

# 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, March 18, 2021 **Amended March 15, 2021 to include South School to School Calendar 2021- 22 under New Business, item C.**  
TIME: 9:30 A.M.  
PLACE: SEDOL Office Bay Room

If you would like to attend the meeting you have two options;

1. Physical Access- Members of the public body are welcome to attend but will need to complete the self-certification process including a temperature check prior to entry. Due to social distancing a limited number of individuals will be allowed in the physical room. Physical distancing and mask usage are required. Please RSVP to Sara Martinez at [smartinez@sedol.us](mailto:smartinez@sedol.us) or 847-986-2319 by 8:00 a.m. on Thursday, March 18, 2021.
2. Via Webinar- Please register through:  
<https://attendee.gotowebinar.com/register/5810343222201214220>  
To participate in Public Comment, please go to page 4 of this agenda and use the link to register. You will need to be registered by 8:30 a.m. on March 18, 2021.

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 February 25, 2021 are included in Board member agenda packets.

B. Financial Matters

1. Paid Accounts Payable List: The following expenditures represent the March, 2021 accounts payable list:

Accounts Payable	\$515,436.53
Payroll Liabilities 02/26/21	\$779,014.79
Net Payroll 02/26/21	\$887,565.44

Payroll Liabilities 03/15/21	\$776,315.49
Net Payroll 03/15/21	<u>\$874,358.40</u>
TOTAL	\$3,832,690.65

2. Treasurer's Report: The treasurer's report for February, 2021 is included in the Board member agenda packet.

C. 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 policies are included in Board member agenda packets.

- 04:10 Fiscal and Business Management
- 04:55 Use of Credit and Procurement Cards
- 04:80 Accounting and Audits
- 4:150 Facilities Management and Building Programs
- 4:175 Convicted Child Sex Offender; Screening; Notifications
- 05:30 Hiring Process and Criteria
- 5:190 Teacher Qualifications
- 5:270 Employment At-Will, Compensation, and Assignment
- 06:15 School Accountability
- 6:280 Academic Achievement/Grading and Promotion
- 6:300 Graduation Requirements
- 6:315 High School Credit for Students in Grades 7 or 8
- 6:320 High School Credit for Proficiency
- 6:340 Student Testing and Assessment Program
- 7:100 Health, Eye, Dental Examinations
- 7:140 Search and Seizure
- 7:300 Extracurricular Athletics

D. 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

- Avona, Anthony
  - Custodian – John Powers Center
  - Budget approved vacancy .5
  - \$15.86/hour
  - March 15, 2021
  
- Castro, Maureen
  - Paraprofessional – Laremont School
  - Budget approved vacancy
  - BA, Saint Xavier University
  - \$16.61/hour
  - March 15, 2021
  
- Dobzelecka, Elzbieta
  - 1:1 Nurse – Laremont School – billed to D46
  - Budget approved vacancy
  - \$33,164, pro-rated
  - March 8, 2021

Licensed Staff

- Russo, Emily
- Teacher – Fairhaven School
  - Budget approved vacancy
  - MA, Grand Canyon University, Az
  - \$45,613 prorated
  - March 12, 2021

2. Resignations/RetirementsEducational Support Personnel

- Jacobs, Karen
- Bookkeeper
  - Retiring June 30, 2023
- LaMarca, Marilyn
- Paraprofessional – John Powers Center DHH
  - Retiring June 4, 2021

Licensed Staff

- Matuszak, Teresa
- Teacher – EL/TPI
  - Resigning at the end of the 2020-21 school year.
- Rolf, Sharon
- Teacher – Gages Lake School
  - Resigning at the end of the 2020-21 school year.
  -
- Rosell, MaryBeth
- Teacher – John Powers Center
  - Retiring at the end of the 2020-21 school year.
- Sanfilippo, Linda
- Teacher – Gages Lake School
  - Resigning at the end of the 2020-21 school year
- Sarver, Shannon
- Teacher – South School
  - Resigning at the end of the 2020-21 school year

**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 Registered Nurse (Laremont)
- 1 Part-Time School Social Worker (Transition)
- 1 Emotional/Behavioral Needs Teacher (Gages Lake School)
- 1 Requisition/Purchasing Agent (Administration)
- 1 Director of Technology (Beginning 7/1/21)
- 1 Art Therapist (Various)
- 1 Substitute Teacher (Various)

## V. RECOGNITION (Mrs. Donnan)

A. STARS Student

The Board will recognize a DHH student from John Powers Center at Grayslake High School as the STARS Student for March.

B. Employee of the Month

The Board will recognize Ms. Theresa Oliveri, Teacher at Gages Lake School as March'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/581034322201214220>  
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/581034322201214220>  
prior to 8:30 a.m. on Thursday, March 18, 2021 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. Cybersecurity/Net56 Agreement – **INFOMATIONAL** (Ms. Watson)

Ms. Watson together with Mr. Todd Spight and Mr. Bruce Koch from Net56, will detail the Student Data Privacy Cybersecurity Agreement.

B. Contract for Lawn Services — **ACTION NEEDED** (Ms. Watson)

Administration recommends approval of the contract with Balanced Environments, Inc. The annual cost over the three-year contract is: 2021-22 - \$19,950; 2022-23 - \$19,950; and 2023-24 - \$19,950. The final bid form and the contract are included in Board member agenda packets.

**Motion to Award Contract — ROLL CALL VOTE**

**Move the Board award the proposed bid for lawn care services to Balanced Environments, Inc., as presented.**

VIII. NEW BUSINESS

A. Actuary Agreement Approval – **ACTION NEEDED** (Ms. Watson)

Administration recommends approval of the Actuary Agreement between SEDOL and Lauterbach & Amen, LLP for the fiscal years ending June 30, 2021 through June 30, 2024 in the amounts of FY21- \$4,200, FY22- \$850, FY23- \$4,450, and FY24- \$900.

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

**Move approval of the actuary agreement with a Lauterbach & Amen, LLP as recommended.**

B. Technology Funding Agreement Approval – **ACTION NEEDED** (Ms. Watson)

Administration recommends approval of the Technology Funding Agreement with Communication Audit Service (CAS) for E-rate consulting services through June 30, 2022 for 5% of approved E-rate funding.

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

**Move approval of the actuary agreement with Technology Funding Agreement with Communication Audit Service (CAS) as recommended.**

C. School Calendar 2021-22 — **ACTION NEEDED** (Mrs. Wojcik)

A draft of the calendar for the 2021-22 school year is included in Board member agenda packets. The calendar was developed based on the suggested calendar from the Regional Superintendent of Schools, but it was modified to fit the special needs of SEDOL facilities. The calendar pertains to Laremont School, Gages Lake School, Cyd Lash Academy, Fairhaven School, **South School**, Transition Program at John Powers Center, 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 School Calendar – ROLL CALL VOTE**

**Move approval of the 2021-22 SEDOL school calendar as presented.**

D. Policy Revisions 1<sup>nd</sup> Reading – **INFORMATIONAL** (Dr. Lynch)

Proposed revisions to the following policies have been reviewed by the Policy Committee. A red-line copy of the policies are included in Board member agenda packets.

03:40	Superintendent
04:90	Student Activity and Fiduciary Funds
06:20	School Year Calendar and Day
6:310	High School Credit for Non-District Experiences
7:325	Student Fundraising Activities

E. FOIA Requests — **INFORMATIONAL** (Dr. Lynch)

February 24, 2021- Ms. Edith Davalos, Landscape Concepts, requested bid tabulations from the last time SEDOL Lawn and Ground Maintenance project was awarded, which, pursuant to the request being made for a commercial purpose and pursuant to Section 3.1 of the Illinois *Freedom of Information Act* (5 ILCS 140/3.1), SEDOL must respond to the request within 21 working days after receipt of the request. This email served as the required response and an estimate that the records requested would be provided by March 19, 2021.

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. Possible Action to Termination – **ACTION NEEDED** (Dr. Sefcik)

Administration recommends possible action to terminate support staff employee #03182021-1.

**Motion to Approve Possible Action to Terminate – ROLL CALL VOTE**

**Move approval of possible action to terminate employee #03182021-1 as recommended.**

B. Recommendations for FY22 Personnel Reductions in Force and Dismissals —

**ACTION NEEDED** (Mrs. Donnan, Dr. Lynch)

Administration recommends the Executive Board approve necessary personnel reductions, dismissals and other possible related personnel actions for the 2021-22 school year by taking action on the following motions.

**Motion to Adopt Document #1 — ROLL CALL VOTE**

**Move adoption of the Resolution labeled Document #1 regarding the Honorable Dismissal of Teachers.**

**Motion to Adopt Document #2 — ROLL CALL VOTE**

**Move adoption of the Resolution labeled Document #2 regarding the Honorable Dismissal of Educational Support Personnel Employees.**

**Motion to Adopt Document #3 — ROLL CALL VOTE**

**Move adoption of the Resolution labeled Document #3 regarding the Dismissal of First and Second-Year Probationary Teachers for Reasons Other Than Reduction in Force.**

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

Evidence of Exceptional Service

- The SEDOL Foundation was awarded by the 100 Women Who Care, funds to support SEDOL Programs.
- SEDOL continues to support future teachers including 3 student teachers at Gages Lake this semester.
- Fairhaven students are so appreciative of SEDOL Executive Board members' effort on setting up their courtyard and continue to work to keep the courtyard beautiful.
- Fremont Library has partnered with South School in order to bring library materials to students and staff.
- Laremont has a student who will be recognized at the Infinitec Awards in April and receive one of the "2021 Outstanding Student Technology Awards".
- Laremont PSO hosted a fundraiser with Double Good selling popcorn. They had 69 supporters from 7 different states to raise \$1800.00 for the students and staff at Laremont.

XII. EXECUTIVE BOARD MEMBER COMMENTS (Dr. Sefcik)

Executive Board members are invited to make announcements or comments.

XIII. COMMITTEE REPORTS (Dr. Lynch/Ms. Watson)

The Joint Personnel and Finance Committee meeting was held on March 8, 2021.

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, 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, June 2, 2021 – 7:00 p.m.