

# SPECIAL EDUCATION DISTRICT OF LAKE COUNTY

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

## Minutes

### SEDOL EXECUTIVE BOARD MEETING

January 23, 2020

(revised to include Addendum items 8/27/20)

## CALL TO ORDER

The regular meeting of the SEDOL Executive Board was called to order by President Christy Sefcik at 9:31 a.m. on Thursday, January 23, 2020 at the SEDOL administrative offices in Gages Lake, Illinois.

## ROLL CALL

### Board Members Present

Mr. Bob Gold, Superintendent, Big Hollow #38  
Dr. Jason Lind, Superintendent, Millburn District #24  
Mrs. Carey McHugh, Governing Board Member, Wauconda Unit District #118 (arrived 9:40 a.m.)  
Mrs. Joanne Osmond, Governing Board Member, Lake Villa District #41 (arrived 9:34 a.m.)  
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. Lonny Lemon, Superintendent, Oak Grove District #68

### 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  
Mrs. Sara Martinez, Recording Secretary  
Ms. Rebecca Slye, President, SEDOL Teachers' Union

### Staff Members Absent

None

## 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 Mrs. Joanne Osmond, second by Mrs. Odie Pahl, to accept the agenda with addendum as presented.

Voice Vote:

Ayes: All

Nays: None

MOTION CARRIED.

***Exceptional Services for Exceptional Students***

## CONSENT AGENDA

### Motion to Approve Consent Agenda

Motion by Mrs. Odie Pahl, second by Mrs. Joanne Osmond, to approve the consent agenda as follows.

### Approval of Minutes

Public and closed session minutes of the regular meeting of December 19, 2019.

### Financial Matters

Paid Accounts Payable List: The following expenditures represent the January, 2020 accounts payable list:

Accounts Payable	\$1,941,895.96
12/27/19 Payroll Liabilities	\$823,886.84
12/27/19 Net Payroll	\$956,172.91
01/15/20 Payroll Liabilities	\$826,057.12
01/15/20 Net Payroll	<u>\$929,704.85</u>
	\$5,477,717.68

Treasurer's Report: Report for December, 2019

### Policy Matters

The Board approved revisions to the following policies:

#### Section 2: Executive Board

- 2:200 Types of Executive Meetings
- 2:220 Executive Board Meeting Procedures

#### Section 4: Operational Services

- 4:15 Identity Protection
- 4:30 Revenue and Investments
- 4:60 Purchases and Contracts

#### Section 5: Personnel

- 5:10 Equal Employment Opportunity and Minority Recruitment
- 5:20 Workplace Harassment Prohibited
- 5:30 Hiring Process and Criteria
- 5:50 Drug & Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition

#### Section 6: Instruction

- 6:60 Curriculum Content
- 6:150 Home and Hospital Instruction
- 6:300 Graduation Requirements

### 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

##### Forth, Stephanie

- Paraprofessional – Sector
- Budget-approved vacancy
- MA/MS – University of Illinois Urbana
- \$18.56/hour
- January 6, 2020

- McCarthy, Shana
- Paraprofessional – Laremont
  - Budget-approved vacancy
  - \$14.57/hour
  - January 6, 2020
- Nadolny, Jane
- Paraprofessional – Cyd Lash Academy
  - Budget-approved vacancy
  - BA – Western Michigan University
  - \$15.93/hour
  - January 21, 2020
- Nissen, Lindsey
- Paraprofessional – DHH Grayslake North HS
  - Budget-approved vacancy
  - \$14.57/hour
  - January 21, 2020
- Parker, Emily
- Paraprofessional – Sector
  - Budget-approved vacancy
  - BA/BS – Carthage College
  - \$15.57/hour
  - January 6, 2020
- Salata, Cyndi
- Paraprofessional – Laremont School
  - Budget-approved vacancy
  - \$14.57/hour
  - January 16, 2020

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~~ 2019 *Correction from Dec. 19, 2019 Agenda*

2. Resignations/Retirements

Educational Support Personnel

- Caravello, Christina
- Paraprofessional – Sector
  - Resigned January 14, 2020
- Butler, Whitley
- Paraprofessional – Laremont School
  - Resigned December 20, 2019
- Foster, Casey
- Paraprofessional – Sector
  - Resigned January 30, 2020
- Jones, Bridgette
- Paraprofessional – Gages Lake School
  - Resigned February 7, 2020
- Mendez, Roberto
- Custodian – John Powers Center
  - Resigned December 23, 2019
- Mullen, Jennifer
- Paraprofessional – Sector
  - Resigned January 30, 2020
- Navarrete, Sidney
- Paraprofessional – Laremont School
  - Resigned January 17, 2020
  -

Nolan, Cynthia - Paraprofessional – South School  
- Resigned January 17, 2020

Steiskal, Diana - Paraprofessional – Laremont School  
- Resigned January 27, 2020

Toscano, Andrea - Paraprofessional – Sector  
- Resigned February 6, 2020

Licensed Staff

Brydon, Camalla - Teacher – Sector  
- Retiring at the end of the 2019-20 school year –  
change from 2022 – 2023

Flaherty, Kathleen - Social Worker  
- Retiring February 1, 2020

Request for Leave of Absence

Kuperman, Rebecca - Paraprofessional - Sector  
- March 9, 2020 – May 29, 2020

Roll Call Vote:

Ayes:	Mr. Bob Gold	Mrs. Odie Pahl
	Mrs. Roycealee Wood	Mrs. Carey McHugh
	Mrs. Joanne Osmond	Dr. Jason Lind
	Dr. Christy Sefcik	
Nays:	None	
Absent:	Dr. Lonny Lemon	

MOTION CARRIED

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)

**RECOGNITION**

STARS Student

The Board recognized a student from Ms. Cirone's classroom in the Community Life Skills Program as the STARS Student for January. This student was recognized for her dedication to the Laremont students. She has been reading to them for 3 years and has a special way with them. She is smart, a good worker and her advocacy skills are amazing.

Employee of the Month

The Board recognized Allyce Mohr, LASSO III Teacher at Laremont School, as January's employee of the month. Allyce is a model teacher. She has served as a mentor for new LASSO III teachers, has developed training videos for new employees, and her work with students is outstanding. Allyce feels this is her dream job and is thankful for her entire educational team.

**OLD BUSINESS**

**Maintain Sub Pay**

Motion to Maintain Sub Pay

Motion by Mr. Bob Gold, second by Mrs. Carey McHugh, to maintain the daily rate of sub pay as presented.

Administration recommended maintaining the daily rate of sub pay by \$30.00 per day in addition to the base rate through March 19, 2020.

Roll Call Vote:

Ayes:	Mrs. Odie Pahl	Mrs. Roycealee Wood
	Mrs. Carey McHugh	Mrs. Joanne Osmond
	Dr. Jason Lind	Mr. Bob Gold
	Dr. Christy Sefcik	
Nays:	None	
Absent:	Dr. Lonny Lemon	

MOTION CARRIED

**Fairhaven School Project**

Ms. Watson presented to the Board on an increase to the potential construction costs from \$3.5 to \$5.2 million. This increase is due to additional projects added after District 76 vacated the property. The list will be evaluated for necessity and bids will be accepted on February 7 to help reduce costs. A proposal will be submitting for Board approval on February 20, 2020.

**Current SEDOL Staffing**

Motion to Approve Maintaining Enrollment Cap for the ED Program at Gages Lake School

Motion by Mrs. Joanne Osmond, second by Mrs. Carey McHugh, to approve the continuation of the enrollment cap for the ED Program at Gages Lake School as presented.

Administration recommended maintaining the enrollment cap for the ED Program at Gages Lake School. The program is currently staffed at 86%. Contractual staff have been hired and are currently working in this program or will be starting soon. Administration will continue to monitor this program and future recommendations may be made based on enrollment.

Roll Call Vote:

Ayes:	Mrs. Roycealee Wood	Mrs. Carey McHugh
	Mrs. Joanne Osmond	Dr. Jason Lind
	Mr. Bob Gold	Mrs. Odie Pahl
	Dr. Christy Sefcik	
Nays:	None	
Absent:	Dr. Lonny Lemon	

MOTION CARRIED

Motion to Approve Maintaining Enrollment Cap for the SAB Program at Gages Lake School

Motion by Mrs. Odie Pahl, second by Mrs. Joanne Osmond, to approve the continuation of the enrollment cap for the SAB Program at Gages Lake School as presented.

Administration recommended maintaining the enrollment cap for the SAB Program at Gages Lake School. This program is currently staffed at 85%. Contractual staff have been hired and are currently working in this program or will be starting soon. Administration will continue to monitor this program and future recommendations may be made based on enrollment.





Roll Call Vote:

Ayes:	Mrs. Joanne Osmond	Dr. Jason Lind
	Mr. Bob Gold	Mrs. Odie Pahl
	Mrs. Roycealee Wood	Mrs. Carey McHugh
	Dr. Christy Sefcik	
Nays:	None	
Absent:	Dr. Lonny Lemon	

MOTION CARRIED

### **Tuition Rate**

Ms. Watson discussed member district estimated reset base tuition rates for FY21. These normally go out in April or May; however, the estimated rates will be sent to member districts early, allowing them to begin planning for the Fall. Ms. Watson is still working on non-member district rates.

### **Roof Top Replacement Units**

Ms. Watson discussed the need for replacing the John Powers Center roof-top HVAC units. Wold Architect and Engineers provided an estimated project cost of \$289,400. \$50,000 from a State grant will be applied to the purchase. Bid opening is scheduled for April 14, 2020 with contract approval planned for the April 23 Board meeting.

### **SRACLC Agreement**

Ms. Watson discussed the third-party agreement with The Special Recreation Association of Central Lake County (SRACLC) for the purposes of providing after school daycare services to both its constituents and to SEDOL students at Fairhaven School. Services would be available during the school year on full days of student attendance. SEDOL and the SRACLC are in the process of finalizing an agreement.

### **Policy Revisions for First Reading**

The following policies were presented to the Board for first reading. The second reading/approval is scheduled for the February 20 Board meeting. The Board highlighted and discussed the new mandatory reporting regulations, bullying, fiscal responsibilities, and visitors to the district.

#### **Section 2A: Governing Board**

*These 3 policies will be presented for 1<sup>st</sup> reading at the March Gov Board meeting.*

2:20 Powers and Duties of the Governing Board; Indemnification

2:100 Governing Member Conflict of Interest

2:105 Ethics and Gift Ban

#### **Section 2B: Executive Board**

2:110 Qualifications, Term and Duties of Board Officers

2:260 Uniform Grievance Procedure

#### **Section 4: Operational Services**

4:80 Accounting and Audits

4:175 Convicted Child Sex Offender; Screening; Notifications

#### **Section 5: General Personnel**

5:90 Abused and Neglected Child Reporting

5:120 Employee Ethics; Conduct; and Conflict of Interest

5:250 Leave of Absence

5:290 Employment Termination and Suspensions

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

#### **Section 6: Instruction**

6:180 Extended Instructional Program – **NEW**

6:320 High School Credit for Proficiency – **NEW**

Section 7: Students

7:20 Harassment of Students Prohibited

7:150 Agency and Police Interviews

7:180 Prevention of and Response to Bullying, Intimidation, and Harassment

Section 8: Community Relations

8:30 Visitors to and Conduct on District Property

**FOIA Request**

Dr. Lynch reported on one request from:

Jennifer Smith Richards, Chicago Tribune & Jodi S. Cohen, ProPublica Illinois

**March Governing Board Meeting**

The Board reviewed a draft copy of the agenda for the March 4 meeting.

**PUBLIC COMMENT**

Ms. Rebecca Slye, President of the SEDOL Teachers' Union, presented on feedback she received from staff. She discussed the hopefulness that Humanex will address big concerns with morale as this topic is consistently brought up. Also, that staff are heartbroken over the continued news reports and are looking forward to participating in community events (SEDOL 60 Year Celebration). Ms. Slye reported that there still seems to be a feeling of building administration's lack of support, continuing on to state that staff need to feel supported by their administration and enjoy when upper administration is present in the buildings. Safety is improving and there is an overall feeling of wanting things to get better.

**CLOSED SESSION**

Motion to Enter into Closed Session

At 10:33 a.m. Dr. Jason Lind 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, 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.

Roll Call Vote:

Ayes:	Dr. Jason Lind	Mr. Bob Gold
	Mrs. Odie Pahl	Mrs. Roycealee Wood
	Mrs. Carey McHugh	Mrs. Joanne Osmond
	Dr. Christy Sefcik	

Nays: None

Absent: Dr. Lonny Lemon

MOTION CARRIED

Motion to Return to Public Session

At 10:54 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, performance or dismissal of specific employees, collective bargaining matters and placement of and matters relating to individual students.

**OTHER BUSINESS**

Items removed from the agenda.

**PROGRAM/SCHOOL REPORTS**

Announcements/Wins

Mrs. Donnan talked about each of the following events/items:

1. The SEDOL Curriculum Department has facilitated the development of a professional development schedule for the spring for SEDOL and Member District staff that includes over 35 sessions. A variety of talented staff are providing the peer to peer learning opportunities!
2. The second semester of Stepping into College (SIC) called College Plus (CP) has started. CP will provide support on the CLC campus to ensure students get to and from class and help ease any anxieties. Students meet once a week to review their class progression and receive support if they need academic assistance or have questions regarding their CLC class or accounts.
2. The 8th graders in the LASSO 1 and TAB classrooms joined the 8th grade bowling trip at Millburn Middle School. It was a great experience for all!
3. Gurnee Rotary delivered coats for many SEDOL programs. We are so grateful for the community's generosity.
4. Millburn's 6<sup>th</sup> and 7<sup>th</sup> graders volunteered on ML King Day at Feed My Starving Children, Bernie's Books Bank, and Northern IL Food Bank.
5. Dr. Jason Lind, Superintendent from Millburn School District was named Superintendent of the Year.

**BOARD MEMBER COMMENTS**

- Mrs. Donnan and Dr. Lind attended an ISBE Stakeholders meeting on January 22 in Chicago. State and National school representation was present. The topics of discussion related to timeouts/restraints and developing legislation in these areas. Both felt this was an eye-opening experience and a privilege to have attended. The overall atmosphere was about a positive future for the students.
- Dr. Sefcik asked about the current status of the ISBE complaint. Mrs. Donnan shared the results from the ISBE audit. These will be shared with SEDOL parents, staff and member districts.

**COMMITTEE REPORTS**

A joint Personnel and Finance Committee meeting is scheduled for March 5 at 1:30 p.m.

**ADJOURNMENT**

Motion to Adjourn

At 11:08 a.m. Dr. Jason Lind moved, second by Mrs. Roycealee Wood to adjourn the meeting.

Voice Vote:        Ayes, all.                    Nays, none.                    MOTION CARRIED

Respectfully submitted by,

Sara Martinez  
Recording Secretary

Approved by:

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Dr. Christy Sefcik  
President of the Board

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Mrs. Valerie M. Donnan  
Secretary of the Board