

**SPECIAL EDUCATION DISTRICT OF LAKE COUNTY**

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

Superintendent

**NOTICE:**

**A Public Hearing to receive comment regarding an interfund transfer will be held on Thursday, May 23, 2024, at 9:20 a.m.**

**The hearing will be held in the Bay Room at the SEDOL district office.**

TO: Executive Board Members

FROM: Administration

RE: Executive Board Meeting

DATE: Thursday, May 23, 2024

TIME: 9:30 AM

LOCATION: SEDOL Office Bay Room

**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 acceptance of the agenda as presented.

**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.

**4.1 Minutes**

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

**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 will recognize a student from Ms. Carol Link's classroom at Fairhaven School as the May STARS Student.

5.2 Employee of the Month

The Board will recognize Steven Perez, Cyd Lash Academy, Office Intervention Paraprofessional, as the May Employee of the Month.

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

President Lind will recognize any visitors at the meeting. The Executive Board is always interested in hearing from anyone who has a concern or issue regarding SEDOL programs and services. In order to ensure that everyone is heard, and at the same time, conduct the meeting properly and efficiently, those wishing to address the Board are asked to observe the following guidelines.

1. Sign in at the meeting and complete the Public Comment Information Form.
2. Address the Board at the appropriate time as indicated on the agenda and when recognized by the Board President.
3. State your name and address for the record.
4. Comments should be limited to a maximum of five (5) minutes. The Board President may deny a person the opportunity to speak for more than 5 minutes. The President may also deny such opportunity to a person who has previously addressed the Board on the same subject.
5. Groups attending Board meetings are requested to appoint a spokesperson, if possible. The spokesperson should identify the group he/she represents and then briefly explain the concerns shared by the group. The Board President reserves the right to terminate a speaker's comments if they are repetitive or redundant.
6. Comments made during open session should not pertain to individual students or employees. Concerns regarding a specific student or employee should be presented in closed session.
7. The Board President or other presiding officer shall have the authority to terminate the remarks of any individual addressing the Board under public comment and to determine procedural matters regarding public comment not otherwise defined in Board policy.

**7. OLD BUSINESS**

7.1 FY23 Audit Update - INFORMATIONAL (Ms. Peterson)

Eccezion Consulting and Lauterbach & Amen, LLP will provide an update to the FY23 audit.

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

Administration recommends adoption of the attached 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**

Move adoption of the Resolution Authorizing an interfund transfer in the amount of \$1,500,000.00 as presented.

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

SEDOL Administration will discuss the Local Government Property Transfer Resolution regarding the sale of South School, 330 N Ridgemoor Ave, Mundelein, IL. This resolution is part of the sale of South School from SEDOL to Mundelein Elementary District 75 and requires SEDOL Governing Board approval.

**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**

Move approval of the Recommendation of the Local Government Property Transfer Resolution by the Executive Board and to recommend approval at the SEDOL Governing Board meeting on August 7, 2024 meeting as presented.

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

Administration recommends approval of 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, Units A Grayslake, IL 60030. Lease dates will extend from August 1, 2024 – July 31, 2025 in the amount of \$3075/month.

**Motion to Approve Extension - ROLL CALL VOTE**

Move approval of the Seymour Lease Extension between Marling Management and SEDOL in the amount of \$3075/month as presented.

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

Administration will provide an update regarding improvements and continued improvements to the systems and practices within the SEDOL Business and Human Resource Offices

**7.6 Organizational Chart - ACTION NEEDED (Dr. Donnan)**

Administration recommends approval of the 2024-25 Organizational

Chart.

[2024-25 Proposed SEDOL Organizational Chart.pdf](#) 

Motion to Approve Organizational Chart - VOICE VOTE

Move approval of the 2024-25 Organizational Chart as presented.

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

Administration will provide an overview of the current SEDOL Fiscal Subcommittee's work regarding SEDOL tuition and discuss the next steps.

7.8 TrueNorth Arrangement - ACTION NEEDED (Dr. Donnan)  
SEDOL and TrueNorth Educational Cooperative 804 will engage in a pilot shared services arrangement for the 2024-2025 fiscal year. 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

Move approval of the arrangement between SEDOL and TrueNorth for the 2024-25 fiscal year as presented.

## 8. NEW BUSINESS

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

Administration recommends that Suzana Peterson, Assistant Superintendent of Finance, continue as the IMRF agent and TRS representative for the 2024-25 fiscal year.

Motion to Approve Authorized Agent - VOICE VOTE

Move Suzana Peterson continue as the IMRF agent and TRS representative for FY25.

8.2 Policy Revisions 1st Reading - INFORMATIONAL (Dr. Wojcik)  
Proposed revisions to the following policies have been reviewed by the Policy Committee and will be included on the June agenda for 2nd reading and requested approval.

[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)

Administration will provide a presentation regarding the collective work of the Project ESP District Leadership Team. Their focus is on building interconnected partnerships with community agencies to provide multi-tiered support for students attending Cyd Lash Academy, Gages Lake School, and John Powers Center.

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

Motion to Enter Into Closed Session - ROLL CALL VOTE

Move the Board enter into closed session 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 Return to Public Session - VOICE VOTE

Move the Board return to public session.

**10. OTHER BUSINESS**

10.1 Possible Termination - ACTION NEEDED (Dr. Wojcik)

Administration recommends termination of support staff member employee #05232024-1 for job abandonment.

Motion to Approve Termination - ROLL CALL VOTE

Move to approve the termination of employee #05232024-1 as recommended.

10.2 Possible Termination - ACTION NEEDED (Dr. Wojcik)

Administration recommends termination of support staff member employee #05232024-2 for job abandonment.

Motion to Approve Termination - ROLL CALL VOTE

Move to approve the termination of employee #05232024-2 as recommended.

**11. COMMITTEE REPORTS**

The Policy Committee met on May 9th.

## 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

| <b>Staff:</b>         | <b>Position:</b>          | <b>Hire Date:</b> |
|-----------------------|---------------------------|-------------------|
| 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)**

**14. ADJOURNMENT (Dr. Lind)**

**2023-24 Executive Board Meeting Schedule** - *Cyd Lash Academy (Multi-purpose Room)*

Thursday, June 27, 2024 – 9:30 a.m.

Thursday, July 25, 2024 – 9:30 a.m.

**2023-24 Governing Board Meeting Schedule** - *Gages Lake School Community Room*

Wednesday, June 5, 2024 – 7:00 p.m.