



**Valerie M. Donnan, M.Ed.**  
*Superintendent*

### **Executive Board Meeting Summary** **Thursday, December 17, 2020**

The Executive Board meeting was structured to allow public viewing and public comment via webinar due to the Governor's Emergency Proclamation. Registration was through the link provided and up to the start of the webinar. The public was able to register for public comment until 8:30 a.m.

#### **CONSENT AGENDA**

Minutes and financial matters were approved along with the following personnel items:

- ~ Request for Contracts for 4 educational support personnel (ESP)
- ~ Resignations/retirements by 3 ESP and 1 licensed staff

#### **RECOGNITION**

##### STARS Student

The Board recognized a student from Sybil Wren's classroom at Gages Lake School as the STARS Student for December. This student was recognized for his huge gains in remote learning. He has consistent attendance and participation and always gives his best. He is now using his voice and talking in full sentences!

##### Employee of the Month

The Board recognized Sherri Vinci, 1:1 ELP Laremont Nurse as December's Employee of the Month. Sherri is a very dedicated nurse, always striving to meet her student's needs. She is very professional and maintains communication with SEDOL staff and her student's mother. She is always willing to help other staff and students when possible.

#### **PUBLIC COMMENT**

Public Comment was afforded to the general public via the web-conference registration link.

There was one person who spoke: Rebecca Slye, SEDOL STU Co-President.

Rebecca spoke on how appreciative she was of the Board this year. She also spoke about how much she has learned from Administration and the Board over the past 5 years. Rebecca notified the Board that she would be stepping down as the STU Co-President however, Michelle Clark would remain as President and Dennis Smith would become Vice-President. Dr. Sefcik thanked Rebecca for her leadership and Mrs. Osmond praised her for the work she accomplished as Co-President.

#### **OLD BUSINESS**

There was no Old Business

#### **NEW BUSINESS**

##### FY20 Audit

The FY audit report was delayed this year because of the IDEA funding and the necessity for detail to those items. Ms. Watson explained that there were no significant findings or journal entry adjustments in the audit. The Board approved the FY20 audit.

##### FY21 Budget Update

The Board was updated on the FY21 Budget. Normally, this update would be completed with the FY22 budget presentation in April 2021 however, Ms. Watson felt that due to the uncertainty that FY21 has brought, it was best to provide an earlier update.

##### Lawn Service Bids

With the current lawn service contract set to expire in March, Ms. Watson provided a timeline for bids.

### Medical Waste Management

SEDOL will begin providing 1:1 related services in January and with the plan for hybrid learning to resume at some point, the Lake County Health Department has recommended symptomatic testing. To do this a CLIA Waiver is required allowing SEDOL nurses to administer tests in schools. Through this waiver, "labs" will be set-up in the SEDOL school buildings (Fairhaven, CLA, GLS, Laremont, JPC, and South School). Used testing products will need to be disposed of properly therefore, Ms. Watson has been in discussion with medical waste management and now SEDOL is currently investigating this emergency service.

### Life Safety Report 2020-21

The Life Safety Report was shared with the Board. There were minimal violations and most have been rectified or are in the process of being rectified.

### Lakeside Contract Extension

The Board reviewed and approved the 2021/22 Lakeside contract which includes a 3% increase.

### COVID-19 Benefits

As the pandemic continues, SEDOL has experienced an increase in staff and students personally being impacted by COVID-19. The SEDOL Executive and Governing Boards recognize the exceptional services SEDOL staff provide and want to ensure that staff know how much they mean to the SEDOL community.

#### A. Non-Union COVID-19 Benefits

Dr. Lynch reviewed the following Non-Union COVID-19 Benefits:

1. Families First Coronavirus Response Act (FFCRA)
2. Paid Administrative Leave
3. Attendance Bonus- suspended
4. Retention Bonus enacted
5. Substitute Certification

These benefits will be in retro effective as of December 3, 2020. The Board approved these benefits for the SEDOL Non-Union group.

#### B. Administration COVID-19 Benefits

Dr. Lynch reviewed the following Administration COVID-19 Benefits:

1. Families First Coronavirus Response Act (FFCRA)
2. Paid Administrative Leave

These benefits will be in retro effective as of December 3, 2020. The Board approved these benefits for the SEDOL Administrative group.

### **CLOSED SESSION**

The Board entered into closed session to discuss:

- 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.

### **OTHER BUSINESS**

#### Termination of Support Staff

1. The Board approved to terminate support staff employee Cameron Connard.
2. The Board approved to terminate support staff employee Amanda Potter.

### **PROGRAM/SCHOOL REPORTS**

#### A. Evidence of Exceptional Services

1. Willow House continues to provide social emotional support during the pandemic to both staff and students.
2. Cyd Lash Academy Virtual Field Trip RBG Exhibit had twenty students participate on December 1<sup>st</sup>.

3. One of the Cyd Lash Academy students was chosen for a leadership forum at Holocaust Museum to be hosted virtually.
4. Cyd Lash Academy received a donation form the Knights of Columbus to support celebrating student success!
5. Cyd Lash Vocational Team (Kim Barkus, Tamyra Sutton, and Daniel Johnson) has restarted the CLA Job Club.
6. Students are in attendance and learning about DRS and Employment Services.
7. Registration (200+) for the virtual Lake County Resource Fair is almost doubled from in-person years in the past.
8. The SEDOL Foundation had a very successful One Special Night. We met our goal of over \$25,000.00 raised.

**B. In Memoriam**

Mrs. Janet Mazella, former SEDOL Adaptive PE Teacher, passed away on November 26, 2020. Janet worked with SEDOL from 01/05/2004 - 05/26/2017.

**BOARD MEMBER COMMENT**

Mrs. McHugh noted that she has attempted to reach out to SEDOL Governing Board members in an effort to fill the vacancy on the Executive Board. Dr. Sefcik asked that the SEDOL Executive Board Superintendents reach out to their School Board members.

**COMMITTEE REPORTS**

There were no committee reports.

**ADJOURNMENT**

With no other items to discuss, the meeting was adjourned.

**2020-21 Executive Board Meeting Schedule** *SEDOL Office Bay Room*

- Thursday, January 28, 2021 – 9:30 a.m.
- Thursday, February 25, 2021 – 9:30 a.m.
- Thursday, March 18, 2021 – 9:30 a.m.
- Thursday, April 8, 2021 – 9:30 a.m. *Special Meeting to Review Tentative Budget*
- Thursday, April 22, 2021 – 9:30 a.m.
- Thursday, May 27, 2021 – 9:30 a.m.
- Thursday, June 24, 2021 – 9:30 a.m.
- Thursday, July 22, 2021 – 9:30 a.m.

**2020-21 Governing Board Meeting Schedule**

- Wednesday, March 3, 2021 – 7:00 p.m.
- Wednesday, June 2, 2021 – 7:00 p.m.

**Professional Vacancies Anticipated for 2020-21**

- 1 Assistant Superintendent of Educational Services
- 1 Part-Time School Social Worker (Transition)
- 1 Emotional/Behavioral Needs Teacher (Gages Lake School)
- 1 LASSO Autistic Teacher (Millburn)
- 1 Art Therapist (Various)
- 1 Vocational Facilitator
- 1 Substitute Teacher (Various)