



Valerie M. Donnan, M.Ed.
Superintendent

Minutes
SEDOL EXECUTIVE BOARD MEETING
July 23, 2020

The Executive Board meeting was structured to allow public viewing and public comment via webinar. Registration was through a link provided and up to the start of the webinar. The public was able to register for public comment until 8:30 a.m.

CALL TO ORDER

The regular meeting of the SEDOL Executive Board was called to order by Superintendent Valerie Donnan at 9:33 a.m. on Thursday, July 23, 2020 at the SEDOL administrative offices in Gages Lake, Illinois.

ROLL CALL

Board Members Present

Dr. Julie Brua, Superintendent, Gavin District #37
Mr. Bob Gold, Superintendent, Big Hollow District #38
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
Hon. Roycealee Wood, Superintendent, Lake County Regional Office of Education

Board Members Absent

Dr. Christine Sefcik, Superintendent, Grant High School District #124

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

Visitor

Ken Frank, Signature Development

OATH OF OFFICE

Mrs. Donnan administered the oath of office to Mrs. Odie Pahl, Governing Board Member from Gurnee District #56 and Mr. Bob Gold, Superintendent from Big Hollow District #38. Both were reappointed by the Governing Board to serve another two-year term expiring in June, 2022.

PLEDGE OF ALLEGIANCE

Vice President Odie Pahl 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. Jason Lind, to accept the agenda with addendum as presented.

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

MOTION CARRIED

CONSENT AGENDA

Motion to Approve Consent Agenda

Motion by Mr. Bob Gold, second by Dr. Jason Lind, to approve the consent agenda as follows.

Board Designations

1. Appointment of Board Secretary: Historically, the Superintendent has served as Secretary of the Executive Board. Administration recommended continuance of this practice.
2. Naming of Official Newspaper: The Daily Herald has been designated as the official newspaper for purposes of disseminating official notices, etc. Administration recommended continuance of this designation.
3. Designation of Legal Counsel: In October 2006, the Board designated Hodges, Loizzi, Eisenhammer, Rodick and Kohn as legal counsel for the district. Administration recommended continuance of this designation.
4. Designation of Bank Depository: Administration recommended the district’s bank depositories be designated as Associated Bank, Libertyville Bank & Trust, and Illinois School District Liquid Asset Fund.
5. Meeting Schedule: Administration recommended the regular meeting date for the Executive Board meeting be held on the fourth Thursday of each month at 9:30 a.m. Exceptions to this would be when the fourth Thursday falls on a holiday or conflicts with a conference that Executive Board members or Administration would attend.

Administration recommended the following schedule:

July 23, 2020	December 17, 2020*	April 22, 2021
August 27, 2020	January 28, 2021	May 27, 2021
September 17, 2020*	February 25, 2021	June 24, 2021
October 22, 2020	March 18, 2021*	July 22, 2021
November 12, 2020*	April 8, 2021**	

*Moved to 2nd or 3rd Thursday due to conferences or winter/spring break

**Special meeting on tentative budget

Committee Appointments

Vice President Pahl recommended the following committee appointments:

<u>Personnel</u>	<u>Finance</u>	<u>Policy</u>	<u>Negotiations</u>
Carey McHugh, Chair	Jason Lind, Chair	Joanne Osmond, Chair	Joanne Osmond, Chair
Bob Gold	Christine Sefcik	Carey McHugh	Bob Gold
Odie Pahl	Odie Pahl	Royce Wood	Julie Brua

Approval of Minutes

Public and closed session minutes of the regular meeting of June 25, 2020.

Financial Matters

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

Accounts Payable	\$6,136,055.29
06/16/20-06/25/20 Payroll Liabilities	\$1,021,522.51
06/16/20-06/25/20 Net Payroll	\$1,266,552.68
06/27/20-07/15/20 Payroll Liabilities	\$634,401.20
06/27/20-07/15/20 Net Payroll	<u>\$817,515.27</u>
	\$9,876,076.95

Treasurer's Report: Report for June, 2020

Policy Revisions

Administration recommended approval to change the policies as presented.

- 6:235 Access to Electronic Networks
- 6:280 Grading and Promotion
- 7:130 Student Rights and Responsibilities
- 7:325 Student Fundraising Activities

Personnel Matters

Recommended 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.

Requests for Contracts

Educational Support Personnel

- | | |
|--------------------------|---|
| <u>Cox, Nathaniel</u> | <ul style="list-style-type: none">- Paraprofessional – Fairhaven School- Budget approved vacancy, part-time .5- \$15.23/hour- August 13, 2020 |
| <u>Firak, John</u> | <ul style="list-style-type: none">- Data Specialist – SEDOL- Budget approved vacancy- MA- Northern Illinois University- \$21.00/hour- July 29, 2020 |
| <u>Gomez, Elizabeth</u> | <ul style="list-style-type: none">- Sign Language Interpreter – John Powers, DHH- Budget approved vacancy- \$21.16/hour- August 17, 2020 |
| <u>Herzberg, Slywia</u> | <ul style="list-style-type: none">- Paraprofessional – Fairhaven School- Budget approved vacancy- BA/BS, Politechnika Bialostocka (Poland)- \$19.74/hour- August 13, 2020 |
| <u>Lacasse, Margaret</u> | <ul style="list-style-type: none">- Administrative Assistant – Fairhaven School- Budget approved vacancy- \$20.57/hour- August 3, 2020 |

- Montaigne, Jessica
 - Vocational Facilitator
 - Budget approved vacancy
 - BA- Southern Illinois University
 - \$24.81/hour
 - August 13, 2020

- Parks, Irish
 - Paraprofessional – Cyd Lash Academy
 - Budget approved vacancy
 - \$15.23/hour
 - August 13, 2020

- Ott, Karen
 - Paraprofessional – Gages Lake School, SAB
 - Budget approved vacancy
 - BS, Illinois State University
 - \$16.23/hour
 - August 13, 2020

- Sheth, Kruti
 - Paraprofessional – Gages Lake School, ALE
 - Budget approved vacancy
 - MA, Gujarat University (India)
 - \$16.23/hour
 - August 13, 2020

- Winkler, Laoretta
 - Paraprofessional – John Powers Center
 - Budget approved vacancy
 - \$16.00/hour
 - August 17, 2020

- Zebrowski, Kaeleigh
 - Occupational Therapist – John Powers & D187 Contract
 - Budget approved vacancy
 - MS, Concordia University
 - \$54,863
 - August 13, 2020

- Licensed Staff

- Bongratz, Angie
 - Art Therapist – Sector Program & South School
 - Budget approved vacancy
 - MA, St. Mary-of-Woods College
 - \$47,324
 - August 11, 2020

- Goedken, Megan
 - Principal – South School
 - Budget approved vacancy
 - MA – Concordia University
 - \$93,733
 - August 3, 2020

- Sanfilippo, Linda
 - Teacher – Gages Lake School, K-2 ED
 - Budget approved vacancy
 - BA – Northern Illinois University
 - \$45,450
 - August 13, 2020

- Sarver, Shannon
 - Teacher – South School
 - Budget approved vacancy
 - MA, Roosevelt University
 - \$65,854
 - August 11, 2020

Saville, Shaun

- School Social Worker – Cyd Lash Academy
- Budget approved vacancy
- MSW, University of Illinois Chicago
- \$87,031
- August 13, 2020

Scovill, Shari

- Teacher – Sector, Millburn Elementary
- Budget approved vacancy
- MA, Brandman University
- \$65,854
- August 17, 2020

Sniffen, Candice

- Teacher – Gages Lake School, SAB
- Budget approved vacancy
- BS, De Paul University
- \$40,726
- August 13, 2020

Svetlecich, Alexa

- Teacher – John Powers, DHH
- Budget approved vacancy
- BA, Illinois State University
- \$43,821
- August 17, 2020

Yonek, Kira

- Teacher – Laremont
- Budget approved vacancy
- BA – Trinity International University
- \$43,821
- August 13, 2020

Resignations/Retirements

Educational Support Personnel

Brewer, Chanel

- Paraprofessional – Laremont
- Resigned July 17, 2020

Singleton, George

- Paraprofessional – Cyd Lash Academy
- Retired July 9, 2020

O'Reilly, Sharon

- Physical Therapist – Laremont
- Resigned July 31, 2020

Quade, Helen

- Paraprofessional
- Retiring July 31, 2020

Seale, Nicole

- Nurse – Laremont
- Resigned July 15, 2020

Smigielski, Shannon

- Receptionist – Gages Lake School
- Resigned July 22, 2020

Sniffen, Candace

- Paraprofessional – Gages Lake School
- Resigned July 19, 2020 to accept position as Teacher in Gages Lakes School SAB Program

Licensed Staff

Aquayo, Katy

- Social Worker
- Resigned July 11, 2020

Final Budget FY21

Motion to Accept and Present Final Budget

Motion by Mrs. Carey McHugh, second by Dr. Jason Lind, to accept the final budget for FY21 and recommend Governing Board approval at the August 26 meeting.

The Board reviewed the proposed final budget for FY21. Ms. Watson noted that ending balances have been updated with minimal changes from June to August.

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

MOTION CARRIED

Return to School Discussion

Mrs. Donnan provided recommendations regarding planning for the return to school in the fall. Currently, SEDOL will provide parents with an offer between hybrid and full time virtual learning for center based programs. SEDOL sector programs will follow the host district's return to school plans. Parents and staff will be completing a survey prior to July 31st to assist with planning for both the hybrid and virtual learning. Recommendations were made based on consultation with the Lake County Health Department, Member District Superintendents and special education administration as well as the SEDOL Teachers' Union and SEDOL Support Staff Association. Mrs. Donnan highlighted how it was a community effort of planning to develop the plan. The planning included parents, board members, teachers, paraprofessionals, related service and program supports and will be posted on the SEDOL website as well as be periodically reviewed by the SEDOL superintendent.

NEW BUSINESS

Policy Revisions for First Reading

The policies will be presented for second reading/approval at the August meeting. Ms. Watson asked that policy 05:35 be changed under Workweek and Compensation to read that the District workweek remain as Monday – Sunday instead of Saturday – Friday.

- 05:35 Compliance with the Fair Labor Standards Act
- 05:60 Expenses
- 6:135 Accelerated Placement Program
- 07:70 Attendance and Truancy
- 07:90 Release During School Hours

August Governing Board Meeting

The Board reviewed a draft copy of the August Governing Board meeting.

FOIA Request

Dr. Lynch received one FOIA request from Mr. Vincent Cainkar, Attorney on July 10, 2020 and provided requested information on July 13, 2020.

PUBLIC COMMENT

Public Comment was afforded to the general public via the web-conference registration link. Two people were signed up for Public Comments however did not respond when invited to present.

CLOSED SESSION

There was no closed session.

OTHER BUSINESS

Mrs. Donnan and Mrs. Osmond asked the Board if they would like to change the November 12 date back to the original date of November 19 since there was no longer a conflict due to the cancellation of the Tri-Conference. The Board agreed to keep the November 12 date.

PROGRAM/SCHOOL REPORTS

Announcements/Wins

1. Extended School Year (ESY) began.
2. SEDOL community involved in return to school planning.
3. SEDOL Foundation committed funds to support 1:1 technology initiative individual sensory, and switch activators for students.
4. ISBE has accepted the GLS's SAB program into a program working with specialists from ISU to provide PD and coaching for students with behavioral and communication needs. The school based leadership team includes Candice Sniffen, paraprofessional, Bob Salmons, teacher, Carolyn Hoeffner, behavior specialist, Nicole Richter, assistant principal, and Meagan Dwyer, principal. As well as support from Dr. Kelly Olsen from the district office.
5. Dr. Christine Sefcik, Executive Board President, highlighted the gratitude of the whole board for the SEDOL teachers and staff regarding their continued innovation and dedication to students.
6. Mrs. Donnan commended Dr. Lynch on a wonderfully prepared retirement ceremony on July 22. Retirees were able to attend virtually or in person. There were a total of 23 staff who retired in 2019-20, a total of 561 years of service.

BOARD MEMBER COMMENT

There were no Board comments.

COMMITTEE REPORTS

Mrs. Donnan informed the Board that Administration would be scheduling a Personnel Committee meeting in the near future to review the Assistant Superintendent of Business and the Assistant Superintendent of Human Resources candidates.

ADJOURNMENT

Motion to Adjourn

At 11:15 a.m. Mrs. Carey McHugh moved, second by Mrs. Odie Pahl to adjourn the meeting.

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

MOTION CARRIED

Respectfully submitted by,

Sara Martinez
Recording Secretary

Approved by:

Dr. Christine Sefcik
President of the Board

Mrs. Valerie M. Donnan
Secretary of the Board