



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

**Minutes**  
**SEDOL EXECUTIVE BOARD MEETING**  
**February 24, 2022**

The Executive Board meeting was structured to allow in person access. The public was required to RSVP by 7:30 a.m. on Thursday, February 24, 2022. Since there was room, the public was able to join at the time of the meeting without RSVPing.

**CALL TO ORDER**

In the absence of President Pahl, the regular meeting of the SEDOL Executive Board was called to order by Vice-President Lind at 9:34 a.m. on Thursday, February 24, 2022 at Laremont School in Gages Lake, Illinois.

**ROLL CALL**

**Board Members Present**

Dr. Matthew Barbini, Superintendent, Libertyville Elementary #70  
Dr. Michael Karner, Superintendent, Lake County Regional Office of Education  
Dr. Jason Lind, Superintendent, Millburn District #24  
Ms. Carey McHugh, Governing Board Member, Wauconda Unit District #118  
Ms. Joanne Osmond, Governing Board Member, Lake Villa District #41  
Ms. Odie Pahl, Governing Board Member, Gurnee District #56  
Dr. Christine Sefcik, Superintendent, Grant High School District #124

**Board Members Absent**

Mr. Bob Gold, Superintendent, Big Hollow District #38  
Ms. Odie Pahl, Governing Board Member, Gurnee District #56

**Staff Members Present**

Dr. Valerie Donnan, Superintendent  
Ms. Joyce Loris, Assistant Superintendent of Business  
Mr. Bob Taterka, Assistant Superintendent of Educational Services  
Dr. Laura Wojcik, Assistant Superintendent of Human Resources  
Ms. Jill Mattner, Representing STU  
Ms. Sandra Callahan, Representing SSSA  
Ms. Sara Martinez, Recording Secretary

**Guests**

Ms. Judith Assmann, SEDOL Director of Special Services  
Ms. Stacy Calcagnino, Employee of the Month

**PLEDGE OF ALLEGIANCE**

Dr. Lind asked everyone to stand and join in the pledge of allegiance.

## ACCEPTANCE OF AGENDA

### Motion to Accept the Amended Agenda

Motion by Ms. Joanne Osmond, second by Ms. Carey McHugh, to accept the amended agenda as presented.

<u>Roll Call Vote:</u>	Ayes:	Dr. Matthew Barbini	Dr. Michael Karner
		Ms. Carey McHugh	Ms. Joanne Osmond
		Dr. Christine Sefcik	Dr. Jason Lind
	Nays:	None	
	Absent:	Mr. Bob Gold, Ms. Odie Pahl	

MOTION CARRIED

## CONSENT AGENDA

### Motion to Approve Consent Agenda

Motion by Ms. Joanne Osmond, second by Dr. Christine Sefcik, to approve the consent agenda as follows.

#### Approval of Minutes

Public minutes (no closed session) of the regular meeting of January 27, 2022.

#### Financial Matters

Paid Accounts Payable List: The following expenditures represent the February, 2022 accounts payable list:

Accounts Payable	\$630,725.76
Payroll Liabilities 01/31/22	\$735,736.96
Net Payroll 01/31/22	\$860,606.71
Payroll Liabilities 02/15/22	\$741,067.77
Net Payroll 02/15/22	<u>\$863,458.36</u>

TOTAL \$3,831,595.56

Treasurer's Report: Report for January, 2022

#### Policy Revisions

Proposed revisions to the following policies were reviewed by the Policy Committee. Administration requested approval to change the policies as presented. A red-line copy of the policies was included in Board member electronic agenda packet.

- 2:105 Ethics and Gift Ban
- 2:120 Board Member Development
- 2:150 Committees
- 2:260 Uniform Grievance Procedure
- 3:40 Superintendent
- 3:50 Administrative Personnel Other Than the Superintendent
- 3:60 Administrative Responsibility of the Building Principal
- 4:60 Purchases and Contracts
- 4:80 Accounting and Audits
- 4:120 Food Services
- 4:160 Environmental Quality of Buildings and Grounds
- 5:10 Equal Employment Opportunity and Minority Recruitment
- 5:20 Workplace Harassment Prohibited
- 5:30 Hiring Process and Criteria
- 5:210 Resignations

- 5:220 Substitute Teachers
- 5:260 Student Teachers
- 6:120 Education of Children with Disabilities
- 6:340 Student Testing and Assessment Program
- 7:60 Residence
- 7:210 Expulsion Procedures
- 7:310 Restrictions on Publications; Elementary Schools
- 7:345 Use of Educational Technologies; Student Data Privacy/Security
- 8:70 Accommodating Individuals with Disabilities
- 8:100 Relations with Other Organizations and Agencies

### Personnel Matters

Recommended 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

- Adetokunbo (Julie), Adeoye - Paraprofessional – Fairhaven School
- BS- University of Ilorin (Kwara State, Nigeria)
  - Budget Approved Vacancy
  - \$19.47/hour
  - February 2, 2022

- Choudhury, Mahin - Paraprofessional – John Powers Center (DHH)
- BA- Rochester Institute of Technology
  - Budget Approved Vacancy
  - \$16.92/hour
  - January 26, 2022

- Kerby, Megan - Paraprofessional 1:1– Laremont *changed to Substitute Paraprofessional- Fairhaven School*
- February 17, 2022 *new start date February 22, 2022*

##### Licensed Staff

- Balkema, Diana - Teacher – Sector
- MA/MS- University of Phoenix
  - Budget Approved Vacancy
  - \$60,150 (prorated)
  - February 7, 2022

- Pinta, Michelle - Teacher – Regional Safe School Program
- MA/MS- Barat College of DePaul
  - Budget Approved Vacancy
  - \$67,170 (prorated)
  - February 14, 2022



## RECOGNITION

### STARS Student

The February STARS student was rescheduled to March's meeting.

### Employee of the Month

The Board recognized Ms. Stacy Calcagnino, Occupational Therapist/Assistive Technology Specialist as February's Employee of the Month. Ms. Calcagnino is a team player, always has the best interest of the students at heart and is instrumental in the success of the departments in which she works.

## PUBLIC COMMENT

There was no Public Comment.

## OLD BUSINESS

### SEDOL Update

Dr. Donnan updated the board on current enrollment caps pointing out that Staff numbers are remaining stable however, nursing continues to be an area of shortage. Enrollment caps continue to be reviewed and adjusted as needed to provide the best services to students and keep everyone safe.

Dr. Donnan presented the board with an updated masking policy that will go into effect on February 28, 2022 and will be shared with SEDOL families and staff prior to that date. The policy has been updated and includes feedback from a stakeholders meeting that included SEDOL parents, member districts, staff, a union representative, and a board member. All feedback was taken into consideration when updating the masking policy. Please refer to the *Updated SEDOL Masking Policy Based on Local Data* as the level of masking will be determined based on a building-by-building basis. Staff and students will be notified of changes within their individual building via email, updates will be available on the SEDOL website, and signs will be posted by each entry door designating masking requirements/recommendations. SEDOL programs housed in member districts, including DHH and Sector, will continue to follow their host district's procedures while in their buildings.

## NEW BUSINESS

### Teachers' Retirement System (TRS) of Illinois Resolution

#### Motion to Approve TRS Resolution

Motion by Ms. Joanne Osmond, second by Dr. Matthew Barbini, to approve the *Resolution Authorizing Execution of Employer Participation Agreement for Supplemental Savings Plan Through the Teachers' Retirement System (TRS) of Illinois* as presented.

Ms. Loris reviewed the changes in *Resolution Authorizing Execution of Employer Participation Agreement for Supplemental Savings Plan Through the Teachers' Retirement System (TRS) of Illinois*. The Board approved the TRS of Illinois Resolution.

<u>Roll Call Vote:</u>	Ayes:	Dr. Michael Karner Ms. Joanne Osmond Dr. Christine Sefcik	Ms. Carey McHugh Dr. Matthew Barbini Dr. Jason Lind
	Nays:	None	
	Absent:	Mr. Bob Gold, Ms. Odie Pahl	

MOTION CARRIED



## OTHER BUSINESS

### **Motion to Approve Termination**

Motion by Ms. Joanne Osmond, second by Dr. Christine Sefcik, to approve the termination of support staff Adriana Gallegos.

<u>Roll Call Vote:</u>	Ayes:	Ms. Joanne Osmond	Dr. Christine Sefcik
		Dr. Michael Karner	Ms. Carey McHugh
		Dr. Matthew Barbini	Dr. Jason Lind
	Nays:	None	
	Absent:	Mr. Bob Gold, Ms. Odie Pahl	

MOTION CARRIED

### **Motion to Approve Termination**

Motion by Ms. Carey McHugh second by Ms. Joanne Osmond, to approve the termination of support staff Nancy Gallo.

<u>Roll Call Vote:</u>	Ayes:	Dr. Christine Sefcik	Dr. Michael Karner
		Ms. Carey McHugh	Dr. Matthew Barbini
		Ms. Joanne Osmond	Dr. Jason Lind
	Nays:	None	
	Absent:	Mr. Bob Gold, Ms. Odie Pahl	

MOTION CARRIED

## PROGRAM/SCHOOL REPORTS

### **Announcements**

#### Evidence of Exceptional Service

1. The Regional Safe School Program (RSSP) has moved into their new location and the transition has been a success.
2. Cyd Lash Academy students continue to work with Mr. Jones and Mr. Sonders after being commissioned to create a representation of SEDOL for the Administration Building.
3. Abbott Labs delivered school supplies and they are being used by students.
4. SEDOL stakeholders provided input shaping current SEDOL mitigations.

## EXECUTIVE BOARD MEMBER COMMENT

- The SEDOL Foundation will host the “Heart of Gold” Gala May 6, 2022 and the Board will work collectively to attend or provide a donation.
- Dr. Karner noted what a great event the Foundation’s Ping Pong for Kids was. He also thanked the Board for housing the Regional Safe School Program at CLA while their new location was being renovated.

## COMMITTEE REPORTS

The Finance/Personnel Committee Meeting will be held on March 3<sup>rd</sup> at 10:00 a.m. at the SEDOL Administration Office.

**ADJOURNMENT**

**Motion to Adjourn**

At 10:10 a.m. Ms. Carey McHugh moved, second by Dr. Matthew Barbini to adjourn the meeting.

<u>Roll Call Vote:</u>	Ayes:	Dr. Christine Sefcik Ms. Carey McHugh Ms. Joanne Osmond	Dr. Michael Karner Dr. Matthew Barbini Dr. Jason Lind
	Nays:	None	
	Absent:	Mr. Bob Gold, Ms. Odie Pahl	

MOTION CARRIED

Respectfully submitted by,

Sara Martinez  
Recording Secretary

Approved by:

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Ms. Odie Pahl  
Board President

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Dr. Valerie M. Donnan  
Board Secretary