

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY
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Minutes

SEDOL EXECUTIVE BOARD MEETING

June 27, 2019

CALL TO ORDER

The regular meeting of the SEDOL Executive Board was called to order by President Joanne Osmond at 9:33 a.m. Thursday, June 27, 2019, at the SEDOL administrative offices in Gages Lake, Illinois.

ROLL CALL

Board Members Present

Dr. Lonny Lemon, Superintendent, Oak Grove District #68
Dr. Jason Lind, Superintendent, Millburn District #24
Dr. Stephen Mack, Governing Board Member, Community Cons. District #46
Mrs. Carey McHugh, Governing Board Member, Wauconda Unit District #118
Mrs. Joanne Osmond, Governing Board Member, Lake Villa District #41
Mrs. Odie Pahl, Governing Board Member, Gurnee District #56
Hon. Roycealee Wood, Superintendent, Lake County Regional Office of Education

Board Members Absent

Dr. Keely Roberts, Superintendent, Zion District #6
Dr. Christy Sefcik, Superintendent, Grant High School District #124

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

Oath of Office

President Osmond administered the oath of office to Dr. Jason Lind, Superintendent of Millburn District #24, who was appointed to fill the vacancy created by the retirement of Dr. Guy Schumacher. Dr. Lind will serve a two-year term.

Pledge of Allegiance

President Osmond 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 Mrs. Carey McHugh, 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 May 23, 2019

Financial Matters

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

Accounts Payable	\$2,922,844.05
5/31/19 Payroll Liabilities	809,795.58
5/31/19 Net Payroll	932,258.51
6/15/19 Payroll Liabilities	818,553.29
6/15/19 Net Payroll	950,400.37
	<u>\$6,433,851.80</u>

Treasurer's Report: Report for May 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

- 4:30 Revenue and Investments
- 4:100 Insurance Management
- 4:110 Transportation
- 4:150 Facilities Management and Building Programs
- 4:160 Environmental Quality of Buildings and Grounds

Section 5: Personnel

5:250 Leaves of Absences

5:330 Sick Days, Vacation, Holidays, and Leaves

Section 6: Instruction

6:15 School Accountability

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

Hernandez, Rikaine - Admin Assistant – South School
- Budget approved expansion
- \$15.09/hour
- July 1, 2019

Jones, Elizabeth - Paraprofessional – Sector Class
- Budget approved vacancy
- BA, Northern Illinois University
- \$16.79/hour
- August 19, 2019

Schliep-Sturm, Lori - Admin Assistant – Special Services Department
- Budget approved vacancy/retirement
- \$19.38/hour
- July 15, 2019

Yeazell, Denine - Admin Assistant – Human Resources Department
- Budget approved vacancy/transfer
- \$17.75/hour
- July 1, 2019

Licensed Staff

Adams, Jennifer - ED/BD Teacher – South School
- Budget approved vacancy
- BA, Illinois State University
- BA/step 1, \$39,540
- August 12, 2019

- Cerny, Claire - School Social Worker – LASSO-2 Program
- Budget approved vacancy/resignation
- MA, Aurora University
- MA+15/step 1, \$46,657
- August 12, 2019
- Field, Elizabeth - School Social Worker – Gages Lake School
- Budget approved vacancy/transfer
- MSW, University of Illinois
- MA+30/step 11, \$70,777
- August 12, 2019
- Friese, Marissa - Teacher – LASSO-2 Program – Lincoln Center
- Budget approved vacancy/resignation
- BA, Illinois State University
- BA/step 1, \$39,540
- August 12, 2019
- Lehrman, Eliana - Speech/Language Pathologist
- Budget approved vacancy
- MA, Northwestern University
- MA+30/step 1, \$49,030
- August 12, 2019
- Penzenik, Jennifer - Assistant Principal – Laremont School
- Budget approved vacancy/transfer
- MA, National-Louis University
- \$75,850
- August 1, 2019
- Williamson, Derrick - Assistant Principal – John Powers Center
- Budget approved vacancy
- MA, Concordia University
- \$83,724
- August 1, 2019
- Ziegler, Molly - Speech/Language Pathologist
- Budget approved vacancy/resignation
- MA, Marquette University
- MA+30/step 1, \$49,030
- August 12, 2019

Resignations/Retirements

Educational Support Personnel

- Aguirre, Jennifer - Paraprofessional
- Resigned June 4, 2019

Burns, Mary - Paraprofessional – Gages Lake School
- Resigned May 31, 2019

Charon, Jeanne - Custodian – John Powers Center
- Resigned June 12, 2019

Cohen, Jodi - Paraprofessional – Sector Program
- End of 2018-19 school year

Foy, Amanda - Transition Specialist
- Resigned June 3, 2019

Friese, Marissa - Paraprofessional – LASSO-3 Program
- Resigned May 31, 2019

Korta, Mary - Paraprofessional – Gages Lake School
- Resigned at end of 2018-19 school year

Ramshaw, Chris - Paraprofessional – LASSO-3 Program
- Resigned May 31, 2019

Salerno, Mike - Job Coach
- Resigned May 31, 2019

Sanderson, Mary - Paraprofessional – John Powers Center
- Resigned June 6, 2019

Settle, Rachel - Paraprofessional – LASSO-3 Program
- Resigning July 18, 2019

Swirsley, Megan - Paraprofessional – LASSO-3 Program
- Resigned May 31, 2019

Tortorella, Josephine - Paraprofessional – SAB Program
- Resigned June 26, 2019

Licensed Staff

Dee, Susannah - Teacher – LASSO-2 Program
- Resigned at end of 2018-19 school year

Dellaria, Jenna - ED/BD Teacher – Gages Lake School
- Resigning at the end of the 2019 ESY Program

Gear, Ann - Support Coordinator
- Retiring June 30, 2022

Grueb, Katie - Teacher – LASSO-3 Program
- Resigned May 31, 2019

McFeggan, Sarah - Speech/Language Pathologist
- Resigned at end of 2018-19 school year

Saam, Kaitlyn - Teacher – Cyd Lash Academy
- Resigned at end of 2018-19 school year

Strollo, Donna - Technology Coordinator
- Retiring June 30, 2022

Watson, Barbara - Assistant Superintendent of Business-CSBO
- Retiring June 30, 2021

Leave of Absence

Pumala, Elizabeth - APE Teacher – Laremont School
- 2019-20 school year

Request for Increase in Contract Time

Goebeler, Kristen - Educational Interpreter – John Powers Center
- From 6.5 to 7 hours/day
- August 13, 2019

Hernandez, Dawn - Occupational Therapist
- From .4 to .7 FTE
- August 12, 2019

Sator, Michelle - DHH Teacher – Laremont School
- From .8 to 1.0 FTE; additional .2 will be for
HI itinerant services
- August 12, 2019

ROLL CALL VOTE:

Ayes: Dr. Lonny Lemon Mrs. Joanne Osmond
Dr. Jason Lind Mrs. Odie Pahl
Dr. Stephen Mack Mrs. Roycealee Wood
Mrs. Carey McHugh

Nays: None

Absent: Dr. Keely Roberts Dr. Christy Sefcik

MOTION CARRIED.

Professional Vacancies Anticipated for 2019-20

- 1 Anticipated Supervisor (TBD)
- 1 Social Worker part-time (TBD)
- 2 Speech/Language Pathologists (TBD)
- 1 Registered Nurse part-time (Gages Lake School & Transition)
- 2 Special Needs Registered Nurses (Laremont School)
- 1 Certified School Nurse (TBD)
- 1 Substitute Registered Nurse (Various Locations)
- 2 Adapted PE Teachers (Laremont School)
- 1 Physical Education Teacher (Regional Safe School Program)
- 1 Office Intervention Teacher (South School)
- 1 High School Elective Teacher (Cyd Lash Academy)
- 1 ED/BD Teacher (Gages Lake School)
- 2 ED/BD Teacher (South School)
- 1 Vision Itinerant Teacher
- 2 LASSO-3 Teachers (Laremont School)
- 1 Behavior Specialist (District Wide)
- 1 Art Therapist (South School and Sector)

OLD BUSINESS

Fairhaven School Draft Lease & Proposed Facility Projects

The Board received a draft of the proposed lease agreement with Diamond Lake District #76 for SEDOL's potential use of Fairhaven School. Ms. Watson reported that Administration continues to work with District #76 to finalize some items. One new item that has surfaced is the need for more parking spaces. Administration hopes to present a lease for approval at the July 25 Executive Board meeting, so work can begin in the fall on the facility projects that would need to be completed before the start of the 2020-21 school year. Administration is always reviewing the cost projection sheet, which initially totaled \$4 million. Since then some items have been removed and some have been added such as the additional parking. Administration is still optimistic about staying at that number or lower.

NEW BUSINESS

Policy Revisions for First Reading

Proposed revisions to the following policies were presented for first reading. The policies will be presented for second reading at the July meeting.

Section 2A: Governing Board

- 2:20 Powers and Duties of the Governing Board; Indemnification
- 2:34 Incurring Debt *New Policy*
- 2:38 Governing Board Delegation of Authority to the Executive Board
These policies will be presented for first reading at the August Governing Board meeting.

Section 4: Operational Services

- 4:40 Incurring Debt
- 4:190 Targeted School Violence Prevention Program *New Policy*

Extension of ROE Program

Motion to Approve Extension

Motion by Mrs. Carey McHugh, second by Dr. Lonny Lemon, to approve the “Extended Agreement for Administrative Services” for the ROE Safe School Program as presented.

Administration recommended approval of a one-year extension of the agreement between SEDOL and the Regional Office of Education to administer and operate the Safe School Program for the 2019-20 school year.

ROLL CALL VOTE:

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

MOTION CARRIED.

EmbraceIEP

Motion to Approve Agreement

Motion by Mrs. Odie Pahl, second by Dr. Stephen Mack, to approve the agreement with Brecht’s Database Solutions, Inc. for software, website hosting and support services for all ISBE required IEP forms and notice of consent forms and other related services at a cost of \$13,625 for the 2019-20 school year.

Administration recommended approval of the agreement with Brecht’s Database Solutions, Inc. for software, website hosting and support services for all ISBE required IEP forms and notice of consent forms and other related services at a cost of \$13,625 for the 2019-20 school year. Mrs. Donnan explained that the current on-line IEP system is not working. The new system is more user friendly and has training built in. It can also be customized to meet the unique needs of SEDOL programs.

ROLL CALL VOTE:

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

MOTION CARRIED.

Intergovernmental Agreement for ALOP Program

Motion to Approve Agreement

Motion by Dr. Lonny Lemon, second by Dr. Stephen Mack, to approve the intergovernmental agreement between Zion-Benton District #126, SEDOL and the Lake County ROE as presented.

ROLL CALL VOTE:

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

MOTION CARRIED.

District #79 Intergovernmental Agreement

Ms. Watson reported that for the past five to six years, SEDOL has had an agreement with Fremont District #79 to provide transportation services for some Transition Program students. Circumstances have changed for both SEDOL and District #79, so this arrangement will be set aside for the coming school year. Ms. Watson plans to talk to the new business manager to see if something can be worked out for the following year.

Change Order – Summer Projects

The Board reviewed a change order from Efraim Carlson & Son for work being done at South School, Powers Center and Laremont School. Formal action was not required as the change order was a deduct in the amount of \$3,024.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE BOARD MEMBER COMMENT

There were no comments from Executive Board members. Mrs. Donnan informed Executive Board members that it might be necessary to schedule a special meeting in July. This would be contingent upon whether or not a tentative agreement can be reached with the SEDOL Support Staff Association prior to the regular meeting on July 25.

COMMITTEE REPORTS

There were no committee reports.

PROGRAM/SCHOOL REPORTS

Announcements / Wins: Mrs. Donnan displayed photos as she talked about the following events/items:

- Construction has started at South School and John Powers Center.
- Resource Development, in collaboration with the SEDOL Foundation and Cyd Lash Academy Social Worker Amy Lazzaretti, secured a \$10,000 grant from the A. Montgomery Ward Foundation. The grant, titled *Creating a Sensory Safe Space for*

Students with Disabilities, will be split between Cyd Lash Academy and South School to provide sensory items in the Classroom, so students may better self regulate. The goal of the project is to reduce office referrals and increase self-help skills to enhance on-task behavior and learning.

- ESY had a successful start with all programs being on campus.

Extended School Year Program: Mrs. Wojcik reported that there are 479 students attending the ESY Program – 347 students are in building-based programs and 132 are from sector programs. The theme for the summer program is amusement park.

CLOSED SESSION

Motion to Enter into Closed Session

At 9:55 a.m., Mrs. Carey McHugh moved, second by Mrs. Odie Pahl, for the Board to enter into closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, collective bargaining matters and evaluation of the superintendent.

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

 Nays: None

 Absent: Dr. Keely Roberts Dr. Christy Sefcik

MOTION CARRIED.

Motion to Return to Public Session

At 10:32 a.m., Mrs. Odie Pahl moved, second by Mrs. Roycealee Wood, for the Board to return to public session.

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

While in closed session, the Board discussed the discipline and/or dismissal of specific employees, collective bargaining matters and the evaluation of the superintendent.

OTHER BUSINESS

Retirement Agreement and General Release

Motion to Approve Agreement

Dr. Lonny Lemon moved, second by Dr. Stephen Mack, to approve the Retirement Agreement and General Release between SEDOL and Barbara Smith as presented.

ROLL CALL VOTE:

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

MOTION CARRIED.

Update on SEDOL Staffing for FY20

Mrs. Donnan reported on some of the changes that will be made for the coming school year to ensure accountability and transparency, which includes: (1) the addition of a Supervisor of Behavioral Supports who will oversee the office intervention area for all buildings and CPI training; (2) the creation of an alternate learning environment at Gages Lake School with therapeutic supports and different educational tools available; (3) work with Connections to interview Gages Lake School staff and parents; (4) partnering with Midwest PBIS to provide technical assistance and ongoing coaching. Ms. Watson noted that all of the changes will be reflected in the final budget to be presented for approval at the August 28 Governing Board meeting.

Adjournment

With no other business to be considered, President Osmond adjourned the meeting at 10:40 a.m.

Respectfully submitted by,

Doris Marcinkus
Recording Secretary

Approved by:

President of the Board

Secretary of the Board