

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY

18160 W Gages Lake Road, Gages Lake, Illinois 60030-1819
847-548-8470 Fax 847-548-8472 VP 224-207-8476
www.sedol.us



Valerie M. Donnan, M.Ed.
Superintendent

TO: Executive Board Members
FROM: Administration
RE: Executive Board Meeting
DATE: Thursday, October 22, 2020 (Amended 10/19/20- #2 added under Closed Session)
TIME: 9:30 A.M.
PLACE: SEDOL Office Bay Room

Please Note: The public hearing on the Resolution to Adopt eLearning will begin at 9:00 a.m.

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/5029201779821116174>

To participate in Public Comment, please go to pages 4-5 of this agenda and use the link to register.

You will need to be registered by 8:30 a.m. on October 22, 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 — ROLL CALL VOTE
Move the agenda be accepted/amended as presented/recommended.
- IV. CONSENT AGENDA — **ACTION NEEDED** (Dr. Sefcik)
 - A. Approval of Minutes: Public and closed session minutes of the regular meeting of September 17, 2020 are included in Board member agenda packets.
 - B. Financial Matters
 1. Paid Accounts Payable List: The following expenditures represent the October, 2020 accounts payable list:

Accounts Payable	\$1,706,082.36
Payroll Liabilities 09/15/20	\$775,405.39
Net Payroll 09/15/20	\$915,778.86
Payroll Liabilities 09/30/20	\$779,729.71

Net Payroll 09/30/20	\$884,981.08
Payroll Liabilities 10/15/20	\$768,149.27
Net Payroll 10/15/20	\$885,781.74
TOTAL	\$6,715,908.41

2. Treasurer's Report: The treasurer's report for September, 2020 is included in the Board member agenda packet.

C. 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>Adams, Margaret</u> | - Paraprofessional – Fairhaven School
- Budget approved vacancy
- \$15.23/hour
- September 22, 2020 |
| <u>Alfaro, Elizabeth</u> | - Paraprofessional – Laremont School
- Budget approved vacancy
- \$15.23/hour
- September 29, 2020 |
| <u>Bufanda, Cristiane</u> | - Paraprofessional – Fairhaven School
- Budget approved vacancy
- BA, University of the State of Parana
- \$15.23/hour
- October 19, 2020 |
| <u>Carter, Nathan</u> | - Paraprofessional, ALE – Gages Lake School
- Budget approved vacancy
- Ed.D. Loyola University
- \$19.37/hour
- October 15, 2020 |
| <u>Grooms, Brooklyn</u> | - Paraprofessional – Fairhaven School
- Budget approved vacancy
- \$15.23/hour
- September 22, 2020 |
| <u>LeBaron, Sheila</u> | - Paraprofessional, SEARCH – Transition
- Budget approved vacancy
- BA, Brigham Young University
- \$15.23/hour
- October 9, 2020 |
| <u>LaBaron, Teresa</u> | - Paraprofessional – Laremont School
- Budget approved vacancy
- \$15.23/hour
- October 13, 2020 |

- McConville, Ryan - Custodian – Fairhaven School
 - Budget approved vacancy
 - \$14.81/hour
 - October 19, 2020
- Olmos, Jorge - Head Custodian – Fairhaven School
 - Budget approved vacancy
 - \$20.18/hour
 - October 15, 2020
- Pashley, Natalie - Paraprofessional – Sector
 - Budget approved vacancy
 - \$16.00/hour
 - October 7, 2020
- Persowska, Aleksandra - Vocational Facilitator
 - Budget approved vacancy
 - MS, Illinois Institute of Technology
 - \$34.56/hour
 - October 12, 2020
- Rivera, Adam - Paraprofessional – Sector
 - Budget approved vacancy
 - \$15.61/hour
 - September 18, 2020
- Van Dike, Kayla - Paraprofessional – Fairhaven School
 - Budget approved vacancy
 - BA, Eastern Illinois State
 - \$16.61/hour
 - October 5, 2020
- Ward, Michael - Paraprofessional, ALE – Gages Lake School
 - Budget approved vacancy
 - BA, University of Illinois- Urbana
 - \$16.23/hour
 - October 13, 2020
- Winslow, Latoya - Paraprofessional – JPC/Transition
 - Budget approved vacancy
 - \$15.61/hour
 - October 19, 2020

2. Resignations/Retirements

Educational Support Personnel

- Fox, Lisa - Nurse – Fairhaven
 - Resigned October 19, 2020
- Godbolt, Eric - Paraprofessional – South School
 - Resigned October 5, 2020
- Harris, Xavier - Paraprofessional – South School
 - Resigned October 1, 2020
- McCarthy, Shana - Paraprofessional – Fairhaven School
 - Resigned September 23, 2020

- Montaigne, Jessica - Vocational Facilitator
- Resigned September 21, 2020

Licensed Staff

- Borges, Tina - Teacher – Cyd Lash Academy
- Retiring at the end of the 2024-25 school year

- Kaply, Karin - Social Worker – Cyd Lash Academy
- Retiring at the end of the 2024-25 school year

- Zegar, Jean - Hearing/Vision Tech
- Retiring December 29, 2023

3. Request for Leave of Absence

- Inciardi, Diane - Paraprofessional
- Beginning September 21, 2020 through the end of the 2020-21 school year.

- Tenner, Rebecca - Teacher – Community Life Skills
- Beginning October 19, 2020 for the remainder of the 2020-21 school year. *Rescinded leave request October 7, 2020.*

- Savio, Elizabeth - Paraprofessional
- Beginning October 19, 2020 through May 21, 2021.

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 School Social Worker (Gages Lake School)
- 1 Full-Time Nurse (Fairhaven School)
- 2 Emotional/Behavioral Needs Teacher (Gages Lake School)
- 1 Emotional/Behavioral Needs Teacher (South School)
- 1 LASSO Autistic Teacher (Millburn)
- 1 LASSO Autistic Teacher (Fairhaven School)
- 1 Substitute Teacher (Various)

V. RECOGNITION (Mrs. Donnan)

A. STARS Student

The Board will recognize a student from Ms. Thomas's class at North Chicago High School as the STARS Student for October.

B. Employee of the Month

The Board will recognize Elizabeth Zambo, Teacher at Gages Lake School as October's employee of the month.

VI. 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/5029201779821116174>
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/5029201779821116174>

prior to 8:30 a.m. on Thursday, October 22, 2020 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.

VII. OLD BUSINESS

A. Construction Update – **INFORMATIONAL** (Ms. Watson)

Ms. Watson will update the Board on the current construction projects.

B. Laremont Shade Project Change Order — **ACTION NEEDED** (Ms. Watson)

Administration recommends approval of Change Order #1 from All Surface Installers - Laremont Shade Project in the amount of \$2,480. This is due to concrete found underneath the playground surface. They need to break through that concrete in order to place footings for the shading. A copy of the change order is included in the agenda packet.

Motion to Approve Change Order #1 – ROLL CALL VOTE

Move approval of Change Order #1 from All Surface Installers in the amount of \$2,480 as presented.

C. Policy Revisions 2nd Reading/Approval – ***ACTION NEEDED*** (Dr. Lynch)

Administration recommends Board approval of the following policies. Red-line copies of the policies are included in Board member agenda packets.

2:220	Executive Board Meeting Procedure
2:260	Uniform Grievance Procedure
2:265	Title IX Harassment Grievance Procedure
4:180	Pandemic Preparedness: Management; and Recovery
05:10	Equal Employment Opportunity and Minority Recruitment
05:20	Workplace Harassment Prohibited
5:100	Staff Development Program
07:20	Harassment of Students Prohibited
7:180	Prevention of and Response to Bullying, Intimidation, and Harassment
7:185	Teen Dating Violence Prohibited
7:190	Student Behavior
7:345	Use of Educational Technologies; Student Data Privacy and Security

Motion to Approve Revisions — *ROLL CALL VOTE*

Move approval of policy revisions as presented.

D. e-Learning/Distance Learning Program Resolution — ***ACTION NEEDED*** (Mrs. Donnan)

Administration recommends approval of the e-Learning/Distance Learning Program Resolution as presented. A copy of the resolution is included in the agenda packet.

Motion to Approve Resolution – *ROLL CALL VOTE*

Move approval of the 3-year e-Learning/Distance Learning Program Resolution as presented.

VIII. NEW BUSINESS

A. Fairhaven Project Change Order — ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the Owner Contract Change Order #6 received from Lamp, Inc. in the amount of \$50,032.96. A copy of the change order is included in the Board member agenda packet.

Motion to Approve Change Order – *ROLL CALL VOTE*

Move approval of Lamp, Inc. Owner Contract Change Order #6 in the amount of \$50,032.96 as presented.

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

Administration recommends approval of the amended Lakeside Transportation Company contract for 2020-2021. The contract is reduced to \$2,132 each remote day which equates to 37% of the original contract. A copy of the contract is included in the Board member agenda packet.

Motion to Approve Amended Contract – *ROLL CALL VOTE*

Move approval of amended Lakeside Transportation contract as presented.

C. Preferred Meals Contract Amendment — **ACTION NEEDED** (Ms. Watson)

Administration recommends approval of the COVID amended Preferred Meals NSLP contract for 2020-2021. A copy of the contract is included in the Board member agenda packet.

Motion to Approve Amended Contract – ROLL CALL VOTE

Move approval of amended Preferred Meals NSLP contract as presented.

D. Industrial Appraisal – **ACTION NEEDED** (Ms. Watson)

Administration recommends the Board approve the agreement with Industrial Appraisal to appraise SEDOL property and content in the amount of \$5,945.

Motion to Approve Agreement – ROLL CALL VOTE

Move approval of Industrial Appraisal agreement in the amount of \$5,945 as recommended.

E. Contractual/Itinerant Rates for FY22 — **ACTION NEEDED** (Ms. Watson)

Administration recommends approval of the proposed billing rates for contractual and itinerant services for the 2021-22 school year. A copy of the rates are included in the Board member agenda packet.

Motion to Approve Billing Rates — ROLL CALL VOTE

Move approval of the billing rates for contractual and itinerant services for FY22 as presented.

F. SEDOL Respiratory Protection Program – **ACTION NEEDED** (Mrs. Donnan/Ms. Watson)

The Special Education District of Lake County Respiratory Protection Program is designed to protect employees by establishing accepted practices for respirator use, providing guidelines for training and respirator selection, and explaining proper storage, use and care of respirators. Administration will explain how this program serves to help the employer and its employees comply with Occupational Safety and Health Administration (OSHA) respiratory protection requirements as found in 29 CFR 1910.134.

Motion to Approve Plan — ROLL CALL VOTE

Move approval of the SEDOL Respiratory Protection Program as presented.

G. FY20 Audit Update — **INFORMATIONAL** (Ms. Watson)

H. Update on Technology – **INFROMATIONAL** (Mrs. Donnan /Ms. Watson)

SEDOL continues to analyze and evaluate the current needs of students and staff. The SEDOL staff and administration have been evaluating and sharing how students require more robust technology tools for related service staff. Administration will review the recommendation and the future plan to ensure related service staff have technology tools to support students during this time of more remote instruction.

IX. CLOSED SESSION

Motion to Enter into Closed Session – ROLL CALL VOTE

Move the Board enter into closed session to discuss:

1. 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.
2. 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.

Motion to Return to Public Session — ROLL CALL VOTE

Move the Board return to public session.

X. OTHER BUSINESS

- A. Tentative Memorandum of Understanding with the STU — **ACTION NEEDED** (Mrs. Osmond)

The Board Negotiation Team will provide a brief overview of the tentative Memorandum of Understanding reached with the SEDOL Teachers' Union regarding items relating to COVID-19. A summary of the tentative agreement will be disseminated to Governing Board members prior to the meeting.

Motion to Recommend Approval of Tentative Agreement — ROLL CALL VOTE

Move the Executive Board recommend approval of the Memorandum of Understanding with the SEDOL Teachers Union and the SEDOL Board by the SEDOL Governing Board at the December 2, 2020 meeting.

- B. Tentative Memorandum of Understanding with the SSSA — **ACTION NEEDED** (Mrs. Osmond)

The Board Negotiation Team will provide an overview of the tentative Memorandum of Understanding reached with the SEDOL Support Staff Association regarding items relating to COVID-19. A summary of the tentative agreement will be disseminated to Governing Board members prior to the meeting.

Motion to Recommend Approval of Tentative Agreement — ROLL CALL VOTE

Move the Executive Board recommend approval of the Memorandum of Understanding with the SEDOL Support Staff Association and the SEDOL Board by the SEDOL Governing Board at the December 2, 2020 meeting.

- C. Planning for December Governing Board Meeting — **INFORMATIONAL** (Mrs. Donnan)

The Board will review a draft agenda for the December 2nd Governing Board meeting. The draft agenda is included in Board member packets.

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

1. Laremont staff continue to partner with parents and member districts to navigate remote and hybrid learning for students with unique educational supports.
2. Project SEARCH has begun to intern with the SEDOL Backpack program and will provide much needed food to families throughout SEDOL programs.

3. The SEDOL Technology Department continues to support the district by assisting parents and staff with tech support, providing professional development and working to get the self-certification process in place for students and staff.
4. The SEDOL Nurses created supports to assist staff and families with additional PPE information including bulletin boards and videos.
5. SEDOL released its Health and Safety Procedures with the assistance of a cross district team to assist with clearly articulating procedures for working with students as they return and may become ill.

XII. EXECUTIVE BOARD MEMBER COMMENTS (Dr. Sefcik)

Executive Board members are invited to make announcements or comments.

XIII. COMMITTEE REPORTS

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

Motion to Adjourn — ROLL CALL VOTE

Move the Board Adjourn.

:sm

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

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.

2020-21 Governing Board Meeting Schedule

Wednesday, December 2, 2020 – 7:00 p.m.
 Wednesday, March 3, 2021 – 7:00 p.m.
 Wednesday, June 2, 2021 – 7:00 p.m.