

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY
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Minutes

SEDOL EXECUTIVE BOARD MEETING

October 27, 2011

CALL TO ORDER

The regular meeting of the SEDOL Executive Board was called to order by President Dan Coles at 9:32 a.m. on Thursday, October 27, 2011, at the SEDOL administrative offices in Gages Lake, Illinois.

Pledge of Allegiance

President Coles asked everyone to stand and join him in the Pledge of Allegiance.

ROLL CALL

Board Members Present

Mrs. Diane Campbell, Governing Board Member, Millburn District #24
Dr. Dan Coles, Superintendent, Wauconda Unit District #118
Dr. Theresa Dunkin, Superintendent, Aptakisic-Tripp C.C. District #102
Mrs. Sue Facklam, Governing Board Member, Community Cons. District #46
Mrs. Joanne Osmond, Governing Board Member, Lake Villa District #41
Dr. Jody Ware, Superintendent, Mundelein High School District #120

Board Members Absent

Mrs. Ann Dingman, Governing Board Member, Grayslake Comm. H.S. District #127
Dr. Robert DiVirgilio, Superintendent, Beach Park C.C. District #3
Hon. Royce Wood, Superintendent, Lake County Regional Office of Education

Staff Members Present

Dr. Thomas Moline, Superintendent
Dr. Lea Anne Frost, Assistant Superintendent of Instruction
Dr. Gail Lantvit, Assistant Superintendent of Curriculum and Assessment
Dr. Peggy Lynch, Director of Human Resources
Dr. Carol Du Clos, Program Review & Development Specialist
Ms. Barbara Watson, Director of Business Services
Ms. Doris Marcinkus, Recording Secretary

Staff Members Absent

None

Guests

Joel Smith, STARS Award Recipient
Ms. Julie Rick, Technology Facilitator at Laremont School/Employee of the Month
Mr. Ken Frank, Signature Development Corporation
Ms. Eileen Matluck, President, SEDOL Teachers' Union
Mrs. Glenda Mill, Special Projects Coordinator
Ms. Renee Ullberg, Director of Special Education, Hawthorn Dist. #73
Mrs. Joanne Weick, SEDOL Parent Advisory Board

ACCEPTANCE OF AGENDA

Motion to Accept the Agenda

Motion by Mrs. Sue Facklam, second by Dr. Theresa Dunkin, to accept the amended agenda with addendum.

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

CONSENT AGENDA

Motion to Approve Consent Agenda

Motion by Mrs. Sue Facklam, second by Mrs. Joanne Osmond, to approve the amended consent agenda as follows.

Approval of Minutes

Public and closed session minutes of the regular meeting of September 22 and the special meeting of October 6, 2011

Financial Matters

Paid Accounts Payable List: The following expenditures represent the October 2011 accounts payable list:

Accounts Payable	\$4,393,749.71
9/30/11 Net Payroll	1,102,012.91
10/15/11 Net Payroll	<u>1,105,280.89</u>
	\$6,601,043.51

Treasurer's Report: Report for September 2011

Policy Matter

Based on recommendation in the June PRESS updates, Administration requested approval to change the word "absent" to "unavailable" in Policy 3:70 "Succession of Authority."

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

Anderson, Denice - Special Needs Transition Coach
- \$13.98/hour
- Billed to District #128
- October 17, 2011

Bickelhaupt, Chris - Custodian Floater .5 FTE
- \$10.72/hour
- September 19, 2011

Brandseth, Cherie - HI Interpreter
- BA, Columbia College
- \$16.63/hour
- October 24, 2011

Cardenas, Rosie - Paraprofessional
- AA, College of Lake County
- \$10.43/hour
- October 24, 2011

Clark, Bridget - Special Needs Paraprofessional
- \$10.43/hour
- Billed to District #187
- September 26, 2011

Dagostino, Deirdre - Special Needs Paraprofessional
- BA, Arizona State University
- \$10.43/hour
- Billed to District #187
- October 11, 2011

Diaz, Morgan - Transition Coach
- \$11.80/hour
- September 30, 2011

Jacobs, Karen - Bookkeeper
- BS, University of Wisconsin-Parkside
- \$18.39/hour
- October 24, 2011

McBrien, Jessica - Special Needs Paraprofessional
- \$11.40/hour
- Billed to District #56
- October 11, 2011

Pearlman, Mark - Special Needs Paraprofessional
- \$12.00/hour
- Billed to District #41
- October 26, 2011

Perez, Sergio - Custodian .5 FTE
- \$10.72/hour
- September 19, 2011

Ring, Adua - Special Needs Paraprofessional
- MA, Roosevelt University
- \$12.63/hour
- Billed to District #187
- October 7, 2011

Sierra, Alma - Special Needs Paraprofessional
- \$11.40/hour
- Billed to District #121
- September 22, 2011

Valencia, Luis - Custodian .5 FTE
- \$10.72/hour
- October 3, 2011

Williams, Geoffrey - Paraprofessional
- BA, University of Wisconsin-Parkside
- \$12.25/hour
- September 29, 2011

Resignations/Retirements

Educational Support Personnel

Loustanunau, Chris - Paraprofessional
- Resigned September 26, 2011

Norman, Pamela - Paraprofessional
- Resigned September 23, 2011

Ring, Adua - Paraprofessional
- Resigned October 17, 2011

Stephens, Alana - HI Interpreter
- Resigned October 21, 2011

Certificated/Licensed Staff

Ketterhagen, Janice - Occupational Therapist
- Retiring December 31, 2011

Request for Increase in Contract Time

Thode, Steve - Custodian
- From 4 hours/day to 8 hours/day
- Effective October 3, 2011

Reinstatement of Staff

Scherkenbach, Mary -Registered Nurse
-Effective October 11, 2011

Request for Leave

Nelson, Mary - Paraprofessional
- From 11/4/11 through end of 2011-12

ROLL CALL VOTE:

Ayes:	Mrs. Diane Campbell	Mrs. Sue Facklam
	Dr. Dan Coles	Mrs. Joanne Osmond
	Dr. Theresa Dunkin	Dr. Jody Ware
Nays:	None	
Absent:	Mrs. Ann Dingman	Mrs. Royce Wood
	Dr. Robert DiVirgilio	

MOTION CARRIED.

RECOGNITIONS

Employee of the Month: The Executive Board recognized Julie Rick, technology facilitator at Laremont School, as October's employee of the month.

Student Recognition: The Executive Board recognized Joel Smith, a District #73 student in the ELS Program at Butterfield School, who was selected to receive the STARS award for Students Taking Academically Responsibility Seriously.

PUBLIC COMMENT

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

OLD BUSINESS

Policy Revisions Presented for Second Reading

Motion to Approve Policy Revisions

Motion by Mrs. Diane Campbell, second by Mrs. Sue Facklam, to approve policy revisions as presented.

Section 2B: Executive Board Governance and Operations

- 2:140 Communications to and from the Executive Board
- 2:150 Executive Board Committees
- 2:240-E1 Exhibit – PRESS Issue Updates
- 2:250 Access to District’s Public Records

Section 3: General District Administration

- 3:50 Administrative Personnel Other Than the Superintendent
- 3:60 Administrative Responsibility of the Building Principal and Supervisor **NEW**

Section 4: Operational Services

- 4:15 Identity Protection

Section 5: General Personnel

- 5:40 Communicable and Chronic Infectious Disease
- 5:50 Drug- and Alcohol-Free Workplace
- 5:150 Personnel Records
- 5:200 Terms and Conditions of Employment and Dismissal
- 5:285 Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers
- 5:300 Schedules and Employment Year

Section 6: Instruction

- 6:100 Using Animals in the Educational Program **NEW**
- 6:160 English Language Learners
- 6:190 Extracurricular and Co-Curricular Activities **NEW**
- 6:255 Assemblies and Ceremonies

Section 7: Students

- 7:100 Health, Eye and Dental Examinations, Immunizations, and Exclusion of Students
- 7:230 Misconduct by Students with Disabilities
- 7:260 Exemption from Physical Activity
- 7:270 Administering Medicines to Students
- 7:280 Communicable and Chronic Infectious Disease

Section 8: Community Relations

- 8:110 Public Suggestions and Concerns

VOICE VOTE:

Ayes, all.

Nays, none.

MOTION CARRIED.

NEW BUSINESS

Policy Revisions Presented for First Reading

Administration reported that proposed revisions to the following Executive Board policies were reviewed by the Policy Committee. The policies will be presented for second reading at the November meeting.

Section 1: Special Education District Organization

1:20 District Organization and Operations

Section 3: General District Administration

3:10 Goals and Objectives

Mrs. Osmond recommended a couple of changes to Policy 3:10. Dr. Lynch suggested the proposed changes be reviewed by the Policy Committee prior to second reading at the November meeting.

Planning for Next Governing Board Meeting

The Board reviewed a draft of the agenda for the November 30 Governing Board meeting.

Change Orders for Gages Lake School

Motion to Approve Change Orders

Motion by Mrs. Joanne Osmond, second by Mrs. Sue Facklam, to approve change orders as presented.

Administration reported that Change Orders #31, #41 and #42 were submitted for approval. Only two of the change orders were “adds” totaling \$1,041, and Administration recommended approval. Following is a summary of the change orders.

Change Order #31	S.J. Carlson Fire Protection	Deduct (\$10,351.00)
Change Order #41	RB Construction, Inc.	Add \$655.00
Change Order #42	RB Construction, Inc.	Add \$386.00

ROLL CALL VOTE:

Ayes:	Mrs. Diane Campbell	Mrs. Sue Facklam
	Dr. Dan Coles	Mrs. Joanne Osmond
	Dr. Theresa Dunkin	Dr. Jody Ware
Nays:	None	
Absent:	Mrs. Ann Dingman	Mrs. Royce Wood
	Dr. Robert DiVirgilio	

MOTION CARRIED.

CLOSED SESSION

Motion to Enter into Closed Session

At 10:08 a.m., Mrs. Sue Facklam moved, second by Mrs. Joanne Osmond, for the Board to enter into closed session to discuss appointment, employment, compensation, discipline, performance or dismissal of specific employees.

ROLL CALL VOTE:

Ayes:	Mrs. Diane Campbell	Mrs. Sue Facklam
	Dr. Dan Coles	Mrs. Joanne Osmond
	Dr. Theresa Dunkin	Dr. Jody Ware
Nays:	None	
Absent:	Mrs. Ann Dingman	Mrs. Royce Wood
	Dr. Robert DiVirgilio	

MOTION CARRIED.

Motion to Return to Public Session

At 10:13 a.m., Mrs. Joanne Osmond moved, second by Mrs. Sue Facklam, 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 specific employees.

OTHER BUSINESS

There were no items for discussion under Other Business.

COMMITTEE REPORTS

Update on Construction: Dr. Du Clos provided a brief update on the Gages Lake remodeling. She noted that work is proceeding nicely and should be done by winter break.

PROGRAM/SCHOOL REPORTS

Coordinator Orientation / Disability Mentoring Lunch: Dr. Frost reported that 9 member district special education coordinators participated in an orientation on SEDOL programs and services on October 13. This was followed by the Disability Mentoring Lunch hosted by the Olive Garden in Gurnee.

CLASSIC Conference: Dr. Frost reported that the annual CLASSIC Conference held on October 5 was well attended (131 participants) and was very well received. She also reported that on November 4, Attorney Sara Boucek will make a special presentation geared toward special education in light of the new requirements of Public Act 97-0008.

Wellness Fair: Dr. Lynch reported on staff participation at the annual wellness fair on October 3.

Announcements

- Dr. Moline reported that Robin Litz, itinerant teacher of the visually impaired, received the 2011 Excellence in Teaching Award from the Illinois Federation for the Blind.
- Dr. Moline reported that Perrie Kominsky, speech/language pathologist, received the “Those Who Excel” education award from the Illinois State Board of Education.
- Dr. Moline shared the following “wins” with the Board.
 - 1) Transition staff Pam Evans, Mary Berman and Beth Remedi, presented at the Division of Career Development and Transition Conference in Kansas City on transition services including the College of Lake County College First Program. Mary Berman presented on her special literacy (reading) program.
 - 2) Teachers Diane Gaines and Debbie Settle presented at Closing the Gap Conference on the use of the Smart Board at Laremont School.
 - 3) The Occupational Therapy and Physical Therapy Department recently received the donation of several “Pedal -less” bicycles from Steve Cohn and Joe Ride.
 - 4) Former Chicago Bull Bob Love, who has struggled with stuttering all his life, is coming to Cyd Lash Academy November 4 to speak on speech issues, and he is waiving his \$10,000 fee.
 - 5) Laremont School’s *Run for Scott* fundraiser had 100 participants this year and raised approximately \$2,500.
 - 6) The SEDOL Foundation Family Walk/Run had approximately 320 runners/walkers and 12 special needs athletes and raised about \$30,000.
 - 7) The SEDOL Foundation Golf Outing experienced awesome weather this year and raised more than \$40,000.
 - 8) SEDOL received a grant from Finish Line for \$4,900 to fund the Hippo Therapy (horseback riding) program.
 - 9) Sally Potter School will participate in the Best Buddies Program through a grant they received.
 - 10) The annual SEDOL and SEDOL Foundation Grant-O-Rama is scheduled for Wednesday, November 30, at Gages Lake School, with extended hours from 5:00 to 7:00 pm.
 - 11) Retired SEDOL Supervisor Mike Latham and his wife Mary, a retired SEDOL teacher, recently completed their month-long walk across Spain.

Motion to Adjourn

Motion by Mrs. Sue Facklam, second by Mrs. Joanne Osmond, to adjourn the meeting at 10:23 a.m.

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