



Valerie M. Donnan, Ed.D.
Superintendent

Minutes

**SEDOL EXECUTIVE BOARD MEETING
March 23, 2023**

CALL TO ORDER

The regular meeting of the SEDOL Executive Board was called to order by Vice-President Jason Lind at 9:32 a.m. on Thursday, March 23, 2023 at the SEDOL Administrative Offices in Gages Lake, Illinois.

ROLL CALL

Board Members Present

Dr. Lynn Glickman, Superintendent, Grayslake Community Consolidated D46
Dr. Jason Lind, Superintendent, Millburn D24
Ms. Carey McHugh, Governing Board Member, Wauconda Unit D118
Dr. Donn Mendoza, Superintendent, Round Lake Unit D116
Ms. Joanne Osmond, Governing Board Member, Lake Villa D41
Dr. Christine Sefcik, Superintendent, Grant High School D124 (left meeting at 11:00 a.m.)
Dr. Michael Karner, Superintendent, Lake County Regional Office of Education (left meeting at 11:10 a.m.)

Board Members Absent

Ms. Odie Pahl, Governing Board Member, Gurnee D56

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. Sara Martinez, Recording Secretary

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 Dr. Donn Mendoza, to accept the amended agenda as presented.

<u>Voice Vote:</u>	Ayes:	Dr. Jason Lind Dr. Donn Mendoza Ms. Joanne Osmond Dr. Michael Karner	Dr. Lynn Glickman Ms. Carey McHugh Dr. Christine Sefcik
	Nays:	None	
	Absent:	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 and closed session minutes of the regular meeting of January 26, 2023.

Financial Matters

Paid Accounts Payable List: The following expenditures represent the February and March, 2023 accounts payable list:

February Accounts Payable	\$628,099.81
Payroll Liabilities 01/31/23	\$700,385.93
Net Payroll 01/31/23	<u>\$853,033.44</u>
	TOTAL \$2,181,519.18
March Accounts Payable	\$1,017,750.85
Payroll Liabilities 02/15/23	\$739,726.73
Net Payroll 02/15/23	\$923,964.58
Payroll Liabilities 02/28/23	\$701,242.66
Net Payroll 02/28/23	\$869,115.31
Payroll Liabilities 03/15/23	\$736,163.92
Net Payroll 03/15/23	<u>\$928,195.89</u>
	TOTAL \$5,916,159.94

Treasurer's Report: Report for January and February, 2023

Policy Matters

Revisions to policies 5:330 *Sick Days, Vacation, Holidays, and Leave of Absence* and 2:52 *Governing Board Meetings* were approved

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

- Gonzalez, Martha - Paraprofessional – Gages Lake School
 - Budget Approved Vacancy
 - \$17.14/hour
 - February 6, 2023

- Gutierrez, Brian - Head Custodian – Laremont School
 - Budget Approved Vacancy
 - \$16.76/hour
 - February 16, 2023

- Jackson, Katrina - Paraprofessional – Laremont School
 - Budget Approved Vacancy
 - \$17.14/hour
 - February 13, 2023

- Miller, Ann
 - Paraprofessional – Sector
 - Budget Approved Vacancy
 - \$17.14/hour
 - February 27, 2023

- Morales, Janeth
 - Paraprofessional – Sector 1:1 D79
 - Budget Approved Vacancy
 - \$17.14/hour
 - January 30, 2023

- Nunez, Alix
 - Administrative Assistant to Human Resources
 - Budget Approved Vacancy
 - \$20.14/hour
 - February 27, 2023

- Salazar-Garcia, Jennifer
 - Paraprofessional – Fairhaven School
 - Budget Approved Vacancy
 - \$17.14/hour
 - January 19, 2023

- Tarello, Jessica
 - Paraprofessional – Sector
 - Budget Approved Vacancy
 - \$17.14/hour
 - February 21, 2023

- Vercelline, Karrie
 - Paraprofessional – Fairhaven School
 - Budget Approved Vacancy
 - \$17.14/hour
 - March 21, 2023

- Licensed Staff
 - Haney, Samantha
 - Supervisor – Sector
 - Budget Approved Vacancy
 - MA/MS Grand Canyon University
 - \$97,687 (pro-rated)
 - April 10, 2023

2. Resignations/Retirements

Educational Support Personnel

- Akins, Alexandria
 - Paraprofessional – Laremont School
 - Original Hire Date: October 24, 2022
 - Resigned March 3, 2023

- Connor, Louise
 - Paraprofessional – Sector
 - Original Hire Date: August 22, 2022
 - Resigned March 14, 2023

- Diaferio, Jenna
 - Paraprofessional – Fairhaven School
 - Original Hire Date: August 15, 2022
 - Resigning March 24, 2023

- Fabry, Tricia
 - Paraprofessional
 - Original Hire Date: October 4, 2022
 - Resigned March 31, 2023

- Glass, Tracy
 - Paraprofessional – Fairhaven School

- Original Hire Date: September 6, 2022
- Resigned March 9, 2023

- Lundstrom, Teresa
 - Sign Language Interpreter
 - Original Hire Date: August 25, 2003
 - Retiring May 31, 2023

- Morales, Janeth
 - Paraprofessional – Sector
 - Original Hire Date: January 13, 2023
 - Resigned February 3, 2023

- Morales, Yasmin
 - Paraprofessional – Fairhaven School
 - Original Hire Date: August 15, 2022
 - Resigned March 2, 2023

- Persowska, Aleksandra
 - Vocational Facilitator
 - Original Hire Date: October 12, 2020
 - Resigned March 24, 2023

- Retana, Kayla
 - Paraprofessional – Sector
 - Original Hire Date: January 17, 2023
 - Resigned February 28, 2023

- Roman, Johanna
 - Paraprofessional – Fairhaven School
 - Original Hire Date: October 4, 2022
 - Resigned March 3, 2023

- Russ-Acosta, Maya
 - Paraprofessional – Gages Lake School
 - Original Hire Date: August 15, 2022
 - Resigning March 24, 2023

- Salvador, Stephanie
 - Paraprofessional – Sector
 - Original Hire Date: August 30, 2022
 - Resigned March 6, 2023

- Schrubbe, Maria
 - Interpreter – Sector
 - Original Hire Date: August 23, 2010
 - Retiring at the end of the 2022-23 school year

- Skewes, Taylor
 - Paraprofessional – Fairhaven School
 - Original Hire Date: November 30, 2022
 - Resigned March 2, 2023

- Solinski, Marina
 - Paraprofessional – Laremont School
 - Original Hire Date: October 21, 2019
 - Retiring February 17, 2023

- Staranowicz, Susie
 - Administrative Assistant – Student Records
 - Original Hire Date: July 16, 1987
 - Retiring June 2, 2025

- Sterner, Maxwell
 - Paraprofessional – Gages Lake School
 - Original Hire Date: January 30, 2023
 - Resigned March 3, 2023

- Vargas-Lopez, Hecdalís
 - Paraprofessional – Fairhaven School
 - Original Hire Date: September 19, 2022
 - Resigned February 8, 2023

Velasco, Sarrah - Paraprofessional – Sector
- Original Hire Date: September 19, 2022
- Resigned March 7, 2023

Wood, Davonna - Paraprofessional – Sector
- Original Hire Date: October 12, 2022
- Resigned March 16, 2023

Licensed Staff

Dunteman, Elizabeth - Teacher – Sector
- Original Hire Date: August 23, 2022
- Resigning June 8, 2023

Hawkins, Ryan - Director of Instructional Services
- Original Hire Date: July 1, 2021
- Resigning June 30, 2023

Kaplan, Jennifer - Teacher – Laremont School
- Original Hire Date: August 13, 2020
- Resigning at the end of the 2022-23 school year

Martin, Spencer - Teacher – Regional Safe School Program
- Original Hire Date: August 15, 2023
- Resigning at the end of the 2022-23 school year

Scovill, Shari - Teacher – Sector
- Original Hire Date: August 17, 2020
- Resigning June 30, 2023

Son, Miki - Teacher – Gages Lake School
- Original Hire Date: November 28, 2022
- Resigned February 8, 2023

3. Request for Leave of Absence

Educational Support Personnel

Picco, Erin - Paraprofessional – Sector
- Request for unpaid leave of absence effective
February 21, 2023- May 24, 2023

Tomas, Rosemary - Paraprofessional – Sector
- Request for unpaid leave of absence effective
February 2, 2023 through the remainder of the
2022-23 school year

Ward, Michael - Paraprofessional – Gages Lake School
- Request for unpaid leave of absence effective
February 8, 2023- February 28, 2023

4. Increase/Decrease in Contract

Educational Support Personnel

Lueders, Jill - Sector Administrative Assistant increase in time
from 11 months (215 days) to 12 months (260
days) beginning July 1, 2023.

Licensed Staff

Fitzpatrick, Jennifer - Speech/Language Pathologist increase in time
from 0.8 to 1.0 FTE beginning the 2023-24 school
year

Employee of the Month

February

The Board recognized Ms. Juliette Sheedy, Fairhaven School long term sub as February's Employee of the Month. Ms. Sheedy began covering a leave for a teacher at the end of October and has done a remarkable job. She is organized, energetic, engaging and creative. She seamlessly stepped into the leadership role allowing the class to continue to operate smoothly.

March

The Board recognized Ms. Jill Schwarz, Laremont School Teacher as March's Employee of the Month. Ms. Schwarz exhibits kindness and patience with her students. She provides her students engaging curriculum relevant to their cognitive level and has them active in learning the entire class time. Ms. Schwarz exemplifies excellence in education.

PUBLIC COMMENT

Dr. Donnan read a letter from an employee to the Board.

OLD BUSINESS

FY22 Audit

Motion to Approve Audit

Motion by Dr. Donn Mendoza, second by Dr. Christine Sefcik, to approve the final FY22 audit as presented.

The final FY22 audit from Eder, Casella was shared by Ms. Loris and approved by the Board

<u>Roll Call Vote:</u>	Ayes:	Dr. Donn Mendoza Ms. Joanne Osmond Dr. Michael Karner	Ms. Carey McHugh Dr. Christine Sefcik Dr. Lynn Glickman Dr. Jason Lind
	Nays:	None	
	Absent:	Ms. Odie Pahl	

MOTION CARRIED

NEW BUSINESS

Exceptional Learning Solutions Agreement

Motion to Approve Agreement

Motion by Dr. Lynn Glickman, second by Ms. Joanne Osmond, to approve the agreement between SEDOL and Exceptional Learning Solutions to provide an onsite SEDOL Program Review in the amount of \$130,000.00 as presented.

Dr. Donnan reviewed the agreement between SEDOL and Exceptional Learning Solutions. This agreement will provide an onsite Program Review between April 2023 and June 2023 at a cost of \$130,000. Dialogue with SEDOL programs, staff, families, and member districts will be included in the review process. The Board approved this agreement.

<u>Roll Call Vote:</u>	Ayes:	Ms. Carey McHugh Dr. Christine Sefcik Dr. Lynn Glickman	Ms. Joanne Osmond Dr. Michael Karner Dr. Donn Mendoza Dr. Jason Lind
	Nays:	None	
	Absent:	Ms. Odie Pahl	

MOTION CARRIED

Facilities Assessment Update

Peter Graves from Graves Design Group shared a PowerPoint reviewing the Facility Survey and Condition Assessment. Key areas reviewed:

1. Data- SEDOL building specs and history of each building
2. Evaluation of “remaining useful life” before replacement/repairs are needed
3. Replacement budget- prioritizing
4. Developing a 5-year plan

Cyd Lash Academy HVAC Proposed Contract

Motion to Approve Contract

Motion by Ms. Joanne Osmond, second by Dr. Lynn Glickman, to approve the proposed awarded contract between SEDOL and Happ Builders, Inc. for the SEDOL Summer 2023 Project- HVAC at Cyd Lash Academy in the amount of \$510,800.00 as presented.

The Board approved the heating, ventilation, and air conditioning (HVAC) contract between SEDOL and Happ Builders, Inc. in the amount of \$510,800.00 based on the bids opened on February 13, 2023.

<u>Roll Call Vote:</u>	Ayes:	Ms. Joanne Osmond Dr. Michael Karner Dr. Donn Mendoza	Dr. Christine Sefcik Dr. Lynn Glickman Ms. Carey McHugh Dr. Jason Lind
	Nays:	None	
	Absent:	Ms. Odie Pahl	

MOTION CARRIED

Cyd Lash Academy BAS Contract

Motion to Approve Contract

Motion by Dr. Lynn Glickman, second by Dr. Donn Mendoza, to approve the proposed awarded contract between SEDOL and Intelli-Building Control Solutions for the SEDOL Summer 2023 Project- BAS at Cyd Lash Academy in the amount of \$196,000.00 as presented.

The Board approved the building automation system (BAS) contract between SEDOL and Intelli-Building Control Solutions \$196,000.00 based on the bid opened on February 16, 2023.

<u>Roll Call Vote:</u>	Ayes:	Dr. Christine Sefcik Dr. Lynn Glickman Ms. Carey McHugh	Dr. Michael Karner Dr. Donn Mendoza Ms. Joanne Osmond Dr. Jason Lind
	Nays:	None	
	Absent:	Ms. Odie Pahl	

MOTION CARRIED

Technology Purchases

1. Motion to Approve Bid

Motion by Dr. Lynn Glickman, second by Dr. Jason Lind, to approve the bid award to Qubit in the amount of \$233,972.84 as presented.

The Board approved a portion of the bid for wireless access points, switches, and wireless cloud controller to Qubit for the purchase of a wireless cloud controller, wireless access points, and layer two switches in the amount of \$233,972.84.

Policy Revisions 1st Reading

The Board reviewed revisions to policy 5:250 *Leaves of Absences*. This policy will be reviewed for final approval at the April 27th meeting.

Policy Revisions 2nd Reading and Approval

Motion to Approve Policy Revisions

Motion by Ms. Joanne Osmond, second by Dr. Lynn Glickman, to approve the policies revisions as presented.

The following policies were approved by the Board: 4:140 Waiver of Student Fees; 5:120 Employee Ethics; 6:260 Complaint About Curriculum, Instruction.

<u>Roll Call Vote:</u>	Ayes:	Ms. Carey McHugh Dr. Christine Sefcik Dr. Lynn Glickman	Ms. Joanne Osmond Dr. Michael Karner Dr. Donn Mendoza Dr. Jason Lind
	Nays:	None	
	Absent:	Ms. Odie Pahl	

MOTION CARRIED

School Calendar 2023-24

Motion to Approve School Calendar

Motion by Dr. Lynn Glickman, second by Dr. Dr. Donn Mendoza, to approve the 2023-24 SEDOL school calendar as presented.

The calendar was developed based on the suggested calendar from the Regional Superintendent of Schools, but was modified to fit the special needs of SEDOL facilities. The calendar pertains to Laremont School, Gages Lake School, Cyd Lash Academy, Fairhaven School, SEDOL Vocational Program, Transition Program at John Powers Center, REACH Community Site, the Regional Safe School Program, the ALOP Program and the administrative office. All other programs follow the calendar as established by the host school district for the class/program/attached building. The Board approved the 2023-24 School Calendar.

<u>Roll Call Vote:</u>	Ayes:	Ms. Joanne Osmond Dr. Michael Karner Dr. Donn Mendoza	Dr. Christine Sefcik Dr. Lynn Glickman Ms. Carey McHugh Dr. Jason Lind
	Nays:	None	
	Absent:	Ms. Odie Pahl	

MOTION CARRIED

FOIA

1. On Thursday, January 26, 2023, Dr. Valerie Donnan received an email from Nathan Mihelich from Illinois Retired Teachers Association requesting the following information:

- *Please provide the name and email address of any certified staff (teachers, administrators, nurses, counselors, etc.) who are retiring this year.*

On January 30, 2023, Dr. Wojcik emailed Mr. Mihelich the requested information.

2. On Monday, February 20, 2023, Ms. Loris received an email from Ms. Bo Kim from UnionBids.com requesting the following information for commercial purposes:

- Bid Results/Tabulations or Award for 02/13/2023 Special Education District of Lake County School District No. 825 – SEDOL Summer 2023 Project - HVAC (Lake County)

On February 23, 2023, Mr. Loris emailed Ms. Kim the requested information.

EXECUTIVE BOARD MEMBER COMMENTS

There were no comments.

ADJOURNMENT

Motion to Adjourn

At 11:20 a.m. Ms. Carey McHugh moved, second by Ms. Joanne Osmond to adjourn the meeting.

<u>Voice Vote:</u>	Ayes:	Ms. Carey McHugh Dr. Lynn Glickman	Ms. Joanne Osmond Dr. Donn Mendoza Dr. Jason Lind
	Nays:	None	
	Absent:	Ms. Odie Pahl Dr. Michael Karner	Dr. Christine Sefcik

MOTION CARRIED

Respectfully submitted by,

Sara Martinez
Recording Secretary

Approved by:

Ms. Odie Pahl
Board President

Dr. Valerie M. Donnan
Board Secretary