

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY

18160 W Gages Lake Road, Gages Lake, Illinois 60030-1819
847-548-8470 Fax 847-548-8472 VP 224-207-8476
www.sedol.us



Valerie M. Donnan, M.Ed.
Superintendent

Notice: A Public Hearing to receive comment regarding an interfund transfer will be held on Thursday, March 21, at 9:15 a.m.; the hearing will be held in the Bay Room at the district office.

TO: Executive Board Members
FROM: Administration
RE: Executive Board Meeting
DATE: Thursday, March 21, 2019
TIME: 9:30 A.M.
PLACE: SEDOL Office Bay Room

AGENDA

- I. CALL TO ORDER / ROLL CALL (Mrs. Osmond)
- II. PLEDGE OF ALLEGIANCE (Mrs. Osmond)
- III. ACCEPTANCE OF AGENDA — ***ACTION NEEDED*** (Mrs. Osmond)
Motion to Accept/Amend Agenda — *VOICE VOTE*
Move the agenda be accepted/amended as presented/recommended.
- IV. CONSENT AGENDA — ***ACTION NEEDED*** (Mrs. Osmond)
 - A. Approval of Minutes: Public session minutes of the regular meeting of February 28, 2019 are included in Board member agenda packets.
 - B. Financial Matters
 1. Paid Accounts Payable List: The following expenditures represent the March 2019 accounts payable list:

Accounts Payable	\$1,408,381.07
2/28/19 Payroll Liabilities	802,821.08
2/28/19 Net Payroll	786,708.93
3/15/19 Payroll Liabilities	905,657.04
3/15/19 Net Payroll	<u>897,516.22</u>
	\$4,801,084.34

2. Treasurer's Report: The treasurer's report for February 2019 is included in Board member packets.

C. 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

Aranda, Claudia - Paraprofessional – Gages Lake School
- Budget approved vacancy/resignation
- \$13.94/hour
- March 5, 2019

DeSantis, Roger - Paraprofessional – LASSO-3/Laremont School
- Budget approved expansion
- \$14.65/hour
- March 1, 2019

2. Resignations/Retirements

Educational Support Personnel

Curlott, Catherine - Paraprofessional – Gages Lake School
- Resigning March 22, 2019

Gertz, Mary - Transition Specialist
- Resigning at end of 2018-19 school year

Gorski, Eva - Community Experience Coach
- Resigning at end of 2018-19 school year

Hennenfent, Kara - Assistive Technology Facilitator
- Resigning at end of 2018-19 school year

Lewis, Virginia - Executive Assistant/Interpreter
- Resigning March 22, 2019

Nielson, Carol - Paraprofessional – Transition Program
- Retiring at end of 2018-19 school year

Sullivan, Michael - Paraprofessional – Transition Program
- Retiring at end of 2018-19 school year

Licensed Staff

- Assmann, Judith - Coordinator of Curriculum and Instruction and Interim Coordinator of Therapeutic Services
- Resigning June 30, 2019 to accept new position as Director of Special Services
- Balikov, Jennifer - Teacher – LASSO-2 Program
- Resigning at end of 2018-19 school year
- Jason, Salena - Teacher – LASSO-3 Program/Laremont School
- Resigning at end of 2018-19 school year
- Krieger, George - School Social Worker
- Resigning at end of 2018-19 school year
- Nicolosi, Melissa - Teacher – LASSO-2 Program
- Resigning at end of 2018-19 school year
- Olsen, Kelly - Supervisor – LASSO-2 Program
- Resigning June 30, 2019 to accept new position as Assistant Director of Curriculum and Assessment
- Posey, Sarah - School Social Worker
- Resigning at end of 2018-19 school year
- Swopes, Ellis - Teacher – Cyd Lash Academy
- Resigning at end of 2018-19 school year
- Vasel, Carol - Teacher – Gages Lake School
- Resigning at end of 2018-19 school year

3. Request for Reduction in Contract Time

- Sator, Michelle - DHH Itinerant Teacher
- From 1.0 to .8 FTE
- May 31, 2019

Motion to Approve Consent Agenda — ROLL CALL VOTE

Move approval of consent agenda items and addendum as presented.

4. Professional Vacancies

- 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 Worker Intern
- 1 Certified School Nurse (Gages Lake School)
- 1 DHH Itinerant Teacher
- 1 Substitute Registered Nurse (Various Locations)

V. RECOGNITIONS (Mrs. Donnan)

A. Students Taking Academic Responsibility Seriously (STARS) Award

As February's recipient was not able to attend last month, the Board will recognize the February and March students this month.

February: Hector Juarez is a 10th grade student in the ELS Program at North Chicago High School; Hector is a resident of North Chicago District #187.

March: George Rateike attends Transition Center South; he is a resident of Grant High School District #124.

B. Employee of the Month

The Board will recognize Janet Ognibene, a speech/language pathologist, as March's employee of the month.

VI. OLD BUSINESS

A. IDEA, Housing and O&M Assessment — **INFORMATIONAL** (Mrs. Donnan)

Mrs. Donnan will update the Board on the work of the IDEA planning group and the two subcommittees reviewing audiology services and member district housing credits.

VII. NEW BUSINESS

A. Resolution Authorizing Interfund Transfer — **ACTION NEEDED** (Ms. Watson)

Administration recommends adoption of the attached resolution authorizing an interfund transfer of \$450,000 from the Education Fund to the Transportation Fund.

Motion to Adopt Resolution — ROLL CALL VOTE

Move adoption of the Resolution Authorizing an Interfund Transfer as presented.

B. Agreement for Camera Systems at Transition Center South & John Powers Center — ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the agreements with All Information Services, Inc., for camera systems at Transition Center South and John Powers Center. Total cost for equipment and installation at Transition Center South is \$22,765.76; John Powers Center is \$22,570.76. Both agreements are included in Board member agenda packets.

Motion to Approve Agreements — *ROLL CALL VOTE*

Move approval of the agreements with All Information Services, Inc., for camera systems at Transition Center South and John Powers Center as presented.

C. New Floor at Transition Center South — ***ACTION NEEDED*** (Ms. Watson)

Three bids were opened on March 13 for the purchase and installation of new flooring at Transition Center South in Mundelein. After reviewing the bids, Administration recommends approval of the bid by Libertyville Tile and Carpet in the amount of \$44,000. Although the low bid of \$31,950 was submitted by Iskalis American Floor Show, the bid was deemed non-responsive as it did not include floor prep and floor leveling as specified in the bid document. The bid tabulation and the memo outlining Administration's recommendation are included in Board member agenda packets.

Motion to Approve Bid — *ROLL CALL VOTE*

Move approval of the bid by Libertyville Tile and Carpet in the amount of \$44,000 for the purchase and installation of new flooring at Transition Center South as presented.

D. School Calendar 2019-20 / Public Hearing Needed — ***INFORMATIONAL*** (Mrs. Wojcik)

A draft of the calendar for the 2019-20 school year is included in Board member agenda packets. The calendar was developed based on the suggested calendar from the Regional Superintendent of Schools, but it was modified to fit the special needs of SEDOL facilities. The calendar pertains to Laremont and Gages Lake Schools, Cyd Lash Academy, Transition Center South, Community Life Skills sites, the Regional Safe School, the ALOP Program and the administrative office. All other programs follow the calendar as established by the host school district for the class/program/attached building.

A public hearing will be needed prior to Board approval as Administration is recommending that Veterans' Day be removed as a school holiday and that Casimir Pulaski Day be designated as a possible emergency make-up day. Administration plans to hold the public hearing at 9:15 a.m. on Thursday, April 11; this is the date of the special Executive Board meeting to review the tentative budget. The agenda for the April 11 meeting will also include approval of the calendar for 2019-20.

VIII. PUBLIC COMMENT (Mrs. Osmond)

President Osmond will recognize any visitors at the meeting. The Executive Board is always interested in hearing from anyone who has a concern or issue regarding SEDOL programs and services. In order to ensure that everyone is heard, and at the same time, conduct the meeting properly and efficiently, those wishing to address the Board are asked to observe the following guidelines.

1. Sign in at the meeting and complete the Public Comment Information Form.
2. Address the Board at the appropriate time as indicated on the agenda and when recognized by the Board President.
3. State your name and address for the record.
4. Comments should be limited to a maximum of five (5) minutes.
5. Groups attending Board meetings are requested to appoint a spokesperson, if possible. The spokesperson should identify the group he/she represents and then briefly explain the concerns shared by the group. The Board President reserves the right to terminate a speaker's comments if they are repetitive or redundant.
6. Comments made during open session should not pertain to individual students or employees. Concerns regarding a specific student or employee should be presented in closed session.
7. The Board President or other presiding officer shall have the authority to terminate the remarks of any individual addressing the Board under public comment and to determine procedural matters regarding public comment not otherwise defined in Board policy.

IX. EXECUTIVE BOARD MEMBER COMMENTS (Mrs. Osmond)

Executive Board members are invited to make announcements or comments.

X. COMMITTEE REPORTS (Mrs. Osmond)

A. Personnel Committee Meeting (Dr. Lynch)

The Personnel Committee met on March 14. Dr. Lynch will provide an overview of that meeting.

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

A. Announcements / Wins

- Week of Kindness at Gages Lake School; Spirit Days; Activity Day – 9 stations of kindness activities (e.g. thank-you notes, hugs, sensory bottles for Laremont)
- Tribute to Black History Month at Gages Lake School – decorated doors and fun facts
- Behavioral Specialist Team – Round Lake SRO training on autism awareness in collaboration with legal counsel
- MeMoves interactive professional development for SEDOL staff

- Laremont School celebration of Dr. Seuss's birthday for Read Across America – students read to each other using switches
- Deaf Ninja activities was hosted in Libertyville for DHH Programs within member districts and Powers Center. Over 80 students and 30 staff members participated in the two-hour event.
- Cyd Lash Academy received a grant of \$410 from the Holocaust Museum.
- Referrals decreased over 50% at the middle school level in the Alternate BD Program.

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 collective bargaining matters.

Motion to Enter into Closed Session – ROLL CALL VOTE

Move the Board enter into closed session to discuss the appointment, employment, discipline, performance or dismissal of specific employees and collective bargaining matters.

Motion to Return to Public Session – VOICE VOTE

Move the Board return to public session.

XIII. OTHER BUSINESS

- A. Recommendations for FY20 Personnel Reductions in Force and Dismissals —
ACTION NEEDED (Mrs. Donnan, Dr. Lynch)

Administration recommends the Executive Board approve necessary personnel reductions, dismissals and other possible related personnel actions for the 2019-20 school year by taking action on the following motions.

Motion to Adopt Document #1 — ROLL CALL VOTE

Move adoption of the Resolution labeled Document #1 regarding the Honorable Dismissal of Teachers.

Motion to Adopt Document #2 — ROLL CALL VOTE

Move adoption of the Resolution labeled Document #2 regarding the Dismissal of First Year Probationary Teacher for Reasons Other than Reduction-in-Force.

Motion to Adopt Document #3 — ROLL CALL VOTE

Move adoption of the Resolution labeled Document #3 regarding the Honorable Dismissal of Educational Support Personnel.

XIV. ADJOURNMENT

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2018-19 Executive Board Meeting Schedule *SEDOL Office Bay Room*
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, June 5, 2019 – 7:00 p.m.

RESOLUTION AUTHORIZING INTERFUND TRANSFER

WHEREAS, pursuant to Section 17-2A of the *School Code* (105 ILCS 5/17-2A), the regulations of the Illinois State Board of Education, the Articles of Joint Agreement of the Special Education District of Lake County (“SEDOL” or “District”) and the delegation of authority to the SEDOL Executive Board, the SEDOL Executive Board (“Board”), by proper resolution, may authorize the Treasurer of the School District to make budgeted interfund transfers between the Education, Operations and Maintenance, and Transportation Funds; and

WHEREAS, to the extent applicable, Section 17-2A sets forth procedures for the adoption of such resolution following a public hearing set by the Board or Board President; and

WHEREAS, such hearing was held on March 21, 2019 at 9:15 a.m., at the District office pursuant to the notice published on March 11, 2019 in the Daily Herald and the notice posted on February 28, 2019 at the District office; and

WHEREAS, the Board has determined that it is in the best interests of the District to transfer money currently in the Education Fund to the Transportation Funds.

NOW, THEREFORE, It is hereby resolved by the SEDOL Executive Board as follows:

Section 1. The Board has determined that it is in the best interests of the District to transfer the following amounts between the following funds:

<u>Amount</u>	<u>Transfer From</u>	<u>Transfer To</u>
\$450,000	Education	Transportation

Section 2. The Treasurer is authorized to transfer said amount and record the transfer on the books of the District.

Section 3. This Resolution shall be in full force and effect immediately upon its adoption.

ADOPTED this 21st day of March, 2019 by the following roll call vote:

AYE:

NAY:

ABSENT:

President, Executive Board

ATTEST:

Secretary, Executive Board