



**Valerie M. Donnan, M.Ed.**  
Superintendent

## Minutes

### **SEDOL EXECUTIVE BOARD MEETING December 17, 2020**

The Executive Board meeting was structured to allow public viewing and public comment via webinar due to the Governor's Emergency Proclamation. 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 President Sefcik at 9:30 a.m. on Thursday, December 17, 2020 at the SEDOL administrative offices in Gages Lake, Illinois.

## ROLL CALL

### Board Members Present

Dr. Julie Brua, Superintendent, Gavin District #37  
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 (joined at 9:32 a.m.)  
Hon. Roycealee Wood, Superintendent, Lake County Regional Office of Education  
Dr. Christine Sefcik, Superintendent, Grant High School District #124

### Board Members Absent

Mr. Bob Gold, Superintendent, Big Hollow District #38

### 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 Educational Services  
Mrs. Sara Martinez, Recording Secretary  
Ms. Rebecca Siye, Co-President, SEDOL Teachers' Union  
Ms. Julie Wilt, President, SEDOL Support Staff Association

## **PLEDGE OF ALLEGIANCE**

President Sefcik asked everyone to stand and join her in the pledge of allegiance.

## **ACCEPTANCE OF AGENDA**

### Motion to Accept the Amended Agenda

Motion by Mrs. Carey McHugh, second by Mrs. Joanne Osmond, to accept the amended agenda as presented.

Roll Call Vote:           Ayes:     Mrs. Roycealee Wood           Mrs. Carey McHugh  
  Dr. Julie Brua                   Mrs. Joanne Osmond  
  Dr. Jason Lind                 Dr. Christine Sefcik

                                  Nays:     None

                                  Absent:  Mr. Bob Gold and Mrs. Odie Pahl

MOTION CARRIED

**CONSENT AGENDA**

**Motion to Approve Consent Agenda**

Motion by Mrs. Joanne Osmond, second by Mrs. Odie Pahl, to approve the consent agenda as follows.

Approval of Minutes

Public and closed session minutes of the regular meeting of November 12, 2020.

Financial Matters

Paid Accounts Payable List: The following expenditures represent the November, 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	\$4,620,769.94

Treasurer’s Report: Report for November, 2020

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

- Ditanto, Tony
  - Maintenance- SEDOL Wide
  - Budget approved vacancy
  - BA, Devry
  - \$21.86/hour
  - November 30, 2020
  
- Lemus, Nicolas
  - Paraprofessional – Cyd Lash Academy
  - Budget approved vacancy
  - BA/BS, Bates College
  - \$16.23/hour
  - November 30, 2020
  
- Rice, Titiana
  - Paraprofessional – South School
  - Budget approved vacancy
  - BA/BS, East-West University
  - \$16.23/hour
  - November 30, 2020

- Roseman, Nicole
- Paraprofessional – Sector, Antioch HS
  - Budget approved vacancy
  - BA/BS, University of WI- Parkside
  - \$16.23/hour
  - December 1, 2020

Resignations/Retirements

Educational Support Personnel

- Carter, Nate
- Paraprofessional – Gages Lake School
  - Resigned December 2, 2020

- Morozin, Kelsey
- Paraprofessional – Fairhaven School
  - Resigning December 30, 2020

- Rattner, Melissa
- Paraprofessional – Sector
  - Resigned November 17, 2020

Licensed Staff

- Cirone, Linda
- Teacher- Transition
  - Retiring January 27, 2021

Roll Call Vote:

Ayes:	Mrs. Odie Pahl	Mrs. Roycealee Wood
	Mrs. Carey McHugh	Dr. Julie Brua
	Mrs. Joanne Osmond	Dr. Jason Lind
		Dr. Christine Sefcik
Nays:	None	
Absent:	Mr. Bob Gold	

MOTION CARRIED

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)

**RECOGNITION**

**STARS Student**

The Board recognized a student from Sybil Wren’s classroom at Gages Lake School as the STARS Student for December. This student was recognized for his huge gains in remote learning. He has consistent attendance and participation and always gives his best. He is now using his voice and talking in full sentences!

**Employee of the Month**

The Board recognized Sherri Vinci, 1:1 ELP Laremont Nurse as December’s Employee of the Month. Sherri is a very dedicated nurse, always striving to meet her student’s needs. She is very professional and is exceptional at communicating with SEDOL staff and her student’s mother. She is always willing to help other staff and students when possible.

## **PUBLIC COMMENT**

Public Comment was afforded to the general public via the web-conference registration link.

There was one person who spoke: Rebecca Slye, SEDOL STU Co-President.

Rebecca spoke on how appreciative she was of the Board this year. She also spoke about how much she has learned from Administration and the Board over the past 5 years. Rebecca notified the Board that she would be stepping down as the STU Co-President. She noted that Michelle Clark would remain as President and Dennis Smith would become Vice-President. Dr. Sefcik thanked Rebecca for her leadership and Mrs. Osmond praised her for the work she accomplished as Co-President.

## **OLD BUSINESS**

There was no Old Business

## **NEW BUSINESS**

### **FY20 Audit**

#### **Motion to Approve Audit**

Motion by Mrs. Joanne Osmond, second by Mrs. Odie Pahl, to approve the FY20 Audit as presented.

Administration recommended approval of the FY20 audit report. The report was delayed this year because of the IDEA funding and the necessity for detail to those items. Ms. Watson explained that there were no significant findings or journal entry adjustments in the audit. The auditors' adjusting journal entries will be made with the December 2020 treasurer report.

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

MOTION CARRIED

### **FY21 Budget Update**

The Board was updated on the FY21 Budget. Normally, this update would be completed with the FY22 budget presentation in April, 2022 however, Mrs. Donnan and Ms. Watson felt that due to the uncertainty that FY21 has brought, it was best to provide an earlier update.

While specific revenue and expense budget line items have changed, the effect on the budgeted ending fund balances has not changed significantly. Noted was the Education Fund, with an expected decrease in tuition revenue, which has been managed with staffing levels resulting in expected decreases in salaries and benefits.

The FY21 actual expected revenues and expenses will continue to be monitored in the coming months allowing informed decisions on staffing and other expenses. The next update will be provided with the FY22 budget presentation in April.

In anticipation of preparing for the end of FY21 and the start of FY22 Cyd Lash Academy will begin a task force to review programs and specific budget implications.

### **Lawn Service Bids**

With the current lawn service contract set to expire in March, Ms. Watson provided the Board with a timeline for receiving bids. More information will be available to the public after the start of the new year.

### **Medical Waste Management**

SEDOL will begin providing 1:1 related services in January and with the plan for hybrid learning to resume at some point, the Lake County Health Department has recommended symptomatic testing. To do this a CLIA Waiver is required allowing SEDOL nurses to administer tests in schools. Through this

waiver, “labs” will be set-up in the SEDOL school buildings (Fairhaven, CLA, GLS, Laremont, JPC, and South School). Used testing products will need to be disposed of properly therefore, Ms. Watson has been in discussion with medical waste management and now SEDOL is currently investigating this emergency service.

**Life Safety Report 2020-21**

The Life Safety Report was shared with the Board. There were minimal violations and most have been rectified or are in the process of being rectified.

**Lakeside Contract Extension FY22**

**Motion to Approve Contract Extension**

Motion by Mrs. Carey McHugh, second by Mrs. Joanne Osmond, to approve the Lakeside Contract Extension for FY22 as presented.

Administration recommended approval of the Lakeside Contract Extension FY22 which includes a 3% increase.

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

MOTION CARRIED

**Non-Union COVID-19 Benefits**

**Motion to Approve Benefits**

Motion by Mrs. Odie Pahl, second by Mrs. Joanne Osmond, to approve the Non-Union COVID-19 Benefits as presented.

Administration recommended approval of the Non-Union COVID-19 Benefits:

1. Families First Coronavirus Response Act (FFCRA)
2. Paid Administrative Leave
3. Attendance Bonus- suspended
4. Retention Bonus enacted
5. Substitute Certification

These benefits will be in retro effective as of December 3, 2020.

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

MOTION CARRIED

**Administration COVID-19 Benefits**

**Motion to Approve Benefits**

Motion by Mrs. Carey McHugh, second by Mrs. Joanne Osmond, to approve the Administration COVID-19 Benefits as presented.

Administration recommended approval of the Administration COVID-19 Benefits:

1. Families First Coronavirus Response Act (FFCRA)
2. Paid Administrative Leave

These benefits will be in retro effective as of December 3, 2020.





Roll Call Vote:

Ayes:

Mrs. Carey McHugh  
Mrs. Joanne Osmond  
Mrs. Odie Pahl

Dr. Julie Brua  
Dr. Jason Lind  
Mrs. Roycealee Wood  
Dr. Christine Sefcik

Nays:

None

Absent:

Mr. Bob Gold

MOTION CARRIED

Respectfully submitted by,

Sara Martinez  
Recording Secretary

Approved by:

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Dr. Christine Sefcik  
President of the Board

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Mrs. Valerie M. Donnan  
Secretary of the Board