

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, July 28, 2022
TIME: 9:30 A.M.
LOCATION: SEDOL Office Bay Room

I. CALL TO ORDER – **ROLL CALL** (Dr. Donnan)

The July meeting of the Executive Board is the annual organizational meeting. In accordance with Executive Board Policy 2:64, the SEDOL Superintendent will: (1) open the meeting; and (2) administer the oath of office to new/re-elected members.

Oath of Office to Members (Dr. Donnan)

At its June meeting, the Governing Board took action to appoint/reappoint members to the Executive Board. Dr. Donnan will administer the oath of office to Dr. Lynn Glickman, Superintendent of Community Consolidated D46 and Ms. Odie Pahl, Governing Board Member from Gurnee D56. Both were reappointed to serve another two-year term expiring June 2024. Dr. Donn Mendoza, Superintendent of Round Lake Unit D116, will replace Mr. Bob Gold who resigned from the Board in June. Dr. Mendoza will serve a two-year term expiring in June 2024. The oath of office is as follows:

"I, (name), do solemnly swear (or affirm) that I will faithfully discharge the duties of the office of member of the Executive Board of the Special Education District of Lake County, in accordance with the Constitution of the United States, the Constitution of the State of Illinois, and the laws of the State of Illinois, to the best of my ability.

I further swear (or affirm) that:

I shall respect taxpayer interests by serving as a faithful protector of the District's assets;

I shall encourage and respect the free expression of opinion by my fellow Board members and others who seek a hearing before the Board, while respecting the privacy of students and employees;

I shall recognize that a Board member has no legal authority as an individual and that decisions can be made only by a majority vote at a public Board meeting; and

I shall abide by majority decisions of the Board, while retaining the right to seek changes in such decisions through ethical and constructive channels;

As part of the Executive Board, I shall accept the responsibility for my role in the equitable and quality education of every student in the District;

I shall foster with the Board extensive participation of the community, formulate goals, define outcomes, and set the course for SEDOL;

I shall assist in establishing a structure and an environment designed to ensure all students have the opportunity to attain their maximum potential through a sound organizational framework;

I shall strive to ensure a continuous assessment of student achievement and all conditions affecting the education of our children, in compliance with State law;

I shall serve as education's key advocate on behalf of students and our community's schools to advance the vision of SEDOL; and

I shall strive to work together with the District Superintendent to lead the District toward fulfilling the vision the Board has created, fostering excellence for every student in the areas of academic skills, knowledge, citizenship, and personal development."

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. Board Designations

1. Appointment of Board Secretary: Historically, the Superintendent has served as Secretary of the Executive Board. Administration recommends continuance of this practice.
2. Naming of Official Newspaper: The Daily Herald has been designated as the official newspaper for purposes of disseminating official notices, etc. Administration recommends continuance of this designation.
3. Designation of Legal Counsel: In October 2006, the Board designated Hodges, Loizzi, Eisenhammer, Rodick and Kohn as legal counsel for the district. Administration recommends continuance of this designation.
4. Designation of Bank Depository: Administration recommends the district's bank depositories be designated as Associated Bank, Libertyville Bank & Trust, and Illinois School District Liquid Asset Fund.
5. Meeting Schedule: Currently, the regular meeting date for the Executive Board is the fourth Thursday of each month at 9:30 a.m. The Board will need to discuss any changes necessary for the coming year. The recommended meeting schedule is as follows:

Executive Board Meetings 2022-23

Usually 4th Thursday of month at 9:30 a.m. in Bay Room at Admin Building

July 28, 2022	February 16, 2023*
August 25, 2022	March 23, 2023
September 22, 2022	April 6, 2023**
October 27, 2022	April 27, 2023
November 10, 2020*	May 25, 2023
December 15, 2022*	June 22, 2023
January 26, 2023	July 27, 2023

*Moved to 2nd or 3rd Thursday due to conferences or winter/spring break

**Special meeting on tentative budget

6. Committee Appointments: The President is responsible for committee appointments. Committees in need of appointments are Personnel, Finance, Policy and Negotiations. The Executive Board President and the Superintendent are ex officio members of all committees. Committee assignments will be discussed during the meeting. Last year's committee assignments are listed below. Board members are encouraged to notify President Pahl if you would prefer to serve on a specific committee. New Board Members need to notify President Pahl their preferred committee.

Personnel
Carey McHugh, Chair
Lynn Glickman

Finance
Jason Lind, Chair
Christy Sefcik

Policy
Joanne Osmond, Chair
Carey McHugh
Mike Karner

Negotiations
Joanne Osmond, Chair
Lynn Glickman

B. Approval of Minutes

Public and closed session minutes of the regular meeting of June 23, 2022. Copies are included in the Board member electronic agenda packet.

C. Financial Matters

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

Accounts Payable	\$1,234,052.54
Payroll Liabilities 06/16/22-06/26/22	\$993,805.33
Net Payroll 06/16/22-06/26/22	\$1,380,001.76
Payroll Liabilities 06/27/22-07/15/22	\$587,438.94
Net Payroll 06/27/22-07/15/22	<u>\$753,546.17</u>
TOTAL	\$4,948,844.74

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

D. Policy Matters

Proposed revisions to the following policies have been reviewed by the Policy Committee. Administration requests approval to change the policies as presented. Red-line copies of the policies are included in Board member electronic agenda packet.

2:230	Public Participation at School Board Mtgs and Petitions to the Board
03:70	Succession of Authority
04:10	Fiscal and Business Management
04:70	Resource Conservation
05:40	Communicable and Chronic Infectious Diseases
05:70	Religious Holidays
05:80	Court Duty
5:110	Recognition for Service
5:140	Solicitation By or From Staff
5:240	Suspension
06:70	Teaching About Religions
06:80	Teaching About Controversial Issues
6:140	Education of Homeless Children
6:330	Achievement and Awards
07:15	Student and Family Privacy Rights
7:270	Administering Medicines to Students
7:285	Anaphylaxis Prevention, Response, and Management Program (renamed)

E. 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

- | | |
|--------------------------|--|
| <u>Beckman, Jill</u> | <ul style="list-style-type: none"> - Paraprofessional – Sector - Budget Approved Vacancy - BA, University of Prince Edward Island - \$20.83/hour - August 23, 2022 |
| <u>Caddell, Alexis</u> | <ul style="list-style-type: none"> - Paraprofessional – Sector - Budget Approved Vacancy - BA/BS, Northwood University - \$19.51/hour (<i>pending verification</i>) - August 23, 2022 |
| <u>Farr, Robin</u> | <ul style="list-style-type: none"> - Paraprofessional 1:1 (<i>D1 will be billed</i>) – Sector - Budget Approved Vacancy - \$17.14/hour - August 18, 2022 |
| <u>Franco, Miguel</u> | <ul style="list-style-type: none"> - Head Custodian – Laremont School - Budget Approved Vacancy - \$22.00/hour - August 1, 2022 |
| <u>Gehrls, Tara</u> | <ul style="list-style-type: none"> - Administrative Assistant – Vocational - Budget Approved Vacancy - \$21.18/hour - August 1, 2022 |
| <u>Harris, Valerie</u> | <ul style="list-style-type: none"> - Paraprofessional – Cyd Lash Academy - Budget Approved Vacancy - \$17.14/hour - August 15, 2022 |
| <u>Herring, Darnisha</u> | <ul style="list-style-type: none"> - Paraprofessional – Fairhaven School - Budget Approved Vacancy - \$17.14/hour (<i>pending verification</i>) - August 15, 2022 |
| <u>Johnson, Halee</u> | <ul style="list-style-type: none"> - Paraprofessional – Laremont School - Budget Approved Vacancy - \$17.14/hour - August 15, 2022 |
| <u>Johnson, Joshua</u> | <ul style="list-style-type: none"> - Paraprofessional – Cyd Lash Academy - Budget Approved Vacancy - \$17.14/hour - August 15, 2022 |

- Kaiser, Candace
- Paraprofessional – Fairhaven School
 - Budget Approved Vacancy
 - \$17.14/hour (*pending verification*)
 - August 15, 2022
- Kerby, Megan
- Paraprofessional – Laremont School
 - Budget Approved Vacancy
 - \$17.14/hour
 - August 15, 2022
- Lavin, Margaret
- Paraprofessional – Gages Lake School
 - Budget Approved Vacancy
 - \$16.72/hour
 - August 15, 2022
- Martinez, Alyssa
- Paraprofessional – Laremont School
 - Budget Approved Vacancy
 - \$17.14/hour (*pending verification*)
 - August 15, 2022
- Mueller, Denise
- Paraprofessional – Cyd Lash Academy
 - Budget Approved Vacancy
 - BS, Illinois State University
 - \$20.83/hour
 - August 15, 2022
- O'Brien, Joanna
- Paraprofessional – Sector
 - Budget Approved Vacancy
 - BA/BS, Northeastern Illinois University
 - \$20.83/hour
 - August 23, 2022
- Pinkowski, Susan
- Paraprofessional – Laremont School
 - Budget Approved Vacancy
 - MS, University of Columbia- Missouri
 - \$20.83/hour
 - August 15, 2022
- Sances, Jennifer
- Paraprofessional – Laremont School
 - Budget Approved Vacancy
 - \$19.39/hour
 - August 15, 2022
- Sterner, Maxwell
- Paraprofessional – Fairhaven School
 - Budget Approved Vacancy
 - BA, Columbia College Chicago
 - \$18.62/hour
 - August 15, 2022
- Zeien, Andrew
- Paraprofessional – Laremont School
 - Budget Approved Vacancy
 - MA, Concordia University Chicago
 - \$20.44/hour (*pending verification*)
 - August 15, 2022

Licensed Staff

- Ascencio, Holly
- Teacher – Gages Lake School
 - Budget Approved Vacancy
 - BS, Southern Illinois University
 - \$41,540 (21-22 schedule)
 - August 15, 2022
- Holston, Sharon
- Teacher – Laremont School
 - Budget Approved Vacancy
 - MA, Indiana University
 - \$60,150 (21-22 schedule)
 - August 15, 2022
- Nonet, Katia
- School Social Worker - Sector
 - Budget Approved Vacancy
 - MSW, Dominican University
 - \$51,510 (21-22 schedule)
 - August 15, 2022
- Smith, Cooper
- Teacher – Regional Safe School Program
 - Budget Approved Vacancy
 - MA, Illinois Aurora University
 - \$46,525 (21-22 schedule)
 - August 15, 2022
- White, Jill
- Speech/Language Pathologist – Fairhaven School
 - Budget Approved Vacancy
 - MA, University of Louisiana
 - \$65,758 (21-22 schedule)
 - August 15, 2022

2. Resignations/RetirementsEducational Support Personnel

- Bolke, Bailey
- Paraprofessional – John Powers Center
 - Original Hire Date: August 10, 2020
 - Resigned July 11, 2022
- Gold, Eric
- Paraprofessional – Seymour
 - Original Hire Date: August 15, 2013
 - Resigned July 6, 2022
- Lehocky, Cristyn
- Paraprofessional – Fairhaven School
 - Original Hire Date: August 16, 2021
 - Resigned June 29, 2022
- Maine, Teri
- Paraprofessional – Cyd Lash Academy
 - Original Hire Date: October 1, 2015
 - Resigned June 30, 2022
- McMurray, Christopher
- Paraprofessional – Fairhaven School
 - Original Hire Date: August 16, 2021
 - Resigned July 20, 2022
- Mosconi, Jenna
- Paraprofessional – Fairhaven School
 - Original Hire Date: August 13, 2020
 - Resigned July 15, 2022

Parker, Alexandra - Paraprofessional – Fairhaven School
 - Original Hire Date: December 13, 2021
 - Resigning August 1, 2022

Sorensen, Bethany - Administrative Assistant to Educational Services
 - Original Hire Date: September 30, 2019
 - Resigning August 12, 2022

Williams, Kim - Paraprofessional – Transition
 - Original Hire Date: January 4, 2015
 - Resigned July 14, 2022

Woodrow, Lynette - Paraprofessional – Laremont School
 - Original Hire Date: February 5, 2001
 - Resigning June 30, 2022

Licensed Staff

Brueck, Jennifer - School Social Worker
 - Original Hire Date: August 13, 2020
 - Resigned July 7, 2022

Esquivel, Paige - School Social Worker – Private Placement
 - Original Hire Date: August 16, 2012
 - Resigned July 13, 2022

Kinder, Tara - DHH Itinerant
 - Original Hire Date: August 24, 1998
 - Resigned July 22, 2022

McMorrow, Erin - Teacher - Transition
 - Original Hire Date: August 15, 2022
 - Resigned July 13, 2022

Plath, Carolyn - Speech/Language Pathologist
 - Original Hire Date: August 13, 2020
 - Resigned July 12, 2022

Sowle, Megan - Audiologist
 - Original Hire Date: August 13, 2018
 - Resigned June 29, 2022

3. Reinstatement of Staff for 2022-23

Licensed Staff

Mshaiel, Ahmad - Vision Itinerant (.4 FTE)

Motion to Approve Consent Agenda — ROLL CALL VOTE

Move approval of consent agenda items and addendum as presented.

4. SEDOL 2022-23 Vacancies

1	Sector Supervisor	Administration Bldg
5	Speech/Language Pathologists (08/15/22)	Various
3	Social Workers (08/15/22)	Various
1	Part-time Social Worker (08/15/22)	Various

1	School Psychologist (08/15/22) (<i>contract pending</i>)	Various
3	RN FT/PT (08/15/22)	Various
1	Part-time Orientation & Mobility Specialist (08/15/22)	Various
1	Sign Language Interpreters (08/15/2022)	Various
1	Admin Assistant of Educational Services	Administration Bldg
1	Mathematics Teacher	RSSP
1	Audiologist Part-time	Administration Bldg
1	DHH Teacher	JPC
2	LASSO III Teacher (08/15/22) (<i>2 contracts pending</i>)	Fairhaven School
1	ELP Transition Teacher (<i>contract pending</i>)	Laremont School
2	Lasso Teacher EC (08/15/2022)	Fairhaven School
1	REACH Transition Teacher (08/15/2022)	Seymour
1	LASSO I Teacher Grades 6-8 th	TBD
1	LASSO II Teacher	Wauconda
1	LASSO I Teacher 3 rd -5 th (<i>contract pending</i>)	Millburn Elementary

5. District Contract Vacancies

1	Hearing Itinerant	Various
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V. 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.

VI. OLD BUSINESS

A. Extended Agreement for IAES Services — **ACTION NEEDED** (Mr. Taterka)

Administration recommends approval of a one-year extension of the agreement with Connections Day School to continue to provide the Interim Alternative Educational Setting (IAES) for students requiring a 45-day alternative setting and/or an extended case study evaluation in response to significant behavioral infractions in their home school. The proposed extension is included in your electronic packet.

Motion to Approve Extended Agreement — ROLL CALL VOTE

Move approval of a one-year extension of the agreement with Connections Day School as presented.

VII. NEW BUSINESS

A. Long Term Facilities Plan- Graves Design Group – ***ACTION NEEDED*** (Dr. Donnan/Ms. Loris)

Administration recommends the approval of the Facilities Survey, Condition Assessment, and the 5-Year Planning Project between the Special Education District of Lake County and Graves Design Group for \$75,400.00. A copy is included in your electronic packet.

Motion to Approve Facilities Plan — *ROLL CALL VOTE*

Move approval of the 5-Year Planning Project between the SEDOL and Graves Design, Inc. for \$75,400.00 as presented.

B. FY23 Food Service Contract Woodland School District 50 - ***ACTION NEEDED*** (Ms. Loris)

Administration recommends the approval of the FY23 Food Service Contract with Woodland School District 50. A copy is included in your electronic packet.

Motion to Approve Contract— *ROLL CALL VOTE*

Move approval of the FY23 Food Service Contract with Woodland School District 50 as presented.

C. Organizational Chart — ***ACTION NEEDED*** (Dr. Donnan)

Administration recommends approval of the 2022-23 Organizational Chart as presented. A copy is included in your electronic packet.

Motion to Approve Organizational Chart — *ROLL CALL VOTE*

Move approval of the organizational chart as presented.

D. Return to School Discussion – ***INFORMATIONAL*** (Dr. Donnan)

SEDOL Administration will provide an update regarding planning for the return to school in the fall including current staffing needs.

E. FOIA – ***INFORMATION*** (Dr. Wojcik)

On Friday, July 1, 2022, SEDOL received a FOIA request from Illinois Retired Teachers Association requesting the following:

- name and email address of any certified staff (teachers, administrators, nurses, counselors, etc.) who have announced their retirement for any date or year in the future and the year they plan to retire.

Dr. Wojcik responded to this request electronically on July 7, 2022.

VIII. 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.**

Motion to Return to Public Session – VOICE VOTE

Move the Board return to public session.

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

Evidence of Exceptional Service

1. SEDOL ESY successfully supported 337 students and we had 17 enrolled in the Voc Summer Enrichment Program.
2. SEDOL's ISBE Community Partnership Grant has begun to meet and gained Lake County Juvenile Justice and NICASA s partners to the project.

V. EXECUTIVE BOARD MEMBER COMMENTS (Ms. Pahl)

VI. 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, July 28, 2022 – 9:30 a.m.
 Thursday, August 25, 2022 – 9:30 a.m.
 Thursday, September 22, 2022 – 9:30 a.m.
 Thursday, October 27, 2022 – 9:30 a.m.
 Thursday, November 10, 2022 – 9:30 a.m.
 Thursday, December 15, 2022 – 9:30 a.m.
 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

*The Executive Board will approve the 2022-23 meeting schedule at its July meeting.

2022-23 Governing Board Meeting Schedule

Wednesday, August 24, 2022 – 7:00 p.m.
 Wednesday, December 7, 2022 – 7:00 p.m.
 Wednesday, March 1, 2023 – 7:00 p.m.
 Wednesday, June 7, 2023 – 7:00 p.m.

6:30 p.m. Public Hearing - Budget