

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

TO: Executive Board Members
FROM: Administration
RE: Executive Board Meeting
DATE: Thursday, May 23, 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 and closed session minutes of the regular meeting of April 25, 2019 are included in Board member agenda packets.
 - B. Financial Matters
 1. Paid Accounts Payable List: The following expenditures represent the May 2019 accounts payable list:

Accounts Payable	\$1,695,739.80
4/30/19 Payroll Liabilities	804,923.97
4/30/19 Net Payroll	932,783.60
5/15/19 Payroll Liabilities	808,187.41
5/15/19 Net Payroll	<u>924,202.52</u>
	\$5,165,837.30

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

C. Closed Session Minutes/Recordings

Administration recommends the minutes of closed session from the following meetings remain confidential and that all previously reviewed minutes remain closed.

October 25, 2018	Collective bargaining
November 14, 2018	Employee matter and collective bargaining
December 20, 2018	Employee matter and collective bargaining
January 24, 2019	Purchase/lease of property
March 21, 2019	Employee matter and collective bargaining

In addition, Administration recommends the destruction of verbatim recordings for the following closed session meetings:

June 22, 2017	September 21, 2017	November 15, 2017
July 27, 2017	October 26, 2017	

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

Caballero Bolanos, Diana - Paraprofessional – Gages Lake School
- Budget approved vacancy
- BA, Lake Forest College
- \$14.94/hour
- May 2, 2019

Schulman, Matt - Paraprofessional – Gages Lake School
- Budget approved vacancy/resignation
- BA, University of Wisconsin – Eau Claire
- \$15.29/hour
- April 30, 2019

Licensed Staff

Connelly, Sean - Assistant Principal – Gages Lake School
- Budget approved vacancy/resignation
- MA, Roosevelt University
- \$77,746
- August 1, 2019

- Ferrigan, Rachel - Speech/Language Pathologist
- Budget approved vacancy
- MA, Western Illinois University
- MA/step 1, \$44,285
- August 12, 2019
- Greig, Brittany - Speech/Language Pathologist
- Budget approved vacancy/resignation
- MA, Elmhurst College
- MA/step 1, \$44,285
- August 12, 2019
- Meyer, Kimberly - School Social Worker
- Budget approved vacancy
- MSW, Aurora University
- MA+30/step 11, \$70,777
- August 12, 2019
- Mortensen, Shayna - Adapted PE Teacher – Sector Classes
- Budget approved vacancy
- BA, Concordia University
- BA/step 11, \$60,496
- August 12, 2019
- Pietro, Jessica - BD/ED Teacher – South School
- Budget approved vacancy
- BA, Illinois State University
- BA/step 1, \$39,540
- August 12, 2019
- Swirsley, Megan - LASSO-2 Teacher – Sector
- Budget approved vacancy
- BA, Southern Illinois University
- BA/step 1, \$39,540
- August 19, 2019
- Weakley, Kelly - Assistant Principal – Gages Lake School
- Budget approved vacancy/transfer
- MA, American College of Education
- \$74,000
- August 1, 2019

2. Resignations/Retirements

Educational Support Personnel

- Eslick, Lori - Educational Interpreter – John Powers Center
- Resigning June 7, 2019

- Fishman, Carly - Paraprofessional – John Powers Center
- Resigning at end of 2018-19 school year
- Kelzer, Rachel - Sign Language Interpreter
- Resigning at end of 2018-19 school year
- Kuc, Pricilla - Paraprofessional – LASSO-3 Program
- Resigning at end of 2018-19 school year
- LeBaron, Teresa - Paraprofessional – Laremont School
- Resigning at end of 2018-19 school year
- Mejias, Ashley - Paraprofessional – LASSO-3 Program
- Resigned May 9, 2019
- Pucin, Susan - Registered Nurse
- Resigning at end of 2018-19 school year
- Raia, John - Custodian – Gages Lake School
- Retiring July 31, 2021
- Stojakovic, Sladjana - Paraprofessional – John Powers Center
- Resigning at end of 2018-19 school year
- Weber, Ann - Paraprofessional – Laremont School
- Resigning at end of 2018-19 school year

Licensed Staff

- Heitman, Tracy - School Social Worker
- Resigning at end of 2018-19 school year
- Izzo, Danielle - Speech/Language Pathologist
- Resigning June 7, 2019
- Vaughn, Hayley - BD/ED Teacher – Gages Lake School
- Resigning at end of 2018-19 school year

3. Request to Change Retirement Date

- Pfeifer, Sheila - Administrative Assistant – Therapeutic Services
- Changing retirement date from June 30, 2020 to
July 31, 2019

4. Reinstatement of Staff for 2019-20

Educational Support Personnel

- Gamboa, Grettel - Administrative Assistant – ROE Safe School

Licensed Staff

- Cucuru, Maria - Teacher – ROE Safe School
- Barrera-Hughes, Delsy - Program Facilitator – ROE Safe School
- Harrison, Jasmine - Teacher – ROE Safe School
- Privett, Kaitlyn - Teacher – ROE Safe School
- Sciacca, Maria - Teacher – ROE Safe School
- Villacis, Shirley - Teacher – ROE Safe School
- Williams, Jay - Interventionist – ROE Safe School

Motion to Approve Consent Agenda — ROLL CALL VOTE

Move approval of consent agenda items and addendum as presented.

- 5. Professional Vacancies Anticipated for 2019-20
 - 1 Assistant Principal (Laremont School)
 - 1 Assistant Principal (DHH and Transition Programs)
 - 1 School Psychologist
 - 4 School Social Workers
 - 4 Speech/Language Pathologists
 - 1 Certified School Nurse (Gages Lake School)
 - 1 Special Needs Registered Nurse (Laremont School)
 - 1 Substitute Registered Nurse (Various Locations)
 - 3 Adapted PE Teachers (Various Locations)
 - 1 Office Intervention Teacher (South School)
 - 2 ED/BD Teachers (Gages Lake School and South School)
 - 1 SAB Teacher (Gages Lake School)
 - 1 Behavior Specialist (District Wide)
 - 1 Vision Itinerant Teacher

V. RECOGNITIONS (Mrs. Donnan)

A. Students Taking Academic Responsibility Seriously (STARS) Award

The Board will recognize Aaron Brooks as the STARS student for May. Aaron is a 2nd grade student in the ED/BD Program at Gages Lake School; he is a resident of Antioch District #34.

B. Employee of the Month

The Board will recognize Bilingual Interpreter Patty Mendez as May's employee of the month.

VI. OLD BUSINESS

A. Approval of Revised Housing Credit System — ***ACTION NEEDED*** (Ms. Watson)

The Board approved a new seven-tiered housing credit system at the April meeting. Since then, Administration has discovered two areas that need to be addressed with regard to housing SEDOL classrooms. The first area is technology and the requirement that the host district provide technology equipment and corresponding apps/programs when the host district has a one-to-one technology program and the students and teacher require the equipment to access the host district's curriculum. The other area is that districts be required to provide written notification by February 1st to the SEDOL Superintendent if the district is unable to host a SEDOL classroom the following school year. A memo from Assistant Superintendent Barbara Watson clarifying these areas is included in Board member agenda packets.

Motion to Approve Revised Housing Credit System — ***VOICE VOTE***

Move approval of the revised housing credit system as presented.

B. Approval of Revised List of Billing Rates for FY20 — ***ACTION NEEDED*** (Ms. Watson)

The rates for contractual and itinerant services for FY20 were approved at the November meeting. In December, the Board approved a revised list of rates that did not include the rate for audiology/vision services, as that rate could not be determined until a decision was made about the IDEA grant money. Now that it has been determined that the IDEA grant money will continue through 2019-20, Administration is recommending the rate for audiology/vision remain the same.

Also included in the revised list of rates are the College First and College Plus programs. These programs have been redesigned, and the rates are now based on the staff and hours assigned to the programs. The rates for these programs will be an annual rate, not a per-semester rate as they were in 2018-19.

A memo from Assistant Superintendent Barbara Watson, along with the revised list of rates, is included in Board member agenda packets.

Motion to Approve Revised List of Billing Rates — ***VOICE VOTE***

Move approval of the revised list of rates for contractual and itinerant services for FY20 as presented.

VII. NEW BUSINESS

A. Request for Non-Member District Placements — ***ACTION NEEDED*** (Mrs. Donnan)

Administration recommends approval of the requests by Lake Zurich District #95 and Kildeer District #96 to place students in SEDOL programs for the 2019-20 school year. District #95 is requesting continuation of placements for three students – two students at John Powers Center and one student at Laremont School. District #96 is requesting placement for one student at John Powers Center. The districts will be billed based on the non-member district tuition schedule and will continue to be responsible for transportation costs and for the costs associated with any additional support needed as a result of the placement.

Motion to Approve Requests — *ROLL CALL VOTE*

Move approval of the requests by Lake Zurich District #95 and Kildeer District #96 for placements in SEDOL programs as presented.

B. **Alternate School Authority Arrangement — *ACTION NEEDED*** (Ms. Watson)

The Lake County Regional Office of Education (ROE) would like SEDOL to facilitate the provision of school meals for the Regional Safe School. This requires the ROE to transfer authority for the school meal program to SEDOL. Administration recommends approval of the Alternate School Authority Arrangement form, which is included in Board member agenda packets. This is a one-year agreement, effective July 1, 2019 through June 30, 2020.

Motion to Approve Alternate School Authority Arrangement — *VOICE VOTE*

Move the Board approve the Alternate School Authority Arrangement between the Lake County ROE and SEDOL as presented.

C. **Agreement for Patient Transport System — *ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the agreement with Arjo Inc. for the purchase and installation of a patient transport system at Laremont School at a cost of \$15,004.51. A copy of the agreement is included in Board member agenda packets.

Motion to Approve Agreement — *ROLL CALL VOTE*

Move approval of the agreement with Arjo Inc. for the purchase and installation of a patient transport system at Laremont School at a cost of \$15,004.51.

D. **Approval of Final Calendar — *ACTION NEEDED*** (Mrs. Wojcik)

Administration requests approval of the final calendar for 2018-19. Four emergency days were used, so the calendar has been amended accordingly.

Motion to Approve Calendar — *VOICE VOTE*

Move approval of the final school calendar for 2018-19 as requested.

E. **Owner's Representative for Fairhaven School Project — *INFORMATIONAL*** (Ms. Watson)

Administration would like to discuss the possibility of contracting with Ken Frank to serve as SEDOL's representative on the Fairhaven School project.

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)

XI. PROGRAM/SCHOOL REPORTS — *INFORMATIONAL*

A. Announcements / Wins

- Special Olympics has many state qualified athletes for Track and Field from the following programs SAB, ELS, LASSO-2, and DHH Program.
- Cotton Creek School students participated in music performance during the evening with their host school peers.
- The Gages Lake School Sensory Walk has been installed, and students are being trained on how to use it. The walk has been so successful that they are looking to add another one in a different part of the building.
- The Laremont PTO Auction was a success and proceeds will support students going to summer camp.
- The Laremont Prom was a fun-filled day with two students from the SAB Program being crowned King and Queen.
- Transition Services hosted their end of the year dinner dance with Community High School District #117.
- Chicks have been hatching across the district including the SAB and DHH Programs.
- Snow White is the third annual play being put on at John Powers Center. The students were amazing as they put on a show for their classmates, families, and community members.

B. Recognition of Retirees

The following retirees will be recognized at a reception at 4:00 pm on Thursday, May 23. The reception will be held in the Bay Room at the admin building.

<u>Name</u>	<u>Position</u>	<u>Hire Date</u>
Brandy Abear	Teacher	11/5/2001
Bonnie Bloom	Receptionist	2/22/1988
Jan Bridgman	Teacher	8/29/1983
Geri Feldman	Teacher	8/15/2002
Lynn Furth	Teacher	1998-2006 & 2014-2019
Brent Greiner	Teacher	8/20/2009
Virginia Irwin	Orientation/Mobility	1/21/1997
Sue Jakaitis	Admin Assistant	10/15/1991
Debra Loehrke	Paraprofessional	4/1/1997
Bridget Matayoshi	Registered Nurse	8/25/2003
Joyce Meuth	Supervisor	8/24/1998
Carol Nielsen	Paraprofessional	8/27/1984
Terri Nilson-Bugella	Principal	8/2/2004
Stacey Pyne	Vocational Facilitator	8/22/2002
Julie Rohrbach	Teacher	8/18/1997
Sharon Saracco	Teacher	10/15/2013
Michael Sullivan	Paraprofessional	12/14/1998
Cathy von Ehrenkrook	Speech Pathologist	8/23/1993
Ann Weber	Paraprofessional	10/22/1996

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, collective bargaining matters and evaluation of the superintendent.

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, collective bargaining matters and evaluation of the superintendent.

Motion to Return to Public Session – VOICE VOTE

Move the Board return to public session.

XIII. OTHER BUSINESS

A. Termination — ***ACTION NEEDED***

- Morley, Thom - Maintenance
- Recommend termination effective May 23, 2019

Motion to Approve Termination — *ROLL CALL VOTE*

Move approval of the termination as recommended.

XIV. ADJOURNMENT

:dm

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

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.