

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY

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www.sedol.us



Valerie M. Donnan, Ed.D.
Superintendent

TO: Executive Board Members
FROM: Administration
RE: Executive Board Meeting
DATE: Thursday, December 15, 2022
TIME: 9:30 A.M.
LOCATION: SEDOL Office Bay Room

I. CALL TO ORDER – **ROLL CALL** (Ms. Pahl)

II. PLEDGE OF ALLEGIANCE (Ms. Pahl)

III. ACCEPTANCE OF AGENDA — **ACTION NEEDED** (Ms. Pahl)

Motion to Accept/Amend Agenda — VOICE VOTE

Move the agenda be accepted/amended as presented.

IV. CONSENT AGENDA — **ACTION NEEDED** (Ms. Pahl)

A. Approval of Minutes

Public and closed session minutes of the regular meeting of November 21, 2022. Copies are included in the Board member electronic agenda packet.

B. Financial Matters

1. Paid Accounts Payable List: The following expenditures represent the December, 2022 accounts payable list:

Accounts Payable	\$670,291.02
Payroll Liabilities 11/30/22	\$856,621.58
Net Payroll 11/30/22	<u>\$734,836.10</u>

TOTAL \$2,261,748.70

2. Treasurer's Report: The treasurer's report for November, 2022 is included in your electronic 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

- Bedker, Amanda
- Paraprofessional – Laremont School
 - Budget Approved Vacancy
 - \$18.19/hour (.5 part time)
 - December 5, 2022
- Davis, Jessica
- Paraprofessional – Laremont School
 - Budget Approved Vacancy
 - \$17.14/hour
 - November 28, 2022
- McNeal, Theresa
- Paraprofessional – Fairhaven School
 - Budget Approved Vacancy
 - \$17.14/hour
 - November 30, 2022
- Molina, Emilia
- Paraprofessional – Cyd Lash Academy
 - Budget Approved Vacancy
 - \$17.14/hour
 - November 21, 2022
- Skewes, Taylor
- Paraprofessional – Fairhaven School
 - Budget Approved Vacancy
 - \$17.14/hour
 - November 30, 2022

2. Resignations/Retirements

Educational Support Personnel

- Freund, Abigale
- Paraprofessional – Sector
 - Original Hire Date: August 15, 2022
 - Resigned December 21, 2022
- Gilmore, Kaitlyn
- Paraprofessional – Sector
 - Original Hire Date: October 31, 2022
 - Resigned December 2, 2022
- Haynes, Caroline
- Paraprofessional – Laremont School
 - Original Hire Date: November 14, 2022
 - Resigned December 5, 2022
- Nunez, Roberto
- Paraprofessional – Gages Lake School
 - Original Hire Date: October 11, 2022
 - Resigned November 28, 2022
- Rodgers, Laura
- Paraprofessional – Cyd Lash Academy
 - Original Hire Date: September 3, 1987
 - Retiring at the end of the 2022-23 school year

Motion to Approve Consent Agenda — ROLL CALL VOTE

Move approval of consent agenda items and addendum as presented.

3. SEDOL 2022-23 Vacancies- as of 12/9/22

1	Sector Supervisor	Administration Bldg
1.6	Speech/Language Pathologists	Various
1.4	Social Worker	Various
1	Part-time Orientation & Mobility Specialist	Various
1	Occupational Therapist (pending contract)	Various
1	Occupational Therapist (temporary 12 weeks)	Various
1	Audiologist Part-time	Administration Bldg
1	EC LASSO Teacher	Fairhaven School
1	DHH Teacher	JPC
1	LASSO II Teacher	Spaulding
1	LASSO II Teacher (pending contract)	Avon School
1	High School Teacher (pending contract)	Regional Safe School Program
1	Temp Physical Therapist Position (Winter Break)	Various
2	1:1 Dist Wide 1:1 Para's (GLS, JPC DHH, Varied Sector)	Various
17	Classroom Paraprofessionals	Various

V. RECOGNITION (Dr. Donnan)

A. STARS Student

The Board will recognize a student from Ms. Svetlecich's classroom at Grayslake North HS, DHH Program, as the STARS Student for December.

B. Employee of the Month

The Board will recognize Ms. Linda Trocke, Sector LASSO Teacher, as December's employee of the month.

VI. PUBLIC COMMENT (Ms. Pahl)

President Pahl 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. SEDOL Program Update – **INFORMATIONAL** (Dr. Donnan)

SEDOL Administration will provide an update on student enrollment procedures and current staffing needs with proposed ideas to support current student enrollment.

B. Food Service Update – **ACTION NEEDED** (Ms. Loris)

Administration requests that the board approve we enter into an Emergency Noncompetitive Procurement contract for the remainder of School Year 2022-2023 with Organic Life effective January 9, 2023. A copy of the proposed agreement is included in the Board member electronic agenda packet. We will cancel the school-to-school agreement with Woodland School by tendering the written 10 day notice when the Organic Life agreement is in place.

Motion to Approve Contract — ROLL CALL VOTE

Move approval of the Emergency Noncompetitive Procurement contract for the remainder of School Year 2022-2023 with Organic Life effective January 9, 2023 as presented.

C. FY22 Audit Update — **INFORMATIONAL** (Ms. Loris)

Eder, Casella reported that they have requested an extension of time to submit the audit report to the Regional Office of Education. They expect to have the audit to Ms. Loris for the January 26, 2023 board meeting.

VIII. NEW BUSINESS

A. Snow Removal Agreement – **ACTION NEEDED** (Ms. Loris)

Mundelein District 120 will provide snow removal and salt application services to SEDOL's Fairhaven School for the period of November 15, 2022 through June 30, 2024. Total cost for this service will be calculated at \$45.00 per hour (FY 2023) for snow removal from the parking areas and driveway and salt application after plowing. Sidewalks and entrances to buildings are not included. A copy of the agreement is included in the Board member electronic agenda packet.

Motion to Approve Agreement — ROLL CALL VOTE

Move approval of the agreement between SEDOL and Mundelein District 120 for snow removal and salt application at Fairhaven School as presented.

B. New Food Service Position – **ACTION NEEDED** (Ms. Loris)

Administration requests the board approve the addition of a new food service position. The position will have its own salary schedule and is expected to be a part time position. The primary responsibilities of the position are to be the point of contact with our food service vendor, milk vendor, and be responsible for the cleanliness of kitchens while ensuring all meals are served in compliance with all food safety and health department guidelines.

Motion to Approve Position — ROLL CALL VOTE

Move approval of the new food service position as presented.

C. Service Recognition and Attendance Bonus for Non-Union Groups – ***ACTION NEEDED*** (Dr. Wojcik)

Administration requests the Board approve the service recognition and attendance bonus recognition for all non-union groups including audiologists, clerical, registered nurses, custodial/maintenance, CAVT, and administration.

Motion to Approve Bonus — ROLL CALL VOTE

Move approval of the service recognition and attendance bonus recognition for all non-union groups as presented.

D. FOIA – ***INFORMATIONAL*** (Dr. Wojcik)

Dr. Wojcik received a request from Eliot Pinsel and Rochelle Kuertzen from DLP Lawyers on November 21, 2022 for the below information.

- A copy of the Chart of Accounts and Trial Balance
- Number of enrollment days for each program of the special education cooperative organized by program and also by public school districts
- For each program run by SEDOL, please provide the following information:
 - a. A copy of an Expenses by Program statement
 - b. A copy of a Revenues by Program statement

Dr. Wojcik provided the information on November 28, 2022.

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.
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.
3. 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.
4. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

Motion to Return to Public Session – VOICE VOTE

Move the Board return to public session.

X. OTHER BUSINESS

A. Termination – ***ACTION NEEDED*** (Ms. Pahl)

Administration recommends termination of a support staff member employee #12152022-1 effective December 1, 2022.

Motion to Approve Termination — ROLL CALL VOTE

Move to approve the termination of employee #12152022-1 as recommended.

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

A. Evidence of Exceptional Service

1. SEDOL Governing Board Member, Stephen Mack, was recognized by IACEP as the Dual Credit Educator of the Year.
2. Laremont's annual Parent's Day Out returned this year for their students and families. The event was held on Saturday, December 3rd and was a great time for all.
3. SEDOL and Target partnered for a successful sensory friendly shopping experience.
4. Gages Lake School Principal, Meagan Dwyer, is participating on the ISBE Behavior Assessment Committee.
5. The Vision Department hosted a low vision clinic supporting seven students. Each student received an eye exam and new eye glasses.

XII. EXECUTIVE BOARD MEMBER COMMENTS (Ms. Pahl)

XIII. COMMITTEE REPORTS

XIV. ADJOURNMENT – **ACTION NEEDED** (Ms. Pahl)

Motion to Adjourn — VOICE VOTE

Move the Board Adjourn.

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2022-23 Executive Board Meeting Schedule *SEDOL Office Bay Room*

Thursday, January 26, 2023 – 9:30 a.m.
 Thursday, February 16, 2023 – 9:30 a.m.
 Thursday, March 23, 2023 – 9:30 a.m.
 Thursday, April 6, 2023 – 9:30 a.m.
 Thursday, April 27, 2023 – 9:30 a.m.
 Thursday, May 25, 2023 – 9:30 a.m.
 Thursday, June 22, 2023 – 9:30 a.m.
 Thursday, July 27, 2023 – 9:30 a.m.

Special Meeting to Review Tentative Budget Meeting

2022-23 Governing Board Meeting Schedule

Wednesday, December 7, 2022 – 7:00 p.m.
 Wednesday, March 1, 2023 – 7:00 p.m.
 Wednesday, June 7, 2023 – 7:00 p.m.