

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

TO: Executive Board Members
FROM: Administration
RE: Executive Board Meeting
DATE: Thursday, November 9, 2023
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 the agenda be accepted 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 Approval of Minutes

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

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

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

Administration recommends 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

In addition, Administration recommends 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](#) 

5. RECOGNITION (Dr. Donnan)

5.1 STARS Students

The Board will recognize a student from Ms. Chavez's classroom at

Fairhaven School as the STARS Student for October.

5.2 STARS Students

The Board will recognize a student from Ms. Hanson's classroom in sector as the STARS Student for November.

5.3 Employee of the Month

The Board will recognize Ms. Sylwia Herzberg, Paraprofessional from Fairhaven School as the November 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 Strategic Planning Update INFORMATIONAL (Dr. Donnan)

Administration will update the Board on SEDOL fiscal structure and SES teams.

8. NEW BUSINESS

8.1 Life Safety Report 2023-24 - INFORMATIONAL (Ms. Peterson)
Ms. Peterson and Mr. Saum will review the annual Life Safety Reports on SEDOL buildings from the Lake County ROE.

8.2 RICOH Printer Lease - ACTION NEEDED (Dr. Donnan)
Administration recommends approval to enter into a leasing agreement with 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.

Motion to Approve Lease Agreement - ROLL CALL VOTE

Move approval to enter into a leasing agreement with 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 (12) months followed by \$10,401.72 annually for the remainder of the agreement for the software and licensing as presented.

8.3 Contractual and Itinerant Billing Rates for FY25 - ACTION NEEDED (Ms. Peterson)
Administration recommends approval of the proposed 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

Move approval of the billing rates for contractual and itinerant services for FY25 as presented.

8.4 Audit Update - INFORMATIONAL (Ms. Peterson)
Ms. Peterson will provide an update to the Board.

9. 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)

12. ADJOURNMENT (Dr. Lind)

2023-24 Executive Board Meeting Schedule *SEDOL Office Bay Room*

Thursday, December 14, 2023 – 9:30 a.m.

Thursday, January 25, 2024 – 9:30 a.m.

Thursday, February 15, 2024 – 9:30 a.m.

Thursday, March 21, 2024 – 9:30 a.m.

Thursday, April 4, 2024 – 9:30 a.m. *Special Meeting to Review Tentative Budget*

Thursday, April 25, 2024 – 9:30 a.m.

Thursday, May 23, 2024 – 9:30 a.m.

Thursday, June 27, 2024 – 9:30 a.m.

Thursday, July 25, 2024 – 9:30 a.m.

2023-24 Governing Board Meeting Schedule

Wednesday, December 6, 2023 – 7:00 p.m.

Wednesday, March 6, 2024 – 7:00 p.m.

Wednesday, June 5, 2024 – 7:00 p.m.