

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY

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Valerie M. Donnan, M.Ed.

Superintendent

TO: Executive Board Members
FROM: Administration
RE: Executive Board Meeting
DATE: Thursday, January 24, 2019
TIME: 9:30 A.M.
PLACE: SEDOL Office Bay Room

AGENDA

Please Note: In the absence of Board President Joanne Osmond, Vice President Dr. Christy Sefcik will be presiding over the meeting.

- I. CALL TO ORDER / ROLL CALL (Dr. Sefcik)
- II. PLEDGE OF ALLEGIANCE (Dr. Sefcik)
- III. ACCEPTANCE OF AGENDA — ***ACTION NEEDED*** (Dr. Sefcik)

Motion to Accept/Amend Agenda — *VOICE VOTE*

Move the agenda be accepted/amended as presented/recommended.

- IV. CONSENT AGENDA — ***ACTION NEEDED*** (Dr. Sefcik)
 - A. Approval of Minutes: Public and closed session minutes of the regular meeting of December 20, 2018 are included in Board member agenda packets.
 - B. Financial Matters
 1. 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

2. Treasurer's Report: The treasurer's report for December 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 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
- 5:140 Solicitations By or From Staff
- 5:220 Substitute Teachers
- 5:300 Schedule and Employment Year

Section 5: 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

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

- McClendon, Lacechia - 1:1 Paraprofessional – Woodland Middle School
 - Budget approved vacancy/resignation
 - \$15.02/hour
 - Billed to Lake Villa #41
 - January 15, 2019

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

Licensed Staff

- Quinn, Obeckyo
- 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

2. Resignations/Retirements

Educational Support Personnel

- Pfeifer, Sheila
- Administrative Assistant – Therapeutic Services
 - Retiring June 30, 2020

- Radtke, Kayla
- Paraprofessional – Laremont School
 - Resigned January 9, 2019

- Ewert, Terri
- Paraprofessional – Regional Safe Schools
 - Resigned January 4, 2019

- McKinney, Jennifer
- Paraprofessional – LASSO 2 Program
 - Resigned January 15, 2019

- Wagner, Keith
- Paraprofessional – Cyd Lash Academy
 - January 7, 2019

- Boyd, Annette
- Paraprofessionl – Gages Lake School
 - January 7, 2019

- Thomas, Marie
- Paraprofessioanl – LASSO 3 Program
 - January 16, 2019

Licensed Staff

- Amundsen, Linda
- Coordinator, Therapeutic Services
 - Resigned December 4, 2018

- Pastori, Marissa
- Nurse
 - Resigned January 25, 2019

Request to Rescind Resignation

Educational Support Staff

Borrero, Elissa - Paraprofessional – Zion Benton HS
- Agreed to decreased contract from 1.0 FTE to .8 FTE

Motion to Approve Consent Agenda — ROLL CALL VOTE

Move approval of consent agenda items and addendum as presented.

- 3. Vacancies: The following reflects professional vacancies for the 2018-19 school year.
 - 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)

V. RECOGNITIONS (Mrs. Donnan)

A. Students Taking Academic Responsibility Seriously (STARS) Award

The STARS student for December was not able to attend the meeting, so the Board will recognize the student this month. The January student of the month will be recognized in February.

December: The Board will recognize a student from Gages Lake School who was selected as the STARS student for December but was not able to attend the meeting that day.

B. Employee of the Month

The Executive Board will recognize Rebecca Kuperman as January’s employee of the month.

VI OLD BUSINESS

A. Request to Bid Addition to Lift System — ACTION NEEDED (Ms. Watson)

Motion to Approve Request — ROLL CALL VOTE

Move Administration be authorized to seek bids on a lift/transport system at the north end of Laremont School as presented.

- B. Request to Seek Bids for Fire Alarm System Replacement at Admin Building –
ACTION NEEDED (Ms. Watson)

Motion to Approve Request — *ROLL CALL VOTE*

Move Administration be authorized to seek bids on a Fire Alarm System Replacement at the Admin Building as presented.

- C. Planning for Future Student Growth — ***INFORMATIONAL*** (Mrs. Donnan, Ms. Watson)

At the December meeting, the Board directed Administration to explore all options to support the future growth of SEDOL programs. Mrs. Donnan will update the Board on the steps Administration has taken to gather information and decisions regarding programming for Fall, 2019.

- D. Update on Planning to Develop New Procedures for Distribution of IDEA Funds —
INFORMATIONAL (Mrs. Donnan)

Mrs. Donnan will update the Board on the work of the Audiology Subcommittee and the Housing Credit Subcommittee. The next planning meeting is set for February 4th at 1:30 p.m.

- E. Articles of Agreement Update: O&M Assessment Update — ***INFORMATIONAL*** (Ms. Watson)
The Administration will discuss with the Board alternative calculations for the O&M Assessment.

VI. PUBLIC COMMENT (Dr. Sefcik)

President Osmond will recognize any visitors at the meeting.

VII. EXECUTIVE BOARD MEMBER COMMENTS (Dr. Sefcik)

Executive Board members are invited to make announcements or comments.

VIII. NEW BUSINESS

- A. Planning for March Governing Board Meeting — ***INFORMATIONAL*** (Mrs. Donnan)

The Board will review a draft agenda for the March 6 Governing Board meeting. The draft agenda is included in Board member packets.

- B. Lakeside Transportation Contract Extension — ***ACTION NEEDED*** (Ms. Watson)

Lakeside Transportation has submitted a proposal to extend the current contract. The proposed rate increase is 3.75% for the 2019-20 school year. Administration recommends the Board renew the agreement with Lakeside at a cost increase of 3.75%.

Following is a 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		3.75%	

Motion to Approve Agreement — ROLL CALL VOTE

Move approval of the renewal agreement with Lakeside Transportation as presented.

C. Fund Transfer – INFORMATIONAL (Ms. Watson)

Education Fund to Transportation Fund hearing will be set for the February 28, 2019 at 9:00 am. prior to the February SEDOL Executive Board meeting.

D. Ratification Of Collective Bargaining Agreement With Stu — ***ACTION NEEDED***

(Dr. Sefcik)

Dr. Lynch, Ms. Watson, and Ms. Wojcik of the Board Negotiations Team will provide a brief overview of the tentative agreement reached with the SEDOL Teachers' Union. A summary of the agreement will be disseminated to Governing Board members prior to the meeting.

Motion to Approve — ROLL CALL VOTE

Move to recommend the approval of the tentative agreement with the SEDOL Teachers Union and the SEDOL Board by the SEDOL Governing Board at the March 6, 2019 meeting.

VI COMMITTEE REPORTS

XI. PROGRAM/SCHOOL REPORTS — ***INFORMATIONAL***

A. Announcements / Wins

- Gages Lake Students participated in 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.
- Student transition success - Three Gages Lake Students transitioned full time to their homeschool after winter break. Student from LASSO 3 transitioned to LASSO 2 full time. One Transition student is transitioning one day a week to Zion High School's Transition Program.
- Transition Classroom Coaches participated in sensitivity training. It focused on staff learning more about living with a disability and accommodations/modifications required.

- SAB students sang songs with their music teacher for the rest of the student body.
- The Rotary Club Santa visited Laremont School. Each classroom received a gift from the Rotary Club.
- Active Supervision was presented to the Powers paraprofessional staff by Sarah Carey.
- Karen Martin's classroom used QR Codes to be able to follow a pancake in a cup recipe with her ELS class.
- Warren High School in partnership with the SEDOL Foundation 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.

XII. CLOSED SESSION

The Board will be asked to enter into closed session to discuss the appointment, employment, discipline, performance or dismissal of specific employees and the purchase or lease of property.

Motion to Enter into Closed Session – ROLL CALL VOTE

Move the Board enter into closed session to discuss collective bargaining matters and the purchase or lease of property.

Motion to Return to Public Session – VOICE VOTE

Move the Board return to public session.

XIII. OTHER BUSINESS

- A. **Conflict of Interest Waiver for agreement with Diamond Lake District 76 — ACTION NEEDED**

(Mrs. Donnan, Ms. Watson)

Diamond Lake District 76 and SEDOL both currently use Hodges and Loizzi for legal counsel. Administration recommends the Board to enter into an agreement waiving a conflict of interest for partnering with Diamond Lake District 76 regarding a lease regarding Fairhaven School.

Motion to Approve Request — ROLL CALL VOTE

Move Administration to be authorized to enter into a Conflict of Interest Waiver Agreement with District 76 regarding common legal counsel as presented.

XIV. ADJOURNMENT

2018-19 Executive Board Meeting Schedule *SEDOL Office Bay Room*

Thursday, February 28, 2019 – 9:30 a.m.

Thursday, March 21, 2019 – 9:30 a.m.

Thursday, April 11, 2019 – 9:30 a.m. *Special Meeting to Review Tentative Budget*

Thursday, April 25, 2019 – 9:30 a.m.

Thursday, May 23, 2019 – 9:30 a.m.

Thursday, June 27, 2019 – 9:30 a.m.

Thursday, July 25, 2019 – 9:30 a.m.

Governing Board Meeting Schedule *Laremont School Gym unless noted otherwise*

Wednesday, March 6, 2019 – 7:00 p.m.

Wednesday, June 5, 2019 – 7:00 p.m.