

NOTICE

A Quorum of Board of Education Members
of
Diamond Lake School District 76

may be in attendance at the
Regular Meeting

At
West Oak Middle School Cafeteria
26156 N Acorn Lane
Mundelein, Illinois 60060

on
Tuesday, May 5, 2020 at 7:00 PM

- I. Call to Order / Roll Call
- II. Pledge of Allegiance
- III. Public Comments (Agenda Items Only)
- IV. Presentations
 - A. Distant Learning Opportunity Updates
 - B. Sparkle On: Teacher Appreciation
- V. Business Agenda
 - A. Administrative: Review Omnibus Vote Agenda
 - B. Administrative: Review School Treasurer Appointment
 - C. Administrative: Review Treasurer's Bond
 - D. Administrative: Review Resolution for Board Meeting Dates 20/21
 - E. Personnel: Approve Resolution for New Hire(s), Leave of Absence:
 - Action**
 - 1. New Hire(s):
 - Blake Dole; DW, Special Services Coordinator; Effective:
August 2020
 - 2. Leave of Absence:
 - Larz Campbell; WOIS, Physical Education; Effective:

8/19/20-8/28/20

- VI. Board Discussion
 - A. Community Liaison Job Description
- VII. Freedom of Information Requests (0)
- VIII. Notices and Communications
 - A. BOE Calendar
 - B. Daily Herald Article: Land swap clears way for new public park, flood-relief effort in Mundelein
 - C. Annual Local Education Agencies Determinations
- IX. Public Comments and Petitions (Non-Agenda Items)
- X. Others
 - A. Daily Herald: DLS leaders show teachers signs of appreciation
 - B. Health Insurance Renewal
- XI. Adjournment



Diamond Lake School District 76
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Diamond Lake School District 76 Board of Education
Committee of the Whole Meeting Minutes
Tuesday, May 5, 2020
Presentations

[Distance Learning Opportunities Update](#)



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Diamond Lake School District 76 Board of Education
Committee of the Whole Meeting Minutes
Tuesday, May 5, 2020
Presentations: Teacher Appreciation

[Sparkle On Video: Teacher Appreciation](#)



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BOARD OF EDUCATION
COMMITTEE OF THE WHOLE MEETING
Tuesday, May 5, 2020

The resolution is being submitted for approval at the Business Meeting on May 19, 2020.

AGENDA ITEM V-A

Administrative: Review Omnibus Vote Agenda

Items under the Omnibus Vote Agenda are considered routine and/or non controversial and will be approved by one motion. If any one Board member, staff, administrator, or citizen wishes to have a separate vote on any item or items, that item or items will be pulled from the Omnibus Vote Agenda and voted on separately.

BE IT RESOLVED, that the Diamond Lake 76 Board of Education accepts and approves the Omnibus Vote Agenda, Items A thru E as listed:

- A. Approval of Minutes
 - Business Meeting Minutes 4/21/2020
 - Committee of the Whole Meeting Minutes 5/05/2020

- B. Approve Destruction of Audio Recordings of Executive Session Minutes:
 - 9/18/2018

- C. Acceptance of Treasurer’s Report 4/2020

- D. Approval of Payrolls 4/15/2020, 4/30/2020*

- E. Approval of Current Bills:
 - Education Fund: \$
 - West Oak Activity Fund \$
 - Diamond Lake Activity Fund \$
 - West Oak Intermediate Activity Fund \$
 - Operations/Maintenance Fund: \$
 - Debt Service Fund: \$
 - Transportation Fund: \$
 - Capital Outlay: \$
 - TOTAL \$

*Pre-approval of Payrolls not to exceed \$400,000.00 each.



Diamond Lake School District 76
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BOARD OF EDUCATION
COMMITTEE OF THE WHOLE MEETING
Tuesday, May 5, 2020

Agenda Item V-B

Administrative: Review Resolution for Appointment of Treasurer

The following item is included for approval at the Business Meeting on Tuesday,
May 19, 2020:

WHEREAS, the School Code (105 ILCS 5/8-1) instructs the trustees of schools to appoint a treasurer who shall be the custodian of school funds and responsible for all receipts, disbursements, and investments of the school funds, and pays orders issued by the School Board;

AND WHEREAS, Mr. Eric Rogers, will assume the position of Director of Finance and Operation on 07/01/20 and possesses the qualifications set forth in Section 5-1(b) of the School Code;

THEREFORE, BE IT RESOLVED, the Diamond Lake School District Board of Education appoints Mr. Eric Rogers to serve as Treasurer for Diamond Lake School District 76 for a one-year period, beginning on 07/01/20 for the annual compensation of \$3,000.00.

SCHOOL TREASURER APPOINTMENT

Date: 5/05/2020

Return to: Roycealee J. Wood
Regional Superintendent of Schools
800 Lancer Lane, Suite E-128
Grayslake, IL 60030-2656

We, the undersigned, PRESIDENT and SECRETARY of said Board of Education, hereby certify that we have duly appointed the following person as Treasurer for our School District for a 1 year term beginning July 1, 20 20__ .

Eric Rogers

Name of Treasurer

26156 N. Acorn Lane

Address where checks are to be mailed

Mundelein, IL 60060

City, State, Zip

Treasurer's Telephone Number: 847-566-9221

Treasurer's Email Address: erogers@dist76.org

Is Treasurer an employee of the School District? Yes

The salary of said Treasurer is \$ 3,000 per year

Board President

Board Secretary

Board of Education, School Dist. # 76



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BOARD OF EDUCATION
COMMITTEE OF THE WHOLE MEETING
Tuesday, May 5, 2020

Agenda Item V-C

Administrative: Review Resolution for Treasurer's Bond

The following item is included for approval at the Business Meeting on Tuesday,
May 19, 2020:

WHEREAS, the School Code (105 ILCS 5/8-2) requires each treasurer of a school district to be properly bonded: the penalty of the bond shall be 25% of the amount of all bonds, notes, mortgages, moneys and effects of which the treasurer is to have custody;

THEREFORE BE IT RESOLVED, the Diamond Lake 76 Board of Education approves the application with Broker's Risk for the treasurer's bond.



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BOARD OF EDUCATION
COMMITTEE OF THE WHOLE MEETING
Tuesday, May 5, 2020

Agenda Item V-D

Administrative: Review the Resolution for 2020/21 Board Meeting Dates

The following item is included for approval at the Business Meeting on Tuesday, May 19, 2020:

WHEREAS, the Open Meetings Act requires each public body to give public notice of its schedule of dates, times and places for regular meetings at the beginning of each calendar or fiscal year; and

WHEREAS Sections 10-6 and 10-16 of The School Code (105 ILCS 5/10-6 and 105 ILCS 5/10-16) require each school board, at its organizational meeting following each biennial election of members, to set the time and place for the board's regular meetings;

THEREFORE BE IT RESOLVED, the Diamond Lake 76 Board of Education approves their 2020/21 calendar allowing for monthly meetings to be held at West Oak Intermediate School, 26156 N Acorn Lane, Mundelein, on the first and third Tuesdays of each month except where noted (July 2020, December 2020 and January 2021)



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2020/21 Board of Education Meetings <small>Approved: 5/19/2020</small>		
Committee	Business	Special Meetings/Public Hearings
*	7/21/2020	
8/04/2020	8/25/2020	
9/01/2020	9/15/2020	9/15/2020 Budget Hearing
10/06/2020	10/20/2020	
11/03/2020	11/17/2020	
*	12/15/2020	12/15/2020 Levy Hearing
*	1/19/2021	
2/02/2021	2/16/2021	
3/02/2021	3/16/2021	
4/06/2021	4/20/2021	
5/04/2021	5/18/2021	
6/08/2021	6/22/2021	

*One meeting is scheduled for the months of July, December & January.

All Board Meetings will begin at 7:00 PM
 at West Oak Campus, 500 Acorn Lane, Mundelein, IL 60060



Diamond Lake School District 76
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BOARD OF EDUCATION
COMMITTEE OF THE WHOLE MEETING
Tuesday, May 5, 2020

ITEM V-E

Personnel: Approve Resolution for Personnel Items:

The resolution is being submitted for approval at the Business Meeting on Tuesday, May 19, 2020.

BE IT RESOLVED, the Diamond Lake 76 Board of Education accepts and approves the Personnel Items as depicted on the Agenda:

1. New Hire:

Employee	School	Position	Effective Date
Blake Dole	DW	Special Services Coordinator	August 2020

2. Leave of Absence:

Employee	School	Position	Effective Date
Larz Campbell	WOIS	Physical Education	8/19/2020-8/28/2020



Diamond Lake School District 76

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May 5, 2020

To: Members of the D76 Board of Education
From: Bhavna Sharma-Lewis, Superintendent
RE: Recommendation to Hire the Special Services Coordinator

On behalf of Dr. Juracka, Mr. Cunningham, Mr. Preble and Dr. Fredericks, I highly recommend Mr. Blake Dole as the new Special Services Coordinator for District 76. Mr. Dole participated in five extensive interviews with both administrators and staff and he clearly rose as the top among the participants who interviewed him and is our unanimous choice for this position. He comes to D76 with 6 years of teaching experience as an adaptive physical education teacher and concurrently serves as a leadership team member for the Illinois Coalition for Adapted PE, and an Executive Board Member for the Illinois Association for Health, PE, Recreation and Dance.

Mr. Dole's references describe him as a highly driven and passionate educator. He has a strong ability to identify the needs of Special Education students and work with the necessary stakeholders to provide effective interventions and support systems for those students. Mr. Dole has been described as highly intuitive and empathetic with the ability to synthesize multiple points of view for the purpose of developing consensus. His references consistently recommended him at the highest level and used such words to describe him as gifted, responsive, thoughtful, reflective, innovative and selfless.

I am confident that his hands-on approach, skill set and personalized style will enhance our district's vision, mission and goals and that student needs will be the center of his decision making.

Attached you will find his professional resume and employment contract. It is my recommendation that Mr. Blake Dole be approved as the new D76 Special Services Coordinator for a 10 month contract at a salary of \$70,000.



Diamond Lake School District 76
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Friday, April 24, 2020

Dear Dr. Bhavna Sharma-Lewis and Members of the Board of Education,

Pursuant to the terms of the Collective Bargaining Agreement (CBA) Article VI, I am providing the Diamond Lake School District 76 Superintendent and Board of Education with formal notice that my wife is expected to give birth to a child on or around June 10, 2020. I am therefore requesting parental leave from the Board of Education as described in this section of the agreement.

I intend to use accrued sick and personal time totaling 8 days for this leave during the first two working weeks of the 2020-2021 school year, from August 19 to August 28, 2020. As described in Paragraph 9 of Article VI, Section B of the CBA, this request does not preclude me using available sick time to care for and bond with my new child.

Sincerely,

Larz Campbell

Physical Education

West Oak Intermediate School



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COMMUNITY LIAISON

OBJECTIVE: Work collaboratively with the District leadership team, staff, students and families to provide resources, supports and outreach opportunities based on identified needs for students and families.

CLASSIFICATION: Classified

QUALIFICATIONS:

- Bilingual (must be able to speak, read and write fluently in Spanish);
- Experience utilizing and collaborating with others with Google Suite resources.
- Able to translate documents from English to Spanish;
- Knowledge of and respect for the diverse backgrounds (cultural, linguistic and environmental) of students and parents and how these characteristics affect the students' life and learning;
- Excellent interpersonal, social, oral and written communication skills;
- Sensitivity in communication regarding all children and families regardless of differences in cultural heritage, lifestyle, values and home environment;
- Ability to facilitate district-level activities for parents and families.

REPORTS TO: Superintendent

PERFORMANCE RESPONSIBILITIES:

- Contact parents and families through phone calls, home visits and meetings at school in order to encourage participation in school activities and events;
- Facilitate understanding for parents concerning school policy and procedures including registration, curriculum, assessment, discipline, etc.;
- Organize and attend parent and family events and training opportunities to encourage knowledge of school and district;
- Maintain a relationship with outside community agencies for the purpose of providing resources and activities that will increase the participation of Latino families district-wide who may be excluded because of language barriers;
- Provide interpretation services for parents and staff;
- Translate documents for the district, school, PTO and/or community;
- Build and maintain relationships with feeder schools, colleges and other organizations for student and parent exposure and support;
- Maintain data metrics related to student involvement with the purpose of increasing participation in extracurricular activities and advanced learning opportunities for immediate and long term impact;
- Promote and work toward educational equity for all district students;
- Facilitate a minimum of four meetings per school year and at least one event to promote the Bilingual Parent Advisory Committee's vision and mission, i.e., Dia De Los Muertos;
- Attend seminars/summits to stay current on relevant events/social equity developments;
- Attend trainings/professional development that will enhance and advance public speaking/engagement skills;
- Work with DLT members on funding and grant opportunities;
- Maintain an online presence of projects and events.



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EVALUATION:

Performance of this position will be evaluated by the Superintendent with the Classified Evaluation Instrument.

Approved by: _____ Date: _____

Reviewed and Agreed to by: _____ Date: _____

Diamond Lake School District #76 assures Equal Employment Opportunities and equal education opportunities for employees and students as required by Federal and State Orders and Laws. This job description is intended to accurately reflect the position activities and requirements. However, management and administration reserves the right to modify, add, or remove duties and assign other duties as necessary. It is not intended to be and should not be construed as an all in-inclusive list of all the responsibilities, skills, or working conditions associated with the position.

Other Skills and Abilities:

Ability to apply knowledge of current research and theory in specific fields. Ability to establish and maintain effective working relationships with students, staff and the school community. Ability to speak clearly and concisely both in oral and written communication. Ability to perform duties with awareness of all district requirements and Board of Education policies.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact as normally defined by the ability to see, read, talk, hear, handle or feel objects and controls. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to, a personal computer, copier and fax machine.

The position requires the individual to meet multiple demands from several people and interact with the public and other staff.



Diamond Lake School District 76
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Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment can vary from very quiet to noisy.



2019/20 Board of Education Meetings <small>Approved: 5/21/19</small>		
Committee	Business	Special Meetings/Public Hearings
*	7/23/19	
8/06/19	8/20/19	
9/10/19	9/24/19	9/24/19 Budget Hearing
10/08/19 cancelled	10/22/19	
11/05/19	11/19/19	
*	12/17/19	12/17/19 Levy Hearing
*	1/21/20	
2/04/20	2/18/20	
3/03/20	3/17/20	
4/07/20	4/21/20	
5/05/20	5/19/20	
6/02/20	6/23/20 (date updated)	

*One meeting is scheduled for the months of July, December & January.

All Board Meetings will begin at 7:00 PM
 at West Oak Campus, 500 Acorn Lane, Mundelein, IL 60060

Special Note: 7/23, 8/6, and 8/20 will be held at the Mundelein Fire Department Room B



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Diamond Lake School District 76 Board of Education
Committee of the Whole Meeting Minutes
Tuesday, May 5, 2020

Daily Herald Article, posted: 4/28/2020

[Land swap clears way for new public park, flood relief effort in Mundelein](#)



Illinois State Board of Education

100 North First Street, Springfield, Illinois 62777-0001
www.isbe.net

Darren Reisberg
Chair of the board

Dr. Carmen I. Ayala
State Superintendent of Education

34-049-0760-02
Diamond Lake SD 76

April 27, 2020

Dear Superintendent:

The Individuals with Disabilities Education Act (IDEA), Section 616, requires all states to make determinations on the performance of their local districts with regard to the provision of special education and related services. The Illinois State Board of Education (ISBE) has reviewed the following data from the 2018-2019 school year. Based upon these data, ISBE has determined that your district has received the designation of **Meets Requirements** in implementing one or more of the following requirements of IDEA.

Please refer to the online document, *How the Illinois State Board of Education Made Local Determinations under Section 616 of the Individuals with Disabilities Education Act (IDEA) for the 2018-2019 School Year*, for further information. This document and other technical assistance resources are available on the LEA Determinations webpage: <https://www.isbe.net/Pages/Special-Education-LEA-Determinations.aspx>.

A determination of Meets Requirements requires no further action by your district.

Sincerely,

A handwritten signature in cursive script that reads "Barbara Moore".

Barbara Moore
Director of Special Education
Special Education Services

CC: State-Approved Director of Special Education

State Performance Plan Indicator	Score	Determination
Indicator 4b: Significant discrepancy, by race/ethnicity in the rates of suspensions and expulsions greater than 10 days in a school year for children with IEPs; and policies, procedures and practices that contribute to the significant discrepancy.	4.00	Meets Requirements
Indicator 9: Disproportionate representation of racial and ethnic groups in special education and related services that is a result of innappropriate identification.	4.00	Meets Requirements
Indicator 10: Disproportionate representation of racial and ethnic groups in specific disability categories that is a result of innappropriate identification.	4.00	Meets Requirements
Indicator 11: The percent of children with parental consent to evaluate, who were evaluated within the 60 school day timeline as defined by the Illinois School Code (105 ILCS 5/14-8.02).	4.00	Meets Requirements
Indicator 12: Percent of children referred by Part C prior to age 3, who were found eligible for Part B, and who have an IEP developed and implemented by their third birthdays.	4.00	Meets Requirements
Indicator 13: Number of youth aged 16 and above with an IEP that includes coordinated, measurable, annual IEP goals and transition services that will enable that student to meet the post-secondary goals.	N/A	N/A
Correction of Identified Noncompliance	4.00	Meets Requirements
IDEA Part B Audit Findings (A133 audit)	4.00	Meets Requirements
OVERALL DETERMINATION	4.00	Meets Requirements



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Diamond Lake School District 76 Board of Education
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[Diamond Lake school leaders show teachers signs of appreciation](#)