



Valerie M. Donnan, Ed.D.
Superintendent

Minutes
SEDOL EXECUTIVE BOARD MEETING
November 11, 2021

The Executive Board meeting was structured to allow in person access. The public was required to RSVP by 7:30 a.m. on Thursday, November 11, 2021. Since there was room, the public was able to join at the time of the meeting without RSVPing.

CALL TO ORDER

The regular meeting of the SEDOL Executive Board was called to order by President Pahl at 9:30 a.m. on Thursday, November 11, 2021 at the SEDOL administrative offices in Gages Lake, Illinois.

ROLL CALL

Board Members Present

Dr. Matthew Barbini, Superintendent, Libertyville Elementary #70
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 arrived at 9:35 a.m.
Ms. Odie Pahl, Governing Board Member, Gurnee District #56
Dr. Christine Sefcik, Superintendent, Grant High School District #124

Board Members Absent

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

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 arrived at 9:44 a.m.
Ms. Jill Mattner, Representing STU
Mrs. Sandra Callahan, SSSA
Mrs. Sara Martinez, Recording Secretary

Guests

None

PLEDGE OF ALLEGIANCE

Ms. Pahl 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 Dr. Christine Sefcik, to accept the agenda as presented.

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

MOTION CARRIED

CONSENT AGENDA

Motion to Approve Consent Agenda

Motion by Mrs. Carey McHugh, second by Dr. Michael Karner, to approve the consent agenda as follows.

Approval of Minutes

Public and closed session minutes of the regular meeting of October 28, 2021.

Financial Matters

Paid Accounts Payable List: The following expenditures represent the November, 2021 accounts payable list:

Accounts Payable	\$495,528.27
Payroll Liabilities 10/29/21	\$761,880.43
Net Payroll 10/29/21	\$864,495.18
Payroll Liabilities 11/15/21	N/A
Net Payroll 11/15/21	N/A
TOTAL	<u>\$2,121,903.88</u>

Treasurer's Report: Report for October, 2021

Closed Session Minutes/Recordings

Administration recommended the minutes of closed session from the following meetings remain confidential and that all previously reviewed minutes remain closed:

April 22, 2021	Employee, Collective Bargaining and Litigation Matters
May 27, 2021	Employee, Collective Bargaining and Litigation Matters
June 24, 2021	Employee, Collective Bargaining and Litigation Matters
August 26, 2021	Collective Bargaining and Litigation Matters
September 23, 2021	Employee, Collective Bargaining and Litigation Matters

In addition, Administration recommended the destruction of verbatim recordings for the following closed session meetings:

December 19, 2019	April 9, 2020
January 23, 2020	April 23, 2020
February 20, 2020	May 28, 2020
March 19, 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.

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. Marissa Friese's classroom at Fairhaven School, as the November STARS Student. This student has shown significant improvement in his behavioral practices. He has been working on staying on task and his academics are improving due to the reduction of behaviors.

Employee of the Month

The Board recognized Mr. Robert Carani, Head Custodian for John Powers Center, as the November Employee of the Month. Robert works hard providing service to the staff and students at the school. He helps out throughout SEDOL when needed and is well liked by everyone.

PUBLIC COMMENT

There was no Public Comment

OLD BUSINESS

SEDOL Update

Dr. Donnan updated the board on the following:

SEDOL Programs:

Enrollment caps currently in place for LASSO III and SAB may need to be extended. She also discussed the addition of a TAB class in sector to be housed at Millburn Elementary School.

Strategic Plan Pillar #3 Social/Emotional Wellness:

Dr. Donnan discussed a wellness needs survey that was sent out to staff. There was a 24 hour turnaround time for staff to complete the survey. 57.7% of staff completed the survey. A video was shared with the board recognizing staffs concerns.

- 34% of those surveyed are in the green zone; 22.2% are in the green zone at work
- 57.8% are in the yellow zone
- PLC's will be optional
- Staff Incentives to shift to pilot
- Staff meetings will be collaborative
- Professional Development will focus on staff wellness
- Early release time on Fridays for all staff; sector staff to work with supervisors to schedule their time

School Improvement Days will remain the same for November however, moving forward will be geared towards staff social emotional wellness.

Substitute Retention/Incentive Plan

Motion to Approve Plan

Motion by Mrs. Joanne Osmond, second by Dr. Christine Sefcik, to approve the substitute retention/incentive plan as presented.

Dr. Wojcik presented the following plan for Board approval:

- Beginning on Monday, November 15, 2021, substitute teachers and/or substitute paraprofessionals who work 10 **consecutive** days in SEDOL programs will receive a \$50 per day increase beginning on day 11.
- Substitute teachers and/or substitute paraprofessionals will be given 5 excused absences for the remainder of the school year (unpaid) which will allow them to maintain their consecutive status and keep their increased rate. If a substitute misses a day for an unexcused reason, or they exhaust their 5 excused absences, they will go back to the daily substitute rate for 10 days with the opportunity to work 10 consecutive days and earn additional pay on day 11 again. *Additional days may be granted at the discretion of the superintendent for COVID related absences for self.

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

MOTION CARRIED

Non-Union COVID-19 Benefits

Motion to Approve Benefits

Motion by Mrs. Carey McHugh, second by Mrs. Joanne Osmond, to approve the proposed non-union COVID-19 benefits as presented.

Dr. Wojcik recommended the following recommendations pending the final approval from the Governing Board on December 1, 2021 of the STU and SSSA Memorandum of Understandings:

Group 1: Nurses, Audiologists, Administrators, and Behavior Specialist

Group 1 will mirror language from 2021 STU MOU related to Paid Administrative Leave days, Suspension of Attendance Bonus, Recognition and Retention Bonus, Planning and Preparation Bonus, and Evaluations:

- 15 Paid Administrative Leave Days (use of 12, then 3 personal sick days, and then 3 more Administrative Leave Days)
 - Personal COVID positive
 - Quarantine as a result of SEDOL related exposure
- Suspend attendance bonus for the 2021-22 school year
- Recognition and Retention bonus (2 payments of \$150)
- Planning and Preparation Bonus (2 payments of \$375)
- Evaluations-Contact HR by December 8, 2021 if wanting to waive the performance evaluation for the 2021-22 school year (non-probationary staff only)
 - All Administrators will be evaluated during the 2021-22 school year

Group 2: Clerical, CAVT, Quarantine Room Supervisors, Custodial/Maintenance, Instructional Technology Coach, and Behavior Assistant

Group 2 will mirror language from the 2021 SSSA MOU related to Paid Administrative Leave days, Suspension of Attendance Bonus, Recognition and Retention Bonus, and Evaluations:

- 15 Paid Administrative Leave Days (use of 12, then 3 personal sick days, and then 3 more Administrative Leave Days)
 - Personal COVID positive
 - Quarantine as a result of SEDOL related exposure
- Suspend attendance bonus for the 2021-22 school year
- Recognition and Retention bonus (2 payments of \$325)
- Evaluations-Contact HR by December 8, 2021 if wanting to be evaluated during the 2021-22 school year, otherwise evaluations are waived for the 2021-22 school year for all non-probationary staff

EXECUTIVE BOARD MEMBER COMMENT

Dr. Donnan recognized Veteran’s Day and all those who have served including Mrs. Loris who served in the Marines. She also recognized the dedication of the SEDOL Boards in light of November 15th being School Board Members Day in Illinois.

COMMITTEE REPORTS

No Committee Reports

ADJOURNMENT

Motion to Adjourn

At 10:05 a.m. Mrs. Carey McHugh moved, second by Mrs. Joanne Osmond to adjourn the meeting.

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

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