

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY

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Valerie M. Donnan, M.Ed.
Superintendent

TO: Executive Board Members
FROM: Administration
RE: Executive Board Meeting
DATE: Thursday, April 22, 2021
TIME: 9:30 A.M.
PLACE: SEDOL Office Bay Room

If you would like to attend the meeting you have two options;

1. Physical Access- Members of the public body are welcome to attend but will need to complete the self-certification process including a temperature check prior to entry. Due to social distancing a limited number of individuals will be allowed in the physical room. Physical distancing and mask usage are required. Please RSVP to Sara Martinez at smartinez@sedol.us or 847-986-2319 by 8:00 a.m. on Thursday, April 22, 2021.
2. Via Webinar- Please register through:
<https://attendee.gotowebinar.com/register/5342739619310171152>
To participate in Public Comment, please go to page 2-3 of this agenda and use the link to register. You will need to be registered by 8:30 a.m. on April 22, 2021.

I. CALL TO ORDER/ROLL CALL (Dr. Sefcik)

II. PLEDGE OF ALLEGIANCE (Dr. Sefcik)

III. ACCEPTANCE OF AGENDA — **ACTION NEEDED** (Dr. Sefcik)

Motion to Accept/Amend Agenda — ROLL CALL VOTE

Move the agenda be accepted/amended as presented/recommended.

IV. CONSENT AGENDA — **ACTION NEEDED** (Dr. Sefcik)

A. Approval of Minutes: Public and closed session minutes of the regular meeting of March 18, 2021 and the public and closed session minutes of the special meeting of April 8, 2021 are included in Board member agenda packets.

B. Financial Matters

1. Paid Accounts Payable List: The following expenditures represent the April, 2021 accounts payable list:

Accounts Payable	\$405,173.69
Payroll Liabilities 03/31/21	\$776,665.04
Net Payroll 03/31/21	\$880,093.28
Payroll Liabilities 04/15/21	\$765,915.80
Net Payroll 04/15/21	<u>\$869,381.04</u>
TOTAL	\$3,697,228.85

- 2. Treasurer’s Report: The treasurer’s report for March, 2021 is included in the Board member agenda 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. Resignations/Retirements

Educational Support Personnel

- Johnson, Kyle - Paraprofessional – Gages Lake School
- Resigned April 16, 2021
- Rice, Titana - Paraprofessional – South School
- Resigned April 9, 2021

Motion to Approve Consent Agenda — ROLL CALL VOTE

Move approval of consent agenda items and addendum as presented.

2. Professional Vacancies Anticipated for 2020-21

- 1 Registered Nurse 1:1 (Laremont)
- 1 Part-Time School Social Worker (Transition)
- 1 Emotional/Behavioral Needs Teacher (Gages Lake School)
- 1 Requisition/Purchasing Agent (Administration)
- 1 Director of Technology (Beginning 7/1/21)
- 1 Art Therapist (Various)
- 1 Substitute Teacher (Various)

V. RECOGNITION (Mrs. Donnan)

A. STARS Student

The Board will recognize a Transition student from Ms. Joan Parker’s class as the STARS Student for April.

B. Employee of the Month

The Board will recognize Ms. Paula Katz-Urbe, Paraprofessional at John Powers Center as April’s employee of the month.

VI. PUBLIC COMMENT (Dr. Sefcik)

- Public participation is being afforded to the general public via web-conference. To participate, please register by clicking on this link:
<https://attendee.gotowebinar.com/register/5342739619310171152>

Public comment is being afforded to the general public via web-conference. Anyone who would like to address the Board during public participation may do so by following particular registration requirements that are described on our agenda.

The individual needs to register by clicking on this link:

<https://attendee.gotowebinar.com/register/5342739619310171152>

prior to 8:30 a.m. on Thursday, April 22, 2021 with their name, address and phone number.

- Speakers for public comment are asked to strictly observe SEDOL's Public Participation Guidelines, including limiting their comments to five minutes.
- Certain groups that are impacted by the agenda topics for SEDOL's meeting are being afforded the opportunity to have a very limited number of pre-approved attendees physically present for the Board meeting and those attendees may give in-person public comment. Only approved attendees will be permitted to be present in person for the meeting.
- SEDOL plans to revise this plan to the extent the Governor issues an Emergency Order relaxing the OMA or providing flexibility to public boards.

President Sefcik 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. Net 56 Student Data Privacy Cybersecurity Agreement — **ACTION NEEDED** (Ms. Watson)

Administration recommends approval of the Net 56 Student Data Privacy Cybersecurity Agreement in the amount of \$2,850/month for 12 months effective May 1, 2021. A copy of the contract is included in Board member agenda packets.

Motion to Approve Agreement – ROLL CALL VOTE

Move approval of the Net56 Student Data Privacy Cybersecurity agreement as presented.

B. CRW, Inc. Contract Approval — ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the CRW, Inc. contract in the amount of \$119,460. CRW, Inc. will install fiber cables on the SEDOL Gages Lake campus to upgrade the fiber infrastructure and increase bandwidth. A copy of the contract is included in Board member agenda packets.

Motion to Approve Contract – ROLL CALL VOTE

Move approval of the CRW, Inc. contract as presented.

C. Cyd Lash Academy Carpet/Tile Project – ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the contract with Iskalis American Floor Show to include the Base Bid, Alt1, and Alt2 in the amount of \$143,000 for the carpet/tile project at Cyd Lash Academy. The final bid form is included in Board member agenda packets.

Motion to Approve Contract – ROLL CALL VOTE

Move the Board award the proposed bid for the carpet/tile project to Iskalis American Floor Show as presented.

D. South School Gym Floor Contract – ***ACTION NEEDED*** (Ms. Watson)

Administration recommends approval of the contract with Douglas Floor Covering, Inc. in the amount of \$35,500 for replacement of the South School gym floor. This includes the Base Bid of \$34,000 plus an allowance of \$1500. The final bid form and letter of recommendation from Wold, Inc. are included in Board member agenda packets.

Motion to Approve Contract – ROLL CALL VOTE

Move the Board award the proposed bid for the gym floor replacement project to Douglas Floor Covering, Inc. as presented.

E. Policy Revision for Second Reading – ***ACTION NEEDED*** (Mrs. Osmond, Dr. Lynch)

Proposed revisions to the following policies were reviewed by the Policy Committee. These policies are presented again for second reading and Board approval. A red-line copy is included in the Board member agenda packet.

03:40	Superintendent
04:90	Student Activity and Fiduciary Funds
06:20	School Year Calendar and Day
6:310	High School Credit for Non-District Experiences
7:325	Student Fundraising Activities

Motion to Approve Policy Revisions – ROLL CALL VOTE

Move approval of the policy revisions as presented.

VIII. NEW BUSINESS

A. Transfer of 179D Tax Deduction – ***ACTION NEEDED*** (Ms. Watson)

Administration requests approval to grant the United States Energy Policy Act for enhances energy efficiency and power use, section 179D credits to Wold Architects, Inc. for work completed on the Fairhaven School Project. Documents are included in the Board member agenda packet.

Motion to Approve Transfer – ROLL CALL VOTE

Move approval of the transfer of the 179D credits as presented.

B. Resolution to Set Hearing on Interfund Transfer – **ACTION NEEDED** (Ms. Watson)

At the May meeting, the Executive Board will be asked to approve a resolution authorizing an interfund transfer from the Education Fund to the Transportation Fund (\$350,000) and from the Education Fund to the O & M Fund (\$725,000). In order to do this, there are specific criteria that must be met including holding a public hearing to discuss the interfund transfers.

Administration recommends the public hearing be held immediately prior to the regular Executive Board meeting on Thursday, May 27, beginning at 9:00 a.m. The Board will be asked to adopt the attached resolution to set the public hearing.

Motion to Adopt Resolution – ROLL CALL VOTE

Move adoption of the resolution setting a hearing to discuss an Interfund Transfer as presented.

C. Net 56 Network Switch Agreement Approval — **ACTION NEEDED** (Ms. Watson)

Administration recommends approval of agreement with Net56 to install and configure network switches related to the fiber project. The cost of this three phase agreement is calculated at 35.5 hours at \$230/hour for an estimated amount of \$8,165 and is reimbursable from e-rate category 2 funding.

Motion to Approve Agreement – ROLL CALL VOTE

Move approval of the Net56 Network Switch agreement as presented.

D. CRW Inc. Agreement — **ACTION NEEDED** (Ms. Watson)

Administration recommends approval of the agreement with CRW Inc. to remove existing ethernet, supply, and install fiber from the administration building to the maintenance building. The cost is calculated for two technicians at 16/hrs. each x \$105/hr. for a cost of \$3360 and a material costs at \$1750 for an estimated cost of \$5110. A copy of the agreement is included in Board member agenda packets.

Motion to Approve Agreement – ROLL CALL VOTE

Move approval of the CRW Inc. agreement as presented.

E. SEDOL 2015 Bond Review – **INFORMATIONAL** (Ms. Watson)

Ms. Watson will discuss the Moody bond review. A copy is included in the Board member agenda packets.

F. FOIA

Two requests were received for the Lawn and Ground Maintenance bid tabulation from March 4, 2021.

1. Jenna Lass, Landscape Concepts Mgmt. - request received March 11, 2021 - document sent March 26, 2021
2. Preston Dedi, Chicagoland Construction.com - request received March 12, 2021 - document sent March 26, 2021

G. Tentative Budget for FY22 — **ACTION NEEDED** (Ms. Watson)

Administration will seek a recommendation regarding presentation of the tentative budget to the Governing Board at its June 2 meeting. The tentative budget and overview were reviewed at the special Executive Board meeting on April 8. A copy is included in the Board member agenda packets.

Motion to Approve Tentative Budget — ROLL CALL VOTE

Move approval of the tentative budget for FY22 and recommend approval by the Governing Board at its June 2 meeting.

H. Strategic Plan Update/Superintendent Goals — INFORMATIONAL (Mrs. Donnan)

Mrs. Donnan will present the Strategic Plan and include an update on the Superintendent goals with the Board.

I. Request for Non-Member District Placements — ACTION NEEDED (Mrs. Donnan)

Administration recommends approval of the requests by Kildeer District #96, Crystal Lake District #155, and Richmond Burton District #157 to place students in SEDOL programs for the 2021-22 school year. District #96 is requesting continuation of placement for one student at John Powers Center, District #155 is requesting continuation of placement for one student at Grayslake North HS, and District #157 is requesting continuation of placement for one student at Cyd Lash Academy. The districts will be billed based on the non-member district tuition schedule and will continue to be responsible for transportation costs and for the costs associated with any additional support needed as a result of the placement.

Motion to Approve Requests — ROLL CALL VOTE

Move approval of the requests by Kildeer District #96, Crystal Lake District #155, and Richmond Burton District #157 for continuation of placement in SEDOL programs as presented.

J. Planning for June Governing Board Meeting — INFORMATIONAL (Mrs. Donnan)

The Board will be asked to review a draft of the agenda for the June 2 Governing Board meeting. The draft is included in Board member agenda packets

IX. CLOSED SESSION

Motion to Enter into Closed Session – ROLL CALL VOTE

Move the Board enter into closed session to discuss:

1. 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.
2. 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.
3. 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.

Motion to Return to Public Session – ROLL CALL VOTE

Move the Board return to public session.

X. OTHER BUSINESS

- a. Recommendation for FY22 Personnel Reduction in Force — **ACTION NEEDED** (Dr. Lynch)

Administration recommends the Executive Board approve necessary personnel reductions for the 2021-22 school year by taking action on the following motion.

Motion to Adopt Document #1 — ROLL CALL VOTE

Move adoption of the Resolution labeled Document #1 regarding the Honorable Dismissal of Educational Support Personnel Employees.

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

Evidence of Exceptional Service

- SEDOL Sign Language Interpreters have received equipment to assist them in making sure all students are able to access communication in their classes.
- Second City's Improv sessions have been a huge support to SEDOL Transition students during the pandemic.
- Cyd Lash Academy had a 10% increase in passed classes in the third quarter of this school year.
- SEDOL CAVT staff have started to provide exceptional services in person to an increased number of member districts.

XII. EXECUTIVE BOARD MEMBER COMMENTS (Dr. Sefcik)

XIII. COMMITTEE REPORTS

XIV. ADJOURNMENT – **ACTION NEEDED** (Dr. Sefcik)

Motion to Adjourn — ROLL CALL VOTE

Move the Board Adjourn.

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

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, June 2, 2021 – 7:00 p.m.

RESOLUTION SETTING A HEARING TO DISCUSS INTERFUND TRANSFERS

WHEREAS, pursuant to Section 17-2A of the *School Code* (105 ILCS 5/17-2A), the regulations of the Illinois State Board of Education, the Articles of Joint Agreement of the Special Education District of Lake County (“SEDOL” or “District”) and the delegation of authority to the SEDOL Executive Board, the SEDOL Executive Board (“Board”) by proper resolution, may authorize the Treasurer to make budgeted interfund transfers between the Educational, Operations and Maintenance, and Transportation Funds; and

WHEREAS, to the extent applicable, Section 17-2A requires such transfers to be preceded by a public hearing set by the Board or Board President and 1) at least one notice, over the name of the Board Secretary or Clerk, published at least seven (7) days and not more than thirty (30) days prior to the hearing in a newspaper of general circulation within the District, and 2) a notice, over the name of the Board Secretary or Clerk, posted at least forty-eight (48) hours before the hearing at the principal office of the Board, or the building where the hearing is to be held *if a principal office does not exist*, with both notices setting forth the time, date, place and subject matter of the hearing; and

WHEREAS, the Board has determined that it is in the best interests of the District to transfer money currently in the Educational Fund to the Operations and Maintenance and Transportation Funds.

NOW, THEREFORE, It Is Hereby Resolved by the SEDOL Executive Board as follows:

Section 1. The Board has determined that it is in the best interests of the District to transfer the following amount between the following funds:

<u>Amount</u>	<u>Transfer From</u>	<u>Transfer To</u>
\$725,000	Educational	Operations and Maintenance
\$350,000	Educational	Transportation

Section 2. A hearing shall be held on May 27, 2021 at 9:00 a.m., at the District Office to discuss the proposed transfer.

Section 3. The Secretary is authorized and directed to publish notice of said hearing at least seven (7) days and not more than thirty (30) days prior to the hearing in a newspaper of general circulation within the District, and to post a notice, at least forty-eight (48) hours before the hearing, ***[at the principal office of the Board] OR [at the building where the hearing is to be held (if a principal office of the Board does not exist)]***. Both notices shall be in substantially the following form:

NOTICE OF HEARING

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY
STATE OF ILLINOIS

NOTICE IS HEREBY GIVEN that a hearing will be held on May 27, 2021, at 9:00 a.m., at the District Office to discuss the intention of the Executive Board of the Special Education District of Lake County to transfer Seven Hundred Twenty-Five Thousand Dollars (\$725,000) from the Educational Fund to the Operations and Maintenance Fund and Three Hundred Fifty Thousand Dollars (\$350,000) from the Educational Fund to the Transportation Fund pursuant to the provisions of the Illinois *School Code*.

Dated at Gages Lake, Illinois, this 22nd day of April, 2021.

Valerie M Donnan
Secretary, SEDOL Executive Board

Section 4. This Resolution shall be in full force and effect immediately upon its adoption.

ADOPTED this 22nd day of April, 2021, by the following roll call vote:

AYE:

NAY:

ABSENT:

President, Executive Board

ATTEST:

Secretary, Executive Board