



Valerie M. Donnan, Ed.D.
Superintendent

Minutes

SEDOL EXECUTIVE BOARD MEETING

October 28, 2021

*(*Amended January 27, 2022)*

The Executive Board meeting was structured to allow in person access. The public was required to RSVP by 7:30 a.m. on Thursday, October 28, 2021. Since there was room, the public was able to join at the time of the meeting without RSVPing.

CALL TO ORDER

In the absence of President Pahl, the regular meeting of the SEDOL Executive Board was called to order by Vice-President Lind at 9:46 a.m. on Thursday, October 28, 2021 at the SEDOL administrative offices in Gages Lake, Illinois.

ROLL CALL

Board Members Present

Dr. Michael Karner, Superintendent, Lake County Regional Office of Education
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
Dr. Christine Sefcik, Superintendent, Grant High School District #124

Board Members Absent

Dr. Matthew Barbini, Superintendent, Libertyville Elementary #70
Mr. Bob Gold, Superintendent, Big Hollow District #38
Ms. Odie Pahl, Governing Board Member, Gurnee District #56

Staff Members Present

Dr. Valerie Donnan, Superintendent
Mrs. Joyce Loris, Assistant Superintendent of Business
Mr. Bob Taterka, Assistant Superintendent of Educational Services
Dr. Laura Wojcik, Assistant Superintendent of Human Resources
Ms. Jill Mattner, Representing STU
Mrs. Sandra Callahan, SSSA
Mrs. Sara Martinez, Recording Secretary

Guests

None

PLEDGE OF ALLEGIANCE

Dr. Lind asked everyone to stand and join 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

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.

1. Requests for Contracts

Educational Support Personnel

- | | |
|---------------------------------|--|
| <u>Ayers, Kathryn</u> | <ul style="list-style-type: none">- Paraprofessional – Sector- Budget Approved Vacancy- BA/BS, Northern Illinois University- \$19.84/hour- October 4, 2021 |
| <u>Bohmbach, Rachel</u> | <ul style="list-style-type: none">- Paraprofessional – South School- Budget Approved Vacancy- BS, University of Illinois- \$16.92/hour- October 4, 2021 |
| <u>Garcia, Yamilet</u> | <ul style="list-style-type: none">- Paraprofessional – Sector- Budget Approved Vacancy- \$15.92/hour- October 18, 2021 |
| <u>Harris, Valerie</u> | <ul style="list-style-type: none">- Quarantine Room Supervisor – Cyd Lash Academy- Budget Approved Vacancy- \$25.00/hour- October 6, 2021 |
| <u>Martinez-Otero, Fernando</u> | <ul style="list-style-type: none">- Paraprofessional – Gages Lake School- Budget Approved Vacancy- \$15.92/hour- October 25, 2021 |
| <u>Mayer, David</u> | <ul style="list-style-type: none">- Paraprofessional – South School- Budget Approved Vacancy- Ba/BS Northeastern Illinois University- \$19.84/hour- November 1, 2021 |
| <u>Nomellini, Pamela</u> | <ul style="list-style-type: none">- Paraprofessional – Sector (billed to D79)- Budget Approved Vacancy- \$16.32/hour- October 18, 2021 |
| <u>Scovill, Tascha</u> | <ul style="list-style-type: none">- Vocational Facilitator- Budget Approved Vacancy- MA/MS, Brandman University- \$32.10/hour- October 11, 2021 |
| <u>Walker, Tatiana</u> | <ul style="list-style-type: none">- Paraprofessional – Sector- Budget Approved Vacancy- BA, Illinois State University- \$16.92/hour- September 27, 2021 |

Licensed Staff

- Flores, Mary - Teacher – Grayslake High School, DHH
- Budget approved vacancy
- MA, Purdue University
- \$50,056 (prorated)
- October 12, 2021

2. Resignations/Retirements

Educational Support Personnel

- Acosta, Abiezer - Head Custodian – Laremont
- Resigned October 8, 2021
- Berrens Jr., Frederick - Paraprofessional – Sector
- Resigned October 1, 2021
- Langreck, Michelle - Behavior Specialist Assistant
- Resigned October 29, 2021
- Parks, Irish - Paraprofessional – Cyd Lash Academy
- Resigned October 22, 2021
- Rohan, Molly - Paraprofessional – Fairhaven School
- Resigned October 1, 2021

Licensed Staff

- Montellano, Geri-Lynn - Teacher – Transition
- Retiring at the end of the 2021-22 School year

2. Leave of Absence

Educational Support Personnel

- Jones, LTanya - Paraprofessional – John Powers Center, Transition
- Extend from August 16, 2021 through ~~January 7,~~
~~2022~~ the end of the 2021-22 school year

Roll Call Vote:

- Ayes: Dr. Christine Sefcik
Mrs. Carey McHugh
Dr. Michael Karner
Mrs. Joanne Osmond
Dr. Jason Lind
- Nays: None
- Absent: Mr. Bob Gold
Ms. Odie Pahl
Dr. Matthew Barbini

MOTION CARRIED

Professional Vacancies Anticipated for 2021-22

- 1 Sign Language Interpreters – John Powers Center
- 1 LASSO II Teacher – Millburn Middle School
- 1 LASSO Itinerant Teacher (part-time) – Administration
- 1 LASSO III Teacher – Fairhaven School
- 1 Vocational Job Coach – Administration
- 1 Transition Teacher – John Powers Center
- 1 1:1 Nurse (part-time) – Laremont School
- 1 1:1 Nurse – Various
- 1 Bookkeeper/Payroll – Administration
- 1 Behavior Assistant – Administration

RECOGNITION

STARS Student

The Board recognized a student from Ms. Amy Smith's classroom at Cotton Creek Elementary School, as the October STARS Student. This student is working hard on work completion, has been engaging in activities with peers, and is happier to be at school.

Employee of the Month

The Board recognized Mr. Daniel Russert, a Ranger at Gages Lake School, as the October Employee of the Month. Daniel has worked with administration, staff, and students in helping create a positive environment within Gages Lake School. He is motivational, patient, and has a great understanding of the students.

PUBLIC COMMENT

There was no Public Comment

OLD BUSINESS

SEDOL Update

Dr. Donnan review SEDOL's August, 2021 Humanex survey results with the Board. Focus was on the top five categories:

1. Engage-Inspire received a 4.24 satisfaction rating
2. Pride received a 4.20 satisfaction rating
3. Quality received a 4.16 satisfaction rating
4. Continuous Improvement received a 4.15 satisfaction rating
5. Satisfaction received a 4.11 satisfaction rating

Any rating over a 4.0 means we are doing great in that area. In addition, 81% of SEDOL staff are engaged or highly engaged and satisfied or highly satisfied working at SEDOL. Teams created to review the data are working on action plans to implement continued improvement across SEDOL.

Cunningham Recreation Quote

Motion to Approve Quote

Motion by Mrs. Carey McHugh, second by Mrs. Joanne Osmond, to approve the Quote between Cunningham Recreation and SEDOL for the Fairhaven School playground as presented.

Mrs. Loris reviewed the Cunningham Recreation quote for the Fairhaven playground equipment project. The quote for the playground was presented at \$123,622.49, minus \$44,324 for a grant received from GameTime.

<u>Roll Call Vote:</u>	Ayes:	Dr. Michael Karner Mrs. Joanne Osmond	Mrs. Carey McHugh Dr. Christine Sefcik Dr. Jason Lind
	Nays:	None	
	Absent:	Mr. Bob Gold Ms. Odie Pahl	Dr. Matthew Barbini

MOTION CARRIED

FY21 Audit Update

Mrs. Loris informed the Board that the auditors received the GASB 74/75 Financial Statement from the actuary and are finalizing asset reports. She confirmed that there should not be a problem meeting the extended due date.

NEW BUSINESS

Mundelein District 120 Agreement

Motion to Approve Application

Motion by Mrs. Carey McHugh, second by Mrs. Joanne Osmond, to approve the agreement between SEDOL and Mundelein District 120 for snow removal and salt application at Fairhaven School as presented.

Mrs. Loris provided a brief overview of the agreement between Mundelein School District 120 and SEDOL. D120 will provide snow removal and salt application services to Fairhaven School for the 2021-22 school year. Total cost for this service will be calculated at a rate of \$45.00 per hour on an as needed basis. Sidewalks or entrances to buildings are not part of this service agreement.

<u>Roll Call Vote:</u>	Ayes:	Mrs. Carey McHugh Dr. Christine Sefcik	Mrs. Joanne Osmond Dr. Michael Karner Dr. Jason Lind
	Nays:	None	
	Absent:	Mr. Bob Gold Ms. Odie Pahl	Dr. Matthew Barbini

MOTION CARRIED

Planning for December Governing Board Meeting

The Board and Administration reviewed a copy of the draft agenda for the December 1, 2021 meeting.

Substitute Update *(unintentionally omitted from original minutes)

Dr. Wojcik discussed substitutes including that vacancies, multiple sick days when related to COVID, and sub pool deficiencies all contributing to the low fill rate. SEDOL currently has on average 109 daily absences with 52 of those absences needing substitutes. Additional coverage has come from relocating staff, sector staff filling in on days off, and help from administration. A few options were presented for Board feedback. The Board also discussed enrollment caps being within the authority of the SEDOL Superintendent and they would be provided an update for any program enrollment cap.

Tentative Memorandum of Understanding with the STU

Motion to Approve Application

Motion by Mrs. Joanne Osmond, second by Dr. Christine Sefcik, to approve the Memorandum of Understanding with the SEDOL Teachers Union and the SEDOL Board by the SEDOL Governing Board at the December 1, 2021 meeting.

The Board Negotiation Team provided a brief overview of the tentative Memorandum of Understanding between SEDOL and the SEDOL Teachers' Union regarding items relating to COVID-19 and performance evaluations. The Board recommended Governing Board approval at the December 1, 2021 meeting.

<u>Roll Call Vote:</u>	Ayes:	Mrs. Joanne Osmond Dr. Michael Karner	Dr. Christine Sefcik Mrs. Carey McHugh Dr. Jason Lind
	Nays:	None	
	Absent:	Mr. Bob Gold Ms. Odie Pahl	Dr. Matthew Barbini

MOTION CARRIED

Tentative Memorandum of Understanding with the SSSA

Motion to Approve Application

Motion by Mrs. Carey McHugh, second by Mrs. Joanne Osmond, to approve the Memorandum of Understanding with the SEDOL Support Staff Association and the SEDOL Board by the SEDOL Governing Board at the December 1, 2021 meeting.

The Board Negotiation Team provided a brief overview of the tentative Memorandum of Understanding between SEDOL and the SEDOL Support Staff Association regarding items relating to COVID-19 and performance evaluations. The Board recommended Governing Board approval at the December 1, 2021 meeting.

<u>Roll Call Vote:</u>	Ayes:	Mrs. Joanne Osmond Dr. Michael Karner	Dr. Christine Sefcik Mrs. Carey McHugh Dr. Jason Lind
	Nays:	None	
	Absent:	Mr. Bob Gold Ms. Odie Pahl	Dr. Matthew Barbini

MOTION CARRIED

Non-Union COVID-19 Benefits

Dr. Wojcik presented the following recommendation for non-union COVID-19 benefits and requested Board feedback:

Group 1:

- Nurses, Audiologists, Administrators & Behavior Specialists
 - 15 cumulative workdays of Paid Administrative Leave to certain employees impacted by COVID-19 as outlined in the STU agreement
 - Recognition and Retention Bonus as outlined in the STU agreement
 - Performance Evaluation – option to opt out upon staff member request; except for administrators

Group 2:

- Clerical, CAVT, Maintenance/Operations, and Quarantine Room Supervisors
 - 15 cumulative workdays of Paid Administrative Leave to certain employees impacted by COVID-19 as outlined in the SSSA agreement
 - Recognition and Retention Bonus as outlined in the SSSA agreement
 - Performance Evaluation – option to opt in upon staff member request

CLOSED SESSION

Motion to Enter into Closed Session

At 10:38 a.m. Mrs. Carey McHugh moved, second by Dr. Michael Karner, for the Board to 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.
2. 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.

<u>Roll Call Vote:</u>	Ayes:	Dr. Christine Sefcik Mrs. Carey McHugh	Dr. Michael Karner Mrs. Joanne Osmond Dr. Jason Lind
	Nays:	None	
	Absent:	Mr. Bob Gold Ms. Odie Pahl	Dr. Matthew Barbini

MOTION CARRIED

Motion to Return to Public Session

At 10:42 a.m. Mrs. Carey McHugh moved, second by Dr. Christine Sefcik, for the Board to return to public session.

<u>Roll Call Vote:</u>	Ayes:	Dr. Christine Sefcik Mrs. Carey McHugh	Dr. Michael Karner Mrs. Joanne Osmond Dr. Jason Lind
	Nays:	None	
	Absent:	Mr. Bob Gold Ms. Odie Pahl	Dr. Matthew Barbini

MOTION CARRIED

While in closed session, the Board discussed employee and litigation matters.

OTHER BUSINESS

Motion to Approve Resignation Agreement and General Release

Motion by Mrs. Carey McHugh, second by Mrs. Joanne Osmond, to approve the Resignation Agreement and General Release between SEDOL and Erik Wenckebach.

<u>Roll Call Vote:</u>	Ayes:	Dr. Michael Karner Mrs. Joanne Osmond	Mrs. Carey McHugh Dr. Christine Sefcik Dr. Jason Lind
	Nays:	None	
	Absent:	Mr. Bob Gold Ms. Odie Pahl	Dr. Matthew Barbini

MOTION CARRIED

PROGRAM/SCHOOL REPORTS

Announcements

Evidence of Exceptional Service

1. Various SEDOL center based programs are working on supporting students transitioning to less restrictive placements.
2. Fairhaven completed a virtual field trip to the Fremont Library.
3. Dog therapy started across the district in the center based programs!
4. Staff are continuing to do an amazing job shifting to and from in-person and virtual learning quickly and with ease.
5. Laremont's vocational interns are doing an incredible job!

EXECUTIVE BOARD MEMBER COMMENT

Mrs. Osmond discussed the National School Board Association's (NSBA) letter to President Biden and that Illinois Association of School Boards (IASB) has not paid their membership dues for the upcoming year as they continue to discuss the NSBA's actions.

COMMITTEE REPORTS

No Committee Reports

ADJOURNMENT

Motion to Adjourn

At 10:57 a.m. Mrs. Carey McHugh moved, second by Dr. Christine Sefcik to adjourn the meeting.

Roll Call Vote:

Ayes: Dr. Michael Karner
Dr. Christine Sefcik

Nays: None
Absent: Mr. Bob Gold
Ms. Odie Pahl

Mrs. Carey McHugh
Mrs. Joanne Osmond
Dr. Jason Lind

Dr. Matthew Barbini

MOTION CARRIED

Respectfully submitted by,

Sara Martinez
Recording Secretary

Approved by:

Ms. Odie Pahl
President of the Board

Dr. Valerie M. Donnan
Secretary of the Board