

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, December 19, 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 November 14, 2019 are included in Board member agenda packets.
 - B. Financial Matters
 1. Paid Accounts Payable List: The following expenditures represent the December 2019 accounts payable list:

Accounts Payable	\$2,025,815.68
11/15/19 Payroll Liabilities	\$823,321.60
11/15/19 Net Payroll	\$961,912.99
11/29/19 Payroll Liabilities	\$835,559.08
11/29/19 Net Payroll	\$965,999.13
12/13/19 Payroll Liabilities	\$824,032.07
12/13/19 Net Payroll	<u>\$957,551.33</u>
	\$7,394,191.88
 2. Treasurer's Report: The treasurer's report for November 2019 is included in Board member packets.

C. Policy Matters

Proposed revisions to the Executive Board policy *2:230 Public Participation at Executive Board Meetings and Petitions to the Board* has been reviewed by the Policy Committee. Administration requests approval to change the policy as presented. A red-lined copy of the policy is included in Board member agenda packets.

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

DeJoseph, Diane

- Paraprofessional – Sector
- Budget-approved vacancy
- Au.D. – A.T. Still University of Health Science
- \$15.57/hour
- December 2, 2019

Falvey, William

- Paraprofessional – Gages Lake School
- Budget-approved vacancy
- BA – University of Wisconsin Parkside
- \$15.57/hour
- December 16, 2019

Gannon, Michelle

- Paraprofessional – Laremont School
- Budget-approved vacancy
- \$14.57/hour
- December 2, 2019

Hall, Donalisa

- Paraprofessional – Sector
- Budget-approved vacancy
- BA/BS – Illinois State University
- \$15.57/hour
- December 9, 2019

Johnson, Kyle

- Paraprofessional – Gages Lake School
- Budget-approved vacancy
- \$14.57/hour
- November 11, 2019

Klema Jr., Rory

- Maintenance
- Budget-approved vacancy
- \$21.23/hour
- November 25, 2019

Kramer, Yelena

- Paraprofessional – Sector
- Budget-approved vacancy
- BA – E.A. Buketov Karaganda State University
- \$15.57/hour
- January 6, 2020

Rogers, Geralyn

- Paraprofessional – Gages Lake School
- Budget-approved vacancy
- BA/BS – Northeastern University
- \$15.93/hour
- December 16, 2019

Semler, Tonia

- Paraprofessional – Gages Lake School
- Budget-approved vacancy
- BA/BS – Northern Illinois University
- \$18.56/hour
- December 11, 2019

Wood-Agunloye, Jacqueline

- Paraprofessional – Sector
- Budget-approved vacancy
- BA/BS – DePaul University
- \$15.57/hour
- November 4, 2019

Worfel, Paul

- Job Coach
- Budget-approved vacancy
- Ph. D Indiana University
- \$15.57/hour
- December 2, 2019

Licensed Staff

Iliadis, Christina

- Counselor – ALE at Gages Lake School
- Budget approved vacancy
- MA/MS – Colorado State University
- MA+15 Step 11
- \$67,376 – pro-rated
- December 6, 2020

Marino, Matt

- Teacher – Sector
- Budget approved vacancy
- BA/BS Northeastern
- \$39,540 – pro-rated
- January 6, 2020

2. Resignations/Retirements

Educational Support Personnel

Kacos-Shiu, Faya

- Transition Specialist
- Resigned January 8, 2020

McGruder, Alexis

- Paraprofessional – Cyd Lash Academy
- Resigned December 6, 2019

<u>Perez, Vanessa</u>	- Paraprofessional - Sector - Resigned December 2, 2019
<u>Ramey, Kristin</u>	- Paraprofessional – South School - Resigned November 19, 2019
<u>Schrader, Kyle</u>	- Custodian- Gages Lake School - Resigned December 9, 2019
<u>Wazny, April</u>	- Paraprofessional - Sector - Resigned December 6, 2019
<u>Winkler, Laretta</u>	- Paraprofessional – John Powers Center - Resigned December 19, 2019
<u>Licensed Staff</u>	
<u>Bessette, Marcia</u>	- Speech & Language Pathologist - Retiring at the end of the 2021-22 school year
<u>Pumala, Elizabeth</u>	- Teacher – Laremont School - Resigned November 21, 2019

Motion to Approve Consent Agenda — ROLL CALL VOTE

Move approval of consent agenda items and addendum as presented.

3. Professional Vacancies for 2019-20
 - 1 School Psychologist (SEDOL)
 - 1 School Social Worker (Gages Lake School)
 - 1 Certified School Nurse (TBD)
 - 1 Substitute RN (SEDOL)
 - 1 Shaping Appropriate Behaviors (SAB) Teacher HS (Gages Lake School)
 - 1 LASSO III Teacher EC (Gages Lake School)
 - 1 LASSO II EC Teacher (Sector)

V. RECOGNITION (Mrs. Donnan)

A. STARS Student

The Board will recognize a student from Ms. Boornazian's classroom at John Powers Center, as the STARS Student for December.

B. Employee of the Month

The Board will recognize Patricia Steffens, Paraprofessional at Laremont School, as December's employee of the month.

VI. OLD BUSINESS

- A. Request to Maintain Sub Pay — ***ACTION NEEDED*** (Mrs. Donnan, Dr. Lynch)

Maintain daily rate of sub pay by \$30.00 per day in addition to the base rate through the January 23, 2020.

Motion to Approve Request to Increase Sub Pay — *ROLL CALL VOTE*

Move approval of the request to maintain the daily sub rate by \$30.00 per day in addition to the base rate through January 23, 2020.

- B. 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.

- C. Midco Phone System Agreement – ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the agreement with Midco for a new, district-wide Mitel phone system in the amount of \$253,070.10. A copy of the proposal is included in the Board member agenda packet.

Motion to Approve the Midco Agreement – *ROLL CALL VOTE*

Move approval of the agreement with Midco in the amount of \$253,070.10 for Mitel phone system as presented.

- D. Lamp, Inc. Contract – ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the contract with Lamp, Inc. to be Construction Manager of the Fairhaven School Project. The contract, related exhibits and fee schedule are included in the Board member agenda packet.

Motion to Approve Lamp, Inc Contract – *ROLL CALL VOTE*

Move approval of the Lamp, Inc. contract for Construction Manager services for the Fairhaven School Project as presented.

- E. Articles of Joint Agreement – ***INFORMATIONAL*** (Mrs. Donnan)

Mrs. Donnan will review the draft copy of the Articles of Joint Agreement with the Board. A copy is included in the Board member agenda packet.

VII. NEW BUSINESS

A. Laremont Parent Staff Organization – ***ACTION NEEDED*** (Mrs. Donnan)

The parents and staff of Laremont School have organized a new support organization after the dissolution of the Laremont PTO and seek SEDOL Board approval to use the name Laremont Parent Staff Organization.

Motion to recognize the Laremont Parent Staff Organization – *VOICE VOTE*

Move approval to recognize the parent and staff organization as the Laremont Parent Staff Organization.

B. Unit Ventilator Purchase – ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the agreement with Temperature Equipment Corporation (TEC) for purchase of unit ventilators in the amount of \$432,450.00 and assign the agreement to Lamp Incorporated. A copy of the proposal is included in the Board member agenda packet.

Motion to approve unit ventilator purchase – *ROLL CALL VOTE*

Move approval of the agreement with Temperature Equipment Corporation in the amount of \$432,450.00 for purchase of unit ventilators and assigning the agreement LAMP Incorporated as presented, and assign the agreement to Lamp Incorporated.

C. Raptor Technologies Agreement – ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the agreement with Raptor Technologies for a visitor's management system in the amount of \$9,600.00. A copy of the agreement is included in the Board member agenda packet.

Motion to Approve Raptor Agreement – *ROLL CALL VOTE*

Move approval of the Raptor Technologies Agreement for a visitor management system in the amount of \$9,600.00 as presented.

D. AIS (All Information Services, Inc) Agreement – ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the agreement with AIS in the amount of \$65,552.74 for an indoor/outdoor security/surveillance camera system at Fairhaven School. A copy of the agreement is included in the Board member agenda packet.

Motion to Approve AIS Agreement – *ROLL CALL VOTE*

Move approval of the AIS (All Information Services, Inc) Agreement for an indoor/outdoor security/surveillance camera system in the amount of \$65,522.74 as presented.

- E. AIS (All Information Services, Inc) Agreement – **ACTION NEEDED** (Ms. Watson)

Administration recommends approval of the agreement with AIS in the amount of \$37,865.90 for network rewiring and relocation of the MDF Room at Fairhaven School. A copy of the agreement is included in the Board member agenda packet.

Motion to Approve AIS Agreement – ROLL CALL VOTE

Move approval of the AIS (All Information Services, Inc) Agreement to rewire and relocate the MDF Room at Fairhaven School in the amount of \$37,865.90 as presented.

- F. Garda World Contract – **ACTION NEEDED** (Ms. Watson)

Administration recommends approval of the contract with Garda World for four security personnel for the regular school year and three security personnel for the extended school year. These services will be provided at Gages Lake School and South School. The contract will be in effect from January 2020 – June 2020 at an hourly rate of \$36.69; July 2020 – June 2021 at \$38.51/hr; and July 2021 – June 2022 at \$40.42/hr. A copy of the contract is included in the Board member agenda packet.

Motion to Approve Garda World Contract – ROLL CALL VOTE

Move approval of the security services contract with Garda World as presented.

- G. Food Allergy Pro, LLC Contract – **ACTION NEEDED** (Dr. Lynch)

Administration recommends approval of the agreement with Food Allergy Pros, LLC. Food Allergy Pros, LLC will provide a review and possibly an update to SEDOL's protocol and policies addressing the needs of staff with known, life threatening food allergies. The cost of this service is \$3,200.00 for a six-week term. A copy of the proposal is included in the Board member agenda packet.

Motion to Approve Food Allergy Pro, LLC Agreement – ROLL CALL VOTE

Move approval of the Food Allergy Pro, LLC Agreement in the amount of \$3200.00 as presented.

- H. SEDOL Task Force Update - **INFORMATIONAL** (Mrs. Donnan)

Mrs. Donnan will update the Board on the status of the SEDOL Task Force.

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

1. A request was received via email on November 25, 2019, from Joe Hart, Illinois Education Association-NEA, requesting electronic copies of the following:
 - *Names of all non-certified staff employed by SEDOL excluding any staff already part of the IEA-affiliated bargaining unit; job titles; dates of hire; work building/address; number of hours scheduled per week and year; collective bargaining unit status; and if they are in a bargaining unit, the name of the affiliated labor organization.*

- *Any contracts the district has with subcontractors currently engaged in district support staff work.*

On November 27, 2019, Dr. Lynch responded to Joe Hart via email with the requested documents attached.

2. A request was received via email on December 2, 2019, from Jennifer Smith Richards, Chicago Tribune and Jodi S. Cohen, ProPublica Illinois, requesting electronic copies of the following records:
 - *Personnel records of SEDOL employees on leave from April 1, 2019 – present, their current state of employment with SEDOL, disciplinary records for these employees, including but not limited to reprimands; letters of admonishment; suspensions; resignation agreements; and notices of disciplinary hearings*
 - *Personnel records of SEDOL employees assigned to Gages Lake who have submitted their resignation or intent to resign from April 1, 2019 – present; include their dates of employment and assignments; and their letters of resignation or termination records.*

On December 9, 2019, Dr. Lynch responded to Jennifer Smith Richards and Jodi S. Cohen via electronic mail with a FOIA 5-day extension notice due to the substantial number of specified records.

3. A request was received via email on December 3, 2019, from Jennifer Smith Richards, Chicago Tribune and Jodi S. Cohen, ProPublica Illinois, requesting electronic copies of the following:
 - *All documents from the Illinois Department of Children and Family Services (DCFS) indicating the outcome of a DCFS investigation related to SEDOL/Gages Lake or a SEDOL/Gages Lake employee from May 1, 2019 – present.*

On December 11, 2019, Dr. Lynch replied to Jennifer Smith Richards and Jodi S. Cohen via electronic mail. The request was denied stating all records concerning reports of child abuse and neglect or records concerning referrals under the *Abused and Neglected Child Reporting Act* pursuant to Section 7(1)(a) of FOIA and Section 11 of the *Abused and Neglected Child Reporting Act*, 325 ILCS 5/11.

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

Suaste, Israel - Paraprofessional
- Terminated December 10, 2019 due to misconduct

Motion to Approve Termination — ROLL CALL VOTE

Move approval of the termination as recommended.

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

A. Announcements / Wins

1. CLA Student run Stand For The Silent Group raised \$120 in a donut sale fundraiser. Money will be used to promote positivity among kids including a scholarship.
2. Gurnee Rotary’s Operation Warm raised over \$6,000 for jackets for our students.
3. Laremont School hosted Fun with Santa and Parent’s Day Out.
4. Cyd Lash Academy social worker, Amy Lazzaretti was awarded a \$500 grant for sensory items.
5. DHH program received books from the CHOICES for Parents program.

XII. EXECUTIVE BOARD MEMBER COMMENTS (Dr. Sefcik)

- Dr. Stephen Mack submit his resignation on December 2, 2019 from the SEDOL Executive Board. He will maintain his seat on the Governing Board as Secretary.

XIII. COMMITTEE REPORTS

XIV. ADJOURNMENT

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2019-20 Executive Board Meeting Schedule

SEDOL Office Bay Room

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