

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is entered into by and between the Governing Board of the Special Education District of Lake County, Illinois (“SEDOL”) and the SEDOL Support Staff Association, IEA-NEA, (the “SSSA”) (collectively, the “Parties”).

WHEREAS, the SSSA is the sole and exclusive bargaining representative of all regularly employed full-time and part-time paraprofessionals, job coaches, bilingual interpreters, sign language interpreters, community experience coaches, transition coaches, program attendants, vocational facilitators, occupational therapists, certified occupational therapist assistants, physical therapists and physical therapist assistants; and

WHEREAS, SEDOL and the SSSA are Parties to a collective bargaining agreement that was initially set to expire on June 30, 2026, but which has since been extended to June 30, 2027(the “Agreement”), which sets forth the terms and conditions of employment for all bargaining unit members; and

WHEREAS, the Parties have agreed to amend the Agreement to provide for the elimination of religious leave days in exchange for the addition of one (1) personal day; and

WHEREAS, Section 15.17(A) of the Agreement provides that classroom paraprofessionals assigned to the LASSO 3 program who successfully complete eight (8) hours of SEDOL-provided professional development during the immediately preceding school term shall receive a premium of \$1.50 per hour so long as the employee is working in the LASSO 3 program; and

WHEREAS, the Parties desire to provide classroom paraprofessionals reassigned to the LASSO 3 program the opportunity to begin receiving the \$1.50 premium during the 2025-2026 or 2026-2027 school years, respectively, by completing professional development over the summer;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein and other good and valuable consideration, the sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Recitals.** The recitals set forth above are incorporated into this Section as if fully set forth herein.

2. **Personal Days.** Section 6.4 of the Agreement is hereby amended as follows:

6.4 PERSONAL BUSINESS LEAVE:

A. Hourly Employees:

At the beginning of each school year, each Employee shall be credited with ~~two (2)~~three (3) days to be used for personal business. Personal business leave days shall be available

for the practice of individual religious preferences. Personal business leave is for the purpose of transacting personal, legal, personal business, household and family emergencies, and other personal matters that require absence during school hours. Personal business leave shall not be used on the first or last day of school or on an institute day. Additionally, each year an Employee may use no more than one (1) of the ~~two~~ ~~(2)~~three (3) personal business leave days on the two (2) days preceding or following a school holiday or vacation period (as defined by the SEDOL Calendar or, if the employee is assigned to a member district, the calendar of the school at which the employee is assigned). If an Employee is assigned to a member district and the member district does not observe a holiday listed on the SEDOL Calendar, then the use of a personal business leave day before or after the “non-observed holiday” shall not count as one (1) of the ~~two~~ ~~(2)~~three (3) personal business leave days.

At the end of the school year, employees shall have the option of: (a) carrying over a maximum of up to one (1) unused personal business leave day for use in the following school year, provided that an employee may not use more than ~~three (3)~~four(4) personal business leave days in any school year; and/or (b) receiving compensation for up to ~~two~~ ~~(2)~~three (3) unused personal leave days. Any unused personal business leave days that are not carried over for use in the following school year and/or submitted for compensation, shall be added to accumulated sick leave. Any carried over or paid unused personal business leave days shall not be added to accumulated sick leave. An Employee who elects to receive compensation for unused personal business leave days will be paid at the Employee’s daily rate of pay if submitted to Human Resources before June 15th.

B. Salaried Employees:

At the beginning of each school year, each Employee shall be credited with ~~three (3)~~four (4) days to be used for personal business. Personal business leave days shall be available for the practice of individual religious preferences. Personal business leave is for the purpose of transacting personal, legal, personal business, household and family emergencies, and other personal matters that require absence during school hours. Personal business leave shall not be used on the first or last day of school or on an institute day. Additionally, each year an Employee may use no more than one (1) of the ~~three~~ ~~(3)~~four (4) personal business leave days on the two (2) days preceding or following a school holiday or vacation period (as defined by the SEDOL Calendar or, if the employee is assigned to a member district, the calendar of the school at which the employee is assigned). If an Employee is assigned to a member district and the member district does not observe a holiday listed on the SEDOL Calendar, then the use of a personal business leave day before or after the “non-observed holiday” shall not count as one (1) of the ~~three~~ ~~(3)~~four (4) personal business leave days. Unused days shall be added to the sick leave total.

3. **Religious Holidays.** Section 6.5(B) of the Agreement shall be deleted in its entirety. In lieu of religious holidays as provided pursuant to Section 6.5(B) of the Agreement, the Parties agreed to the addition of one (1) personal business leave day for all Employees as memorialized above.

4. **LASSO 3 Premium Pay.** Section 15.17(A) of the Agreement is hereby amended as follows:

15.17 PROFESSIONAL GROWTH OPPORTUNITIES:

A. Hourly Employees:

Any hourly Employee may be recommended by their immediate supervisor to attend a District provided workshop pertinent to their position. If the Employee attends the recommended District workshop, they will be paid their hourly rate for attendance.

In order to receive payment, Employees will need:

- Preapproval by their immediate supervisor,
- Attend all required days and hours of the workshop, and
- Complete the required assignments.

Such attendance will be verified using monthly timesheets signed by the administrator.

LASSO 3 Program and Shaping Appropriate Behaviors (SAB) Program

Any hourly classroom paraprofessional who successfully completed 8 hours of SEDOL-provided professional development during the immediately preceding school term, shall receive an hourly premium of \$1.50 per hour, for all hours worked, so long as the employee is working in the LASSO 3 Program or SAB Program. To continue to receive this premium, the hourly classroom paraprofessional must successfully complete 8 hours of SEDOL-provided professional development every school term and must continue to work in the LASSO 3 Program or SAB Program.

Classroom paraprofessionals newly assigned to the LASSO 3 program for the 2025-2026 or 2026-2027 school years who complete eight (8) hours of SEDOL-provided professional development over the summer of 2025 or summer of 2026 shall receive the \$1.50 per hour premium pay beginning with the 2025-2026 school year or 2026-2027 school year, as the case may be, and for as long as they remain assigned to the LASSO 3 program and complete professional development each school term as provided above.

5. **Remaining Terms Still in Effect.** All other terms of the Agreement remain as they are and are in full force and effect through the extended term of the Agreement.

[SIGNATURE TO FOLLOW]


IN WITNESS WHEREOF, the Parties have executed this Memorandum of Understanding by their duly authorized representatives.

**SEDOL SUPPORT
PROFESSIONALS ASSOCIATION,
IEA-NEA**

By: 
SSSA President

Date: 9-9-25

**GOVERNING BOARD OF THE
SPECIAL EDUCATION
DISTRICT OF LAKE COUNTY,
ILLINOIS**

By: 
Board President

Date: August 6, 2025

ATTEST

By: 
Board Secretary

Date: August 6, 2025