

# 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, March 19, 2020  
TIME: 9:30 A.M.  
PLACE: SEDOL Office Bay Room

If you would like to attend this public meeting via webinar please register through this link  
<https://attendee.gotowebinar.com/register/4988493456916130573>.

To participate in Public Comment, please go to page 8 of this agenda and use the link to register.  
You will need to be registered by 8:30 a.m. on March 19, 2020.

## AGENDA – *AMENDED MARCH 16, 2020*

- 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: Minutes of the public hearing held February 20, 2020, public and closed session minutes of the regular meeting of February 20, 2020 are included in Board member agenda packets.
  - B. Approval of Amended February 20, 2020 Agenda: The amount entered for the Resolution Authorizing Interfund Transfer from the Education Fund to the Operation and Maintenance Fund read as \$400,000,000 and should have read as \$4,000,000.
  - C. Financial Matters
    1. Paid Accounts Payable List: The following expenditures represent the March, 2020 accounts payable list:

Accounts Payable	\$1,679,605.38
02/28/20 Payroll Liabilities	\$830,470.98
02/28/20 Net Payroll	\$941,607.87
03/13/20/20 Payroll Liabilities	\$845,840.80
03/13/20 Net Payroll	<u>\$955,772.12</u>
	\$5,253,297.15

2. Treasurer's Report: The treasurer's report for February, 2020 is included in Board member 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

- |                          |  |
|--------------------------|--|
| <u>Garza, Laurie</u>     | <ul style="list-style-type: none"> <li>- Paraprofessional – Sector</li> <li>- Budget-approved vacancy</li> <li>- \$14.93/hour</li> <li>- February 24, 2020</li> </ul>          |
| <u>Greene, Mikayla</u>   | <ul style="list-style-type: none"> <li>- Paraprofessional – Laremont School</li> <li>- Budget-approved vacancy</li> <li>- \$14.57/hour</li> <li>- February 26, 2020</li> </ul> |
| <u>Hurt, Alexander</u>   | <ul style="list-style-type: none"> <li>- Custodian – South School</li> <li>- Budget-approved vacancy</li> <li>- \$12.72/hour</li> <li>- March 10, 2020</li> </ul>              |
| <u>Ostrander, Millie</u> | <ul style="list-style-type: none"> <li>- Paraprofessional – Sector</li> <li>- Budget-approved vacancy</li> <li>- \$15.30/hour</li> <li>- February 25, 2020</li> </ul>          |
| <u>Pelaez, Alfredo</u>   | <ul style="list-style-type: none"> <li>- Custodian – Gages Lake School</li> <li>- Budget-approved vacancy</li> <li>- \$15.76/hour</li> <li>- March 9, 2020</li> </ul>          |

Licensed Staff

- |                       |   |
|-----------------------|---|
| <u>Dwyer, Meagan</u>  | <ul style="list-style-type: none"> <li>- Principal – Gages Lake School</li> <li>- Budget approved vacancy</li> <li>- MA/MS – Northeastern Illinois University</li> <li>- \$107,140</li> <li>- July 1, 2020</li> </ul> |
| <u>Dittmer, Tegan</u> | <ul style="list-style-type: none"> <li>- Principal – Fairhaven School</li> <li>- Approved expansion position</li> <li>- MA/MS – Grand Canyon University</li> <li>- \$107,935</li> <li>- July 1, 2020</li> </ul>       |

- Schmitt, Allison
- Principal – Laremont School
  - Budget approved vacancy
  - MA/MS – Concordia University Chicago
  - \$96,234
  - July 1, 2020

## 2. Resignations/Retirements

### Educational Support Personnel

- Felt, Kathi
- Paraprofessional – Gages Lake School
  - Resigned March 20, 2020

- Herzberg, Sylwia
- Paraprofessional – Laremont School
  - Resigned March 13, 2020

- Klema Jr., Rory
- Maintenance
  - Resigned March 6, 2020

### Licensed Staff

- Dittmer, Tegan
- Interim Principal – Laremont School
  - Resigned June 30, 2020 to accept position as Principal at Fairhaven School

- Haeussler, Tina
- Teacher – APE Itinerant
  - Retiring the last day of the 2020-21 school year

- Johnson, Kwanita
- Social Worker – Gages Lake School
  - Resigned the last day of the 2019-20 school year

- Kreamer, Jon
- Assistant to the Principal – Gages Lake School
  - Resigned the last day of the 2019-20 school year

- Lynch, Margaret
- Assistant Superintendent for Human Resources
  - Retiring June 30, 2021

- Moser, Sarah
- Teacher – Gages Lake School
  - Resigned May 26, 2020

- Papp, Dave
- Social Worker
  - Resigned the last day of the 2019-20 school year

- Schmitt, Allison
- Sector Supervisor
  - Resigned June 30, 2020 to accept position as Principal at Laremont School

## 3. Request for Decrease in Contract

- Axelrod, Jennifer
- Psychologist – D/HH
  - Decrease from 5 days a week to 3 days a week for the 2020-21 school year.

## 4. Request for Leave of Absence

- Kuperman, Rebecca
- Paraprofessional – Sector
  - March 9, 2020 – May 29, 2020
  - Rescinded leave request March 1, 2020*

**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 Chief School Business Official 2021-22 (Administration)
  - 1 Bookkeeper/Payroll Assistant (Administration)
  - 1 School Social Worker (Gages Lake School)
  - 1 Certified School Nurse (TBD)
  - 1 Substitute Registered Nurse (SEDOL)
  - 1 1:1 Registered Nurse (Laremont)
  - 1 LASSO III Teacher (Laremont)
  - 1 LASSO III Teacher EC (Gages Lake School)
  - 1 LASSO II EC Teacher (Millburn)

V. OLD BUSINESS

- A. Fairhaven School Project Update – **INFORMATIONAL** (Ms. Watson)

Ken Frank from Signature Development will update the Board on the Fairhaven School project.

- B. 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 May 28, 2020.

**Motion to Approve Maintaining the Increase of 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 May 28, 2020.**

- C. 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 approval of 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 approval of the continuation of the enrollment cap for the SAB Program at Gages Lake School as presented.**

- D. Policy Revision for Second Reading – **ACTION NEEDED** (Mrs. Osmond, Dr. Lynch)

Proposed revision to policy 7:270 *Administering Medicines to Students* was presented for first reading at the February meeting. The policy is presented again for second reading and Board approval. A red-line copy is included in the Board member agenda packet.

**Motion to Approve Policy Revision – VOICE VOTE**

**Move approval of the policy revision as presented.**

E. AIS, Inc. Proposal – ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the agreement with AIS, Inc. to install the overhead PA system at Fairhaven School in the amount of \$21,789.54. A copy of the proposed quote is included in the Board member agenda packet.

**Motion to Approve PA System Proposal** – ***ROLL CALL VOTE***

**Move approval of the AIS Proposal to install the overhead PA system at Fairhaven School in the amount of \$21,789.54 as presented.**

F. Asbestos Removal Recommendation – ***ACTION NEEDED*** (Ms. Watson)

Bid opening for the Fairhaven School asbestos removal was held on March 12<sup>th</sup> with ten bids presented. TEM Environmental, Inc. reviewed the bids and recommends Cove Remediation with a base cost of \$79,000 plus \$5000 to complete the removal by April 12<sup>th</sup>. An additional cost of \$2600 per day will be added if additional work is needed. Administration recommends the Cove Remediation proposal in the amount of \$84,000. A copy of the recommendation letter and bid is included in the Board member agenda packet.

**Motion to Approve Asbestos Removal Bid**– ***ROLL CALL VOTE***

**Move approval of the Cove Remediation Bid for asbestos removal at Fairhaven School in the amount of \$\$84,000 as presented.**

G. Gages Lake School Hallway Project – ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the Gages Lake hallway project. The proposal from Efraim, Carlson & Son includes removal, replacement, and installation of three doors in the Gages Lake administration hallway. The proposed cost of this project is \$14,728 and a copy is included in the Board member agenda packet.

**Motion to Approve GLS Hallway Proposal** – ***ROLL CALL VOTE***

**Move approval of the proposal with Efraim Carlson & Son for Gages Lake School hallway project in the amount of \$14,728 as presented.**

H. Gages Lake School OI Project – ***INFORMATIONAL*** (Ms. Watson)

Ms. Watson will discuss changes to the Gages Lake office intervention door and the replacement of the glass panel.

I. Laremont Playground Shading Agreement – ***ACTION NEEDED*** (Ms. Watson)

Game Time/Cunningham Recreation evaluated the area for the Laremont shading project. It was determined that a two-level shade would adequately cover the playground rather than the three-level shade that was originally proposed, thus reducing the amount of the project. The SEDOL Foundation will donate \$70,000 toward the cost of the project and the balance will be paid from the SEDOL O&M fund. Administration recommends approval of the agreement in the amount of \$93,237. A copy of the proposed agreement is included in the Board member agenda packet.

**Motion to Approve Playground Shade Agreement** – ***ROLL CALL VOTE***

**Move approval of the agreement with Game Time/Cunningham Recreation for the installation of the Laremont playground shades in the amount of \$93,237 as presented.**

J. Architect Project Authorization Agreement – ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the Project Authorization Agreement with Wold Architect and Engineers for the playground sunshade procurement and installation at Laremont School. A copy of the proposed agreement is included in the Board member agenda packet.

**Motion to Approve Authorization Agreement – ROLL CALL VOTE**

**Move approval of the Project Authorization Agreement with Wold Architect and Engineering as presented.**

VI. NEW BUSINESS

A. School Calendar 2020-21 — ***ACTION NEEDED*** (Mrs. Wojcik)

A draft of the calendar for the 2020-21 school year is included in Board member agenda packets. The calendar was developed based on the suggested calendar from the Regional Superintendent of Schools, but it was modified to fit the special needs of SEDOL facilities. The calendar pertains to Laremont School, Gages Lake School, Cyd Lash Academy, Fairhaven School, Transition Program at John Powers Center, Community Life Skills sites, the Regional Safe School Program, the ALOP Program and the administrative office. All other programs follow the calendar as established by the host school district for the class/program/attached building.

**Motion to Approve School Calendar – VOICE VOTE**

**Move approval of the 2020-21 SEDOL school calendar as presented.**

B. Lakeside Transportation Contract Extension — ***ACTION NEEDED*** (Ms. Watson)

Lakeside Transportation has submitted a proposal to extend the current contract. The proposed rate increase is 3.75% for the 2020-21 school year. Administration recommends the Board renew the agreement with Lakeside at a cost increase of 3.75%. A copy of the contract extension is included in the Board member agenda packet.

**Motion to Approve Extension Agreement — ROLL CALL VOTE**

**Move approval of the contract extension agreement with Lakeside Transportation in the amount of \$1,121,196 as presented.**

C. Seymour Lease Approval – ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the two-year lease agreement between Seymour Avenue Property LLC and SEDOL for the purpose of housing the SEDOL Transition Program. This property is located at 31 S Seymour, Units A & B Grayslake, IL 60030. Lease dates will run from August 1, 2020 – July 31, 2021 in the amount of \$2960/month and from August 1, 2021 – July 2022 in the amount of \$3045/month.

**Motion to Approve Lease Agreement – ROLL CALL VOTE**

**Move approval of the Seymour Lease Agreement between Seymour Avenue Property LLC and SEDOL as presented.**

D. Net56 Contract Extension – ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the five-year contract extension with Net56. The current contract will be amended to expire June 30, 2025 at a cost of \$28,285/month for the first year with 3% increase effective July 1 in all subsequent years.

**Motion to Approve Net56 Contract – ROLL CALL VOTE**

**Move approval of the extension of the Net56 contract as presented.**

E. Net56 E-rate Agreement – ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the five-year E-rate agreement with Net 56 from July 1, 2020 through June 30, 2025 in the amount of \$8925/month.

**Motion to Approve Net56 Agreement – ROLL CALL VOTE**

**Move approval of the 5-year Net56 E-rate agreement in the amount of \$8925/month as presented.**

F. Possible Approval of Memorandum of Understanding Re: Retirement Incentive – ***ACTION NEEDED*** (Dr. Lynch)

Dr. Lynch of the Board Negotiating Team will provide a brief overview of the Memorandum of Understanding Re: Retirement Incentive reached with the SEDOL Teacher's Union. A summary of the agreement will be disseminated to the Governing Board members prior to the meeting.

**Motion to Approve Memorandum of Understanding Re: Retirement Incentive  
– ROLL CALL VOTE**

**Move to recommend the Memorandum of Understanding Re: Retirement Incentive with the SEDOL Teacher's Union and the SEDOL Board by the SEDOL Governing Board at the June 3, 2020 meeting.**

G. Possible Approval of Memorandum of Understanding Re: Retirement Incentive Language for Teachers Who Submitted Their Irrevocable Notice of Intent to Resign for the Purpose of Retirement Between August 16, 2018 and March 3, 2020 –

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

Dr. Lynch of the Board Negotiating Team will provide a brief overview of the Memorandum of Understanding reached with the SEDOL Teacher's Union. Retirement Incentive Language Teachers who submitted their irrevocable notice of intent to resign for the purpose of retirement between August 16, 2018 and March 3, 2020. A summary of the agreement will be disseminated to the Governing Board members prior to the meeting.

**Motion to Approve Memorandum of Understanding Re: Retirement Incentive  
– ROLL CALL VOTE**

**Move to recommend the Memorandum of Understanding Re: Retirement Incentive with the SEDOL Teacher's Union and the SEDOL Board by the SEDOL Governing Board at the June 3, 2020 meeting.**

#### H. FOIA Requests – **INFORMATIONAL** (Dr. Lynch)

1. February 18, 2020, Philip Ryan, Attorney, requested student records. In addition to student records, Mr. Ryan requested all investigations and reports into the practices of physical restraints, isolated timeouts and seclusion at Gages Lake School including DCFS reports, SEDOL reports, by ISBE and Lake County Sheriff or any other governmental entity or agency in your possession. On February 25, 2020 HLERK, SEDOL Legal Counsel, responded granting/denying parts of the request.
2. March 2, 2020, Ms. Jennifer Richards, Chicago Tribune and Ms. Jodi Cohen, ProPublica Illinois requested copies of the following:
  1. A copy of the settlement agreement for Student #22020201 approved by the executive board on February 20, 2020; 2. All documents that show any payments made as part of the above settlement; and 3. Any other separation agreements, settlement agreements and/or resolution agreements between the Special Education District of Lake County (SEDOL) and any of its students or former students, the students' families or the students/families' attorneys in 2020.
 On March 9, 2020 Dr. Lynch, SEDOL, responded with the requested documents.

#### VII. PUBLIC COMMENT (Dr. Sefcik)

- Public participation is being afforded to the general public via web-conference. To participate, please register by clicking on this link: <https://attendee.gotowebinar.com/register/4988493456916130573>
- Public comment is being afforded to the general public via web-conference. Anyone who would like to address the Board during public participation may do so by following particular registration requirements that are described on our agenda. The individual needs to register by clicking on this link: <https://attendee.gotowebinar.com/register/4988493456916130573> prior to 8:30 a.m. on Thursday, 19<sup>th</sup> with their name, address and phone number.
- Speakers for public comment are asked to strictly observe SEDOL's Public Participation Guidelines, including limiting their comments to five minutes.
- Certain groups that are impacted by the agenda topics for SEDOL's meeting are being afforded the opportunity to have a very limited number of pre-approved attendees physically present for the Board meeting and those attendees may give in-person public comment. Only approved attendees will be permitted to be present in person for the meeting.
- SEDOL plans to revise this plan to the extent the Governor issues an Emergency Order relaxing the OMA or providing flexibility to public boards.

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.

## VIII. 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.**
- **Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal.**
- **The placement of individual students in special education programs and to consider individual student matters – 5 ILCS 120/2(c)(1).**

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

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

## IX. OTHER BUSINESS

- A. **Recommendations for FY21 Personnel Reductions in Force and Dismissals —**  
***ACTION NEEDED*** (Mrs. Donnan, Dr. Lynch)

Administration recommends the Executive Board approve necessary personnel reductions, dismissals and other possible related personnel actions for the 2020-21 school year by taking action on the following motions.

### **Motion to Adopt Document #1 — ROLL CALL VOTE**

**Move adoption of the Resolution labeled Document #1 regarding the Honorable Dismissal of Teachers.**

### **Motion to Adopt Document #2 — ROLL CALL VOTE**

**Move adoption of the Resolution labeled Document #2 regarding the Dismissal of First- and Second-Year Probationary Teachers for Reasons Other Than Reduction in Force.**

**Motion to Adopt Document #3 — ROLL CALL VOTE**

**Move adoption of the Resolution labeled Document #3 regarding the Honorable Dismissal of Educational Support Personnel Employees.**

B. Termination – ***ACTION NEEDED***

Recommend employee termination effective March 19, 2020

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

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

C. Resignation Agreement and General Release – ***ACTION NEEDED***

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

**Move approval of the Resignation Agreement and General Release between SEDOL and SEDOL Employee as presented.**

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

Announcements / Wins

1. Laremont Best Buddies meet their pen pal buddies from SEDOL Sector ELS classroom at Laremont School.
2. CLA hosted art fair on March 11th. This fair included voting on art pieces to be submitted for the CAAEL upcoming competition.
3. SEDOL Foundation Dinner Dance was hosted on March 14th at the Concord Banquet Hall. The main goal of the evening was to honor the Heart of Gold Recipient, The Greek Orthodox Ladies Philoptochos Society and raise funds to support SEDOL students attending summer camp.
4. Gages Lake Parent Advisory hosted their first evening at Culver's to raise support for Gages Lake School.
5. Grayslake North High School hosted the annual Big Game which featured Grayslake High School and Round Lake High School's Special Olympic basketball team playing a game in front of the Grayslake North High School student body to celebrate inclusion.

XI. EXECUTIVE BOARD MEMBER COMMENTS (Dr. Sefcik)

XII. COMMITTEE REPORTS

A. Finance and Personnel Committee (Dr. Lynch, Ms. Watson)

The Finance and Personnel Committee met on March 5<sup>th</sup>. Dr. Lynch and Ms. Watson will provide an overview of the meeting.

XIII. ADJOURNMENT – ***ACTION NEEDED*** (Dr. Sefcik)

**Motion to Adjourn — VOICE VOTE**

**Move the Board Adjourn.**

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

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, March 4, 2020 – 7:00 p.m.

Wednesday, June 3, 2020 – 7:00 p.m.