

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY
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Minutes

SEDOL EXECUTIVE BOARD MEETING

February 28, 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, February 28, 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. Carey McHugh, Governing Board Member, Wauconda Unit District #118
Dr. Keely Roberts, Superintendent, Zion District #6
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. Odie Pahl, Governing Board Member, Gurnee District #56

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
Ms. Rebecca Slye, President, SEDOL Teachers' Union

Staff Members Absent

None

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 Mrs. Carey McHugh, second by Dr. Lonny Lemon, 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 Dr. Keely Roberts, to approve the consent agenda as follows.

Approval of Minutes

Public and closed session minutes of the regular meeting of January 24, 2019

Financial Matters

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

Accounts Payable	\$1,522,590.16
1/31/19 Payroll Liabilities	787,346.44
1/31/19 Net Payroll	897,569.87
2/15/19 Payroll Liabilities	785,783.88
2/15/19 Net Payroll	<u>903,210.25</u>
	\$4,896,500.60

Treasurer's Report: Report for January 2019

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 4: Operational Services

4:130 Free and Reduced-Price Food Services

Section 5: Personnel

5:100 Staff Development Program

5:200 Terms and Conditions of Employment and Dismissal

5:230 Maintaining Student Discipline

Section 6: Instruction

6:20 School Year Calendar and Day

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

Hawkins, Angela - Paraprofessional – TAB Program
- Budget approved vacancy
- \$14.29/hour
- February 22, 2019

Hooper, Kelly - Paraprofessional – Gages Lake School
- Budget approved vacancy/transfer
- \$13.94/hour
- February 25, 2019

Ioakimidis, Victoria - Paraprofessional – Gages Lake School
- Budget approved vacancy/transfer
- \$13.94/hour
- January 11, 2019

Lellman, Joe - Paraprofessional – LASSO-3/Laremont School
- Budget approved vacancy/resignation
- BA, Northern Illinois University
- \$14.94/hour
- January 7, 2019

Letto, Alex - Paraprofessional – Gages Lake School
- Budget approved vacancy/resignation
- BA, Carthage College
- \$14.94/hour
- January 7, 2019

Plummer, Bonnie - Paraprofessional – ELS Program
- Budget approved vacancy
- \$13.94/hour
- February 11, 2019

Torres, Silvia - Paraprofessional – LASSO-3/Laremont School
- Budget approved vacancy
- \$14.29/hour
- January 29, 2019

Resignations/Retirements

Educational Support Personnel

- Edmond, Ashley - Paraprofessional – LASSO-3 Program
- Resigned February 1, 2019
- Jones, Elizabeth - Paraprofessional – TAB Program
- Resigned February 13, 2019
- Marcinkus, Megan - Paraprofessional – LASSO-2 Program
- Resigning at end of 2018-19 school year
- Matayoshi, Bridget - Registered Nurse
- Retiring at end of 2018-19 school year
- McCurry, Chelsea - Paraprofessional – LASSO-3 Program
- Resigning March 8, 2019

Licensed Staff

- Bridgman, Janice - ED Teacher – Gages Lake School
- Retiring at end of 2018-19 school year
- Fuith, Jennifer - ED Teacher – Cyd Lash Academy
- Resigning at end of 2018-19 school year
- Greiner, Paul - Teacher – Project SEARCH
- Retiring at end of 2018-19 school year
- Iwans, Sharon - ED Teacher – Gages Lake School
- Retiring at end of 2019-20 school year
- Michaels, William - PE Teacher – ROE Safe School
- Resigning at end of 2018-19 school year
- Quinn, Obeckyo - School Social Worker
- Resigned February 14, 2019

Request for Increase in Contract Time

- Sator, Michelle - DHH Itinerant Teacher
- From .8 to 1.0 FTE
- February 4, 2019

ROLL CALL VOTE:

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

MOTION CARRIED.

Professional Vacancies for 2018-19

- 1 Principal (SEDOL South)
- 1 Principal (John Powers Center)
- 1 School Psychologist
- 1 School Psychologist Intern
- 1 School Social Worker (LASSO-3/Laremont School)
- 1 School Social Worker (Cyd Lash Academy/M.S.)
- 1 School Social Worker (Cyd Lash Academy)
- 1 School Social Work Intern
- 1 Certified School Nurse (Gages Lake School)
- 1 DHH Itinerant Teacher (Various Locations)
- 1 Substitute Registered Nurse (Various Locations)
- 1 Administrative Assistant (HR/Admin Building)

RECOGNITIONS

Students Taking Academic Responsibility Seriously (STARS): The Board recognized Rosa Salazar, a student from Zion-Benton High School District #126, as the STARS student for January. Rosa who attends the LASSO-3 Program at Laremont School.

The Board had hoped to recognize Hector Juarez, the STARS student for February, but he was not able to attend the meeting. Administration will try to reschedule for March.

Employee of the Month: The Board recognized Kim Carlson as February's employee of the month. Mrs. Carlson is a teacher at Gages Lake School.

OLD BUSINESS

IDEA, Housing and O&M Assessment

Mrs. Donnan provided an update on the work of the IDEA planning group and the two subcommittees reviewing how audiology services should be paid for and how housing credits will be issued to member district. Another large group planning session was held on February 4, and most of the member districts were represented by superintendents, business managers and/or special education directors. The subcommittee reviewing member district housing credits was firmly in favor of updating the reimbursement and the integration formula to make it much more fiscally accurate as far as what it really costs districts to host a SEDOL class.

The question on how to pay for audiology services generated a good amount of discussion, but the subcommittee felt member districts should be surveyed on whether to use a shared-cost system or a fee-based system. The survey also asked member districts to indicate their position on the formula used to determine the O&M assessment fee member districts pay. Twenty of the 31 member districts have returned the survey. It will be open for another week, and Administration hopes the rest of the districts will take the survey before the results are summarized.

Mrs. Donnan reported that she was in Lisle on February 27, along with other administrators of special education cooperatives, to talk about the procedural changes with IDEA funding. SEDOL will be able to apply for the extension following Governing Board authorization at its meeting on March 13. Some things will be shifting out of the grant to the District Consolidated Plan. A workshop is planned for the spring to review all of the impending changes.

NEW BUSINESS

Resolution to Set Hearing on Interfund Transfer

Motion to Adopt Resolution

Motion by Dr. Guy Schumacher, second by Dr. Lonny Lemon, to adopt the Resolution Setting A Hearing to Discuss an Interfund Transfer as presented.

Administration reported that at its March meeting, the Executive Board will be asked to approve a resolution authorizing an interfund transfer be made from the Education Fund to the Transportation Fund in the amount of \$450,000. In order to do this, there are specific criteria that must be met including holding a public hearing to discuss the interfund transfers. Administration recommended the public hearing be held immediately prior to the regular meeting on March 21 beginning at 9:15 a.m. and the resolution to set the hearing be adopted as presented.

<u>ROLL CALL VOTE:</u>	Ayes:	Dr. Lonny Lemon	Dr. Guy Schumacher
		Dr. Stephen Mack	Dr. Christy Sefcik
		Mrs. Carey McHugh	Mrs. Roycealee Wood
		Dr. Keely Roberts	
	Nays:	None	
Absent:	Mrs. Joanne Osmond	Mrs. Odie Pahl	

MOTION CARRIED.

Salary/Benefit Recommendations for Administrative and Non-Union Staff

Motion to Approve Recommendations

Motion by Dr. Lonny Lemon, second by Dr. Keely Roberts, to approve the recommendations regarding salary/benefit increases for administrative and non-union staff for FY19 and FY20 as presented.

Dr. Lynch reported that Administration's recommendations regarding salary and benefits for administrative and non-union staff for FY19 and FY20 were reviewed by the Personnel and Finance Committees at the joint meeting held on February 14. Mrs. Donnan added that Administration followed up with Personnel Committee Chair Dr. Lonny Lemon and Board

President Joanne Osmond to discuss Administration's plan to present a director's contract for approval at the March meeting and also look at insurance benefits for district administrators.

ROLL CALL VOTE:

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

MOTION CARRIED.

Request to Bid Replacement of Classroom Doors

Motion to Approve Request

Motion by Dr. Stephen Mack, second by Mrs. Carey McHugh, to authorize Administration to seek bids on the replacement of classroom doors and hardware at Transition Center South in Mundelein as presented.

Administration requested authorization to seek bids on the replacement of classroom doors and hardware at Transition Center South (future SEDOL South) in Mundelein.

ROLL CALL VOTE:

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

MOTION CARRIED.

National School Lunch Program for Regional Safe School Program (RSSP)

Bookkeeper Karen Jacobs explained the steps being taken to permit SEDOL to host the National School Lunch Program for the RSSP located in Zion. As SEDOL operates the RSSP on behalf of the Lake County ROE, it is easier to add the school under SEDOL's lunch program. Administration is working with Zion District #6 to provide the lunches and hopes to have everything in place for the program to begin in the fall.

Articles of Joint Agreement / Monthly Executive Board Meetings

Mrs. Donnan explained that the Articles of Joint Agreement state the Executive Board will meet at least monthly. Since it is sometimes difficult to attain a quorum in July, Administration sought direction on whether to maintain the requirement of a monthly meeting, or to amend the language to allow the Executive Board the option of not meeting in July. Consensus was to amend the Articles to allow the Board the option to not meet. Mrs. Donnan said the proposed change would be presented to the Governing Board along with the other amendments that will be needed due to the changes in IDEA funding.

PUBLIC COMMENT

Five visitors expressed concerns about Administration’s plan to locate a portion of the Transition Program to the second floor of John Powers Center while elementary students from the Deaf/Hard of Hearing (DHH) Program would occupy classrooms on the first floor. Visitors were also concerned that the job posting for the principal of Powers Center did not require applicants to be fluent in American Sign Language and to have more experience as a teacher and administrator of a DHH Program. The following people addressed the Board.

Rosemary Edwards, Alumni - Wonder Lake, IL
Alana Stephens, Parent – Round Lake, IL
Kanthi Krishnaswany, Parent – Vernon Hills, IL
Kim McAuliffe, Parent – Vernon Hills, IL
Corey Axelrod, Illinois Association of the Deaf – Arlington Heights, IL

EXECUTIVE BOARD MEMBER COMMENT

Dr. Mack reported that February 28 was Rare Disease Day. This is an observance held on the last day of February to raise awareness of rare diseases and improve access to treatment and medical representation for individuals with rare diseases and their families. He asked everyone to share this on social media and for there to be a record of it in the minutes.

Mrs. Donnan noted that a group of SEDOL students made personal invitations that will be sent to Governing Board members, inviting them to attend the March 13 Governing Board meeting.

COMMITTEE REPORTS

Dr. Lynch and Ms. Watson gave a brief overview of the items discussed at the joint meeting of the Personnel and Finance committee meetings held on February 14, which included: salary/benefits for administrative and non-union staff; update on health insurance renewal; and several building upgrades at Powers Center and Transition Center South that will be included in the FY20 budget.

PROGRAM/SCHOOL REPORTS

Announcements / Wins

- Gages Lake School’s 100th Day of School – 100 Days Smarter. “After 100 days of school, I learned ...”
- Feedback about the nursing staff regarding emergency phone calls at Laremont School. Crisis reactions are appreciated.
- Staff in the admin building held a hat and glove drive
- A student in the TAB Program called the principal to share that he raised \$52 shoveling to donate hats and gloves to students in need.
- Gages Lake School students in Ms. Cotteleer and Ms. Arff’s classes made blankets for Advocate Hospice. The student council also made blankets and wrote cards to the recipients. Six cozy, warm blankets were donated to help make patients more comfortable and feel loved.

CLOSED SESSION

There were no items to discuss in closed session.

OTHER BUSINESS

There were no items to discuss under Other Business.

Motion to Adjourn

At 10:33 a.m., motion by Mrs. Carey McHugh, second by Dr. Keely Roberts, to adjourn the meeting.

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

Respectfully submitted by,

Doris Marcinkus
Recording Secretary

Approved by:

President of the Board

Secretary of the Board