

# 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, July 23, 2020  
TIME: 9:30 A.M.  
PLACE: SEDOL Office Bay Room

The SEDOL Superintendent, head of a public body, has determined it is impractical for in person participation by all Board members and the public due to increased cases of COVID 19 in Lake County. Therefore, **for public participation**, please register through the following link:

<https://attendee.gotowebinar.com/register/6371614216103017485>

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 July 23, 2020.

I. CALL TO ORDER/ROLL CALL (Mrs. Donnan)

II. OATH OF OFFICE (Mrs. Donnan)

At its June meeting, the Governing Board took action to appoint/reappoint members to the Executive Board. Mrs. Donnan will administer 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 to serve another two-year term. Dr. Julie Brua, Superintendent of Gavin District #37, who was appointed to a two-year term to replace Dr. Lonny Lemon, took the oath at the June Executive Board meeting. The oath of office is as follows:

**"I, (name), do solemnly swear** (or affirm) that I will faithfully discharge the duties of the office of member of the Executive Board of the Special Education District of Lake County, in accordance with the Constitution of the United States, the Constitution of the State of Illinois, and the laws of the State of Illinois, to the best of my ability.

**I further swear** (or affirm) that:

**I shall respect** taxpayer interests by serving as a faithful protector of the District's assets;

**I shall encourage** and respect the free expression of opinion by my fellow Board members and others who seek a hearing before the Board, while respecting the privacy of students and employees;

**I shall recognize** that a Board member has no legal authority as an individual and that decisions can be made only by a majority vote at a public Board meeting; and

**I shall abide** by majority decisions of the Board, while retaining the right to seek changes in such decisions through ethical and constructive channels;

**As part of the Executive Board**, I shall accept the responsibility for my role in the equitable and quality education of every student in the District;

**I shall foster** with the Board extensive participation of the community, formulate goals, define outcomes, and set the course for SEDOL;

**I shall assist** in establishing a structure and an environment designed to ensure all students have the opportunity to attain their maximum potential through a sound organizational framework;

**I shall strive** to ensure a continuous assessment of student achievement and all conditions affecting the education of our children, in compliance with State law;

**I shall serve** as education's key advocate on behalf of students and our community's schools to advance the vision of SEDOL; and

**I shall strive** to work together with the District Superintendent to lead the District toward fulfilling the vision the Board has created, fostering excellence for every student in the areas of academic skills, knowledge, citizenship, and personal development."

### III. PLEDGE OF ALLEGIANCE (Mrs. Pahl)

### IV. ACCEPTANCE OF AGENDA — **ACTION NEEDED** (Mrs. Pahl)

#### **Motion to Accept/Amend Agenda — ROLL CALL VOTE**

**Move the agenda be accepted/amended as presented/recommended.**

### V. CONSENT AGENDA — **ACTION NEEDED** (Mrs. Pahl)

#### A. Board Designations

1. Appointment of Board Secretary: Historically, the Superintendent has served as Secretary of the Executive Board. Administration recommends 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 recommends 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 recommends continuance of this designation.
4. Designation of Bank Depository: Administration recommends the district's bank depositories be designated as Associated Bank, Libertyville Bank & Trust, and Illinois School District Liquid Asset Fund.
5. Meeting Schedule: Currently, the regular meeting date for the Executive Board is the fourth Thursday of each month at 9:30 a.m. The Board will need to discuss any changes necessary for the coming year. The recommended meeting schedule is as follows:

## **Executive Board Meetings 2020-21**

*Usually 4<sup>th</sup> Thursday of month at 9:30 a.m. in Bay Room at Admin Building*

Thursday, July 23, 2020 – 9:30 a.m.  
 Thursday, August 27, 2020 – 9:30 a.m.  
 Thursday, September 17, 2020 – 9:30 a.m.\*  
 Thursday, October 22, 2020 – 9:30 a.m.  
 Thursday, November 12, 2020 – 9:30 a.m.\*  
 Thursday, December 17, 2020 – 9:30 a.m.\*  
 Thursday, January 28, 2021 – 9:30 a.m.  
 Thursday, February 25, 2021 – 9:30 a.m.  
 Thursday, March 18, 2021 – 9:30 a.m.\*  
 Thursday, April 8, 2021 – 9:30 a.m.\*\*  
 Thursday, April 22, 2021 – 9:30 a.m.  
 Thursday, May 27, 2021 – 9:30 a.m.  
 Thursday, June 24, 2021 – 9:30 a.m.  
 Thursday, July 22, 2021 – 9:30 a.m.

*Special Meeting to Review Tentative Budget*

\*Moved to 2<sup>nd</sup> or 3<sup>rd</sup> Thursday due to conferences or winter/spring break

\*\*Special meeting on tentative budget

6. Committee Appointments: The President is responsible for committee appointments. Committees in need of appointments are Personnel, Finance, Policy and Negotiations. The Executive Board President and the Superintendent are ex officio members of all committees. Committee assignments will be discussed during the meeting. Last year's committee assignments are listed below. Board members are encouraged to notify President Osmond if you would prefer to serve on a certain committee.

Personnel

Open, Chair  
 Bob Gold  
 Carey McHugh

Finance

Jason Lind, Chair  
 Christy Sefcik  
 Odie Pahl

Policy

Open, Chair  
 Joanne Osmond  
 Royce Wood

Negotiations

Joanne Osmond, Chair

- B. Approval of Minutes: Public and closed session minutes of the regular meeting of June 25, 2020 are included in Board member agenda packets.

C. Financial Matters

1. 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

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

#### D. Policy Revisions

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

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

#### E. 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>Cox, Nathaniel</u>      | <ul style="list-style-type: none"> <li>- Paraprofessional – Fairhaven School</li> <li>- Budget approved vacancy, part-time .5</li> <li>- \$15.23/hour</li> <li>- August 13, 2020</li> </ul>  |
| <u>Gomez, Elizabeth</u>    | <ul style="list-style-type: none"> <li>- Sign Language Interpreter – John Powers, DHH</li> <li>- Budget approved vacancy</li> <li>- \$21.16/hour</li> <li>- August 17, 2020</li> </ul>   |
| <u>Herzberg, Sylvania</u>  | <ul style="list-style-type: none"> <li>- Paraprofessional – Fairhaven School</li> <li>- Budget approved vacancy</li> <li>- BA/BS, Politechnika Bialostocka (Poland)</li> <li>- \$19.74/hour</li> <li>- August 13, 2020</li> </ul>  |
| <u>Ott, Karen</u>          | <ul style="list-style-type: none"> <li>- Paraprofessional – Gages Lake School, SAB</li> <li>- Budget approved vacancy</li> <li>- BS, Illinois State University</li> <li>- \$16.23/hour</li> <li>- August 13, 2020</li> </ul>       |
| <u>Sheth, Kruti</u>        | <ul style="list-style-type: none"> <li>- Paraprofessional – Gages Lake School, ALE</li> <li>- Budget approved vacancy</li> <li>- MA, Gujarat University (India)</li> <li>- \$16.23/hour</li> <li>- August 13, 2020</li> </ul>      |
| <u>Zebrowski, Kaeleigh</u> | <ul style="list-style-type: none"> <li>- Occupational Therapist – John Powers &amp; D187 Contract</li> <li>- Budget approved vacancy</li> <li>- MS, Concordia University</li> <li>- \$54,863</li> <li>- August 13, 2020</li> </ul> |

Licensed Staff

- Bongratz, Angie
- Art Therapist – Sector Program & South School
  - Budget approved vacancy
  - MA, St. Mary-of-Woods College
  - \$47,324
  - August 10, 2020
- Sarver, Shannon
- Teacher – South School
  - Budget approved vacancy
  - MA, Roosevelt University
  - \$65,854
  - August 10, 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

2. Resignations/RetirementsEducational Support Personnel

- Singleton, George
- Paraprofessional – Cyd Lash Academy
  - Resigned 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

Licensed Staff

- Aguayo, Katy
- Social Worker
  - Resigned July 11, 2020

- Caravello-Dybul, Nancy - Social Worker  
- Retiring at the end of the 2023/24 school year
- DeLeon, Tanya - Teacher – Gages Lake School  
- Resigned July 9, 2020
- Goldstein, Mia - Teacher – South School  
- Resigned July 10, 2020
- Gross, Amy - Teacher – Laremont  
- Resigned July 7, 2020
- Hale, Christi - Teacher - Sector  
- Retiring at the end of the 2023-24 school year
- Harding, Monica - Itinerant – Visual Impairment  
- Retiring at the end of the 2022-23 school year
- Kay, Joel - Music Teacher – Laremont  
- Resigned June 29, 2020
- Reiser, Brittany - Teacher – Gages Lake School  
- Resigned June 26, 2020

3. Request for Leave of Absence

- Iftekhhar, Nadia - Teacher – John Powers, DHH  
- 2020- 21 school year

**Motion to Approve Consent Agenda — ROLL CALL VOTE**

**Move approval of consent agenda items and addendum as presented.**

4. Professional Vacancies Anticipated for 2020-21

- 1 Chief School Business Official 2021-22 (Administration)
- 1 Principal South School (Administration)
- 1 School Social Worker (Gages Lake School)
- 1 Building Administrative Assistant (Fairhaven School)
- 1 1:1 Registered Nurse (Laremont)
- 2 LASSO III Teacher (Fairhaven School)
- 1 School Psychologist Compliance Data (Various)
- 1 Part-Time Speech Language Pathologist (Various)
- 1 Teacher of the Deaf (John Powers Center)
- 1 Music Therapist/Teacher Part-Time ((Fairhaven School & Gages Lake School)
- 4 Emotional/Behavioral Needs Teacher (Gages Lake School)
- 1 Emotional/Behavioral Needs Teacher (South School)
- 1 ELP Teacher (Laremont)
- 1 Sign Language Interpreter (Various)
- 1 Vocational Facilitator (Administration)
- 1 Data Specialist (Administration)
- 1 Vocational Program Coordinator (Administration)
- 1 Substitute Teacher (Various)

## VI. OLD BUSINESS

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

Ms. Watson will update the Board on the Fairhaven School project.

### B. Proposed Revisions to 2020-21 School Calendar – **ACTION NEEDED** (Mrs. Wojcik)

Administration recommends approval of the revised school calendar for the 2020-21 school year. A revision was made to change Columbus Day, October 12, 2020 to a day of attendance. This was done to compensate for Election Day, November 3, 2020, a one-time required day of non-attendance by the State. The calendar pertains to Laremont School and Gages Lake School, Fairhaven School, Cyd Lash Academy, 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 the Revised Calendar — ROLL CALL VOTE**

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

### C. Revised Organizational Chart — **ACTION NEEDED** (Mrs. Donnan)

The organizational chart has been updated and is included in Board member packets. Administration recommends approval of the organizational chart as presented.

#### **Motion to Approve Organizational Chart — ROLL CALL VOTE**

**Move approval of the organizational chart as presented.**

### D. Final Budget for FY21 — **ACTION NEEDED** (Ms. Watson)

The final budget for FY21 is included in Board member packets. Administration recommends the budget be presented for Governing Board approval at the meeting on August 26.

#### **Motion to Accept and Present Final Budget— ROLL CALL VOTE**

**Move acceptance of the final budget for FY21 and recommend Governing Board approval at the August 26 meeting.**

### E. Return to School Discussion – **INFORMATIONAL** (Mrs. Donnan)

SEDOL Administration will provide recommendations regarding planning for the return to school in the fall.

## VII. NEW BUSINESS

### A. Policy Revisions for First Reading— **INFORMATIONAL** (Dr. Lynch/Mrs. Osmond)

Proposed revisions to the following policies have been reviewed by the Policy Committee. The policies will be presented for second reading/approval at the August meeting.

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

B. Planning for August Governing Board Meeting — **INFORMATIONAL** (Mrs. Donnan)

The Board will review a draft agenda for the August 26 Governing Board meeting. The draft agenda is included in Board member packets.

C. FOIA Requests – **INFORMATIONAL** (Dr. Lynch)

July 10, 2020, Mr. Vincent Cainkar, Attorney, requested copies of the Resolution adopted March 4, 2015 approving taxable Special Education Refunding Bonds, Series 2015A and approving the Special Education Refunding Bonds, Series 2015B. Dr. Lynch provided the requested information on July 13, 2020 via email.

VIII. PUBLIC COMMENT (Mrs. Pahl)

- 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/6371614216103017485>  
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/6371614216103017485>  
prior to 8:30 a.m. on Thursday, July 23<sup>rd</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.

Vice President Pahl 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.**
- **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 — ROLL CALL VOTE**

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

X. OTHER BUSINESS

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

A. Announcements / Wins

1. The SEDOL Foundation's Pucks for Autism is scheduled for the last weekend of July and first weekend of August to raise funds for students with autism. Pucks for Autism recently hosted a successful hockey tournament in Indiana and have already reached many of their fundraising goals.
2. Online Administration of the Transdisciplinary Play-Based Assessment, Second Edition (TPBA2) Workshop is scheduled for Sept 16th for the SEDOL co-op.
3. GLS staff initiated reading and discussion of the book "Lost at School" by Dr. Ross Greene.
4. RSSP summer school was very successful. Many students earned academic credit and/or advanced grade levels.
5. CLA's ESY attendance was over 90%!
6. We had a successful equity training by Chantell Curtis. Many attended and the feedback was very positive. Staff are seeking more opportunities to learn more about equity.

XII. EXECUTIVE BOARD MEMBER COMMENTS (Mrs. Pahl)

Executive Board members are invited to make announcements or comments.

## XIII. COMMITTEE REPORTS

XIV. ADJOURNMENT – ***ACTION NEEDED*** (Mrs. Pahl)**Motion to Adjourn — *ROLL CALL VOTE*****Move the Board Adjourn.**

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**2020-21 Executive Board Meeting Schedule** *SEDOL Office Bay Room*

Thursday, July 23, 2020 – 9:30 a.m.  
 Thursday, August 27, 2020 – 9:30 a.m.  
 Thursday, September 17, 2020 – 9:30 a.m.  
 Thursday, October 22, 2020 – 9:30 a.m.  
 Thursday, November 12, 2020 – 9:30 a.m.  
 Thursday, December 17, 2020 – 9:30 a.m.  
 Thursday, January 28, 2021 – 9:30 a.m.  
 Thursday, February 25, 2021 – 9:30 a.m.  
 Thursday, March 18, 2021 – 9:30 a.m.  
 Thursday, April 8, 2021 – 9:30 a.m.      *Special Meeting to Review Tentative Budget*  
 Thursday, April 22, 2021 – 9:30 a.m.  
 Thursday, May 27, 2021 – 9:30 a.m.  
 Thursday, June 24, 2021 – 9:30 a.m.  
 Thursday, July 22, 2021 – 9:30 a.m.

\*The Executive Board will approve the 2020-21 meeting schedule at its July meeting.

**2020-21 Governing Board Meeting Schedule** *Gages Lake School Community Room unless noted otherwise*

Wednesday, August 26, 2020 – 7:00 p.m.      *Public Hearing on Budget @ 6:30 p.m.*  
 Wednesday, December 2, 2020 – 7:00 p.m.  
 Wednesday, March 3, 2021 – 7:00 p.m.  
 Wednesday, June 2, 2021 – 7:00 p.m.