrs. Carey McHugh, Governing Board Member, Wauconda Unit District #118
Dr. Keely Roberts, Superintendent, Zion District #6

Staff Members Present

Mrs. Valerie Donnan, Superintendent
Dr. Peggy Lynch, Assistant Superintendent for Human Resources
Ms. Barbara Watson, Assistant Superintendent of Business, CSBO
Ms. Doris Marcinkus, Recording Secretary
Ms. Rebecca Slye, President, SEDOL Teachers' Union

Staff Members Absent

Mrs. Laura Wojcik, Assistant Superintendent of Instruction, Curriculum and Assessment

Pledge of Allegiance

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

ACCEPTANCE OF AGENDA

Motion to Accept/Amend the Agenda

Motion by Dr. Lonny Lemon, second by Dr. Guy Schumacher, 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. Stephen Mack, second by Mrs. Odie Pahl, to approve the consent agenda as follows.

Approval of Minutes

Public and closed session minutes of the regular meeting of December 20, 2018

Financial Matters

Paid Accounts Payable List: The following expenditures represent the January 2019 accounts payable list:

Accounts Payable	\$1,439,588.29
12/28/18 Payroll Liabilities	816,516.05
12/28/18 Net Payroll	918,200.10
1/15/19 Payroll Liabilities	786,027.41
1/15/19 Net Payroll	<u>903,678.90</u>
	\$4,864,010.75

Treasurer's Report: Report for December 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 2: Governing Board

- 2:64 Board Member Oath of Office
- 2:120 Executive Board Member Development

Section 4: Operational Services

- 4:10 Fiscal and Business Management
- 4:30 Revenue and Investments
- 4:45 Insufficient Fund Check and Debt Recovery
- 4:170 Safety

Section 5: Personnel

- 5:30 Hiring Process and Criteria
- 5:60 Expenses
- 5:125 Personal Technology and Social Media; Usage and Conduct

Section 5: Personnel (continued)

- 5:140 Solicitations By or From Staff
- 5:220 Substitute Teachers
- 5:300 Schedule and Employment Year

Section 6: Instruction

- 6:50 School Wellness
- 6:60 Curriculum Content
- 6:310 High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students

Section 7: Students

- 7:70 Attendance and Truancy
- 7:100 Health, Eye, and Dental Examinations, Immunizations, and Exclusion of Students
- 7:190 Student Behavior
- 7:250 Student Support Services
- 7:260 Exemption from Physical Education
- 7:290 Suicide and Depression Awareness and Prevention
- 7:305 Student Athlete Concussions and Head Injuries

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

- Kane, Kevin
- Paraprofessional – Cyd Lash Academy
 - Budget approved expansion position
 - BA/BS, Northeastern Illinois University
 - \$17.83/hour
 - January 7, 2019

- McClendon, Lacechia
- Special Needs Paraprofessional – ELS Program
 - Budget approved vacancy/resignation
 - \$15.02/hour
 - Billed to Lake Villa District #41
 - January 15, 2019

Licensed Staff

- Quinn, Obeckyo
- School Social Worker – Cyd Lash Academy
 - Budget approved expansion position
 - MA, Southern Illinois University
 - MA+75/step 11, \$75,850 prorated for the remainder of the year
 - January 14, 2019

Resignations/Retirements

Educational Support Personnel

- Boyd, Annette - Paraprofessional – Gages Lake School
- Resigned January 7, 2019
- Ewert, Terri - Paraprofessional – Regional Safe School
- Resigned January 4, 2019
- McKinney, Jennifer - Paraprofessional – LASSO-2 Program
- Resigned January 15, 2019
- Pfeifer, Sheila - Administrative Assistant – Therapeutic Services
- Retiring June 30, 2020
- Radtke, Kayla - Paraprofessional – Laremont School
- Resigned January 9, 2019
- Settle, Dan - Paraprofessional – Gages Lake School
- Resigned January 18, 2019
- Thomas, Marie - Paraprofessional – LASSO-3 Program
- Resigned January 16, 2019
- Wagner, Keith - Paraprofessional – Cyd Lash Academy
- Resigned January 7, 2019

Licensed Staff

- Amundsen, Linda - Coordinator – Therapeutic Services
- Resigned December 4, 2018
- Pastori, Marissa - Nurse
- Resigned January 25, 2019

Reduction in Contract Time

Educational Support Personnel

- Borrero, Elissa - Paraprofessional – LASSO-2 Program
- Agreed to reduce contract from 1.0 to .8 FTE
- Effective January 22, 2019

ROLL CALL VOTE:

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

MOTION CARRIED.

Professional Vacancies for 2018-19

- 1 School Psychologist
- 1 School Psychologist Intern
- 1 School Social Worker (LASSO-3/Laremont School)
- 1 School Social Work Intern
- 1 Certified School Nurse (Gages Lake School)
- 1 DHH Itinerant Teacher (Various Locations)

RECOGNITIONS

Students Taking Academic Responsibility Seriously (STARS): The Board recognized Tavaris Alexander, a student from Woodland District #50 who attends the SAB Program at Gages Lake School. Tavaris was selected as the STARS student for December, but he was not able to attend the meeting.

Employee of the Month: The Board recognized Rebecca Kuperman as January's employee of the month. Ms. Kuperman is a paraprofessional in the ELS Program at Meadowview School.

OLD BUSINESS

Request to Bid Addition to Lift System

Motion to Approve Request

Motion by Mrs. Odie Pahl, second by Dr. Lonny Lemon, to authorize Administration to seek bids on a lift/transport system to be located at the north end of Laremont School as presented.

Ms. Watson noted that Administration previously reported on the need to install a motorized transport/lift system in the restroom at the north end of Laremont School. The system is used to reposition students.

ROLL CALL VOTE:

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

MOTION CARRIED.

Request to Bid Replacement of Fire Alarm System at Admin Building

Motion to Approve Request

Motion by Dr. Stephen Mack, second by Dr. Lonny Lemon, to authorize Administration to seek bids on replacement of the fire alarm system at the administrative building as presented.

Ms. Watson noted that this is another capital improvement project Administration previously discussed with the Board.

ROLL CALL VOTE:

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

MOTION CARRIED.

Planning for Future Student Growth

Mrs. Donnan reviewed the steps Administration has taken to explore all options to support the future growth of SEDOL programs as directed by the Board. Based on available information, Administration plans to utilize SEDOL buildings and leased space as follows for the coming school year:

- Cyd Lash Academy: Will continue to house the high school ED Alternate Program and some vocational programs will relocate to Cyd Lash
- Gages Lake School: Will continue to house Early Childhood through 5th grade for the ED Alternate Program, along with the entire SAB Program
- Transition Center South: Will house the ED Alternate Program for 6th, 7th and 8th grade
- John Powers Center: Will continue to house the DHH Program (EC thru 8th grade) on the 1st floor; students from Transition Center South will occupy classrooms on the 2nd floor. Administration did learn that Millburn District #24 would be an option, and the audio booth could be moved there.
- Atkinson Transition Site: Students will move to the 2nd floor at John Powers Center or to the Seymour Transition site, and the Atkinson lease will be terminated
- Seymour Transition Site: Will continue to house transition students
- Laremont School: Will continue to house ELP and LASSO-3 students. This continues to be a major concern for quality programming.

Mrs. Donnan said one drawback for next fall is more time is needed before Administration can make a recommendation to house students at Fairhaven School. Administration will continue to meet with Diamond Lake District #76.

Dr. Sefcik asked if staff have been told about the moves. Mrs. Donnan said Administration has started talking to staff, and they have been very supportive. She noted that Administration has also looked at the current administrative structure, and there will be some changes made in that area.

Update on Development of New Procedures for Distribution of IDEA Funds

Mrs. Donnan reported that ISBE has extended the deadline for implementation to July 1, 2020. This will provide the time needed to plan for procedural changes, training and amending the Articles of Joint Agreement. The next large group meeting of superintendents, business managers and special education directors is February 4. Mrs. Donnan noted that discussion by the audiology subcommittee continues to center on philosophical issues, and a recommendation will be sought from the large group. The subcommittee on housing is considering a base reimbursement of \$20,000 to member districts for each classroom and then a tiered system of fees based on the amount of time students are integrated into member district classes. This does change the cost, but it will make it much more fiscally accurate as far as what it really costs a member district to host a SEDOL class.

Ms. Watson said another recommendation on housing credit pertains to classrooms that SEDOL only uses for half the day. The member district should receive full credit, because that classroom really can't be used for anything by the member district.

Update on O&M Assessment

Ms. Watson reviewed a spreadsheet she developed comparing the current method of determining each district's O&M assessment (50% EAV and 50% enrollment) to a possible alternate method using 1/3 EAV, 1/3 district enrollment and 1/3 SEDOL enrollment. She noted that this is not a recommendation, but is presented for discussion purposes only.

PUBLIC COMMENT

Two people addressed the Board during Public Comment. The first visitor was Mrs. Alana Stephens who is a parent of a student who attends John Powers Center. Mrs. Stephens thanked the Board and Administration for listening to everyone who expressed concern about the possibility of moving the Deaf/Hard of Hearing Program from John Powers Center. The second visitor was Ms. Rebecca Slye, President of the SEDOL Teachers' Union. Ms. Slye thanked the Board negotiating team for their patience and understanding and the many long and tireless hours they spent problem solving in order to reach a tentative agreement.

EXECUTIVE BOARD MEMBER COMMENT

Dr. Sefick commended Mrs. Donnan for the additional communication she has been sending the Executive Board and Governing Board.

NEW BUSINESS

Planning for March Governing Board Meeting

The Board reviewed a draft agenda for the next Governing Board meeting tentatively scheduled for March 6. Mrs. Donnan noted that IASB is hosting its Lake Division meeting on March 13 at Wauconda High School, and she wondered if holding the Governing Board meeting in conjunction with the Lake Division meeting might be a good way to ensure a quorum. Board members liked the idea. Mrs. Donnan said she would talk to Governing Board President Carey McHugh.

Lakeside Transportation Contract Extension

Motion to Approve Request

Motion by Dr. Lonny Lemon, second by Mrs. Odie Pahl, to approve the renewal agreement with Lakeside Transportation as presented.

Lakeside Transportation submitted a proposal to extend the current contract for another year. The proposed rate increase is 3.75% for the 2019-20 school year. The Board reviewed the following history of the Lakeside contract.

<u>Year</u>	<u>Estimated Cost</u>	<u>% Increase</u>	<u>Actual Cost</u>
2011-12	\$ 900,696	1.5%	\$1,147,857
2012-13	\$ 914,206	1.5%	\$1,091,592
2013-14	\$ 927,919	1.5%	\$ 920,321
2014-15	\$ 945,565	1.9%	\$ 888,438
2015-16	\$ 968,258	2.4%	\$ 882,390
2016-17	\$ 989,547	2.2%	\$ 865,450
2017-18	\$1,011,314	2.2%	\$1,046,018
2018-19	\$1,041,553	3%	
2019-20	\$1,080,651	3.75%	

ROLL CALL VOTE:

Ayes: Dr. Lonny Lemon Dr. Guy Schumacher
Dr. Stephen Mack Dr. Christy Sefcik
Mrs. Odie Pahl Mrs. Roycealee Wood

Nays: None

Absent: Mrs. Carey McHugh Dr. Keely Roberts
Mrs. Joanne Osmond

MOTION CARRIED.

Fund Transfer

Ms. Watson reported that a public hearing must be held on the need to transfer money from the Education Fund to the Transportation Fund. This is done annually as ISBE does not fully reimburse transportation costs. Administration plans to hold the hearing immediately prior to the February 28 Executive Board meeting.

Collective Bargaining Agreement with STU

Motion to Recommend Approval of Agreement

Motion by Mrs. Odie Pahl, second by Dr. Guy Schumacher, to recommend the tentative agreement reached between the SEDOL Teachers' Union and the Governing Board Negotiation Team be approved by the Governing Board at its March meeting.

The Board reviewed a summary of the tentative agreement reached with the SEDOL Teachers' Union. Administration reported that STU members ratified the agreement on January 23.

ROLL CALL VOTE:

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

MOTION CARRIED.

COMMITTEE REPORTS

There were no committee reports. Dr. Lynch noted that a joint meeting of the Personnel and Finance Committees would be scheduled for 9:30 a.m. on February 14.

PROGRAM/SCHOOL REPORTS

Announcements / Wins

- Gages Lake School students participated in an end-of-the-year celebration and watched Wreck It Ralph or Cars. Level 3, 4, and 5 students participated in this special event which is equal to about 67% of the school population.
- Three students from Gages Lake School transitioned full time to their home school after winter break. A LASSO-3 student moved to LASSO-2 full time, and a transition student is attending his home district's transition program one day a week.
- Transition coaches participated in sensitivity training. The training focused on staff learning more about living with a disability and the accommodations/modifications required.
- SAB students sang songs with their music teacher for the rest of the student body.
- The Gurnee Rotary Club Santa visited Laremont School. Each classroom received a gift from the Rotary Club.
- Active Supervision was presented to the John Powers Center paraprofessional staff by Assistant Principal Sarah Carey.
- Karen Martin's ELS class at Vernon Hills High School used QR Codes to be able to follow a pancake-in-a-cup recipe.
- The SEDOL Foundation partnered with Warren High School and gathered over 1,500 pounds of food for the SEDOL Weekend Backpack Program.
- The following staff received \$250 Agriculture in the Classroom grants from the Lake County Farm Bureau: Tina Borges - Appealing to the Senses: A Garden for Students with Sensory Disorders; Deb Thomas - Growing and Cooking with Fresh Ingredients; Robin Wantoch and Sandra Halevy – Plant of the Month: Houseplants, Bamboo, Succulents and Flowering Spring Bulbs; and Mary Beth Hutting – Making a Better Place for Myself and Others: From Seed to Gift Giving.

CLOSED SESSION

Motion to Enter into Closed Session

At 10:19 a.m., Dr. Stephen Mack 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 and the purchase or lease of property.

ROLL CALL VOTE: Ayes: Dr. Lonny Lemon Dr. Guy Schumacher
 Dr. Stephen Mack Dr. Christy Sefcik
 Mrs. Odie Pahl Mrs. Roycealee Wood

 Nays: None

 Absent: Mrs. Carey McHugh Dr. Keely Roberts
 Mrs. Joanne Osmond

MOTION CARRIED.

Motion to Return to Public Session

At 10:24 a.m., Dr. Stephen Mack moved, second by Dr. Lonny Lemon, for the Board to return to public session.

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

While in closed session, the Board discussed the purchase or lease of property.

OTHER BUSINESS

Conflict of Interest Waiver with Diamond Lake District #76

Motion to Authorize Conflict of Interest Waiver Agreement

Motion by Dr. Lonny Lemon, second by Mrs. Odie Pahl, to authorize Administration to enter into a Conflict of Interest Waiver Agreement with Diamond Lake District #76 regarding common legal counsel as presented.

As both SEDOL and Diamond Lake District #76 are represented by Hodges, Loizzi, Eisenhammer, Rodick and Kohn, and since legal counsel would be needed with respect to SEDOL's possible use of Fairhaven School, it was recommended that the districts enter into a Conflict of Interest Waiver Agreement.

ROLL CALL VOTE: Ayes: Dr. Lonny Lemon Mrs. Joanne Osmond
 Dr. Stephen Mack Mrs. Odie Pahl
 Mrs. Carey McHugh

 Nays: None

 Absent: Dr. Keely Roberts Dr. Christy Sefcik
 Dr. Guy Schumacher Mrs. Roycealee Wood

MOTION CARRIED.

Adjournment

With no other business to be considered, Vice President Sefcik adjourned the meeting at 10:25 a.m.

Respectfully submitted by,

Doris Marcinkus
Recording Secretary

Approved by:

President of the Board

Secretary of the Board