

# SPECIAL EDUCATION DISTRICT OF LAKE COUNTY

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**Valerie M. Donnan, M.Ed.**  
Superintendent

TO: Executive Board Members  
FROM: Administration  
RE: Executive Board Meeting  
DATE: Thursday, September 19, 2019  
TIME: 9:30 A.M.  
PLACE: SEDOL Office Bay Room

## AGENDA

- I. CALL TO ORDER/ROLL CALL (Dr. Sefcik)
  
- II. OATH OF OFFICE (Dr. Sefcik)

President Sefcik will administer the following oath of office to Mr. Bob Gold, Superintendent of Big Hollow District #38, who was appointed by Governing Board President Carey McHugh to fill the vacancy created by the resignation of Dr. Keely Roberts. This term expires in June 2020. The Governing Board will be asked to confirm this appointment at its next regular meeting on December 4.

**“I, (name), do solemnly swear** (or affirm) that I will faithfully discharge the duties of the office of member of the Executive Board of the Special Education District of Lake County, in accordance with the Constitution of the United States, the Constitution of the State of Illinois, and the laws of the State of Illinois, to the best of my ability.

**I further swear** (or affirm) that:

**I shall respect** taxpayer interests by serving as a faithful protector of the District’s assets;

**I shall encourage** and respect the free expression of opinion by my fellow Board members and others who seek a hearing before the Board, while respecting the privacy of students and employees;

**I shall recognize** that a Board member has no legal authority as an individual and that decisions can be made only by a majority vote at a public Board meeting; and

**I shall abide** by majority decisions of the Board, while retaining the right to seek changes in such decisions through ethical and constructive channels;

**As part of the Executive Board**, I shall accept the responsibility for my role in the equitable and quality education of every student in the District;

**I shall foster** with the Board extensive participation of the community, formulate goals, define outcomes, and set the course for SEDOL;

**I shall assist** in establishing a structure and an environment designed to ensure all students have the opportunity to attain their maximum potential through a sound organizational framework;

**I shall strive** to ensure a continuous assessment of student achievement and all conditions affecting the education of our children, in compliance with State law;

**I shall serve** as education's key advocate on behalf of students and our community's schools to advance the vision of SEDOL; and

**I shall strive** to work together with the District Superintendent to lead the District toward fulfilling the vision the Board has created, fostering excellence for every student in the areas of academic skills, knowledge, citizenship, and personal development.”

III. PLEDGE OF ALLEGIANCE (Dr. Sefcik)

IV. ACCEPTANCE OF AGENDA — ***ACTION NEEDED*** (Dr. Sefcik)

**Motion to Accept/Amend Agenda — *VOICE VOTE***

**Move the agenda be accepted/amended as presented/recommended.**

V. CONSENT AGENDA — ***ACTION NEEDED*** (Dr. Sefcik)

A. Approval of Minutes: Public and closed session minutes of the regular meeting of August 22, 2019 and the special meeting of September 11, 2019 are included in Board member agenda packets.

B. Financial Matters

1. Paid Accounts Payable List: The following expenditures represent the September 2019 accounts payable list:

Accounts Payable	\$771,309.22
8/23/19 Payroll Liabilities	\$1,274.20
8/23/19 Net Payroll	\$5,410.91
8/30/19 Payroll Liabilities	\$661,359.28
6/30/19 Net Payroll	\$691,388.77
8/29/19 Net Payroll	\$15,325.24
8/30/19 Net Payroll	\$155,312.57
9/13/19 Payroll Liabilities	\$842,301.97
9/13/19 Net Payroll	<u>\$1,010,251.97</u>
	\$4,153,934.13

2. Treasurer's Report: The treasurer's report for August 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

Alexander, Ashley - Special Needs Parapro - Gages Lake School  
 - Budget-approved vacancy  
 - BA/BS, Robert Morris University  
 - \$15.57/hour  
 - Billed to District #37  
 - September 16, 2019

Axelsson, Sam - Paraprofessional – Sector Program  
 - Budget-approved vacancy  
 - BS, Northern IL University  
 - \$14.57/hour  
 - September 4, 2019

Falcon, Estefani - Paraprofessional – Laremont School  
 - Budget-approved expansion position  
 - \$14.93/hour  
 - August 12, 2019

Fefferman, Michael - Paraprofessional – South School  
 - Budget-approved vacancy  
 - \$14.93/hour  
 - August 27, 2019

Jespersen, Dawn - Paraprofessional – Sector Program  
 - Budget approved vacancy/transfer  
 - BA/BS, University of Alabama  
 - \$15.57/hour  
 - September 9, 2019

Katz-Uribe, Paula - Paraprofessional – John Power Center- DHH  
 - Budget-approved vacancy  
 - BA/BS, Northern IL University  
 - \$14.57/hour  
 - August 19, 2019

- Kopystynsky, Natasha - OI Paraprofessional – Gages Lake School  
 - Budget-approved vacancy  
 - BA/BS, Pine Manor University  
 - \$14.57/hour  
 - September 23, 2019
- Perez, Vanessa - Paraprofessional – Sector Program  
 - Budget-approved vacancy  
 - \$14.93/hour  
 - August 19, 2019
- Sances, Jennifer - Paraprofessional – Gages Lake School  
 - Budget-approved vacancy  
 - \$16.88/hour  
 - September 3, 2019
- Schrader, Kyle - Custodian .5 – Gages Lake School  
 - Budget-approved vacancy/resignation  
 - \$12.72/hour  
 - August 20, 2019
- Soto, Jacqueline - Paraprofessional – Laremont School  
 - Budget-approved vacancy  
 - \$14.57/hour  
 - September 16, 2019

#### Licensed Staff

- Olsen, Kelly - Principal – Gages Lake School  
 - Budget approved vacancy/resignation  
 - Ed.D., North Central University  
 - \$110,874  
 - August 1, 2019
- Papp, David - Social Worker – Gages Lake School  
 - Budget approved vacancy  
 - MS, Northeastern Illinois University  
 - \$45,945  
 - September 9, 2019

## 2. Resignations/Retirements

### Educational Support Personnel

- Contreras, Migueila- Paraprofessional – Laremont School  
 - Resigned August 30, 2019

- Durrant, Marion - Nurse  
- Resigned September 4, 2019
- Fuentes, Ulises - Nurse  
- Resigned September 6, 2019
- Head, Jacqueline - Paraprofessional – Laremont School  
- Resigned September 25, 2019
- Hohensee, Mark - Maintenance  
- Resigned August 27, 2019
- Hooper, Kelly - Paraprofessional – Sector  
- Resigned September 5, 2019
- McGuire, Megan - Paraprofessional – Gages Lake School  
- Resigned August 27, 2019
- Nelson, Anna - Paraprofessional – Laremont  
- Retiring November 26, 2019
- Zvirblis, Cheryl - Paraprofessional – Sector  
- Resigned August 1, 2019

#### Licensed Staff

- Barkley, Michele - Asst. Principal – Gages Lake School  
- Resigned September 13, 2019
- Brydon, Camilla - Teacher – Sector  
- Retiring at the end of the 2022- 2023 school year
- Cherian, Ashvin - Teacher – Sector  
- Declined Position August 22, 2019
- Cobb-Olson, Nicole - Teacher – Sector  
- Retiring at the end of the 2020-2021 school year
- Ives-Brezinski, Sarah - Teacher – Gages Lake School  
- Resigned September 6, 2019
- Olsen, Kelly - Assistant Director of Curriculum  
- Resigned August 31, 2019 to accept position as  
Principal at Gages Lake School
- Penna, Jessica - Teacher – Sector  
- Resigned September 27, 2019

Sweet, Nathan - Art Therapist – Gages Lake  
- Resigned August 22, 2019

3. Request for Increase of Contract Time

Draskovich, Debra - Occupational Therapist  
- From .4 FTE to .6 FTE  
- Effective September 9, 2019

4. Request for Adjustment in Salary

Hendee, Ashley - Teacher LASSO 3 Program  
- Upon hiring, Ashley was quoted salary based on 2020-21 salary schedule (\$47,324) instead of the 2019-20 salary schedule (\$45,945).  
- Effective August 12, 2019

Landau, Rosie - Behavior Specialist  
- Upon hiring, Rosie was quoted salary based on 2020-21 salary schedule (\$65,854) instead of the 2019-20 salary schedule (\$63,936).  
- Effective August 12, 2019

**Motion to Approve Consent Agenda — ROLL CALL VOTE**

**Move approval of consent agenda items and addendum as presented.**

5. Professional Vacancies for 2019-20

- 1 Assistant Principal (Gages Lake School)
- 1 Anticipated Assistant Principal (Gages Lake School)
- 1 Assistant Principal (Laremont School)
- 4 School Social Workers (TBD)
- 1 Certified School Nurse (TBD)
- .3 Registered Nurse (Sector)
- 1 ED/BD Teacher (Gages Lake School)
- 1 SAB Teacher (Gages Lake School)
- 1 EC Teacher (Diamond Lake School) 0.5 FTE
- 1 LASSO II EC Teacher (Sector)

VI. RECOGNITION (Mrs. Donnan)

A. STARS Student

The Board will recognize Taylor Kailin, a student from Warren HS District #121 as the STARS Student for September. Taylor is a 12<sup>th</sup> grade student at Cyd Lash Academy.

B. Employee of the Year 2018-19

The Board will recognize Sarah Hilton, Speech Pathologist, as employee of the year for the 2018-19 school year.

C. Employee of the Month

The Board will recognize Amy Gross, LASSO 3 Teacher, as September's employee of the month.

VII. OLD BUSINESS

A. Request to Hire Temporary Administrators — *INFORMATIONAL* (Mrs. Donnan, Dr. Lynch)

Update on hiring temporary administrators to facilitate IEP meetings and complete other administrative tasks.

B. Update Regarding Current SEDOL Staffing – *INFORMATIONAL* (Mrs. Donnan)

SEDOL administration will provide an update regarding staffing across the district including current remedies and other ideas discussed to support educational programming.

C. Update on Fairhaven School – *INFORMATIONAL* (Ms. Watson)

Ms. Watson will provide an update on the Fairhaven School lease and corresponding capital projects.

VIII. NEW BUSINESS

A. Request to Amend Contract for Principal, John Powers Center— *ACTION NEEDED*  
(Mrs. Donnan)

Administration recommends the contract for Ms. Pam Evans, Principal at John Powers Center, be amended. The amendment is included in Board member agenda packets.

**Motion to Amend Contract — *ROLL CALL VOTE***

**Move approval of the request to amend the contract for Ms. Pam Evans as presented.**

B. Request for Non-Member District Placement — *ACTION NEEDED* (Mrs. Donnan)

Administration recommends approval of the request by Community High School #155 to place a 9<sup>th</sup> grade student at Grayslake Central High School in the Deaf and Hard of Hearing program for 2019-20. The district 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 Request — *ROLL CALL VOTE***

**Move approval of the request by Community High School #155 for placement in Deaf and Hard of Hearing Program as presented.**

## IX. PUBLIC COMMENT (Dr. Sefcik)

President Sefcik 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.

## X. CLOSED SESSION

**Motion to Enter into Closed Session – ROLL CALL VOTE**

**Move the Board 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, collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.**
- **Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property.**
- **The placement of individual students in special education programs and other matters relating to individual students.**

**Motion to Return to Public Session — VOICE VOTE**

**Move the Board return to public session.**

XI. OTHER BUSINESS

A. Termination – ***ACTION NEEDED*** (Dr. Lynch)

Hawkin, Angela - Paraprofessional – Sector  
- Terminated September 6, 2019 due to job abandonment

**Motion to Approve Termination – *ROLL CALL VOTE***

**Move approval of the termination as recommended.**

B. Request to Approve Contract with Facility Engineering Associates – ***ACTION NEEDED***  
(Ms. Watson)

Administration recommends approval of contract with Facility Engineering Associates (FEA) for the purpose of receiving a physical security assessment for Gages Lake School at a cost of \$2500.00. A copy of the contract is included in the Board member agenda packets.

**Motion to Approve Contract — *ROLL CALL VOTE***

**Move approval of the consulting contract with Facility Engineering Associates as presented.**

C. Request to Approve Agreement with Lake County Sheriff – ***ACTION NEEDED***  
(Ms. Donnan, Ms. Watson)

Administration recommends approval of Limited and Temporary Supplemental Intergovernmental Agreement with Lake County Sheriff. The Agreement will cover the dates of September 16, 2019 thru October 15, 2019 at a cost of \$99.50 per hour. A copy of the contract is included in the Board member agenda packets.

**Motion to Approve Contract — *ROLL CALL VOTE***

**Move approval of the contract request with the Lake County Sheriff's Office as presented.**

D. Request to Approve Contract with MIDCO – ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of contract with MIDCO for the purpose of installing an overhead paging system at Gages Lake School at a cost of \$33,301.31. A copy of the contract is included in the Board member agenda packets.

**Motion to Approve Contract — *ROLL CALL VOTE***

**Move approval of the consulting contract with MIDCO as presented.**

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

A. Announcements / Wins

- The SEDOL Foundation golf outing was held on Monday, September 9, at Stonewall Orchard.

- The SEDOL Foundation 5K walk/run was held on Saturday, September 14, at Independence Grove.
- There has been an increase in the hiring of new subs with district efforts.
- Behavior Modification System training at South School and Gages Lake School
- An initial CPI training was held on Saturday, September 14th for new and current staff.
- Following the August 28 Governing Board meeting, Administration hosted small follow-up meetings with Governing Board members.

XIII. EXECUTIVE BOARD MEMBER COMMENTS (Dr. Sefcik)

Executive Board members are invited to make announcements or comments.

XIV. COMMITTEE REPORTS

XV. ADJOURNMENT

:dm

**2019-20 Executive Board Meeting Schedule**    *SEDOL Office Bay Room*

- Thursday, October 24, 2019 – 9:30 a.m.
- Thursday, November 14, 2019 – 9:30 a.m.
- Thursday, December 19, 2019 – 9:30 a.m.
- Thursday, January 23, 2020 – 9:30 a.m.
- Thursday, February 20, 2020 – 9:30 a.m.
- Thursday, March 19, 2020 – 9:30 a.m.
- Thursday, April 9, 2020 – 9:30 a.m.    *Special Meeting to Review Tentative Budget*
- Thursday, April 23, 2020 – 9:30 a.m.
- Thursday, May 28, 2020 – 9:30 p.m.
- Thursday, June 25, 2020 – 9:30 a.m.
- Thursday, July 23, 2020 – 9:30 a.m.

**Governing Board Meeting Schedule**    *Gages Lake School Community Room unless noted otherwise*

- Wednesday, December 4, 2019 – 7:00 p.m.
- Wednesday, March 4, 2020 – 7:00 p.m.
- Wednesday, June 3, 2020 – 7:00 p.m.