



**SPECIAL EDUCATION DISTRICT OF LAKE COUNTY**  
18160 W Gages Lake Road, Gages Lake, Illinois 60030-1819  
847-548-8470 Fax 847-548-8472 VP 224-207-8476  
[www.sedol.us](http://www.sedol.us)



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

TO: Executive Board Members  
FROM: Administration  
RE: Executive Board Meeting  
DATE: Thursday, January 25, 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
- 4. CONSENT AGENDA - ACTION NEEDED (Dr. Lind)**  
Motion to Approve the Consent Agenda - ROLL CALL VOTE

- 4.1 Approval of Minutes  
Public and closed session minutes of the regular meeting of December 14, 2023.  
  
Move approval of the consent agenda items and addendum, if included, as presented.
- 4.2 Financial Matters  
Paid Accounts Payables and Fund Balance Report:  
[FY24 January Executive Board Meeting Summary.pdf](#)   
[Paid AP Check Register - Payroll Liabilities 12-15-23 0001.pdf](#)   
[Paid AP Check Register - Payroll Liabilities 12-27-23 0001 0001.pdf](#)



[Paid AP Check Run 01-25-24.pdf](#)

[Paid AP Check Run Over \\$8,000 01-25-24.pdf](#)

[Paid AP Manual Checks 12-7,8,15,19,22,27-23.pdf](#)

[Paid AP Manual Checks Over \\$8,000 12-7,8,15,19,22,27-23.pdf](#)

[Fund Balance Report](#)

#### 4.3 Policy Matters

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

[POLICIES](#)

#### 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. Tracy McMahon's classroom in the DHH Program as the January STARS Student.

#### 5.2 Employee of the Month

The Board will recognize Mr. Alex Letto, Behavior Specialist Assistant/NCI Coordinator, as the January 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 - INFORMATIONAL (Ms. Peterson)  
Ms. Peterson will provide an update to the Board.
- 7.2 SEDOL Program Update - INFORMATIONAL (Dr. Donnan)  
Administration will provide an update regarding safety and security within SEDOL.
- 7.3 Transportation Bid Approval - ACTION NEEDED (Ms. Peterson)  
Administration recommends approval of the 3-year transportation contract agreement, in the amount of \$610,728.40 per year with Lakeside Transportation as presented.  
  
Motion to Approve Contract Agreement - ROLL CALL VOTE  
Move the Board approve the 3-year transportation agreement, in the amount of \$610,728.40 per year, between SEDOL and Lakeside Transportation as presented.
- 7.4 HVAC Bid Approval - ACTION NEEDED (Ms. Peterson)  
On January 18, 2024 the three bids received for the Administration Building HVAC project were opened by GravesDesignGroup.  
Recommended approval of the lowest base bid contract agreement in the amount of \$3,043,500.00 with Happ Builders.  
  
Motion to Approve Contract Agreement - ROLL CALL VOTE

Move the Board approve the Administration Building HVAC contract agreement between SEDOL and Happ Builders in the amount of \$3,043,500.00 as presented.

- 7.5 Lawn Care Bid Approval - ACTION NEEDED (Ms. Peterson)  
Administration recommends approval of the 3-year lawn care contract agreement, in the amount of \$30,731.00 per year with Balanced Environments.

**Motion to Approve Contract Agreement - ROLL CALL VOTE**

Move the Board approve the 3-year lawn care agreement, in the amount of \$30,731.00 per year, between SEDOL and Balanced Environments as presented.

- 7.6 Sale of South - ACTION NEEDED (Ms. Peterson)  
Administration recommends the contract for the sale of South to Mundelein District 75 and that it be presented for Governing Board approval at the March 6, 2024 meeting.

**Motion to Recommend Contract of Sale - ROLL CALL VOTE**

Move recommendation of the contract for the sale of South to District 75 and that it be presented for Governing Board approval at the March 6, 2024 meeting.

## **8. NEW BUSINESS**

- 8.1 Policy Revisions 1st Reading - INFORMATIONAL (Dr. Wojcik)  
Proposed revisions to the following policies have been reviewed by the Policy Committee.

[0410 Fiscal:Business Mngmt Feb 15 2024.pdf](#) 

[0460 Purchases:Contracts Feb 15 2024.pdf](#) 

[7165 Reserved School Uniforms Feb 15 2024.pdf](#) 

[7270 Admin Meds to Students Feb 15 2024.pdf](#) 

- 8.2 FOIA - INFORMATIONAL (Dr. Wojcik)  
On January 17, 2024, Dr. Valerie Donnan received an email from Nathan Mihelich, Illinois Retired Teachers Association, requesting the name and email address of any certified staff (teachers, administrators, nurses, counselors, etc.) who are retiring this year.

On January 18, 2024, Dr. Wojcik provided the information requested.

## **9. CLOSED SESSION**

**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. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal.
3. 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.
4. Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property.

Motion to Return to Public Session - VOICE VOTE

Move the Board return to public session.

## **10. OTHER BUSINESS**

### **10.1 IMRF Authorization - ACTION NEEDED (Ms. Peterson)**

Administration will discuss a request for IMRF out of state credit authorization from employee #01252024-1.

Motion to approve Authorization - ROLL CALL VOTE

Move to approve the IMRF out of state credit authorization for employee #01252024-1

### **10.2 Appeal of Uniform Grievance Decision - ACTION NEEDED (Dr. Wojcik)**

Administration will discuss the uniform grievance decision appeal from employee #01252024-1.

Motion to Approve Appeal - ROLL CALL VOTE

Move to approve the uniform grievance decision appeal for employee #01252024-2

### **10.3 Contract(s) for Interim Superintendent(s) - ACTION NEEDED (Dr. Lind)**

Administration recommends the contract(s) for interim Superintendent(s) be presented for Governing Board approval at the March 6, 2024 meeting.

## Move Approval of Contract Recommendation(s) - ROLL CALL VOTE

Move recommendation of the contract(s) for interim Superintendent(s) be presented for Governing Board approval at the March 6, 2024 meeting.

### 10.4 Termination - ACTION NEEDED (Dr. Wojcik)

Administration recommends termination of a support staff member, employee #01252024-2, due to job abandonment effective January 9, 2024.

#### Motion to Approve Termination - ROLL CALL VOTE

Move to approve termination of support staff member #01252024-2 as recommended.

### 10.5 Insurance Settlement - ACTION NEEDED (Dr. Donnan)

Administration recommends action on insurance settlement involving a former student.

#### Motion to Approve Action - VOICE VOTE

Move not to object to insurer payment to resolve civil rights and personal injury litigation filed by former student in federal court.

### 10.6 Planning for March Governing Board Meeting - INFORMATIONAL (Dr. Donnan)

The Board will review a draft agenda for the March 6th Governing Board meeting.

## 11. COMMITTEE REPORTS

1. Finance Committee - February 1, 2024 at 1:30 p.m.
2. Personnel Committee - February 5, 2024 at 1:00 p.m.
3. Policy Committee - TBD

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

### 12.1 Evidence of Exceptional Service

1. Cyd Lash Academy volleyball season just concluded. Congratulations for making the Elite 8!
2. American Sign Language classes this fall were a success and the next session is starting.
3. Leadership team has completed or is scheduled to give a SEDOL update to all staff.
4. Vocational Partnerships continue to grow and has extended their hours.

**13. EXECUTIVE BOARD MEMBER COMMENTS (Dr. Lind)**

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

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

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 Mtg 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, March 6, 2024 – 7:00 p.m.

Wednesday, June 5, 2024 – 7:00 p.m.