

Valerie M. Donnan, Ed.D.

Superintendent

Minutes

SEDOL EXECUTIVE BOARD MEETING

Thursday, November 9, 2023

**Board Members
Present:**

Ms. Odie Pahl, Dr. Jason Lind, Ms. Joanne Osmond, Ms. Carey McHugh, Dr. Scott Schwartz, and Dr. Lynn Glickman

**Board Members
Late:**

**Board Members
Absent:**

Dr. Donn Mendoza and Dr. Michael Karner

**Staff Members
Present:**

Ms. Sara Martinez, Dr. Valerie Donnan, Ms. Suzana Peterson, and Ms. Traci Strieter

- 1. CALL TO ORDER - ROLL CALL (Dr. Lind)**
- 2. PLEDGE OF ALLEGIANCE (Dr. Lind)**
- 3. ACCEPTANCE OF AGENDA - ACTION NEEDED (Dr. Lind)**

Motion to Accept the Agenda - VOICE VOTE

Move the agenda be accepted as presented.

Moved by: Ms. Joanne Osmond

Seconded by: Ms. Carey McHugh

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

Abstain Ms. Carey McHugh

Carried 5-0

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

Motion to Approve the Consent Agenda - ROLL CALL VOTE

Move approval of the consent agenda items and addendum, if included, as presented.

Moved by: Ms. Odie Pahl

Seconded by: Dr. Lynn Glickman

Aye Ms. Odie Pahl, Dr. Jason Lind, Ms. Joanne Osmond, Ms. Carey McHugh, Dr. Scott Schwartz, and Dr. Lynn Glickman

Carried 6-0

4.1 **Approval of Minutes**

Public and closed session minutes of the regular meeting of October 26, 2023.

[Oct 26 2023 - Minutes - Pdf.pdf](#) 

[Oct 26 2023 Minutes Closed.docx](#) 

4.2 **Financial Matters**

Paid Accounts Payables and Fund Balance Report:

[FY24 Executive Board Meeting Summary.pdf](#) 

[Paid AP Check Register - Payroll Liabilities 10-31-23.pdf](#) 

[Paid AP Check Run 11-09-23.pdf](#) 

[Paid AP Check Run Over \\$8,000 11-09-23.pdf](#) 

[Paid AP Manual Checks 10-20, 27. 30. 31-23.pdf](#) 

[Paid AP Manual Checks Over \\$8,000 10-20, 27. 30. 31-23.pdf](#) 

[Fund Balance Report 11.03.2023.pdf](#) 

4.3 **Closed Session Minutes/Recordings**

The Board approved that the minutes of closed session from the following meetings remain confidential and that all previously reviewed minutes remain closed:

- April 27, 2023 - Employee, Collective Bargaining, Litigation, Purchase matters
- May 25, 2023 - Employee, Litigation, Purchase, Student

Placement matters

- June 22, 2023 - Employee, Litigation, Student Placement matters
- July 27, 2023 - Litigation, Student Placement matters
- August 24, 2023 - Student Placement matters
- September 21, 2023 - Student Placement matters

[Combined Closed Session Minutes.pdf](#) 

In addition, The Board approved the destruction of verbatim recordings for the following closed session meetings:

- December 16, 2021, February 28, 2022, March 24, 2022, April 28, 2022 and May 26, 2022

4.4 **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.

[Personnel Recommendations & Vacancies.pdf](#) 

[November 9, 2023 Addendum.pdf](#) 

5. **RECOGNITION (Dr. Donnan)**

5.1 **STARS Students**

The Board recognized a student from Ms. Chavez's classroom at Fairhaven School as the STARS Student for October. This student has made tremendous growth behaviorally and with communication since the start of school year.

5.2 **STARS Students**

The Board recognized a student from Ms. Hanson's classroom in sector as the STARS Student for November. This student has been using his coping skills and calming strategies. He listens well to instruction and is able to help with classroom duties.

5.3 **Employee of the Month**

The Board recognized Ms. Sylwia Herzberg, Paraprofessional, as November's Employee of the Month. Since joining the Spaulding LASSO 2 classroom, Ms. Herzberg has made a considerable difference. She comes in every day ready to give 100% and the students continue to progress and grow with her help.

6. **PUBLIC COMMENT (Dr. Lind)**

There was one person who spoke at Public Comment.

7. **OLD BUSINESS**

7.1 **Strategic Planning Update INFORMATIONAL (Dr. Donnan)**

Dr. Donnan provided an update to the Board:

1. The SEDOL Dashboard has been shared with staff, families and member districts.
2. SES teams continue to meet. A schedule is set for the SES Advisory Team to meet with each team to provide feedback.
3. SES Team #4 has received positive feedback from the new hire onboarding process. Data has also shown that new staff retention has increased.
4. As a result of the member district long range funding meeting held October 26th and 27th and discussion among SES Team #2, Evidence Based Funding will be used to offset Audiology costs for all member districts for FY25 instead of offsetting contract rates.

8. **NEW BUSINESS**

8.1 **Life Safety Report 2023-24 - INFORMATIONAL (Ms. Peterson)**

Ms. Peterson and Mr. Saum reviewed the annual Life Safety Reports for SEDOL buildings from the Lake County ROE. Mr. Saum noted that the violations reported have either already been corrected or are in the process of being corrected.

[Life Safety Reports.pdf](#) 

8.2 **RICOH Printer Lease - ACTION NEEDED (Dr. Donnan)**

The Board approved the leasing agreement between SEDOL

and RICOH for a term of sixty (60) months at \$5,005.52 per month for the equipment; approximately \$5,796.10 for monthly usage costs and maintenance; and \$21,326.97 for the first twelve months followed by \$10,401.72 annually for the remainder of the agreement for the software and licensing necessary to operate the equipment. Fairhaven School and John Powers Center will be the first to receive new equipment with other SEDOL buildings to follow.

[*SEDOL MEMO FOR RICOH LEASE.pdf](#) 

[SEDOL 4 UNIT EQUIPT REMOVAL BUYOUT 10.30.23.pdf](#) 

[SEDOL 4 UNIT LEASE 10.30.23.pdf](#) 

[SEDOL 4 UNITS MAINT 10.30.23.pdf](#) 

[SEDOL 13 UNITS LEASE 10.30.23.pdf](#) 

[SEDOL 13 UNITS MAINT ORDER AGREEMENT 10.30.23.pdf](#) 

[SEDOL EQUIPMENT REMOVAL BUYOUT 10.30.23.pdf](#) 

[SEDOL GOVT MASTER LEASE AGREEMENT 10.30.23.pdf](#) 

[SEDOL GOVT MASTER MAINT & SALE AGREEMENT 10.30.23.pdf](#)


[SEDOL GOVT MASTER SERVICE AGREEMENT 10.30.23.pdf](#) 

[SEDOL KOFAX CONTROL SUITE PURCHASE 10.30.23.pdf](#) 

Motion to Approve Lease Agreement - ROLL CALL VOTE

Moved by: Ms. Joanne Osmond

Seconded by: Ms. Odie Pahl

Aye Ms. Odie Pahl, Dr. Jason Lind, Ms. Joanne Osmond, Ms. Carey McHugh, Dr. Scott Schwartz, and Dr. Lynn Glickman

Carried 6-0

8.3 **Contractual and Itinerant Billing Rates for FY25 - ACTION NEEDED (Ms. Peterson)**

The Board approved the billing rates for contractual and itinerant services for the 2024-25 school year.

[FY24 Contract Itinerant Rates.pdf](#) 

Motion to Approve Billing Rates - ROLL CALL VOTE

Moved by: Ms. Joanne Osmond

Seconded by: Dr. Scott Schwartz

Aye Ms. Odie Pahl, Dr. Jason Lind, Ms. Joanne Osmond, Ms. Carey McHugh, Dr. Scott Schwartz, and Dr. Lynn Glickman

Carried 6-0

8.4 **Audit Update - INFORMATIONAL (Ms. Peterson)**

Ms. Peterson provided the Board with an update of the current audit.

9. **COMMITTEE REPORTS**

There were no committee reports.

10. **PROGRAM/SCHOOL REPORTS - INFORMATIONAL (Dr. Donnan)**

10.1 **Evidence of Exceptional Service**

1. Greater Lake County USBC made a donation that will be put towards the outdoor classroom project.
2. SEDOL was awarded a mini-grant through IAASE this past week for \$1,200 to be utilized to implement the *Get Ready to Learn Yoga Program* throughout our LASSO II and LASSO III classrooms.
3. Fun was had around the district to celebrate Halloween. Families enjoyed partnering in the celebrations.
4. Dr. Wojcik was invited to join the Lake County Educators' Center group that is held at the University Center on a quarterly basis. The goal of this group is to spread the word about University Center BA completion programs for prospective teachers, teacher endorsements/certificates that are available through the University partners, and professional development opportunities for teachers.
5. SEDOL Wellness Fair was hosted focusing on supporting SEDOL employees health and well being. Walgreens and many others partnered with SEDOL to

be able to offer onsite flu shots as well as other tips and gifts.

11. EXECUTIVE BOARD MEMBER COMMENTS (Dr. Lind)

Ms. McHugh shared her appreciation of the SEDOL Administrative Team and all that they do.

12. ADJOURNMENT (Dr. Lind)

At 10:09 a.m. the meeting was adjourned.

Respectfully submitted by,
Sara Martinez
Recording Secretary

Approved by:

Dr. Jason Lind
Board President

Dr. Valerie M. Donnan
Board Secretary