SPECIAL EDUCATION DISTRICT OF LAKE COUNTY
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Valerie M. Donnan, Ed.D.
Superintendent

Minutes
SEDOL EXECUTIVE BOARD MEETING
Thursday, May 23, 2024

Board Members Present:	Ms. Odie Pahl, Dr. Jason Lind, Ms. Joanne Osmond, Dr. Scott Schwartz, Dr. Lynn Glickman, Dr. Donn Mendoza, and Dr. Michael Karner
Board Members Late:	
Board Members Absent:	Ms. Carey McHugh
Staff Members Present:	Ms. Sara Martinez, Dr. Valerie Donnan, Dr. Laura Wojcik, Mr. Matthew Crowley, Ms. Suzana Peterson, and Ms. Traci Strieter
Staff Members Late:	
Guest:	

1. CALL TO ORDER - ROLL CALL (Dr. Lind)

The regular meeting of the SEDOL Executive Board was called to order at 9:30 a.m. on May 23, 2024 at the SEDOL Administrative Office in Gages Lake, Illinois.

2. PLEDGE OF ALLEGIANCE (Dr. Lind)

3. ACCEPTANCE OF AGENDA - ACTION NEEDED (Dr. Lind)

Motion to Accept the Agenda - VOICE VOTE

Moved by: Ms. Joanne Osmond
Seconded by: Ms. Odie Pahl

Aye Ms. Odie Pahl, Dr. Jason Lind, Ms. Joanne Osmond, Dr. Scott Schwartz, Dr. Lynn Glickman, Dr. Donn Mendoza, and Dr. Michael Karner

Carried 7-0

4. CONSENT AGENDA - ACTION NEEDED (Dr.Lind)

Motion to Approve the Consent Agenda - ROLL CALL VOTE

Moved by: Ms. Joanne Osmond
Seconded by: Ms. Odie Pahl

Aye Ms. Odie Pahl, Dr. Jason Lind, Ms. Joanne Osmond, Dr. Scott Schwartz, Dr. Lynn Glickman, Dr. Donn Mendoza, and Dr. Michael Karner

Carried 7-0

4.1 Minutes

Public and closed session minutes of the regular meeting of April 25, 2024.

Minutes Apr 25 2024.pdf

4.2 Financial Matters

Paid Accounts Payables and Fund Balance Report:

***BUSINESS DOCS- ADD**

FY24 May Executive Board Meeting Summary.pdf

Paid AP Check Register - Payroll Liabilities 04-30-24.pdf

Paid AP Check Register - Payroll Liabilities 05-15-24.pdf

Paid AP Check Run 05-23-24.pdf

Paid AP Check Run Over $8,000 05-23-24.pdf

Paid AP Manual Checks 04-19,26,30-24.pdf

Paid AP Manual Checks Over $8,000 04-19,26,30-24.pdf

Fund Balance Report 05.14.2024.pdf

4.3 Closed Session Minutes/Recordings

Administration recommends the minutes of closed session from the following meetings remain confidential and that all previously reviewed minutes remain closed.

In addition, Administration recommends the destruction of verbatim recordings for the following closed session meetings.

Closed Session Minutes:Recordings Dates.pdf

4.4 Policy Matters

Proposed revisions to the following policies have been reviewed by the Policy Committee. Administration requests approval to change the policies as presented.

Combined Policies.pdf

4.5 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.

May 23, 2024 Personnel Recommendations & Vacancies.pdf

Recommendation for Re-Employment.pdf

5. RECOGNITION (Dr. Donnan)

5.1 STARS Students

The Board recognized a student from Ms. Carol Link's classroom at Fairhaven School as the May STARS student. This student has made great strides in communicating and his interaction with staff and students. His behavior has greatly improved and he reaches out to others when needing assistance with challenges.

5.2 Employee of the Month

The Board recognized Mr. Steven Perez, Office Intervention at Cyd Lash Academy, as May's Employee of the Month. Steven builds positive relationships with those he works with. He is patient, kind, and has a calm presence. Steven is a great role model for the Cyd Lash Academy students.

6. PUBLIC COMMENT (Dr. Lind)

There was no Public Comment.

7. OLD BUSINESS

7.1 FY23 Audit Update - INFORMATIONAL (Ms. Peterson)

Mr. Kevin Smith with Eccezion Consulting and Mr. Matt Beran with Lauterbach & Amen, LLP provided an update to the FY23 Audit. There has been significant progress made towards closing out the audit. They are now focusing on the ESSER grant.

7.2 Resolution Authorizing Interfund Transfer - ACTION NEEDED (Ms. Peterson)

The Board approved the resolution authorizing an interfund transfer of $1,500,000.00 from the Education Fund to the Operations and Maintenance Fund.

Resolution Authorize Inter Fund Transfer.pdf

Motion to Adopt Resolution - ROLL CALL VOTE

Moved by: Dr. Lynn Glickman
Seconded by: Ms. Odie Pahl

Aye Ms. Odie Pahl, Dr. Jason Lind, Ms. Joanne

Osmond, Dr. Scott Schwartz, Dr. Lynn Glickman, Dr. Donn Mendoza, and Dr. Michael Karner

Carried 7-0

7.3 Local Government Property Transfer Resolution South School - ACTION NEEDED (Ms. Peterson)

The Board approved the Local Government Property Transfer Resolution regarding the sale of South School, 330 N Ridgemoor Ave, Mundelein, IL. This resolution is needed as part of the sale of South School from SEDOL to Mundelein Elementary District 75. The Governing Board will also be asked to approve a resolution at the August meeting.

South Sale Resolution.docx

South Sale Agreement.pdf

Motion to Approve the Recommendation of the Local Government Property Transfer Resolution for the SEDOL Executive Board and recommendation to the SEDOL Governing Board to approve Resolution of Local Government Property Transfer Resolution for South School at the August 7, 2024 meeting - ROLL CALL VOTE

Moved by: Dr. Donn Mendoza

Seconded by: Ms. Joanne Osmond

Aye Ms. Odie Pahl, Dr. Jason Lind, Ms. Joanne Osmond, Dr. Scott Schwartz, Dr. Lynn Glickman, Dr. Donn Mendoza, and Dr. Michael Karner

Carried 7-0

7.4 Seymour Lease Extension - ACTION NEEDED (Ms. Peterson)

The Board approved the one-year lease extension between Marling Management and SEDOL for the purpose of housing the SEDOL Transition Program. This property is located at 31 S Seymour, Unit A Grayslake, IL. Lease dates will extend form August 1, 2024 – July 31, 2025 in the amount of $3075/month.

SEDOL Lease Extension 25.pdf

Motion to Approve Extension - ROLL CALL VOTE

Moved by: Ms. Joanne Osmond
Seconded by: Ms. Odie Pahl

Carried

7.5 Time Management Update - INFORMATIONAL (Ms. Peterson/Dr. Wojcik)

Dr. Laura Wojcik provided an update regarding solutions and processes to the systems and practices within the SEDOL Business and Human Resources offices. These areas include using electronic timesheets for ESY, ESY payroll spreadsheets, and implementing Red Rover starting the 2024-25 school year. This will allow staff to manage their time electronically (sick, personal, vacation, etc).

7.6 Organizational Chart - ACTION NEEDED (Dr. Donnan)

The Board approved the 2024-25 Organizational Chart.

2024-25 Proposed SEDOL Organizational Chart.pdf

Motion to Approve Organizational Chart - VOICE VOTE

Moved by: Dr. Lynn Glickman
Seconded by: Ms. Joanne Osmond

Aye Ms. Odie Pahl, Dr. Jason Lind, Ms. Joanne Osmond, Dr. Scott Schwartz, Dr. Lynn Glickman, Dr. Donn Mendoza, and Dr. Michael Karner

Carried 7-0

7.7 SEDOL Fiscal Forecast Update - INFORMATIONAL (Mr. Crowley)

Mr. Matt Crowley provided a synopsis of the shared services/fiscal restructure meeting held on May 13th with member districts. A fiscal update was also emailed this week to districts outlining fiscal restructuring. A June meeting is planned and will include the member districts with future tiered options and with individualized student needs being

removed from program tuition costs to be discussed.

7.8 TrueNorth Arrangement - ACTION NEEDED (Dr. Donnan)

The Board approved the SEDOL and TrueNorth Educational Cooperative arrangement for the 2024-25 fiscal year. This arrangement will pilot shared services which will provide professional development and staffing services. At the end of the 2024-25 fiscal year, SEDOL and TrueNorth will assess the beneficial fiscal and programmatic impacts of this agreement.

TrueNorth:SEDOL Statement of Shared Services Cooperation Between.pdf

Motion to Approve Arrangement - VOICE VOTE

Moved by: Ms. Joanne Osmond
Seconded by: Ms. Odie Pahl

Aye Ms. Odie Pahl, Dr. Jason Lind, Ms. Joanne Osmond, Dr. Scott Schwartz, Dr. Lynn Glickman, Dr. Donn Mendoza, and Dr. Michael Karner

Carried 7-0

8. NEW BUSINESS

8.1 Appointment of Authorization Agent - ACTION NEEDED (Dr. Lind)

The Board approved Ms. Suzana Peterson, Assistant Superintendent of Finance, to continue as the IMRF agent and TRS representative for the 2024-25 fiscal year.

Motion to Approve Authorized Agent - VOICE VOTE

Moved by: Ms. Joanne Osmond
Seconded by: Dr. Lynn Glickman

Aye Ms. Odie Pahl, Dr. Jason Lind, Ms. Joanne Osmond, Dr. Scott Schwartz, Dr. Lynn Glickman, Dr. Donn Mendoza, and Dr. Michael Karner

Carried 7-0

8.2 Policy Revisions 1st Reading - INFORMATIONAL (Dr. Wojcik)

The Board reviewed changes to the polices below. Administration will request approval of these changes at the June meeting.

2230 Public Participation June 27 2024.doc

2270 Discrimination Jun 27 2024.doc

5120 Employee Ethics Jun 27 2024.doc

8.3 Community Partnership Grant Update - INFORMATIONAL (Mr. Crowley)

Ms. Meagan Dwyer, Mr. Kurt Preble, and Ms. Sarah Carey presented on the focus of building interconnected partnerships with community agencies to provide multi-tiered support for students. They discussed the PBIS tiers, which tier their program was currently working in, and the steps they are making in incorporating PBIS into their daily routine with staff and students.

9. CLOSED SESSION - ACTION NEEDED (Dr. Lind)

The Board entered into closed session at 10:11 a.m. to discuss:

1. 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.
2. 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.

Motion to Enter Into Closed Session - ROLL CALL VOTE

Moved by: Ms. Joanne Osmond
Seconded by: Ms. Odie Pahl

Aye Ms. Odie Pahl, Dr. Jason Lind, Ms. Joanne Osmond, Dr. Scott Schwartz, Dr. Lynn Glickman, Dr. Donn Mendoza, and Dr. Michael

Karner

Carried 7-0

Motion to Return to Public Session - VOICE VOTE

Moved by: Ms. Joanne Osmond
Seconded by: Ms. Odie Pahl

Aye Ms. Odie Pahl, Dr. Jason Lind, Ms. Joanne Osmond, Dr. Scott Schwartz, Dr. Lynn Glickman, Dr. Donn Mendoza, and Dr. Michael Karner

Carried 7-0

The Board returned to Public Session at 10:39 a.m.

10. OTHER BUSINESS

10.1 Possible Termination - ACTION NEEDED (Dr. Wojcik)

The Board approved the termination of support staff member Ms. Theresa McNeal for job abandonment effective April 9, 2024.

Motion to Approve Termination - ROLL CALL VOTE

Moved by: Dr. Donn Mendoza
Seconded by: Ms. Odie Pahl

Aye Ms. Odie Pahl, Dr. Jason Lind, Ms. Joanne Osmond, Dr. Scott Schwartz, Dr. Lynn Glickman, Dr. Donn Mendoza, and Dr. Michael Karner

Carried 7-0

10.2 Possible Termination - ACTION NEEDED (Dr. Wojcik)

The Board approved the termination of support staff member Ms. Nakiesha Evans for job abandonment effective April 15, 2024

Motion to Approve Termination - ROLL CALL VOTE

Moved by: Ms. Joanne Osmond
Seconded by: Ms. Odie Pahl

Aye Ms. Odie Pahl, Dr. Jason Lind, Ms. Joanne Osmond, Dr. Scott Schwartz, Dr. Lynn Glickman, Dr. Donn Mendoza, and Dr. Michael Karner

Carried 7-0

11. COMMITTEE REPORTS

There were no Committee Reports.

12. PROGRAM/SCHOOL REPORTS - INFORMATIONAL (Dr. Donnan)

12.1 Evidence of Exceptional Service

1. With support from the SEDOL Foundation, Laremont School hosted a fun night of Trivia on May 4th. Money was raised to purchase gross motor equipment for the classrooms and facilities at Laremont.
2. Alex Letto was the recipient of the Regional Office of Education Educator of the Year award. Nominees included: Selena Burton, Sarah Carey, Alex Letto, Samantha Kozlowski, Karen Schreck. Special recognition went to Kevin Saum.
3. Alex Letto continues to be highlighted for his exceptional service at SEDOL. Alex was selected from trainers across the country to become a Ukeru Spotlight.
4. SEDOL's annual Unified Sports Day was held May 10th with sector students from Spaulding participating. Also this year were students from John Powers Center and Fairhaven School.
5. On May 3rd, Laremont hosted prom for Laremont, Fairhaven, and Gages Lake students.
6. John Powers Center had fun during the Proud to be Me celebration!
7. Laremont, John Powers Center, and Cyd Lash Academy students, along with SEDOL Administrators, participated May 17th in the Special Olympics Cop on a Roof fundraiser at Dunkin locations in Grayslake and Gages Lake.

12.2 2023-24 Retirees

Staff:	Position:	Hire Date:
Scott Adolphs	Paraprofessional	9/10/2012
Judith Assmann	Director Special Services	8/25/1987
Amy Byrne	School Social Worker	11/19/2003
Nancy Caravello-Dybul	School Social Worker	8/18/1997
Ann Dehmlow	Registered Nurse	8/24/1998
Valerie Donnan	Superintendent	8/25/2003
Christi Hale	Teacher	8/21/2002
Khristine Haydock	HR Admin Asst	12/10/2007
Michael Jeffries	Custodian	4/10/2000
Karin Kaply	Social Worker	2/3/1998
Carol Link	Teacher	8/17/2001
Jill Murphy	Paraprofessional	8/22/2011
Vickie Pecoraro	Teacher	8/26/1985
Jeanne Pitcher	Registered Nurse	8/21/2000
Joanne Ramirez Polifka	Nurse	8/28/2002
Michelle Rappaport	School Social Worker	8/20/2007
Eddie Rodriguez	Receptionist	8/15/2013
Jill Schwarz	Teacher	2/22/1988

Kelly Simonson	Teacher	8/17/2001
Donna Solorzano	School Social Worker	11/15/1993
Pamela Winters	Teacher/VI	8/21/1995
Jean Zegar	HV Tech	8/15/1994

13. EXECUTIVE BOARD MEMBER COMMENTS (Dr. Lind)

There were no Executive Board Member Comments.

14. ADJOURNMENT (Dr. Lind)

The meeting was adjourned at 10:45 a.m.

Respectfully submitted by,

Sara Martinez
Recording Secretary

Approved by:

Dr. Jason Lind
Board President

Dr. Valerie M. Donnan
Board Secretary