

**SPECIAL EDUCATION DISTRICT OF LAKE COUNTY**  
18160 W. GAGES LAKE ROAD \*\* GAGES LAKE, ILLINOIS 60030-1819  
847•548•8470 \*\* Fax 847•548•8472  
**www.sedol.us**

**Minutes**

**SEDOL EXECUTIVE BOARD MEETING**

**October 27, 2016**

**CALL TO ORDER**

The regular meeting of the SEDOL Executive Board was called to order by President Joanne Osmond at 9:36 a.m. on Thursday, October 27, 2016, at the SEDOL administrative offices in Gages Lake, Illinois.

**ROLL CALL**

**Board Members Present**

Dr. John Ahlemeyer, Superintendent, Gavin District #37  
Dr. Catherine Finger, Superintendent, Grayslake High School District #127  
Mrs. Carey McHugh, Governing Board Member, Wauconda Unit District #118  
Mr. Jim McKay, Superintendent, Community High School District #117  
Mrs. Joanne Osmond, Governing Board Member, Lake Villa District #41  
Dr. Guy Schumacher, Superintendent, Libertyville District #70  
Hon. Roycealee Wood, Superintendent, Lake County Regional Office of Education

**Board Members Absent**

Mrs. Odie Pahl, Governing Board Member, Gurnee District #56

**Staff Members Present**

Dr. Thomas Moline, Superintendent  
Dr. Peggy Lynch, Assistant Superintendent for Human Resources  
Ms. Barbara Watson, Assistant Superintendent of Business, CSBO  
Mrs. Laura Wojcik, Director of Instruction, Curriculum and Assessment  
Ms. Doris Marcinkus, Recording Secretary

**Staff Members Absent**

None

**Guests**

Infinity Williams, STARS Award Recipient  
Ms. Courtney Bestler, Speech Pathologist at John Powers Center/Employee of the Month  
Mrs. Jill Mattner, SEDOL Teachers' Union

**Guests (continued)**

Mr. Kevin Saum, Manager of Operations/Maintenance  
Dr. Christy Sefcik, Superintendent, Grant High School District #124  
Mrs. Julie Wilt, President, SEDOL Support Staff Association

**Oath of Office**

President Osmond administered the oath of office to Mrs. Carey McHugh, Governing Board Member from Wauconda Unit District #118, to fill the vacancy created by the resignation of Mrs. Ann Welk. Mrs. McHugh volunteered when no other Governing Board members expressed interest in serving on the Executive Board.

**Pledge of Allegiance**

President Osmond asked everyone to stand and join her in the Pledge of Allegiance.

**ACCEPTANCE OF AGENDA**

**Motion to Accept the Agenda**

Motion by Dr. Guy Schumacher, second by Dr. Catherine Finger, to accept the agenda with addendum as presented.

**VOICE VOTE:**                      Ayes, all.                      Nays, none.                      **MOTION CARRIED.**

**CONSENT AGENDA**

**Motion to Approve Consent Agenda**

Motion by Mrs. Roycealee Wood, second by Dr. Catherine Finger, to approve the consent agenda as follows.

**Approval of Minutes**

Public session minutes of the regular meeting of September 22, 2016

**Financial Matters**

**Paid Accounts Payable List:** The following expenditures represent the October 2016 accounts payable list:

Accounts Payable	\$ 691,245.59
9/30/16 Payroll Liabilities	838,752.61
9/30/16 Net Payroll	941,150.88
10/15/16 Payroll Liabilities	830,779.25
10/15/16 Net Payroll	<u>932,284.53</u>
	<b>\$4,234,212.86</b>

Treasurer's Report: Report for September 2016

Personnel Matters

Requests for Contracts

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.

Educational Support Personnel

- Austin, Tina - Special Needs Paraprofessional – Sector
  - Budget approved vacancy
  - BA, Roosevelt University
  - \$15.00/hour
  - Billed to Wauconda District #118
  - October 11, 2016
  
- Damron, Corina - Paraprofessional – Sector
  - Budget approved vacancy
  - \$13.66/hour
  - October 3, 2016
  
- Garza, Laurie - Paraprofessional – Laremont School
  - Budget approved vacancy/long-term sub
  - \$14.00/hour
  - October 24, 2016
  
- Grom, Sheila - Special Needs Paraprofessional – Sector
  - Budget approved vacancy
  - MA, National Louis University
  - \$17.17/hour
  - Billed to Wauconda District #118
  - October 24, 2016
  
- Inciardi, Diane - Transition Coach
  - Budget approved vacancy
  - \$14.00/hour
  - October 17, 2016
  
- Meinhardt, Andrew - Paraprofessional – Cyd Lash Academy
  - Budget approved vacancy
  - BA, Indiana University
  - \$14.66/hour
  - October 7, 2016

Orlowski, Vern - Paraprofessional – LASSO 3/Laremont  
- Budget approved vacancy/resignation  
- BA, Trinity International University  
- \$17.17/hour  
- October 24, 2016

Rompala, Sherri - Paraprofessional – Sector  
- Budget approved vacancy  
- \$14.35/hour  
- October 3, 2016

Smith, Penelope - Transition Coach  
- Budget approved vacancy/transfer  
- BA, Northeastern Illinois University  
- \$14.66/hour  
- October 17, 2016

Thibault, Jennifer - Paraprofessional – Sector  
- Budget approved vacancy  
- \$14.00/hour  
- October 18, 2016

Licensed Staff

Coburn, Lindsey - Speech Pathologist – Laremont School  
- Budget approved vacancy/resignation  
- MS, Idaho State University  
- MA+30, \$44,516 to be prorated based on start date  
- September 21, 2016

Resignations/Retirements

Educational Support Personnel

Hill, Ken - Paraprofessional – Cyd Lash Academy  
- Resigned September 27, 2016

Jacobson, Beleta - Administrative Assistant – ROE Alternate School  
- Resigned October 5, 2016

Meyer, William - Paraprofessional – LASSO-3  
- Resigned October 28, 2016

Noto, Sherri - Paraprofessional – Laremont School  
- Resigned October 11, 2016

Schaefer, Adam - Paraprofessional – LASSO-3 Program  
- Resigned October 21, 2016

- Starzec, Suzanne - Job Coach  
- Resigned October 7, 2016

Request for Leave of Absence

- Figueroa, Rosie - Paraprofessional – Gages Lake School  
- Military Leave  
- October 24, 2016 to March 20, 2017 (tentative)

Request for Increase in Contract Time

- Klewin, Teri - Transfer from .5 FTE Job Coach to 1.0 FTE Special  
Needs Transition Coach  
- Billed to Grant H.S. District #124  
- Effective October 19, 2016

- Perez, Sergio - Custodian moving from .5 FTE at Cyd Lash Academy  
to 1.0 FTE at Transition Center South  
- Custodian at Transition Center South moving to  
vacant position at Cyd Lash Academy  
- Effective October 24, 2016

ROLL CALL VOTE:

- |          |                      |                     |
|----------|----------------------|---------------------|
| Ayes:    | Dr. Catherine Finger | Dr. Guy Schumacher  |
|          | Mr. Jim McKay        | Mrs. Roycealee Wood |
|          | Mrs. Joanne Osmond   |                     |
| Nays:    | None                 |                     |
| Abstain: | Mrs. Carey McHugh    |                     |
| Absent:  | Dr. John Ahlemeyer*  | Mrs. Odie Pahl      |

MOTION CARRIED.

*\*Dr. Ahlemeyer had to leave the room to take a phone call.*

Professional Vacancies

- 1 Assistant Principal – John Powers Center
- 1 ED/BD Teacher (Gages Lake School)
- 1 Speech/Language Pathologist (Various Locations)

**PUBLIC COMMENT**

President Osmond asked if anyone from the public wished to address the Executive Board. There was no comment.





## **COMMITTEE REPORTS**

Reports on Cash Position and Fund Balance: Ms. Watson reviewed two reports she developed in response to Board member requests for information reflecting SEDOL's cash position and fund balance over the last few years. She requested the Finance Committee and/or Executive Board review Policy 4:20 on recommended fund balances to ensure it meets SEDOL's financial needs and goals. After some discussion, Board consensus was for the Finance Committee to review the policy and other information regarding fund balances and report back to full Board.

## **PROGRAM/SCHOOL REPORTS**

In Memoriam: Administration was very sad to report that Monica Meffen (age 62) passed away on September 22. Monica was a passionate and dedicated employee who began her employment with SEDOL in 1988 as a sector classroom parapro. She then transferred to the Vocation Department where she worked as a job coach at the VA training site for the past 15 years.

Dr. Moline shared a thank you card addressed to the Board from Jim Glazer, Transition Teacher, thanking the Board and Administration for condolences expressed on behalf of his mother's passing. He also shared a picture that ELL Teacher Allison Barker sent him of her with her new baby girl.

Announcements / Wins: The following items were reported at the October meeting of the Supervisory/Administrative Team.

- District-wide statistics indicate that staff attendance increased for August and September compared to the last three years.
- Twenty new students have enrolled at Cyd Lash Academy since the beginning of the year.
- Over 50 families attended the open house for Gages Lake School.
- All sector classrooms are going to hippotherapy this year thanks to the generosity of an anonymous donor and the hard work of Cecilia McKenzie, Facilitator of Grants and Resource Development, in obtaining the grant to cover the cost of the service.
- New videophones have been installed at John Powers Center. Videophones help deaf and hard of hearing people who use sign language to communicate. This was made possible through a grant from the Federal Communication Consortium.
- Laremont School has seen an increase in sign-ups for PUNS – Prioritization of Urgency of Need for Services. This is a statewide database that records info about individuals with developmental disabilities who are in need of services. The state uses the data to select individuals for services as funding becomes available to develop proposals and materials for budgeting and to plan for future needs.
- Class photos were provided by Image for Kids for Laremont students. Proofs were provided to parents before they commit to purchasing photos.
- All PE teachers and nurses have completed the required training on concussions.
- The dedication of the new gym floor at Gages Lake School went very well. Students and staff are very appreciative.
- The SEDOL Foundation Golf Outing raised over \$10,000 to provide assistive technology for students at Laremont School. Dr. Moline clarified that \$10,000 was raised during dinner following a presentation by the former and current principal of Laremont School. An additional \$50,000 was raised through the golf outing.

**CLOSED SESSION**

Motion to Enter into Closed Session

At 10:24 a.m., Mr. Jim McKay moved, second by Dr. Catherine Finger, for the Board to enter into closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employee, pending litigation and collective bargaining matters.

ROLL CALL VOTE:           Ayes:     Dr. John Ahlemeyer           Mrs. Joanne Osmond  
  Dr. Catherine Finger         Dr. Guy Schumacher  
  Mrs. Carey McHugh         Mrs. Roycealee Wood  
  Mr. Jim McKay

  Nays:     None

  Absent:   Mrs. Odie Pahl

MOTION CARRIED.

Motion to Return to Public Session

At 10:56 a.m., Dr. John Ahlemeyer moved, second by Mrs. Carey McHugh, for the Board to return to public session.

VOICE VOTE:                   Ayes, all.                   Nays, none.                   MOTION CARRIED.

While in closed session, the Board discussed the appointment, employment, compensation, discipline, performance or dismissal of a specific employee, pending litigation and collective bargaining matters.

**OTHER BUSINESS**

There were no items to discuss under Other Business.

Adjournment

Prior to adjournment, it was determined that a quorum would not be available for the next meeting scheduled for November 16. After checking calendars, it was agreed the meeting would be rescheduled for Tuesday, November 15.

Motion to Adjourn

At 11:00 a.m., a motion was made by Mrs. Roycealee Wood, second by Dr. Catherine Finger, to adjourn the meeting.

VOICE VOTE:                   Ayes, all.                   Nays, none.                   MOTION CARRIED.

Respectfully submitted by,

Doris Marcinkus  
Recording Secretary

Approved by:

\_\_\_\_\_  
President of the Board

\_\_\_\_\_  
Secretary of the Board