

0SPECIAL EDUCATION DISTRICT OF LAKE COUNTY

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Valerie M. Donnan, M.Ed.
Superintendent

Minutes

SEDOL EXECUTIVE BOARD MEETING May 28, 2020

CALL TO ORDER

The regular meeting of the SEDOL Executive Board was called to order by President Christy Sefcik at 9:30 a.m. on Thursday, May 28, 2020 at the SEDOL administrative offices in Gages Lake, Illinois.

ROLL CALL

Board Members Present

Mr. Bob Gold, Superintendent, Big Hollow District #38
Dr. Lonny Lemon, Superintendent, Oak Grove District #68
Dr. Jason Lind, Superintendent, Millburn District #24
Mrs. Carey McHugh, Governing Board Member, Wauconda Unit District #118
Mrs. Joanne Osmond, Governing Board Member, Lake Villa District #41
Mrs. Odie Pahl, Governing Board Member, Gurnee District #56
Dr. Christy Sefcik, Superintendent, Grant High School District #124

Board Members Absent

Hon. Roycealee Wood, Superintendent, Lake County Regional Office of Education

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
Ms. Michelle Clark, Co-President, SEDOL Teachers' Union
Sara Martinez, Recording Secretary

Visitor

Ken Frank, Signature Development

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. Carey McHugh, second by Dr. Lonny Lemon, to accept the agenda with addendum as presented.

Voice Vote:

Ayes: All

Nays: None

MOTION CARRIED

CONSENT AGENDA

Motion to Approve Consent Agenda

Motion by Mrs. Odie Pahl, second by Dr. Jason Lind, to approve the consent agenda as follows.

Approval of Minutes

Public and closed session minutes of the regular meeting of April 23, 2020.

Financial Matters

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

Accounts Payable	\$2,745,119.10
04/30/20 Payroll Liabilities	\$818,341.80
04/30/20 Net Payroll	\$900,919.16
05/15/20 Payroll Liabilities	\$818,183.39
05/15/20/20 Net Payroll	<u>\$893,850.36</u>
	\$6,176,413.81

Treasurer's Report: Report for April, 2020

Policy Matters

Proposed revisions to the following policies were reviewed by the Policy Committee. Administration requested approval to change the policies as presented. A red-line copy of the policy was included in Board member agenda packets.

Section 4: Operational Services

4:50 Payment Procedures

Section 5: Personnel

5:50 Drug and Alcohol Free Workplace

5:150 Personnel Records

5:210 Resignation

5:280 Duties and Qualifications

Section 8: Community Relations

8:10 Connection with the Community

8:30 Visitors to and Conduct on School Property

8:80 Gifts to SEDOL

8:110 Public Suggestions and Concerns

Closed Session Minutes/Recordings

Administration recommended the minutes of closed session from the following meetings remain confidential and that all previously reviewed minutes remain closed.

October 24, 2019	Employee matter and collective bargaining
November 14, 2019	Employee matter, collective bargaining, security and student matter
December 19, 2019	Employee matter, collective bargaining, and student matter
January 23, 2020	Employee matter, collective bargaining, and student matter
February 20, 2020	Employee matter and student matter
March 19, 2020	Employee matter, collective bargaining, litigation, and student matter
April 9, 2020	Employee matter, litigation, and student matter

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

July 26, 2018	October 25, 2018
August 23, 2018	November 14, 2018
September 20, 2018	

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>Bolke, Bailey</u> | <ul style="list-style-type: none">- Paraprofessional – Sector, Wauconda HS- Budget approved vacancy- BA, Iowa State- \$16.23/hour- August 10, 2020 |
| <u>Castrejon, Gabriela</u> | <ul style="list-style-type: none">- Paraprofessional – Gages Lake School- Budget approved vacancy- \$16.00/hour- August 13, 2020 |
| <u>Foster, Yolunda</u> | <ul style="list-style-type: none">- Paraprofessional – Fairhaven School- Budget approved vacancy- \$15.61/hour- August 13, 2020 |
| <u>Gaidar, Zachary</u> | <ul style="list-style-type: none">- Paraprofessional – Cyd Lash Academy- Budget approved vacancy- BA, Western IL University- \$17.40/hour- August 13, 2020 |
| <u>Hanson, Eufemie</u> | <ul style="list-style-type: none">- Paraprofessional – Fairhaven School- Budget approved vacancy- BS, Northern IL University- \$19.01/hour- August 13, 2020 |
| <u>Harris, Xavier</u> | <ul style="list-style-type: none">- Paraprofessional – South School- Budget approved vacancy- \$15.23/hour- August 13, 2020 |
| <u>Hernandez, Rocio-</u> | <ul style="list-style-type: none">- Paraprofessional – Fairhaven School- Budget approved vacancy- \$15.61/hour- August 13, 2020 |
| <u>Potter, Amanda</u> | <ul style="list-style-type: none">- Paraprofessional – Fairhaven School- Budget approved vacancy- \$15.23/hour- August 13, 2020 |

- Purzak, Lauren
 - Interpreter – Sector, Grayslake High School
 - Budget approved vacancy
 - \$21.16/hour
 - August 17, 2020

- Savio, Elizabeth
 - Paraprofessional – Cyd Lash Academy
 - Budget approved vacancy
 - BA/BS, Argosy University
 - \$16.61/hour
 - August 13, 2020

- Wechenbach, Erik
 - Paraprofessional – Gages Lake School
 - Budget approved vacancy
 - \$15.61/hour
 - August 13, 2020

- Licensed Staff

- Ansari, Silky
 - School Psychologist – Sector Programs
 - Budget approved vacancy
 - MA, National Louis University
 - \$78,194
 - August 13, 2020

- Fiorito, Korine
 - Academic Specialist – District Wide
 - Budget approved vacancy
 - MA, Concordia University
 - \$69,397
 - August 13, 2020

- Hageli, Renee
 - Supervisor – Sector
 - Budget approved vacancy
 - MA/MS, Aurora University
 - \$83,230
 - August 1, 2020

- Haim, Tyler
 - Adapted PE Teacher – Laremont School, ELP
 - Budget approved vacancy
 - MA, Texas Woman’s University
 - \$49,075
 - August 13, 2020

- Havlic, Molly
 - Speech/Language Pathologist – SEDOL/Sector
 - Budget approved vacancy
 - MS, Northwestern University
 - \$50,500
 - August 13, 2020

- Hoffer, Carolyn
 - Behavior Specialist – District Wide
 - Budget approved vacancy
 - MA, Ball State
 - \$67,727
 - August 13, 2020

- Huemann, Kendall
 - School Social Worker – Gages Lake School, ED
 - Budget approved vacancy
 - MA, Loyola University
 - \$50,500
 - August 13, 2020

- Magna, Pamela
 - Supervisor – Sector
 - Budget approved vacancy
 - MA/MS, Concordia University
 - \$89,630
 - August 1, 2020

- Plath, Carolyn
 - Speech/Language Pathologist – Sector
 - Budget approved vacancy
 - MA, Eastern IL University
 - \$50,500
 - August 13, 2020

- Raclaw, Jennifer
 - O & M Specialist – District Wide
 - Budget approved vacancy
 - MA, Western Michigan University
 - \$60,682
 - August 13, 2020

- Rolf, Sharon
 - Teacher – Gages Lake School
 - Budget approved vacancy
 - BA, Northeastern IL University
 - \$56,691
 - August 13, 2020

- Shapiro, Erin
 - School Social Worker – South School
 - Budget approved vacancy
 - MA, Loyola University
 - \$71,026
 - August 13, 2020

2. Resignations/Retirements

Educational Support Personnel

- Aranda, Natali
 - Paraprofessional- Cyd Lash Academy
 - Resigned last day of the 2019-20 school year

- Argall, Jaclyn
 - Vocational Facilitator
 - Resigned May 26, 2020

- Jakimauskas, Diane
 - Paraprofessional – Laremont School
 - Retiring July 31, 2020 - *Correction*

- Criel, Robyn
 - Paraprofessional – Gages Lake School
 - Resigned June 1, 2020

- O'Connor, Margaret
 - Registered Nurse
 - Retiring at the end of the 2019-20 school year

- Osorio, Kenny
 - OI Paraprofessional – Gages Lake School
 - Resigned May 26, 2020

- Nampel, Jennifer
 - Job Coach
 - Resigned May 26, 2020

- Parker, Emily
 - Paraprofessional – Sector, Millburn
 - Resigned last day of the 2019-20 school year

- Purzak, Lauren - Paraprofessional – John Powers Center
- Resigned last day of the 2019-20 school year to
- Licensed Staff
- Evans, Janelle - Teacher – Laremont School
- Resigned July 10, 2020
- Ferrigan, Rachel - Speech/Language Pathologist – GLS/South School
- Resigned the last day of the 2019-20 school year.
- Haines, Kelley - Social Worker – Gages Lake School
- Resigned the last day of the 2019-20 school year
- Lehrman, Eliana - Speech/Language Pathologist – GLS/Laremont
- Resigned the last day of the 2019-20 school year
- Norton, Maggie - Teacher – Gages Lake School
- Resigned the last day of the 2019-20 school year
- Nix, Regina - School Psychologist – Gages Lake School
- Resigned the last day of the 2019-20 school year
- O'Brien, Michael - Principal – Cyd Lash Academy
- Retiring the last day of the 2023-24 school year
- O'Connell, Kelli - Teacher – Laremont School
- Resigned May 26, 2020
- Penzenik, Jennifer - Assistant Principal – Laremont School
- Resigned June 30, 2020
- Rottweiler, Bryan - Teacher – Gages Lake School
- Resigned the last day of the 2019-20 school year
- Schmittenmaer, Kate - Teacher – Gages Lake School
- Resigned the last day of the 2019-20 school year
- Schwarz, Jill - Teacher – Laremont School
- Retiring the last day of the 2023-24 school year
- Wright, Gail - Hearing Itinerant – John Powers Center
- Retiring the last day of the 2022-23 school year
- Ziegler, Molly - Speech/Language Pathologist – Sector
- Resigned June 1, 2020

2. Request for Reduction in Contract Time

- Monk, Naomi - Registered Nurse
- From 1.0 to .8 FTE
- August 13, 2020

4. Reinstatement of Staff for 2020-21 – Regional Safe School Program

Educational Support Staff

- Gamboa, Grettel - Administrative Assistant – ROE Safe School

Rooftop Unit Replacement

Administration recommended approval of the John Powers Center rooftop unit replacement in the amount of \$243,000.00. Bid opening was held on May 14, 2020 by Wold Architects and Engineers. Seven bids were received, two came in considerably lower than the others and it was determined that these were incomplete bids. The third lowest bid from Amber Mechanical Contractors, Inc. was recommended by Wold Architect and Engineers.

Motion to Approve Unit Replacement

Motion by Dr. Jason Lind, second by Mr. Bob Gold, to approve the bid for the John Powers Center rooftop unit replacement as presented.

Roll Call Vote:

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

MOTION CARRIED

Lakeside Contract

Ms. Watson presented an amended Lakeside Transportation contract to the Board. With schools having been closed since March, the contract was adjusted to reflect the closure. The contract will be paid at 80% through the end of April and 37% through the end of the school year. Administration recommended the Board approve the amended Lakeside Transportation contract

Move to Approve Lakeside Contract

Motion by Mrs. Odie Pahl, second by Dr. Lonny Lemon, to approve the amended contract with Lakeside Transportation as presented.

Roll Call Vote:

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

MOTION CARRIED

NEW BUSINESS

Bond Rating Update

Ms. Watson discussed the Moody bond rating change. SEDOL received a downgrade to Aa3 from Aa2. This reflects changes in the Public Sector Pool Programs and Financings Methodology that no longer allow ratings to pierce the weighted average of all pool participants (member districts at the time when the bond was issued).

Change Orders for Fairhaven School

Administration recommended approval of the following four change orders received from Lamp, Inc.:

- Change Order #1 Interior Modifications in the amount of \$184,965.00
Flooring, ceiling and lighting replacement due to added asbestos remediation
- Change Order #2 Soil Stabilization in the amount of \$64,167.00
Cement stabilization for areas needing to be stabilized
- Change Order #3 Structural Sleeves in the amount of \$16,680.00
HVAC structure through wall air sleeves to support ribbon windows at 13 locations
- Change Order #4 (deduct) Site Work Modifications in the amount of (\$18,186.00)
This is a deduct from the original contract.

Motion to Approve Change Orders

Motion by Mr. Bob Gold, second by Dr. Jason Lind to approve the four change orders as presented.

Roll Call Vote:

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

MOTION CARRIED

Assistant Superintendent of Human Resources and Chief School Business Official Transition

Mrs. Donnan proposed a plan of transition for both positions. She discussed that since CSBO position was posted earlier in the year, that they begin the interviews. She requested volunteers from the Board to participate in the interview process since they are familiar with the complexity of this position. Also requested was that this new person begin January, 2021 allowing a six month transition.

Mrs. Donnan requested approval to post the Assistant Superintendent of Human Resources position and begin interviews as well.

The Board agreed with the requested plan and discussed interviews should be completed in person for the CSBO position.

Return to School Discussion

Board members received a copy of a four scenario plan for returning to school. Scenario #1 All Student in Physical Buildings; Scenario #2 Some Students in Physical Buildings with Some Virtual; Scenario #3 All Students Virtual; and Scenario #4 Intermittent Virtual.

A follow-up to the four scenarios included discussion pertaining to information collected from Return to School committees. These committees include staff from our school buildings, sector programs, administration, and parents. Discussion from these committees includes: open lines of communication, PPE special considerations (staff/students), and additional feedback from teachers, assistants, nurses, administration, and parents. Over 70 volunteers have participated in the committees. Mrs. Donnan expressed appreciation for their time and efforts.

On June 3, a parent only session will meet (registration already includes parents representing each SEDOL school building).

SEDOL currently does not have an e-Learning plan in place and is developing a plan to propose in the future.

Survey Results Regarding Remote Learning

Mrs. Wojcik shared staff and parent feedback from a remote learning survey.

195 Staff Responded to the Survey:

- 51% strongly agreed/agreed that remote learning was working well for their students
- 66% strongly agreed/agreed that remote learning was working well for them
- What went well: daily connection with staff/students/parents, communication, new technology, online resources, students more engaged, remote learning lesson plan format
- Challenges: some students not engaged, lack of family engagement, goals aligning to online learning, mixed messages from administrators, no student accountability, plans need to be by age level and program, gathering data difficult, parents overwhelmed, material modification for online access

56 Parents Responded to the Survey:

- 66% strongly agreed/agreed that remote learning was working well for their child
- 55% strongly agreed/agreed that remote learning was working well for them as parents

- 80% strongly agreed/agreed that their situations and/or challenges would be taken into consideration
- Challenges: can't replace in person learning, online format difficult, working from home and online learning, too many passwords, tech issues, keeping up with everything, lack of social interaction, more 1:1 teacher time, behaviors- separating school from home, regression, lack of routine

Requests for Non-Member District Placements

Administration recommended approval of the requests by Kildeer District #96, Crystal Lake District #155, and Richmond Burton District #157 to continue placement of students in SEDOL programs for the 2020-21 school year. District #96 requested one student at John Powers Center. District #155 requested one student at Grayslake North HS, and District #157 requested one student at Cyd Lash Academy. The districts 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 Requests for Placements

Motion by Mrs. Carey McHugh, second by Mrs. Odie Pahl, to approve the requests by Kildeer District #96, Crystal Lake District #155, and Richmond Burton District #157 for continued placement in SEDOL programs as presented.

<u>Roll Call Vote:</u>	Ayes:	Mrs. Joanne Osmond	Dr. Jason Lind
		Mr. Bob Gold	Mrs. Odie Pahl
		Mrs. Carey McHugh	Dr. Lonny Lemon
			Dr. Christy Sefcik
	Nays:	None	
	Absent:	Mrs. Roycealee Wood	

MOTION CARRIED

Policy Revisions for First Reading

Proposed revisions to policies 2:125 *Board Member Compensation; Expenses* and 2:160 *Board Attorney* were presented to the Board for first reading. The policies will be presented for second reading at the June meeting.

PUBLIC COMMENT

Public Comment was afforded to the general public via a web-conference registration link. There were no Public Comments.

CLOSED SESSION

Motion to Enter into Closed Session

At 10:11 a.m. Mrs. Odie Pahl moved, second by Mr. Bob Gold, 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.
- 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).

Recognition of Retirees

SEDOL is planning a retirement ceremony on July 22, 2020 at 4:00 p.m. to recognize the retirees for their years of dedication and service. If a face-to-face ceremony cannot be held, a virtual retirement ceremony will be conducted on that day.

SEDOL recognizes the following retirees for their dedication and service:

Name	Position	Hire Date
Patti Borgula	Job Coach	1/5/1998
Patti Bozek	Teacher	8/20/1999
Linda Buettner	Schl Psych	8/31/1987
Cami Brydon	Teacher	8/23/1985
Marta Carcamo	Paraprofessional	11/28/2011
Sheila Conrad	Bookkeeper	10/1/1998
Mary Ellen Corbett	Teacher	8/28/1995
Kathleen Flaherty	Social Worker	12/02/1985
Tamara Hoeksema	Teacher	8/24/1992
Sharon Iwans	Teacher	8/25/1986
Diane Jakimauskas	Paraprofessional	1/3/1994
Debbie Kunkler	OT	8/24/1992
Doris Marcinkus	Admin Ass't	6/24/1976
Karen Martin	Teacher	10/19/1998
Carol McCarthy	Teacher	8/18/1997
Margaret OConnor	RN	8/20/2007
Sheila Pfeifer	Admin Ass't	11/23/1987
Jeanne Rutledge	RN	9/10/2001
Chris Sell	Paraprofessional	10/23/1989
Barbara Smith	School Nurse	8/23/2004
Kathy Steplyk	SLP	8/20/1999
Jodi Yeh-Shinbrood	Social Worker	8/22/2002

BOARD MEMBER COMMENT

Mrs. Donnan reiterated the importance of quorum at the June 3 Governing Board virtual meeting. Voting will take place on the Articles of Joint Agreement, STU retirement, tentative budget, and other important items. She asked that the Board ensure they have a School Board member representing their district.

COMMITTEE REPORTS

There were no committee reports.

ADJOURNMENT

Motion to Adjourn

At 10:37 a.m. Dr. Lonny Lemon moved, second by Mrs. Odie Pahl to adjourn the meeting.

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

Respectfully submitted by,

Sara Martinez
Recording Secretary

Approved by:

Dr. Christy Sefcik
President of the Board

Mrs. Valerie M. Donnan
Secretary of the Board