

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, November 14, 2019
TIME: 9:30 A.M.
PLACE: SEDOL Office Bay Room

AGENDA

- I. CALL TO ORDER/ROLL CALL (Dr. Sefcik)
- II. PLEDGE OF ALLEGIANCE (Dr. Sefcik)
- III. ACCEPTANCE OF AGENDA — ***ACTION NEEDED*** (Dr. Sefcik)
Motion to Accept/Amend Agenda — VOICE VOTE
Move the agenda be accepted/amended as presented/recommended.
- IV. CONSENT AGENDA — ***ACTION NEEDED*** (Dr. Sefcik)
 - A. Approval of Minutes: Public and closed session minutes of the regular meeting of October 24, 2019 are included in Board member agenda packets.
 - B. Financial Matters
 1. Paid Accounts Payable List: The following expenditures represent the November 2019 accounts payable list:

Accounts Payable	\$1,705,073.52
10/31/19 Payroll Liabilities	\$823,649.44
10/31/19 Net Payroll	\$951,444.76
11/15/19 Payroll Liabilities- <i>not available</i>	\$0.00
11/15/19 Net Payroll- <i>not available</i>	\$0.00
	<u>\$3,480,167.72</u>
 2. Treasurer's Report: The treasurer's report for October 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:

April 25, 2019	Employee matter, collective bargaining
May 23, 2019	Employee matter, collective bargaining, and Supt Eval
June 27, 2019	Employee matter, collective bargaining, and Supt Eval
July 25, 2019	Employee matter
August 22, 2019	Employee matter and collective bargaining
September 11, 2019	Employee matter
September 19, 2019	Employee matter, collective bargaining, and safety/security

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

November 29, 2017	December 21, 2018	April 26, 2018
November 30, 2017	January 25, 2018	May 24, 2018
December 4, 2017	March 22, 2018	
December 6, 2017	April 12, 2018	

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

- | | |
|------------------------------|---|
| <u>Arnold, Melissa</u> | - Paraprofessional – Sector
- Budget-approved vacancy
- BA/BS – University of WI, Parkside
- \$15.57/hour
- October 28, 2019 |
| <u>Avramovska, Margarita</u> | - Paraprofessional – Gages Lake School
- Budget-approved vacancy
- MA/MS – Academie fuer Angewandte Kunst
- \$15.57/hour
- October 15, 2019 |
| <u>Corley, Jean</u> | - Paraprofessional – Sector
- Budget-approved vacancy
- BA/BS – Crown College, St. Bonifacius, MN
- \$18.22/hour
- October 28, 2019 |

- Jones, Bridgette
- Paraprofessional – Gages Lake School
 - Budget-approved vacancy
 - BA/BS – Eastern Illinois University
 - \$15.57/hour
 - October 21, 2019
- Jones, Cassandra
- Paraprofessional – Laremont School
 - Budget-approved vacancy
 - \$15.30/hour
 - November 5, 2019
- Wazny, April
- Paraprofessional – Sector
 - Budget-approved vacancy
 - BA/BS – VA-Liberty University
 - \$15.57/hour
 - November 4, 2019
- Wene, Sadie
- Paraprofessional – Sector
 - Budget-approved vacancy
 - \$14.57/hour
 - November 1, 2019
- Licensed Staff
- Kim, Myungjin
- Speech/Lang Pathologist
 - Budget approved vacancy
 - MA/MS University of Illinois
 - MA+30/step 2, \$50,848 – pro-rated
 - November 15, 2019
- Richter, Nicole
- Assistant to the Principal – Gages Lake School/SAB
 - Budget approved vacancy
 - BA/BS, Grand Valley University
 - \$74,000 – pro-rated, *Correction from 10/24/19 agenda*
 - October 21, 2019

2. Resignations/Retirements

Educational Support Personnel

- Brieschke, Caryn
- Educational Sign Language Interpreter
 - Resigned November 15, 2019
- Bryant, Tyisha
- Paraprofessional
 - Resigned October 25, 2019
- Cantu, Ana
- Paraprofessional
 - Resigned December 11, 2019
- Fefferman, Michael
- Paraprofessional
 - Resigned October 24, 2019
- Nelson, Tiffany
- Paraprofessional
 - Resigned November 8, 2019

Simons, Jennifer - Educational Sign Language Interpreter
- Resigned November 15, 2019

Licensed Staff

Peterson, Laura - Teacher – Sector
- Resigned November 8, 2019

3. Request for Decrease in Contract Time

Seyfert, Elizabeth - Social Worker – Sector
- From 1.0 to .7 FTE
- November 6, 2019

Motion to Approve Consent Agenda — ROLL CALL VOTE

Move approval of consent agenda items and addendum as presented.

4. Professional Vacancies for 2019-20

- 3 School Social Worker (Gages Lake School)
- 1 Certified School Nurse (TBD)
- 1 EC Teacher (Diamond Lake School) 0.5 FTE
- 1 LASSO II EC Teacher (Sector)
- 1 TAB Teacher (Sector)
- 1 ALE Teacher (Gages Lake School)

V. RECOGNITION (Mrs. Donnan)

A. STARS Student

The Board will recognize a student from Ms. Mohr's LASSO 3 classroom at Laremont School, as the STARS Student for November.

B. Employee of the Month

The Board will recognize Lindsey Wypych, Speech Pathologist at John Powers Center, as November's employee of the month.

VI. OLD BUSINESS

A. Update Regarding Current SEDOL Staffing – ACTION NEEDED (Mrs. Donnan)

Administration recommends maintaining the enrollment cap for Gages Lake School. Future recommendations may be made based on enrollment.

Motion to Approve Maintaining Enrollment Cap for the ED Program at Gages Lake School – ROLL CALL VOTE

Move to approve the continuation of the enrollment cap for the ED Program at Gages Lake School as presented.

Motion to Approve Maintaining Enrollment Cap for the SAB Program at Gages Lake School – ROLL CALL VOTE

Move to approve the continuation of the enrollment cap for the SAB Program at Gages Lake School as presented.

- B. Proposal for New, District-wide Phone System – **INFORMATIONAL** (Ms. Watson)

Ms. Watson has been working on a proposal with Midco. Pricing is from a national bid - Sourcewell (formerly NJPA).

- C. Update on Fairhaven School – **INFORMATIONAL** (Mrs. Donnan, Ms. Watson)

An update on the Fairhaven School capital projects.

- D. Lake County SRO Agreement — **ACTION NEEDED** (Ms. Watson)

Administration has been working with the Lake County Board and the Lake County Sheriff's Department to renegotiate the agreement for the provision of a full-time police officer on the SEDOL Campus when school is in session. Administration recommends approval of the new 3-year agreement, January 1, 2020 thru December 31, 2022, with a total cost of \$314,704.31. A copy of the agreement is included in the Board member agenda packet.

Motion to Approve Lake County SRO Agreement — ROLL CALL VOTE

Move approval of the new 3-year SRO agreement from January 1, 2020 thru December 31, 2022 with the Lake County Sheriff's Department in the amount of \$314,704.31 as presented.

- E. Humanex — **ACTION NEEDED** (Ms. Donnan)

Administration recommends approval of a 3-year agreement with Humanex in the amount of \$26,500.00 per year. Humanex will gather staff feedback and create goals within different levels of the SEDOL organization. A copy of the agreement is included in the Board member agenda packet.

Motion to Approve Humanex Agreement – ROLL CALL VOTE

Move approval of the 3-year agreement with Humanex in the amount of \$26,500.00 per year as presented.

VII. NEW BUSINESS

- A. Life Safety Report 2019-20 – **INFORMATIONAL** (Ms. Watson)

The annual Life Safety Report on SEDOL buildings from Lake County ROE is included in Board member agenda packet.

- B. Architect Master Agreement – **INFORMATIONAL** (Ms. Watson)

Ms. Watson will update the Board on the Master Agreement with Wold Architects and Engineers for the Fairhaven project.

- C. Construction Management Agreement – **INFORMATIONAL** (Ms. Watson)

Ms. Watson will update the Board on the agreement with the construction management company.

- D. Gewalt Hamilton Associates, Inc. Agreement – **ACTION NEEDED** (Ms. Watson)
Administration recommends approval of the agreement with Gewalt Hamilton Associates, Inc. for the Fairhaven project, including the additional fee for water detention/flood plain and permitting services in the amount of \$12,000. A copy of the agreement is included in the Board member agenda packet.

Motion to Approve Gewalt Hamilton Associates, Inc. Agreement – ROLL CALL VOTE

Move approval of the agreement with Gewalt Hamilton Associates, Inc. (GHA) in the amount of \$12,000 as presented.

- E. FOIA Request – **INFORMATIONAL** (Dr. Lynch)

1. A request was received via email on October 22, 2019, from Mick Zawislak, Daily Herald for electronic copies of all records, information, etc., sent to the Chicago Tribune and/or its representatives within the last six months. Upon receipt, Dr. Lynch authorized Hodges, Loizzi, Eisnhammer , Rodick & Kohn LLP, SEDOL's legal counsel, to send a follow-up letter on SEDOL's behalf. They responded on October 29, 2019 to Mr. Zawislak via electronic mail with a FOIA 5-day extension notice due to the substantial number of specified records. On November 5, Hodeges, Loizzi, Eisnhammer, Rodick, & Kohn LLP forwarded the requested records to Mr. Zawislak.
2. A request was received via email on October 31, 2019, from Jennifer Smith Richards, Chicago Tribune and Jodi S. Cohen, ProPublica Illinois, for electronic copies of all records of communication, complaints, inspection notices, receipts, violation notices, requests for response, or responses to or from the Occupational Health and Safety Administration or its representatives since May 21, 2019. Upon receipt, Dr. Lynch authorized Hodges, Loizzi, Eisnhammer , Rodick & Kohn LLP, SEDOL's legal counsel, to send a follow-up letter on SEDOL's behalf. They responded on November 7, 2019 to Ms. Richards and Ms. Cohen via electronic mail with a FOIA 5-day extension notice due to the substantial number of specified records.

VIII. 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. The Board President may deny a person the opportunity to speak for more than 5 minutes. The President may also deny such opportunity to a person who has previously addressed the Board on the same subject.

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. 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.**
- **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.

X. OTHER BUSINESS

- A. Settlement Agreement — **ACTION NEEDED** (Dr. Lynch)

Motion to Approve Settlement — ROLL CALL VOTE

Move approval of the settlement agreement between SEDOL and Thom Morley.

- B. Settlement Agreement – **ACTION NEEDED** (Mrs. Donnan)

Motion to Approve Settlement — ROLL CALL VOTE

Move approval of the settlement agreement and release of Claim between SEDOL and Student #1111.

XI. PROGRAM/SCHOOL REPORTS — **INFORMATIONAL** (Mrs. Donnan)

A. Announcements / Wins

1. The Intermediate and HS pods engaged in Science Fair activities.
2. The Craft/Vendor & Resource Fair raised \$2,000 for items for the sensory and gross motor rooms at Laremont School.
3. CLA Spirit Week was a success. Classrooms made minigolf holes and student participation was high in all areas.
4. South School finished 2nd in CAAEL for their first season. Several students earned sportsmanship awards
5. South School first Level 4/5 Field Trip was a success to Didier Farms
6. Students are successfully transitioning back to home school from both GLS and TAB.

XII. EXECUTIVE BOARD MEMBER COMMENTS (Dr. Sefcik)

Executive Board members are invited to make announcements or comments.

XIII. COMMITTEE REPORTS

XIV. ADJOURNMENT

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2019-20 Executive Board Meeting Schedule

SEDOL Office Bay Room

- 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.
- 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.

Special Meeting to Review Tentative Budget

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.