

**SPECIAL EDUCATION DISTRICT OF LAKE COUNTY**  
18160 W. GAGES LAKE ROAD \*\* GAGES LAKE, ILLINOIS 60030-1819  
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**Minutes**

**SEDOL EXECUTIVE BOARD MEETING**

**July 25, 2019**

**CALL TO ORDER**

The regular meeting of the SEDOL Executive Board was called to order by Superintendent Val Donnan at 9:31 a.m. Thursday, July 25, 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  
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  
Dr. Christy Sefcik, Superintendent, Grant High School District #124  
Hon. Roycealee Wood, Superintendent, Lake County Regional Office of Education

**Board Members Absent**

Dr. Stephen Mack, Governing Board Member, Community Cons. District #46  
Dr. Keely Roberts, Superintendent, Zion District #6

**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**

Mrs. Donnan administered the oath of office to Mrs. Carey McHugh, Governing Board Member from Wauconda Unit District #118, Mrs. Joanne Osmond, Governing Board Member from Lake Villa District #41, and Dr. Christy Sefcik, Superintendent of Grant High School District #124, who were reappointed by the Governing Board to serve a two-year term expiring in June 2021.

**EXECUTIVE BOARD OFFICERS**

In accordance with board policy, Vice President Christy Sefcik assumed the office of Board President, and the Board was asked to elect a Governing Board Member to serve as Vice President.

Motion to Elect Vice President

Motion by Mrs. Joanne Osmond, second by Mrs. Carey McHugh, to elect Mrs. Odie Pahl to serve as Vice President.

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

**PLEDGE OF ALLEGIANCE**

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 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. Lonny Lemon, second by Mrs. Odie Pahl, to approve the consent agenda as follows.

Board Designations

Appointment of Board Secretary: Historically, the Superintendent has served as Secretary of the Executive Board. Administration recommended continuance of this practice.

Naming of Official Newspaper: The Daily Herald has been designated as the official newspaper for purposes of disseminating official notices, etc. Administration recommended continuance of this designation.

Designation of Legal Counsel: In October 2006, the Board designated Hodges, Loizzi, Eisenhammer, Rodick and Kohn as legal counsel for the district. Administration recommended continuance of this designation.

Designation of Bank Depository: Administration recommended that Associated Bank, Libertyville Bank & Trust, and Illinois School District Liquid Asset Fund be designated as bank depositories for the district.

Meeting Schedule: Administration recommended the regular meeting be held on the fourth Thursday of each month at 9:30 a.m. Exceptions to this would be when the fourth Thursday falls on a holiday or conflicts with a conference that Executive Board members or Mrs. Donnan would attend.

Administration recommended the following meeting schedule:

August 22, 2019	January 23, 2020	April 23, 2020
September 19, 2019*	February 20, 2020*	May 28, 2020
October 24, 2019	March 19, 2020*	June 25, 2020
November 14, 2019*	April 9, 2020**	July 23, 2020
December 19, 2019*		

\*Meeting is 2<sup>nd</sup> or 3<sup>rd</sup> Thursday due to conferences or winter/spring break

\*\*Special meeting on tentative budget

Committee Appointments: President Sefcik recommended the following committee appointments:

Personnel

Lonny Lemon, Chair  
Carey McHugh  
Keely Roberts

Finance

Jason Lind, Chair  
Lonny Lemon  
Odie Pahl

Policy

Stephen Mack, Chair  
Joanne Osmond  
Roycealee Wood

Negotiations

Joanne Osmond, Chair

Approval of Minutes

Public and closed session minutes of the regular meeting of June 27, 2019

Financial Matters

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

Accounts Payable	\$4,043,202.64
6/16 - 6/28/19 Payroll Liabilities	972,101.16
6/16 - 6/28/19 Net Payroll	1,271,757.16
6/27 - 7/15/19 Payroll Liabilities	649,712.01
6/27 - 7/15/19 Net Payroll	<u>849,960.71</u>
	\$7,786,733.68

Treasurer's Report: Report for June 2019

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

Brieschke, Caryn - Educational Interpreter – John Powers Center  
- Budget-approved vacancy/resignation  
- MA, Arizona State University  
- \$23.02/hour  
- August 19, 2019

Gururao, Sitalakshmi - Paraprofessional – LASSO-3 Program  
- Budget-approved vacancy  
- BA, University of Madras  
- \$15.20/hour  
- August 12, 2019

Jimenez, Maribel - Paraprofessional – LASSO-2 Program  
- Budget-approved vacancy  
- \$14.29/hour  
- August 19, 2019

Kuffell, Grace - Special Needs Nurse – Laremont School  
- Budget approved vacancy/reassignment  
- RN, Oakton Community College  
- RN/step 8, \$40,464  
- Billed to Hawthorn District #73  
- August 12, 2019

Martinez, Sara - Admin Assistant to Supt/Recording Secretary  
- Budget-approved vacancy/retirement  
- \$69,000  
- September 20, 2019

Miller, Melanie - Paraprofessional – John Powers Center  
- Budget-approved vacancy  
- \$14.29/hour  
- August 19, 2019

Purzak, Lauren - Paraprofessional – John Powers Center  
- Budget-approved vacancy  
- \$13.94/hour  
- August 19, 2019

Licensed Staff

Cheung, Renee - Assistant Principal – South School  
- Budget approved vacancy/resignation  
- Ed.D, Aurora University  
- \$94,726  
- August 1, 2019

- Dunne, Jennifer - Supervisor – Sector Programs  
- Budget approved vacancy/retirement  
- MA/MS, National-Louis University  
- \$103,943 prorated for 8/5/19 start  
- August 5, 2019
- Ecker, Joseph - PE Teacher – Regional Safe School  
- Budget approved vacancy/resignation  
- MA, National-Louis University  
- MA/step 1, \$44,285  
- August 12, 2019
- Penna, Jessica - LASSO-2 Teacher – Warren H.S.  
- Budget approved vacancy/resignation  
- BA/BS, Southern Illinois University  
- BA/step 1, \$39,540  
- August 12, 2019
- Pike, Matthew - School Social Worker – Gages Lake School  
- Budget approved vacancy/transfer  
- MSW, University of Michigan  
- MA+15/step 1, \$46,657  
- August 12, 2019
- Power, Michael - ED/BD Teacher – South School  
- Budget approved vacancy/transfer  
- MA, Aurora University  
- MA/step 11, \$63,936  
- August 12, 2019

Resignations/Retirements

Educational Support Personnel

- Chargo, Bonnie - Paraprofessional  
- Resigned July 19, 2019
- Damron, Cori - Paraprofessional  
- Resigned July 18, 2019
- Ekakitie, Mikaela - Paraprofessional – Cyd Lash Academy  
- Resigned July 19, 2019
- Gomez, Judith - Paraprofessional – Gages Lake School  
- Resigned July 24, 2019
- Jones, Bridgette - Paraprofessional  
- Resigned July 24, 2019

Martinez, Sara - Admin Assistant to Asst Supt for Instruction,  
Curriculum and Assessment  
- Resigning effective September 19, 2019 to accept  
position as Admin Assistant to Supt/Recording  
Secretary effective September 20, 2019

Morley, Thomas - Maintenance  
- Resigned July 12, 2019

Olson, Paul - Paraprofessional  
- Resigned July 10, 2019

Pantic, Katarina - Paraprofessional  
- Resigning July 31, 2019

Smigelski, Holly - Paraprofessional  
- Retiring August 9, 2019

Licensed Staff

Arff, Ashley - ED/BD Teacher – Gages Lake School  
- Resigned July 12, 2019

Logan, Ailey - EC Teacher - Sector  
- Resigned July 8, 2019

Phillips, Amy - School Social Worker – Gages Lake School  
- Resigned July 18, 2019

Request for Leave of Absence

Serafin, Krystal - Paraprofessional  
- First semester of 2019-20 school year

ROLL CALL VOTE:

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

MOTION CARRIED.

Professional Vacancies Anticipated for 2019-20

- 1 School Social Worker (TBD)
- 1 Speech-Language Pathologist (TBD)
- 1 Special Needs Nurse (Laremont School)
- 1 Certified School Nurse (TBD)
- 1 Substitute Registered Nurse (Various Locations)
- 1 Adapted PE Teacher (Laremont School)
- 1 Office Intervention Teacher (South School)
- 5 ED/BD Teachers (Gages Lake School)
- 1 ED/BD Teacher (South School)
- 1 Vision Itinerant Teacher (Various Locations)
- 1 LASSO-2 EC Teacher part time (Lincoln School)
- 1 LASSO-2 EC Teacher (Millburn Elem)
- 1 LASSO-3 Teacher (Laremont School)
- 1 SAB Teacher (Gages Lake School)
- 1 TAB Teacher (Millburn Elem)
- 1 Behavior Specialist (Various Locations)
- 1 Art Therapist (Various Locations)

**OLD BUSINESS**

Policy Revisions for Second Reading

Motion to Approve Policy Revisions

Motion by Mrs. Joanne Osmond, second by Mrs. Roycealee Wood, to approve policy revisions as presented.

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*

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

Fairhaven School Lease Agreement

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 said she plans to bring the final lease to the Board at the August meeting.

**NEW BUSINESS**

Revised Organizational Chart

Motion to Approve Organizational Chart

Motion by Mrs. Odie Pahl, second by Dr. Jason Lind, to approve the organizational chart as presented.

Administration recommended approval of the revised organizational chart as presented.

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

Planning for August Governing Board Meeting

The Board reviewed a draft agenda for the August 28 Governing Board meeting.

Special Education Procedures Revised

Motion to Adopt Procedures

Motion by Mrs. Carey McHugh, second by Mrs. Odie Pahl, to adopt the *Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities* as presented.

Administration recently learned of the need to update the *Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities*. Administration recommended adoption of the revised procedures prepared by the Illinois Council of School Attorneys' Special Education Committee.

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

Final Budget for FY20

Motion to Accept and Present Final Budget

Motion by Dr. Jason Lind, second by Dr. Lonny Lemon, to accept the final budget for FY20 and recommend Governing Board approval at the August 28 meeting.

The Board reviewed the proposed final budget for FY20. Ms. Watson noted that enrollment and staffing numbers have been updated since the tentative budget.

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

Change Order for Fire Alarm System

Motion to Approve Change Order

Motion by Mrs. Joanne Osmond, second by Mrs. Odie Pahl, to approve Change Order #1 from Kwasigroch Electric Inc. in the amount of \$1,272 as presented.

Administration recommended approval of Change Order #1 from Kwasigroch Electric Inc. in the amount of \$1,272 to add or relocate equipment for the new fire alarm system being installed at the administrative building.

ROLL CALL VOTE:

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

MOTION CARRIED.

Tentative Agreement with SSSA

Motion to Recommend Approval of Tentative Agreement

Motion by Mrs. Joanne Osmond, second by Mrs. Odie Pahl, to recommend the tentative agreement reached with the SEDOL Support Staff Association be approved by the Governing Board at its meeting on August 28.

Mrs. Osmond said she was very pleased with the work that was done and the collaborative relationship that was achieved. Dr. Lynch reviewed the executive summary highlighting various aspects of the tentative agreement reached with the SEDOL Support Staff Association.

ROLL CALL VOTE:

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

MOTION CARRIED.

FOIA Requests

Dr. Lynch reported on four requests from the Chicago Tribune and ProPublic Illinois for information pertaining to office intervention procedures at Gages Lake School.

**PUBLIC COMMENT**

Two visitors addressed the Board. Ms. Katie Wolbers, teacher at Gages Lake School, read a prepared statement expressing her concerns regarding working conditions. Mr. Matt LaPierre, IFT Rep for the SEDOL Teachers' Union, said the concerns expressed by Ms. Wolbers are heard at union meetings.

**EXECUTIVE BOARD MEMBER COMMENT**

There were no comments from Executive Board members.

**COMMITTEE REPORTS**

There were no committee reports.

**PROGRAM/SCHOOL REPORTS**

Announcements / Wins

- ESY Program: The ESY Program concluded with successful learning by 479 students. The students focused on IEP goals within the amusement park theme.
- Pucks for Autism: More than 45 teams competed at four different locations and raised over \$75,000 for students in Lake County.

**CLOSED SESSION**

Motion to Enter into Closed Session

At 10:05 a.m., Dr. Lonny Lemon moved, second by Mrs. Roycealee Wood, 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. Odie Pahl
	Dr. Jason Lind	Dr. Christy Sefcik
	Mrs. Carey McHugh	Mrs. Roycealee Wood
	Mrs. Joanne Osmond	
Nays:	None	
Absent:	Dr. Stephen Mack	Dr. Keely Roberts

MOTION CARRIED.

Motion to Return to Public Session

At 10:23 a.m., Mrs. Carey McHugh moved, second by Mrs. Odie Pahl, 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.

**OTHER BUSINESS**

There were no items to discuss under Other Business.

Adjournment

Motion to Adjourn

At 10:24 a.m., Mrs. Roycealee Wood moved, second by Dr. Lonny Lemon, to adjourn the meeting.

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

Respectfully submitted by,

Doris Marcinkus  
Recording Secretary

Approved by:

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President of the Board

\_\_\_\_\_  
Secretary of the Board