

# 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, December 17, 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/5549529166343920398>

To participate in Public Comment, please go to page 3 of this agenda and use the link to register.

You will need to be registered by 8:30 a.m. on December 17, 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 November 12, 2020 are included in Board member agenda packets.

B. Financial Matters

1. Paid Accounts Payable List: The following expenditures represent the December, 2020 accounts payable list:

Accounts Payable	\$1,278,969.10
Payroll Liabilities 11/13/20	\$783,673.18
Net Payroll 11/13/20	\$893,893.62
Payroll Liabilities 11/30/20	\$779,577.36
Net Payroll 11/30/20	\$884,656.68
Payroll Liabilities 12/15/20	N/A
Net Payroll 12/15/20	N/A
TOTAL	<u>\$4,620,769.94</u>

2. Treasurer's Report: The treasurer's report for November, 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>Ditanto, Tony</u>   | <ul style="list-style-type: none"> <li>- Maintenance- SEDOL Wide</li> <li>- Budget approved vacancy</li> <li>- BA, Devry</li> <li>- \$21.86/hour</li> <li>- November 30, 2020</li> </ul>                                      |
| <u>Lemus, Nicolas</u>  | <ul style="list-style-type: none"> <li>- Paraprofessional – Cyd Lash Academy</li> <li>- Budget approved vacancy</li> <li>- BA/BS, Bates College</li> <li>- \$16.23/hour</li> <li>- November 30, 2020</li> </ul>               |
| <u>Rice, Titiana</u>   | <ul style="list-style-type: none"> <li>- Paraprofessional – South School</li> <li>- Budget approved vacancy</li> <li>- BA/BS, East-West University</li> <li>- \$16.23/hour</li> <li>- November 30, 2020</li> </ul>            |
| <u>Roseman, Nicole</u> | <ul style="list-style-type: none"> <li>- Paraprofessional – Sector, Antioch HS</li> <li>- Budget approved vacancy</li> <li>- BA/BS, University of WI- Parkside</li> <li>- \$16.23/hour</li> <li>- December 1, 2020</li> </ul> |

2. Resignations/Retirements

Educational Support Personnel

- |                         |   |
|-------------------------|---|
| <u>Carter, Nate</u>     | <ul style="list-style-type: none"> <li>- Paraprofessional – Gages Lake School</li> <li>- Resigned December 2, 2020</li> </ul> |
| <u>Rattner, Melissa</u> | <ul style="list-style-type: none"> <li>- Paraprofessional – Sector</li> <li>- Resigned November 17, 2020</li> </ul>           |

Licensed Staff

- |                      |  |
|----------------------|--|
| <u>Cirone, Linda</u> | <ul style="list-style-type: none"> <li>- Teacher- Transition</li> <li>- Retiring January 27, 2021</li> </ul> |
|----------------------|--|

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

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

3. Professional Vacancies Anticipated for 2020-21
- 1 Assistant Superintendent of Educational Services
  - 1 Part-Time School Social Worker (Transition)
  - 1 Emotional/Behavioral Needs Teacher (Gages Lake School)
  - 1 LASSO Autistic Teacher (Millburn)
  - 1 Art Therapist (Various)
  - 1 Vocational Facilitator
  - 1 Substitute Teacher (Various)

V. **RECOGNITION (Mrs. Donnan)**

A. STARS Student

The Board will recognize a student from Sybil Wren's class at Fremont School as the STARS Student for December.

B. Employee of the Month

The Board will recognize Sherri Vinci, 1:1 Nurse at Laremont School, as December'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/5549529166343920398>  
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/5549529166343920398>  
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

## VIII. NEW BUSINESS

### A. FY20 Audit — **ACTION NEEDED** (Ms. Watson)

Ms. Watson will review the FY20 audit with the Board. A copy is included in the Board member agenda packet.

#### **Motion to Approve Audit – ROLL CALL VOTE**

**Move approval of the FY20 audit as presented.**

### B. FY21 Budget Update – **INFORMATIONAL** (Ms. Watson)

Ms. Watson will update the Board on the current budget. A copy is included in the Board member agenda packet.

### C. Lawn Service Bid – **INFORMATIONAL** (Ms. Watson)

Ms. Watson will discuss with the Board lawn service bids.

### D. Medical Waste Management – **INFORMATIONAL** (Ms. Watson)

Ms. Watson will discuss with the Board medical waste management services.

### E. Life Safety Report 2020-21 – **INFORMATIONAL** (Ms. Watson)

Ms. Watson will review the annual Life Safety Report on SEDOL buildings from Lake County ROE. A copy is included in the Board member agenda packet.

### F. Lakeside Contract Extension FY22 – **ACTION NEEDED** (Ms. Watson)

Ms. Watson will present the Lakeside contract extension for FY22. A copy is included in the Board member agenda packet.

#### **Motion to Approve Extension – ROLL CALL VOTE**

**Move approval of the Lakeside contract extension for FY22 as presented.**

G. Approval of Non-Union Covid-19 Benefits — ***ACTION NEEDED*** (Mrs. Donnan)

Administration will provide an overview of Non-union COVID-19 benefits and request Board approval. A summary is included in the Board members agenda packet.

**Motion to Approve Benefits — ROLL CALL VOTE**

**Move the Non-union COVID-19 benefits be approved as presented.**

H. Approval of Administration Covid-19 Benefits — ***ACTION NEEDED*** (Mrs. Donnan)

Administration will provide an overview of Administration COVID-19 benefits and request Board approval. A summary is included in the Board members agenda packet.

**Motion to Approve Benefits — ROLL CALL VOTE**

**Move the Administration COVID-19 benefits be approved as presented.**

IX. CLOSED SESSION

**Motion to Enter into Closed Session – ROLL CALL VOTE**

**Move the Board enter into closed session to discuss:**

1. **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

1. Termination – ***ACTION NEEDED*** (Dr. Sefcik)

Recommend termination of employee #12172020-1 effective November 6, 2020.

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

**Move approval of the termination of employee #12172020-1 as recommended.**

2. Termination – ***ACTION NEEDED*** (Dr. Sefcik)

Recommend termination of employee #12172020-2 effective November 11, 2020.

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

**Move approval of the termination of employee #12172020-2 as recommended.**

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

A. Evidence of Exceptional Services

1. CLA received a donation of \$250 from Knights of Columbus
2. Willow House continues to provide social emotional support during the pandemic to both staff and students.

3. CLA Virtual Field Trip RBG Exhibit had twenty students participate on December 1<sup>st</sup>.
4. One of the CLA students was chosen for a leadership forum at Holocaust Museum to be hosted virtually.
5. CLA received a donation form the Knights of Columbus to support celebrating student success!
6. Cyd Lash Vocational Team (Kim Barkus, Tamyra Sutton, and Daniel Johnson) has restarted the CLA Job Club.
7. Students are in attendance and learning about DRS and Employment Services.
8. Registration (200+) for the virtual Lake County Resource Fair is almost doubled from in-person years in the past.
9. The SEDOL Foundation had a very successful One Special Night. We met our goal of over \$25,000.00 raised.

B. In Memoriam

Mrs. Janet Mazella, former SEDOL Adaptive PE Teacher, passed away on November 26, 2020. Janet worked with SEDOL from 01/05/2004 - 05/26/2017.

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.**

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

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