



**Board of Control Meeting
April 27, 2022
SASED Administrative Center
2900 Ogden
Lisle, IL 60532
5:30 PM
AGENDA**

1. **Call to Order/Roll Call**
2. **Pledge of Allegiance**
3. **Public Comment**
4. **Closed Session**
 - a. To convene in closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2c1
5. Return to Open Session
6. **Consent Agenda**
 - a. Approve Minutes from March 23, 2022 open session and closed session meetings
 - b. Personnel Recommendations
 - 1) Accept/Approve the resignations/retirements/terminations of administrative, licensed, registered and educational support staff; appointments/change of employment status of licensed and educational support staff; appointments of contracted registered and educational support staff; and re-employment of licensed staff as presented.
 - c. Accept the Financial Reports
 - 1) Treasurers Report--March 2022
 - 2) Revenue & Expenditure Reports--March 2022
 - 3) Gross Payrolls--March 2022
 - 4) Interim Payrolls--March 2022
 - 5) Bill List--April 2022
 - 6) Interim Checks--March 2022
 - 7) Voided Checks--March 2022
 - d. Renew Treasurer's Bond
 - e. Approve Early Choices Agreement with Nancy Kind as presented
 - f. Approve Early Choices agreement with Paula Kluth as presented
 - g. Approve OT/PT meeting space rental agreement with NIU-Naperville
 - h. Approve storage container purchase
 - i. Approve intergovernmental data share and use agreement with ISBE
 - j. Approve Dominican University student teacher/internship agreement
 - k. Approve destruction of the October 28, 2020 closed session recording
7. **Discussion Without Action**
 - a. Informational/Correspondence
 - 1) DHH and Vision Program Spotlight Presentation
 - 2) District Satisfaction Survey Results
 - 3) Math Curriculum Update
 - b. Enrollment Update

- c. Board Committee Updates
- 8. **Discussion with Action**
 - a. Approve Stepping Stones contract buyout
 - b. Approve compensation/benefits notices for SASSED non-certified/non-CBA staff, administrators/coordinators and OT/PT staff
 - c. Approve salary/wage increases for all non-bargaining unit employees
 - d. Approve facilities use agreement with NIU Naperville for August 10, 2022 Orientation Day
 - e. Approve DWC Intergovernmental Classroom Lease Agreement Amendment with District 45
 - f. Approve the FY23 District 20, 34, 45, 48, 58, 63, 66, 88 and 201 classroom lease agreements
 - g. Approve contractor agreement with Ridge Training/James Bolton
 - h. Approve Return to Learn Update
 - i. Approve Microsoft volume license
- 9. **Closed Session**
 - a. To convene in closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2c1
- 10. **Return to Open Session/Adjournment**



SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE

**Board of Control Meeting
March 23, 2022
SASED Administrative Center
2900 Ogden, Lisle, IL 60532
MINUTES**

Dr. Matt Rich, Chairperson, called the meeting to order at 6:01 p.m. and welcomed those in attendance.

Roll call was taken with the following responding:

Present:	District	Representative
	Keeneyville School District #20	Terry Walloch
	Benjamin School District #25	Jack Buscemi
	West Chicago Elementary School District #33	Dr. Kristina Davis
	Winfield School District #34	Dr. Matt Rich
	Cass School District #63	Mark Cross
	Woodridge School District #68	Tom Ruggio
	Community High School District #94	Lynn Casey-Maher
	Community High School District #99	Joanna Vazquez Drexler
	Westmont Community Unit School District #201	Leah Conover
	Lisle Community Unit School District #202	Steven Lesniak

Absent:	School District #45, DuPage County	Dr. Anthony Palmisano
	Salt Creek School District #48	Raymond Kielminski
	Downers Grove School District #58	Emily Hanus
	Maercker District #60	Dr. Sean Nugent
	Center Cass School District #66	Dr. Andrew Wise
	DuPage High School District #88	Dr. Jean Barbanente
	Community Consolidated School District #180	Dr. Thomas Schneider
	Elmhurst Community Unit School District #205	Dr. Keisha Campbell

Present: 10 Districts

Absent: 8 Districts

Also in attendance:

- Dr. Melinda McGuffin, Executive Director, SASED
- Don Robinson, Treasurer and Director for Business, SASED
- Dr. Kennedy Strickland Dixon, Director for Programs & Services, SASED
- Julie Grohn, Director for the Human Resource Department, SASED
- Christine Martin, Asst. Director for Programs & Services, SASED
- Anita Howard, Recording Secretary, SASED

- 1. Chairperson Rich appointed Member Cross secretary pro-tem with no objection.** On voice vote, motion passed.
- 2. Pledge of Allegiance**
- 3. Public Comment:** Ashley Lohrenz had her baby this morning and wished everyone a good spring break. Tina Cerney, read a statement in support of an employee who is on the agenda for discipline action and stated she provided documentation in support of the staff member to Dr. McGuffin and Ms. Grohn. She requested the Board to take her statement into consideration.

4. Closed Session

I move to recess to closed session at 6:10 p.m. for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2c1. This motion, made by Board Member Rich and seconded by Board Member Vazquez Drexler, Passed.

Upon roll call vote:

Ayes: Keeneyville School District #20
Benjamin School District #25
West Chicago Elementary School District #33
Winfield School District #34
Cass School District #63
Woodridge School District #68
Community High School District #94
Community High School District #99
Westmont Community Unit School District #201
Lisle Community Unit School District #202

Nays: None

Absent: School District #45, DuPage County
Salt Creek School District #48
Downers Grove School District #58
Maercker District #60
Center Cass School District #66
DuPage High School District #88
Community Consolidated School District #180
Elmhurst Community Unit School District #205

Ayes: 10 Districts Nays: 0 Districts Absent: 8 Districts

Returned to open session at 7:46 p.m.

5. Consent Agenda

I move to approve the following consent agenda items. This motion, made by Board Member Ruggio and seconded by Board Member Buscemi, Passed.

- a. Approved minutes from the February 23, 2022 open session meeting and the January 12, 2022 finance committee meeting
- b. Personnel Recommendations
 - 1) Accepted/Approved the Resignations, Retirement and Appointments of Licensed and Educational Support Personnel and the Appointments of Contracted staff as presented.
- c. Accepted the Financial Reports
 - 1) Treasurers Report--February 2022
 - 2) Revenue & Expenditure Reports--February 2022
 - 3) Gross Payrolls--February 2022; \$1,614,090.48
 - 4) Interim Payrolls--February 2022; \$572,720.04
 - 5) Bill List--March 2022; \$445,592.73
 - 6) Interim Checks--February 2022; \$406,188.72

- d. Approved Infinitec Agreement for 2022-2023 as presented
- e. Approved professional development agreement with Illinois Safe Schools Alliance
- f. Approved parent workshops agreement with DPCP Corporation
- g. Approved agreement with Tiffany Kelly for Hearing/Vision services
- h. Approved SOPPA for Google Services
- i. Approved destruction of the September 23, 2020 closed session recording

Upon roll call vote:

Ayes: Keeneyville School District #20
 Benjamin School District #25
 West Chicago Elementary School District #33
 Winfield School District #34
 Cass School District #63
 Woodridge School District #68
 Community High School District #94
 Community High School District #99
 Westmont Community Unit School District #201
 Lisle Community Unit School District #202

Nays: None

Absent: School District #45, DuPage County
 Salt Creek School District #48
 Downers Grove School District #58
 Maercker District #60
 Center Cass School District #66
 DuPage High School District #88
 Community Consolidated School District #180
 Elmhurst Community Unit School District #205

Ayes: 10 Districts Nays: 0 Districts Absent: 8 Districts

6. Discussion Without Action

- **Presentation--On the Road to 2023—** SASED administration shared with the Board an update on initiatives as well as plans for 2022-23. Highlights of the presentation included:
 - SASED technology services have evolved during the pandemic to provide a device to every student, teacher assistant, bus driver and support staff to be able to access remote learning/working when necessary. The organization also transitioned to G-suite, a new student information system, and plans to implement online student registration later this spring.
 - Curriculum updates included the implementation of ELA curriculum and piloting of math curriculum.
 - Student program referral processes have been streamlined.
 - A new system of processing Medicaid support and claims has been implemented and several trainings provided to member district staff. Additionally, plans are being developed to return Medicaid funds directly to member districts.
 - Work on new program schedules for next year is ongoing.
 - A data summary of services provided by the School Improvement, Instructional Support and Assistive Technology team and OTs/PTs was provided.
 - HR and business office updates included recruiting/hiring/retention of staff, updating SASED's network infrastructure, renewal of transportation agreement with Sunrise and significant tuition cost initiatives.

a. Enrollment Update— Dr. McGuffin shared that the total net enrollment decreased by one student.

b. Board Committee Updates— Dr. McGuffin updated that the protocols committee will meet later in the spring; the policy committee will meet after work with IASB on transitioning policy processes; the finance committee met March 9th and several actions are being brought forward based on discussions.

7. Discussion with Action

a. Adopt Resolution for Dismissal and Non-Renewal of First through Third Year Probationary teachers

I move to adopt the resolution for Dismissal and Non-Renewal of the following First-Third Year Probationary Teachers: Amanda Hurt, Jennifer Furman and Grace McGuire. This motion, made by Board Member Walloch and seconded by Board Member Vazquez Drexler, Passed.

Upon roll call vote:

Ayes: Keeneyville School District #20
Benjamin School District #25
West Chicago Elementary School District #33
Winfield School District #34
Cass School District #63
Woodridge School District #68
Community High School District #94
Community High School District #99
Westmont Community Unit School District #201
Lisle Community Unit School District #202

Nays: None

Absent: School District #45, DuPage County
Salt Creek School District #48
Downers Grove School District #58
Maercker District #60
Center Cass School District #66
DuPage High School District #88
Community Consolidated School District #180
Elmhurst Community Unit School District #205

Ayes: 10 Districts Nays: 0 Districts Absent: 8 Districts

b. Adopt resolution for dismissal of 4th year probationary teacher

I move to adopt the resolution for non-renewal of 4th year probationary teacher Timothy Morton as presented. This motion, made by Board Member Casey Maher and seconded by Board Member Lesniak, Passed.

Upon roll call vote:

Ayes: Keeneyville School District #20
Benjamin School District #25
West Chicago Elementary School District #33
Winfield School District #34
Cass School District #63
Woodridge School District #68
Community High School District #94

Community High School District #99
Westmont Community Unit School District #201
Lisle Community Unit School District #202

Nays: None

Absent: School District #45, DuPage County
Salt Creek School District #48
Downers Grove School District #58
Maercker District #60
Center Cass School District #66
DuPage High School District #88
Community Consolidated School District #180
Elmhurst Community Unit School District #205

Ayes: 10 Districts Nays: 0 Districts Absent: 8 Districts

c. Adopt resolution for the dismissal of educational support personnel employee for reasons other than reduction in force

I move to adopt the Resolution for the Dismissal of the following Educational Support Personnel Employee for reasons other than Reduction in Force: Patricia Cerney. This motion made by Board Member Vazquez Drexler and seconded by Board Member Conover, Passed.

Upon roll call vote:

Ayes: Keeneyville School District #20
Benjamin School District #25
West Chicago Elementary School District #33
Winfield School District #34
Cass School District #63
Woodridge School District #68
Community High School District #94
Community High School District #99
Westmont Community Unit School District #201
Lisle Community Unit School District #202

Nays: None

Absent: School District #45, DuPage County
Salt Creek School District #48
Downers Grove School District #58
Maercker District #60
Center Cass School District #66
DuPage High School District #88
Community Consolidated School District #180
Elmhurst Community Unit School District #205

Ayes: 10 Districts Nays: 0 Districts Absent: 8 Districts

d. Approve 2022-23 contract for Southeast School assistant program administrator

I move to approve the one year Southeast School assistant program administrator contract for LaShaunda Sandifer in the amount of \$80,000 starting July 1, 2022 as presented. This motion, made by Board Member Casey Maher and seconded by Board Member Vazquez Drexler, Passed.

Upon roll call vote:

Ayes: Keeneyville School District #20
Benjamin School District #25
West Chicago Elementary School District #33
Winfield School District #34
Cass School District #63
Woodridge School District #68
Community High School District #94
Community High School District #99
Westmont Community Unit School District #201
Lisle Community Unit School District #202

Nays: None

Absent: School District #45, DuPage County
Salt Creek School District #48
Downers Grove School District #58
Maercker District #60
Center Cass School District #66
DuPage High School District #88
Community Consolidated School District #180
Elmhurst Community Unit School District #205

Ayes: 10 Districts Nays: 0 Districts Absent: 8 Districts

e. Award bid for Southeast School maintenance work

I move to award the contract for the 2022 maintenance work at Southeast Alternative School to Ashlaur Construction Company, Inc. for the Base Bid and Alternate No. 2 in the amount of \$188,000.00 as presented. This motion, made by Board Member Cross and seconded by Board Member Casey Maher, Passed.

Discussion included questions regarding does this project fulfill the maintenance grant requirements. Mr. Robinson stated it does.

Upon roll call vote:

Ayes: Keeneyville School District #20
Benjamin School District #25
West Chicago Elementary School District #33
Winfield School District #34
Cass School District #63
Woodridge School District #68
Community High School District #94
Community High School District #99
Westmont Community Unit School District #201
Lisle Community Unit School District #202

Nays: None

Absent: School District #45, DuPage County
Salt Creek School District #48
Downers Grove School District #58
Maercker District #60
Center Cass School District #66

DuPage High School District #88
Community Consolidated School District #180
Elmhurst Community Unit School District #205

Ayes: 10 Districts Nays: 0 Districts Absent: 8 Districts

f. Approve server refresh proposal

I move to approve the server refresh proposal as outlined to not exceed \$72,000. This motion, made by Board Member Lesniak and seconded by Board Member Walloch, Passed.

Upon roll call vote:

Ayes: Keeneyville School District #20
 Benjamin School District #25
 West Chicago Elementary School District #33
 Winfield School District #34
 Cass School District #63
 Woodridge School District #68
 Community High School District #94
 Community High School District #99
 Westmont Community Unit School District #201
 Lisle Community Unit School District #202

Nays: None

Absent: School District #45, DuPage County
 Salt Creek School District #48
 Downers Grove School District #58
 Maercker District #60
 Center Cass School District #66
 DuPage High School District #88
 Community Consolidated School District #180
 Elmhurst Community Unit School District #205

Ayes: 10 Districts Nays: 0 Districts Absent: 8 Districts

g. Approve disbursement of Medicaid funding to member districts

I move to approve the disbursement of SASED Medicaid reimbursements to students' home districts. This motion, made by Board Member Vazquez Drexler and seconded by Board Member Conover, Passed.

Discussion included thanking leadership for making this happen.

Upon roll call vote:

Ayes: Keeneyville School District #20
 Benjamin School District #25
 West Chicago Elementary School District #33
 Winfield School District #34
 Cass School District #63
 Woodridge School District #68
 Community High School District #94
 Community High School District #99
 Westmont Community Unit School District #201
 Lisle Community Unit School District #202

Nays: None

Absent: School District #45, DuPage County
Salt Creek School District #48
Downers Grove School District #58
Maercker District #60
Center Cass School District #66
DuPage High School District #88
Community Consolidated School District #180
Elmhurst Community Unit School District #205

Ayes: 10 Districts Nays: 0 Districts Absent: 8 Districts

h. Approve plan regarding return of excess cash and pre-bill rates

I move to approve the procedural changes as outlined regarding cash management, pre-bill rates and increase to non-member surcharges. This motion, made by Board Member Lesniak and seconded by Board Member Buscemi, Passed.

Discussion included SASSED's substantial cash reserves. Mr. Robinson intends to budget modest deficits based on optimal staffing ratios. Actual results could be larger due to less-than-optimal staffing ratios. Another option would be to prepare a cash distribution to members sometime in January 2023 or later. The challenge would be to determine an equitable formula to distribute the cash to member districts. Mr. Robinson would also like to finalize pre-bill rates in the month of July and set those rates as not-to-exceed rates. This means there could be refunds; however, there would not be final bills above and beyond the adopted rates. Non-member fees will increase from \$5,000 to \$10,000. This increase will also be presented at the next DuPage West Cook board meeting for consideration

Upon roll call vote:

Ayes: Keeneyville School District #20
Benjamin School District #25
West Chicago Elementary School District #33
Winfield School District #34
Cass School District #63
Woodridge School District #68
Community High School District #94
Community High School District #99
Westmont Community Unit School District #201
Lisle Community Unit School District #202

Nays: None

Absent: School District #45, DuPage County
Salt Creek School District #48
Downers Grove School District #58
Maercker District #60
Center Cass School District #66
DuPage High School District #88
Community Consolidated School District #180
Elmhurst Community Unit School District #205

Ayes: 10 Districts Nays: 0 Districts Absent: 8 Districts

i. Adopt resolution authorizing issuance of Individual Procurement Cards

I move to adopt the resolution authorizing issuance of Individual Procurement Cards as presented. This motion, made by Board Member Rich and seconded by Board Member Walloch, Passed.

Upon roll call vote:

Ayes: Keeneyville School District #20
Benjamin School District #25
West Chicago Elementary School District #33
Cass School District #63
Woodridge School District #68
Community High School District #94
Community High School District #99
Westmont Community Unit School District #201
Lisle Community Unit School District #202

Nays: None

Abstain: Winfield School District #34

Absent: School District #45, DuPage County
Salt Creek School District #48
Downers Grove School District #58
Maercker District #60
Center Cass School District #66
DuPage High School District #88
Community Consolidated School District #180
Elmhurst Community Unit School District #205

Ayes: 9 Districts Nays: 0 Districts Abstain: 1 District Absent: 8 Districts

j. Approve the classroom lease agreement with Maercker District 60 for 2022-23

I move to approve the classroom lease agreement with Maercker District 60 for 2022-23 as presented. This motion, made by Board Member Cross and seconded by Board Member Casey Maher, Passed.

Upon roll call vote:

Ayes: Keeneyville School District #20
Benjamin School District #25
West Chicago Elementary School District #33
Winfield School District #34
Cass School District #63
Woodridge School District #68
Community High School District #94
Community High School District #99
Westmont Community Unit School District #201
Lisle Community Unit School District #202

Nays: None

Absent: School District #45, DuPage County
Salt Creek School District #48

Downers Grove School District #58
Maercker District #60
Center Cass School District #66
DuPage High School District #88
Community Consolidated School District #180
Elmhurst Community Unit School District #205

Ayes: 10 Districts Nays: 0 Districts Absent: 8 Districts

8. Closed Session

I move to recess to closed session at 8:30 p.m. for the following purpose: discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2c1. This motion, made by Board Member Rich and seconded by Board Member Walloch, Passed.

Upon roll call vote:

Ayes: Keeneyville School District #20
 Benjamin School District #25
 West Chicago Elementary School District #33
 Winfield School District #34
 Cass School District #63
 Woodridge School District #68
 Community High School District #94
 Community High School District #99
 Westmont Community Unit School District #201
 Lisle Community Unit School District #202

Nays: None

Absent: School District #45, DuPage County
 Salt Creek School District #48
 Downers Grove School District #58
 Maercker District #60
 Center Cass School District #66
 DuPage High School District #88
 Community Consolidated School District #180
 Elmhurst Community Unit School District #205

Ayes: 10 Districts Nays: 0 Districts Absent: 8 Districts

9. Return to Open Session at 9:03 p.m.

10. Adjournment—*Motion made by Member Conover, seconded by Member Vazquez Drexler to adjourn the meeting at 9:04 p.m. Upon voice vote, motion passed.*

Chairperson

Secretary

PROPOSED PERSONNEL ACTION

1. Resignations/Retirements/Terminations – Administrative Staff

<u>Name</u>	<u>Position</u>	<u>Funding Source</u>	<u>Initial Employment Date</u>	<u>Last Day Worked</u>	<u>Reason</u>
Strickland Dixon, Kennedy	Director of Programs & Services Central Office	Local Funds	7/1/2021	6/30/2022	Accepted another position

2. Resignations/Retirements/Terminations – Licensed Staff

Croci, Hannah	Speech/Language Pathologist STARS Program	Tuition	8/6/2020	6/6/2022	Accepted another position
Johnson, Eileen	Teacher Southeast School	Tuition	1/7/2019	5/31/2022*	Husband transferred
Kirk, Olivia	Psychologist VI Program	Tuition	8/6/2018	6/2/2022	Relocating
Modglin, Katy	Teacher/STARS Maercker	Tuition	8/10/2020	6/6/2022	Accepted another position
Quarles, Amy	Teacher Southeast School	Tuition	8/14/2014	5/31/2022	Family Obligations
Trunk, Eleanore	Teacher/DHH North	Tuition	8/10/2018	5/31/2022	Relocating

*Revised Last Day Worked

3. Resignations/Retirements/Terminations – Registered Staff

McCullough, Lisa	Orientation & Mobility Specialist VI Program	Tuition	8/21/1991	6/2/2023	Retiring
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4. Resignations/Retirements/Terminations – Educational Support Staff

Cerney, Patricia	Lead Job Coach Transition Program	Tuition	8/10/2020	3/23/2022	Terminated by Administration
Cox, Robin	1:1 Teacher Assistant	User Fee Dist. #C212	9/29/2008	7/29/2022	Retiring
Jacobson, Elizabeth	Teacher Assistant/VI Addison Trail	Tuition	3/10/2008	5/27/2022	Retiring
Klemz, Jennifer	1:1 Teacher Assistant	User Fee Dist. #60 & #63	9/1/2017	4/22/2022	Accepted another position
Oriatti, Patrick	Bus Driver MN Program	Tuition	10/25/13	4/25/22	Personal reasons

4. Resignations/Retirements/Terminations – Educational Support Staff - continued

<u>Name</u>	<u>Position</u>	<u>Funding Source</u>	<u>Initial Employment Date</u>	<u>Last Day Worked</u>	<u>Reason</u>
Phelan, Dana	Interpreter/DHH North	Tuition	2/10/2020	4/20/2022	Accepted another position
Sczapanik, Amy	1:1 Teacher Assistant	User Fee Dist. #68	5/10/2021	5/27/2022	Returning to school
Young, Karen	Teacher Assistant Southeast	Tuition	1/7/2022	5/27/2022	Personal reasons

5. Appointments – Licensed Staff

<u>Name</u>	<u>Position</u>	<u>Funding Source</u>	<u>Initial Employment Date</u>	<u>Hourly Rate</u>	<u>Salary</u>
D'Amico, Jessica	Social Worker STARS Program	Tuition	4/4/2022		\$16,835.85 Prorated from \$70,711.00

6. Appointments – Educational Support Staff

Brennan, Claire	1:1 Teacher Assistant	User Fee Dist. #66	3/22/2022	\$17.37	
Cherrie, Margo	1:1 Teacher Assistant	User Fee Dist. #66	4/13/2022	\$17.37	
Ha, Andrew	1:1 Teacher Assistant	User Fee Dist. #365U	4/4/2022	\$17.37	

7. Change of Employment Status – Licensed Staff

Cullen, Robin	From:				
	Teacher/DHH North	Tuition	12/5/1991		\$115,602.00
	To:				
	Counselor DHH Program	Tuition	8/10/2022		\$118,395.00

8. Change of Employment Status – Educational Support Staff

Gerus, Dana	From:				
	12-month Admin. Asst. RtI & Professional Development	Local Funds	8/1/2019	\$17.69	
	To:				
	HR Assistant/Benefits Specialist Central Office	Local Funds	4/25/2022	\$20.00	

9. Appointments – Registered Staff – Contracted

<u>Name</u>	<u>Position</u>	<u>Funding Source</u>	<u>Initial Employment Date</u>	<u>Hourly Rate</u>	<u>Salary</u>
King, Jordan	Occupational Therapist Soliant	User Fee Member District	04/13/2022	\$91.00	
McDowell, Amelia	Occupational Therapist Foxhire	User Fee Member District	03/25/2022	\$73.00	

10. Appointments – Educational Support Staff – Contracted

<u>Name</u>	<u>Position</u>	<u>Funding Source</u>	<u>Initial Employment Date</u>	<u>Hourly Rate</u>	<u>Salary</u>
Schaults, Rose	Medical/Teacher Assistant/MN ProCare Therapy	User Fee Dist. #66	03/10/2022	\$70.00	

SASED Staff Re-employed for the 2022-2023 School Year

11. Licensed Staff

McGuire, Grace	Teacher/DHH North	Tuition	1/3/2022		\$51,587.00
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NOTE: The Administration assures the Board that all of the above salaries are within Board approved ranges and/or schedules.

4/27/2022

FOR INFORMATION ONLY

1. Leaves of Absences/FMLA – Licensed Staff

Bolin, Brianne	AT Coach	04/11/2022 – Intermittent Leave
Ropars, Emily	AOE Coordinator – Early CHOICES	03/01/2022 – Intermittent Leave

2. Leaves of Absences/Unpaid – Licensed Staff

Pesa, Stephanie	Teacher/VI Swartz	04/04/2022 – 06/06/2022
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4/27/2022

To: Dr. Melinda Mc Guffin
Julie Grohn
SASED Board of Control

From: Dr. Kennedy Strickland Dixon **KSD**
Director of Programs and Services

Date: April 21, 2022

RE: Resignation

Please accept this correspondence as an official notice of my resignation effective June 30, 2022.

I would like to take this opportunity to acknowledge the teachers and staff for all of their hard work and commitment to the students and their families. The work that takes place at SASED on a daily basis is simply amazing. It is evident that people work at SASED because of their commitment to a population of students that require the most delicate time and attention. I would like to also extend my gratitude to staff members located at the Administrative Office for their kindness during my time at SASED.

It has been my pleasure to serve in the role as Director of Programs and Services. I wish SASED the best in all future endeavors.

Hannah Croci

191 E Thompson Drive, Wheaton, IL 60189

April 18, 2022

Julie Grohn

Director of Human Resources

School Association of Special Education in DuPage County (SASED)

2900 Ogden Avenue

Lisle, IL 60532

To Whom It May Concern:

Please accept my resignation from my position as a full-time speech-language pathologist in the SASED STARS program. I plan to finish out the remainder of the 2021-2022 school year, but I will not be returning for the 2022-2023 school year. My last day will be June 6, 2022.

I have built strong relationships with my students and fellow staff members over the last two years, and have enjoyed working in the STARS program. I am grateful for the many learning experiences SASED has given me that have helped me grow as a professional.

Sincerely,

A handwritten signature in black ink that reads "Hannah Croci". The signature is written in a cursive, slightly slanted style.

Hannah Croci

----- Forwarded message -----

From: Eileen Johnson <ejohnson@sased.org>

Date: Thu, Mar 24, 2022 at 9:22 AM

Subject: Letter of resignation

To: Julie Grohn <jgrohn@sased.org>

I will be working until the end of the school year, May 27, 2022.

Thank you!

--

Kindest regards,

Eileen Johnson

Special Education Teacher

Southeast Alternative School

(630) 548-7102

"When educating the minds of our youth, we must not forget to educate their hearts."

~Dalai Lama

March 25, 2022

To: Human Resources

From: Olivia J. Kirk

I am writing to officially tender my resignation from the School Association for Special Education in DuPage County (SASED) for the 2022-23 school year.

Working for SASED has been an amazing opportunity and helped establish my career as a School Psychologist. I could not ask for a better group of colleagues across the various programs in which I was privileged to work with over the past four years. I appreciate the all of the opportunities I have been given as well as the continued professional guidance and ongoing support.

While I will miss my colleagues and friends, I feel that it is a time for new challenge and experience. Therefore, I will be moving out of state this year in order to pursue a career westward in Arizona!

Please let me know if there is anything I can do to help support this transition. It has been a pleasure working for such a progressive and supportive cooperative, and I will truly miss my role as a psychologist for the Vision and Transition programs.

Best wishes,

Olivia J. Kirk, Ed.S, NCSP, School Psychologist

On Mon, Mar 21, 2022 at 10:19 AM Katy Modglin <kmodglin@sased.org> wrote:
Hi Sheila,

Per our conversation I unfortunately will be resigning for the 202/2023 school year.
Thank you for all of the opportunities that SASED and STARS have provide me.

Thanks,
Katy Modglin

Sent from my iPhone

----- Forwarded message -----

From: Amy Quarles <amy.duddles@gmail.com>

Date: Wed, Mar 23, 2022 at 1:54 PM

Subject: Re: next year

To: Julie Grohn <jgrohn@sased.org>

I formally resign from my teaching position at Southeast Alternative school for the 2022-23 school year, but would like to hold a position as a substitute teacher for the 2022-23 school year.

Thank you,
Amy Quarles

----- Forwarded message -----

From: Eleanore Trunk <etrunk@sased.org>

Date: Fri, Apr 8, 2022 at 3:22 PM

Subject: Resignation

To: Julie Grohn <jgrohn@sased.org>, Tara Corral <tcorral@sased.org>

Hello, I am sad to inform you that I will be resigning at the end of the school year. I plan to finish out the year and complete all yearly duties, but I will not be returning in August. Over the next few months, I will be graduating, moving, and getting married! I am thankful for the support SASED has shown me the past four years.

--

Ellie Trunk
Teacher of the Deaf and Hard of Hearing
Early Childhood
etrunk@sased.org
(470) 601-0119 Google Voice

Dear SASED Board of Control

As of March 28, 2022, I am submitting my Letter of Intent to Retire in June at the end of the 2022-2023 calendar school year from my position as a SASED certified Orientation and Mobility Specialist.

**Kind Regards,
Lisa McCullough
COMS**

**School Association for Special Education in DuPage County
Treasurer's Report
March 31, 2022**

	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>A + B + C + D</u>
	<u>EDUCATION FUND</u>	<u>SELF FUNDED DENTAL INSUR</u>	<u>FSA</u>	<u>SELF FUNDED MEDICAL INSUR</u>	<u>TOTAL EDUCATION FUND</u>
CASH ACTIVITY REPORT					
Beginning Balance	16,843,675.24	356,110.57	(30,634.08)	1,034,398.36	18,203,550.09
Investments					
December Activity					
Interest Earned	6,687.88				6,687.88
Record Health Fund Transfers	27,049.99	796.39	(293.91)	(27,552.47)	-
Cash Receipts	2,369,680.19	800.12		5,842.03	2,376,322.34
Cash Disbursements - General	(950,160.28)		(8,995.87)		(959,156.15)
- Payroll	(1,620,449.78)				(1,620,449.78)
Subtotal	<u>(167,192.00)</u>	<u>1,596.51</u>	<u>(9,289.78)</u>	<u>(21,710.44)</u>	<u>(196,595.71)</u>
Ending Balance	<u>16,676,483.24</u>	<u>357,707.08</u>	<u>(39,923.86)</u>	<u>1,012,687.92</u>	<u>18,006,954.38</u>
Investment - Demand Deposit - Fifth Third Bank	8,386,113.58	356,906.96	(30,927.99)	1,006,845.89	9,718,938.44
IL School District Liquid Asset Fund	20,426.47				20,426.47
Fifth Third Securities	8,267,589.47	-	-	-	8,267,589.47
	<u>16,674,129.52</u>	<u>356,906.96</u>	<u>(30,927.99)</u>	<u>1,006,845.89</u>	<u>18,006,954.38</u>



Don Robinson, Treasurer

**DuPage West Cook Intergovernmental Agreement with School Association for Special Education in DuPage County as fiscal agent
Treasurer's Report
March 31, 2022**

CASH ACTIVITY REPORT

Beginning Balance 3/1/2022	15,214.72
December Activity - Interest Earned	0.66
Ending Balance*	<u>15,215.38</u>

*This balance is incorporated as a component of the SASED Treasurer's Report.

**SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY
SCHEDULE OF INVESTMENTS
March 31, 2022**

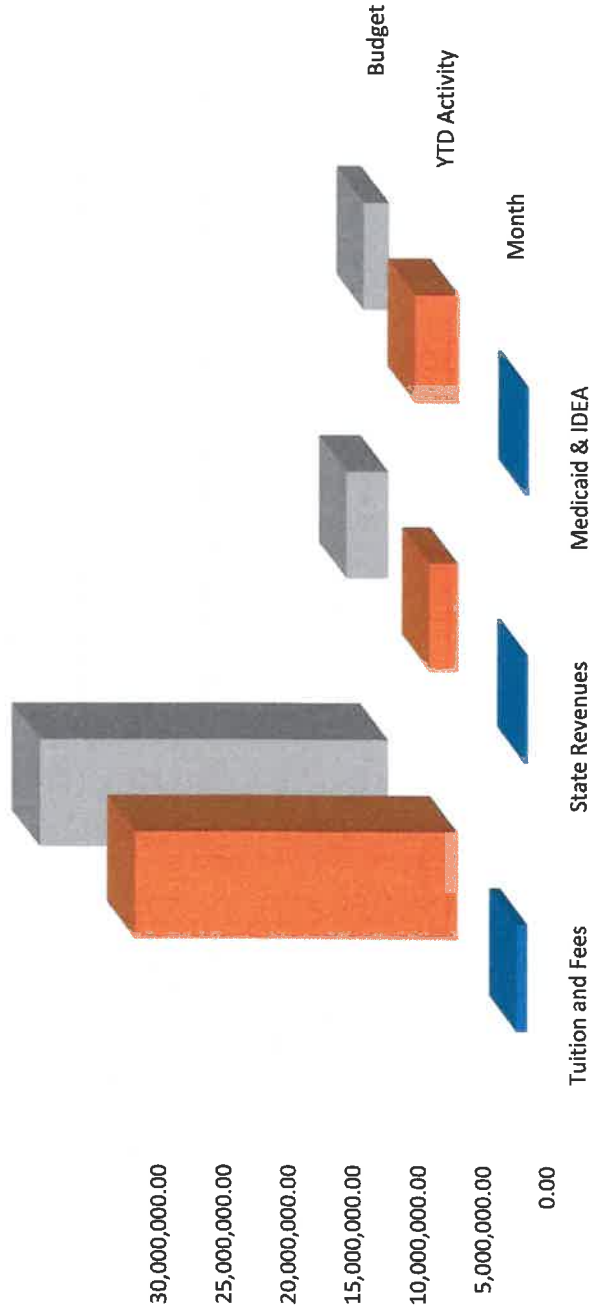
EDUCATION FUND	AMOUNT	INTEREST RATE	TERM	LOCATION	Security/Collateralization
PMA IL School District Liquid Asset Fund					
Depository Accounts - Liquid	5,211.09	0.01%	Money Market	ISDLAF	Money Market Mutual Fund
Depository Accounts - Liquid - DuPage West Cook	15,215.38	0.01%	Money Market	ISDLAF	Money Market Mutual Fund
	20,426.47				
FIFTH THIRD BANK					
Depository and Demand Deposit Accounts	8,386,113.58	.05%/.10%	N/A	Fifth Third Bank	Collateralized Deposit
Demand Deposit - Health Insurance Reserves	1,283,614.97	0.05%	N/A	Fifth Third Bank	Collateralized Deposit
Demand Deposit - Health Insurance Reserves	49,209.89	0.10%	N/A	Fifth Third Bank	Collateralized Deposit
	9,718,938.44				
FIFTH THIRD SECURITIES					
Federated Hermes Trs Inst	12,666.17	0.01%	Money Market	Fifth Third Securities, Custodian	Money Market Mutual Fund
Certificates of Deposit - short-term	1,714,995.30	Varies	Various, < 1 yr	Fifth Third Securities, Custodian	FDIC Insured
Certificates of Deposit - long-term	3,185,000.00	Varies	Various, > 1 yr	Fifth Third Securities, Custodian	FDIC Insured
U S Treasuries	2,354,928.00	Varies	Various	Fifth Third Securities, Custodian	US Gov't. Obligation
U S Agencies	1,000,000.00	Varies	Various	Fifth Third Securities, Custodian	"Full faith and credit of US..."
Corporate Bonds	-				
Municipal Bonds	-				
Other assets, including prepaid interest	-				
	8,267,589.47				
	18,006,954.38	TOTAL			

**SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY
MONTHLY REVENUE REPORTING
31-Mar-22**

SASED PROGRAMS

<u>Program</u>	<u>Mar-22</u>	<u>2021-22</u>	<u>2021-22</u>	<u>%</u>
	<u>Monthly Activity</u>	<u>FYTD Activity</u>	<u>Original Budget</u>	<u>YTD</u>
Tuition and Fees	830,375.34	24,812,974.35	26,711,173.00	<u>92.9%</u>
State Revenues	254,510.00	2,212,557.40	3,199,607.00	<u>69.2%</u>
Medicaid & IDEA	248,273.74	3,341,570.39	1,921,532.00	<u>173.9%</u>
Total	<u>1,333,159.08</u>	<u>30,367,102.14</u>	<u>31,832,312.00</u>	<u>95.4%</u>

SASED PROGRAM REVENUE

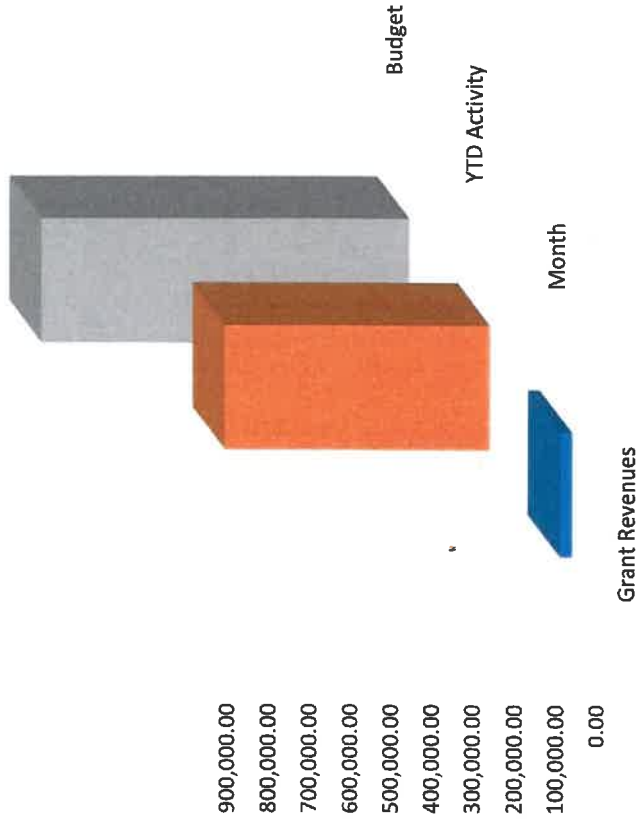


**SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY
MONTHLY REVENUE REPORTING
31-Mar-22**

EXTERNAL GRANT PROGRAMS

<u>Program</u>	<u>Mar-22</u>	<u>2021-22</u>	<u>2021-22</u>	<u>%</u>
<u>Grant Revenues</u>	<u>Monthly Activity</u>	<u>FYTD Activity</u>	<u>Original Budget</u>	<u>YTD</u>
	<u>28,500.69</u>	<u>648,310.06</u>	<u>894,487.00</u>	<u>72.5%</u>

EXTERNAL GRANT REVENUE

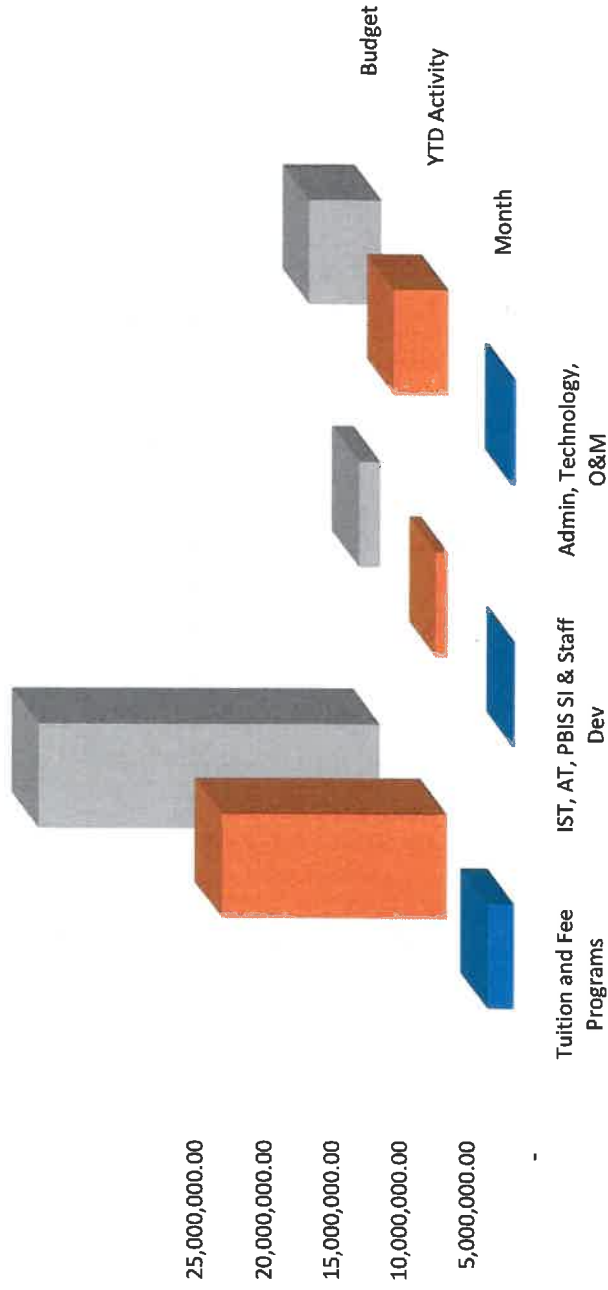


**SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY
MONTHLY EXPENDITURE REPORTING
31-Mar-22**

SASED PROGRAMS

<u>Program</u>	<u>Mar-22</u>	<u>2021-22</u>	<u>2021-22</u>	<u>%</u>
	<u>Monthly Activity</u>	<u>FYTD Activity</u>	<u>Original Budget</u>	<u>YTD</u>
Tuition and Fee Programs	1,970,584.38	16,584,518.23	24,987,334.00	<u>66.4%</u>
IST, AT, PBIS SI & Staff Dev	131,325.92	886,044.63	1,603,804.00	<u>55.2%</u>
Admin, Technology, O&M	315,813.23	4,060,497.71	5,309,680.00	<u>76.5%</u>
	<u>2,417,723.53</u>	<u>21,531,060.57</u>	<u>31,900,818.00</u>	<u>67.5%</u>

SASED PROGRAM EXPENDITURES

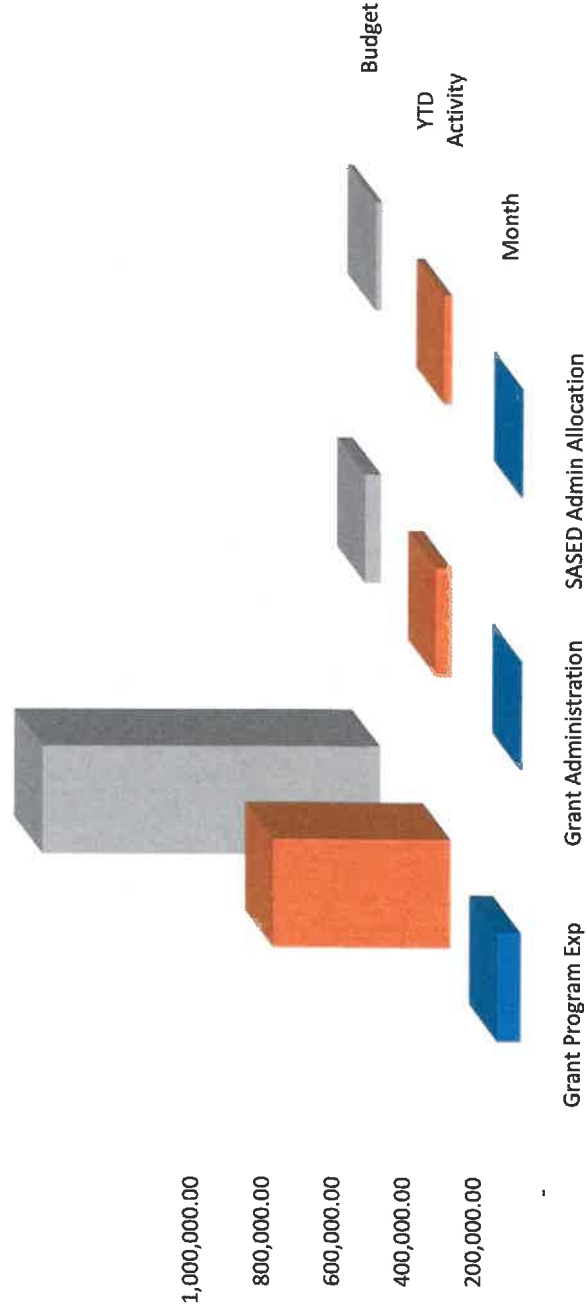


**SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY
MONTHLY EXPENDITURE REPORTING
31-Mar-22**

EXTERNAL GRANT PROGRAMS

<u>Program</u>	<u>Mar-22</u>	<u>2021-22</u>	<u>2021-22</u>	<u>%</u>
	<u>Monthly Activity</u>	<u>FYTD Activity</u>	<u>Original Budget</u>	<u>YTD</u>
Grant Program Exp	68,066.01	506,156.49	959,486.00	<u>52.8%</u>
Grant Administration	3,839.82	44,839.22	45,018.00	<u>99.6%</u>
SASED Admin Allocation	<u>2,482.08</u>	<u>23,562.63</u>	<u>17,270.00</u>	<u>136.4%</u>
Total	<u>74,387.91</u>	<u>574,558.34</u>	<u>1,021,774.00</u>	<u>56.2%</u>

EXTERNAL GRANT EXPENDITURES



GROSS PAYROLL

March 2022 \$1,620,449.78

TOTAL SALARY	:	1,620,449.78
TOTAL DEDUCTIONS	:	582,460.22
TOTAL EMPLOYEES	:	355

***** End of report *****

INTERIM PAYROLL LIABILITIES

March 2022 \$ 578,794.80

3/15/2022 Payroll Accounts Payable Check Register

<u>Check #</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>	
212200598	SASED EDUCATION ASSOCIATION	3/15/2022	\$3,434.60	
212200599	SASED SUPPORT STAFF ASSOCIATION	3/15/2022	\$1,325.21	
		2 ACH Check(s) For a Total of		\$4,759.81
101117	STATE DISBURSEMENT UNIT	3/15/2022	\$456.00	
		1 Computer Check(s) For a Total of		\$456.00
202100266	CPI QUALIFIED PLAN CONSULTANTS	3/15/2022	\$25,984.12	
202100267	ILLINOIS DEPT OF REVENUE	3/15/2022	\$31,717.27	
202100270	TEACHERS RETIREMENT (2.2%)	3/15/2022	\$2,635.22	
202100271	TEACHERS RETIREMENT SYSTEM	3/15/2022	\$37,784.43	
202100272	THIS (TRS HEALTH) FUND	3/15/2022	\$6,820.79	
202100273	MB FINANCIAL (FEDERAL)	3/15/2022	\$59,347.25	
202100274	MB FINANCIAL BANK (FICA-E)	3/15/2022	\$32,379.81	
202100275	MB FINANCIAL BANK (FICA-W)	3/15/2022	\$32,379.81	
202100276	THE OMNI GROUP	3/15/2022	\$1,958.00	
202100277	TEACHERS RETIREMENT (FED)	3/15/2022	\$398.87	
		10 Wire Transfer Check(s) For a Total of		\$231,405.57
		2 ACH Checks For a Total of		\$4,759.81
		1 Computer Check For a Total of		\$456.00
		Total for 13 Manual, Wire Tran, ACH & Computer Checks		\$236,621.38
		Net Amount		\$236,621.38
10	EDUCATION FUND			\$236,621.38

3/31/2022 Payroll Accounts Payable Check Register

<u>Check #</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>	
212200678	BAY, JULIE D	3/31/2022	\$600.00	
212200679	CANNATA, SAM	3/31/2022	\$600.00	
212200680	DIAMOND, NANETTE	3/31/2022	\$600.00	
212200681	SASED EDUCATION ASSOCIATION	3/31/2022	\$3,434.60	
212200682	SASED SUPPORT STAFF ASSOCIATION	3/31/2022	\$1,325.21	
212200683	SCHROEDER, LYNN A	3/31/2022	\$600.00	
212200684	SMITH, LISA	3/31/2022	\$600.00	
				7 ACH Check(s) For a Total of \$7,759.81
101198	GLENN STEARNS, CHAP 13 TRUSTEE	3/31/2022	\$1,125.00	
101199	STATE DISBURSEMENT UNIT	3/31/2022	\$456.00	
101200	UNITED WAY OF NAPERVILLE	3/31/2022	\$20.00	
				3 Computer Check(s) For a Total of \$1,601.00
202100268	IMRF (EMPLOYEES CONT)	3/15/2022	\$19,217.72	
202100269	IMRF (EMPLOYERS CONT)	3/15/2022	\$27,153.64	
202100278	CPI QUALIFIED PLAN CONSULTANTS	3/31/2022	\$26,699.08	
202100279	ILLINOIS DEPT OF REVENUE	3/31/2022	\$32,477.37	
202100280	IMRF (EMPLOYEES CONT)	3/31/2022	\$19,390.83	
202100281	IMRF (EMPLOYERS CONT)	3/31/2022	\$27,429.44	
202100282	TEACHERS RETIREMENT (2.2%)	3/31/2022	\$2,533.30	
202100283	TEACHERS RETIREMENT SYSTEM	3/31/2022	\$39,309.91	
202100284	THIS (TRS HEALTH) FUND	3/31/2022	\$6,857.36	
202100285	MB FINANCIAL (FEDERAL)	3/31/2022	\$63,303.95	
202100286	MB FINANCIAL BANK (FICA-E)	3/31/2022	\$32,823.84	
202100287	MB FINANCIAL BANK (FICA-W)	3/31/2022	\$32,823.84	
202100288	THE OMNI GROUP	3/31/2022	\$1,958.00	
202100289	TEACHERS RETIREMENT (FED)	3/31/2022	\$398.87	
202100290	TEACHERS HEALTH INSURANCE SECURITY (THIS) FUND	3/31/2022	\$435.46	
				15 Wire Transfer Check(s) For a Total of \$332,812.61
				7 ACH Checks For a Total of \$7,759.81
				3 Computer Checks For a Total of \$1,601.00
				Total for 25 Manual, Wire Tran, ACH & Computer Checks \$342,173.42
				Net Amount \$342,173.42
10	EDUCATION FUND			\$342,173.42

BILLS PAYABLE LIST – FLOW THROUGH

April 28, 2022 \$327.85

CHECK		CHECK	INVOICE	
DATE	NUMBER	VENDOR	DESCRIPTION	AMOUNT
04/28/2022	212200692	BENJAMIN SCHOOL DIST	Medicaid - Fee for Service 12/2021 Reimbursement	97.82
04/28/2022	212200693	CENTER CASS DISTRICT	Medicaid - Fee for Service 12/2021 Reimbursement	230.03
Totals for checks				327.85

BILLS PAYABLE LIST – GRANTS

April 28, 2022 \$ 20,898.11

<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>		
<u>DATE</u>	<u>NUMBER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
04/28/2022	101235	COMMUNITY SCHOOL DIS	FY22 STEP Grant/Wheaton Transition	7,161.81
04/28/2022	101235	COMMUNITY SCHOOL DIS	FY22 STEP Grant/Wheaton North	1,007.03
04/28/2022	101235	COMMUNITY SCHOOL DIS	FY22 STEP Grant WWSHS	892.43
04/28/2022	101235	COMMUNITY SCHOOL DIS	FY22 STEP COVID Funds/Wheaton North	9,167.63
04/28/2022	101236	SIMPLE MACHINES MARK	website services	78.75
04/28/2022	101237	WROBBEL, TAMMY	Reimbursement Phone/Internet and Travel 3/1 to 3/16	623.42
			Totals for checks	18,931.07

<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>		
<u>DATE</u>	<u>NUMBER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
04/28/2022	212200694	ACCOUNTABILITY SOLUT	A.S. FY 2022 Main Contract	1,200.00
04/28/2022	212200695	BAIN, AMY	Reimbursement Phone/Inernet, Postage and Travel 3/17/22	107.01
04/28/2022	212200696	KREMER, ANN	Reimbursement Phone/Internet and Travel 3/15/22	113.73
04/28/2022	212200697	REISING RECHNER, PAM	Reimbursement Phone/Internet, Postage and Supplies	73.62
04/28/2022	212200698	ROPARS, EMILY	Reimbursement Phone/Internet and Supplies	114.71
04/28/2022	212200699	SCHACKMANN, JULIE	Reimbursement Phone/Internet and Travel 3/1/22	202.46
04/28/2022	212200700	TOKAT, TALIN	Reimbursement Phone/Internet and Travel 3/16/22	155.51
			Totals for checks	1,967.04

BILLS PAYABLE LIST – SASED PROGRAMS

April 28, 2022 \$ 349,025.80

CHECK		CHECK	INVOICE	
DATE	NUMBER	VENDOR	DESCRIPTION	AMOUNT
04/28/2022	101234	OFFICE DEPOT	Supplies for Ann Kremer	38.38
04/28/2022	101234	OFFICE DEPOT	Supplies for Ann Kremer	11.99
04/28/2022	101234	OFFICE DEPOT	supplies	178.24
04/28/2022	101234	OFFICE DEPOT	Classroom Supplies	49.87
04/28/2022	101234	OFFICE DEPOT	Wall clock for Siis	26.38
			Conference room and scissors for new staff	
			Totals for checks	304.86

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
04/28/2022	101238	COMMUNITY CONSOLIDAT	Kate Szeliga/Using AOTA EBP and Knowledge Translations Resources in the School Systems	40.00
04/28/2022	101238	COMMUNITY CONSOLIDAT	Sherilyn Genin/Using AOTA EBP and Knowledge Translations Resources in the School Systems	40.00
04/28/2022	101238	COMMUNITY CONSOLIDAT	Maria Bettler/Using AOTA EBP and Knowledge Translations Resources in the School Systems	40.00
04/28/2022	101239	WINFIELD SCHOOL DIST	February 2022 SASED Student Lunches	388.58
04/28/2022	101240	WESTMONT CUSD #201	February 2022 SASED Student Breakkfast/Lunch	1,232.46
04/28/2022	101241	ALIMED	OT PT 3-14-22 Consumable Equipment	67.07
04/28/2022	101242	AMBER MECHANICAL CON	Quarterly Billing #2 of 4	7,050.75
04/28/2022	101243	AMERICANEAGLE.COM, I	Monthly fee for Shared Server Hosting and Maintenance	225.00
04/28/2022	101244	AOTA	AOTA Registration OT/PT S. Genin 4/5/22	220.00
04/28/2022	101245	ARCON ASSOCIATES	Maintenance Work - SE March 1 - March 31, 2022	4,500.00
04/28/2022	101245	ARCON ASSOCIATES	Maintenance Work SE Sept 1, 2021 to Marh 31, 2022	10,958.69
04/28/2022	101246	ARK THERAPEUTIC SERV	Oral Chew Tool	52.19
04/28/2022	101247	AYA HEALTHCARE INC.	D. Munoz 2/1/22 to 2/26/22	14,485.30
04/28/2022	101247	AYA HEALTHCARE INC.	D. Munoz 3/1/22 to 3/26/22	14,651.78
04/28/2022	101248	BERWYN GARAGE	MN04 Inspection/Repairs	736.89
04/28/2022	101249	BLUEPRINT SEL PARTNE	SE Planning and Inservice Presentation/Planning Survey	5,000.00
04/28/2022	101250	CHEM-CARE, INC.	Wipes and Surface Cleaners	4,492.20
04/28/2022	101250	CHEM-CARE, INC.	Custodial Supplies	2,699.28
04/28/2022	101251	CLASSIC LANDSCAPE, L	April 2022 Landscape maintenance	1,207.50
04/28/2022	101252	CPI	PWK20ADV- Advanced Physical Skills Participant Workbooks for training on 4/4/22	1,559.40
04/28/2022	101253	CREATIVE EXCHANGE	Music Therapy - Addison Trail 3/1, 3/8, 3/15, 3/22	300.00
04/28/2022	101253	CREATIVE EXCHANGE	Music Therapy - Salt Creek 3/1, 3/3, 3/8, 3/10, 3/15, 3/17, 3/22, 3/24	600.00
04/28/2022	101253	CREATIVE EXCHANGE	Music Therapy - STARS 3/11, 3/18, 3/25	600.00
04/28/2022	101253	CREATIVE EXCHANGE	Music therapy - DHH 3/1, 3/3, 3/8, 3/10, 3/15, 3/17, 3/22, 3/24	600.00
04/28/2022	101253	CREATIVE EXCHANGE	Music Therapy - Albright 3/1, 3/8, 3/15, 3/22	300.00
04/28/2022	101253	CREATIVE EXCHANGE	Music Therapy - Southeast 3/2, 3/9, 3/16, 3/23	900.00
04/28/2022	101253	CREATIVE EXCHANGE	Music Therapy - Swartz 3/1, 3/3, 3/8, 3/10, 3/15, 3/17,	600.00

CHECK DATE	CHECK NUMBER	CHECK VENDOR	INVOICE DESCRIPTION	AMOUNT
			3/22, 3/24	
04/28/2022	101253	CREATIVE EXCHANGE	Music Therapy - Transition	450.00
			3/11, 3/18, 3/25	
04/28/2022	101254	CRW INC.	Transition Center and SE Alternative	12,312.00
04/28/2022	101255	CUNA MUTUAL GROUP	119222028220518	62.50
04/28/2022	101256	CZERNEK, STEPHANIE	Mileage Reimbursement 1/9/22 to 3/22/22	23.11
04/28/2022	101257	EDU HEALTHCARE, LLC	Steven Siegel 3/3/22	385.00
04/28/2022	101257	EDU HEALTHCARE, LLC	M. Lane 2/28/22 to 3/3/22	1,139.85
04/28/2022	101257	EDU HEALTHCARE, LLC	J. Daniels 2/28/22 to 3/3/22	1,274.85
04/28/2022	101257	EDU HEALTHCARE, LLC	M. Lane 3/7/22 to 3/11/22	1,477.35
04/28/2022	101257	EDU HEALTHCARE, LLC	S. Siegel 3/7/22 to 3/10/22	1,540.00
04/28/2022	101257	EDU HEALTHCARE, LLC	J. Daniels 3/7/22 to 3/11/22	1,589.85
04/28/2022	101257	EDU HEALTHCARE, LLC	Michelle Lane 3/14/22 to 3/18/22	1,462.50
04/28/2022	101257	EDU HEALTHCARE, LLC	J. Daniels 3/14/22 to 3/18/22	1,589.85
04/28/2022	101257	EDU HEALTHCARE, LLC	M. Lane 3/21/22 to 3/25/22	1,440.00
04/28/2022	101257	EDU HEALTHCARE, LLC	J. Daniels 3/21/22 to 3/25/22	1,499.85
04/28/2022	101258	EMBRACE EDUCATION	EmbraceDS Program_EmbraceDS%-IL Direct Service-5%	652.31
04/28/2022	101259	ENGLER CALLAWAY BAAS	General School Law 2/1/22 to 2/25/22	2,572.50
04/28/2022	101259	ENGLER CALLAWAY BAAS	General School Law March 2022	3,105.50
04/28/2022	101260	EVERYDAY SPEECH LLC	Additional Everyday Speech licenses	467.48
04/28/2022	101262	FOXHIRE, LLC	Perla Vargas Varela Week Ending 3/11/22	2,518.50
04/28/2022	101262	FOXHIRE, LLC	Samantha Avgeinos Week Ending 3/11/22	2,737.50
04/28/2022	101262	FOXHIRE, LLC	Jacqueline Rozek Week Ending 3/11/22	2,482.00
04/28/2022	101262	FOXHIRE, LLC	Beth Kern Week Ending 3/11/22	2,981.25
04/28/2022	101262	FOXHIRE, LLC	Beth Kern Week Ending 3/18/22	2,385.00
04/28/2022	101262	FOXHIRE, LLC	Jacqueline Rozek Week Ending 3/18/22	2,737.50
04/28/2022	101262	FOXHIRE, LLC	Samantha Avgerinos Week Ending 3/18/22	2,737.50
04/28/2022	101262	FOXHIRE, LLC	Perla Vargas Varela Week Ending 3/18/22	2,737.50
04/28/2022	101262	FOXHIRE, LLC	Jacqueline Rozek Week Ending 3/25/22	462.09
04/28/2022	101262	FOXHIRE, LLC	Samantha Avgerinos Week Ending 3/25/22	2,737.50
04/28/2022	101262	FOXHIRE, LLC	Amelia McDowell Week Ending 3/25/22	401.50
04/28/2022	101262	FOXHIRE, LLC	Perla Vargas Varela Week Ending 3/25/22	2,664.50
04/28/2022	101262	FOXHIRE, LLC	Beth Kern Week Ending 3/25/22	2,981.25
04/28/2022	101262	FOXHIRE, LLC	Amelia McDowell Week Ending 4/8/22	2,737.50
04/28/2022	101262	FOXHIRE, LLC	Perla Vargas Varela Week Ending 4/8/22	2,737.50
04/28/2022	101262	FOXHIRE, LLC	Samantha Avgerinos Week Ending 4/8/22	2,482.00

CHECK	CHECK	INVOICE	AMOUNT	
DATE	NUMBER	VENDOR	DESCRIPTION	
04/28/2022	101262	FOXHIRE, LLC	Beth Kern week ending 4/8/22	2,981.25
04/28/2022	101263	HARKINS SPRADLIN, KE	Co-presenter for 5.5 hour speaking commitment on the topic of : Leveling up your Teacher Talk for 2022 SASED Spring Institute on March 4, 2022.	1,500.00
04/28/2022	101264	HEARTLAND ALLIANCE H	Audiology/North Elementary/Westmont	3,647.50
04/28/2022	101264	HEARTLAND ALLIANCE H	DHH	113.75
04/28/2022	101264	HEARTLAND ALLIANCE H	MN	77.00
04/28/2022	101265	IAASE	Fall Conf 2021 Laura Capparelli	50.00
04/28/2022	101265	IAASE	Fall Conf October 2021 Amy Gebre	175.00
04/28/2022	101265	IAASE	Fall Conf October 2021 Sherilyn Genin	175.00
04/28/2022	101265	IAASE	Fall Conf October 2021 Christine Martin	175.00
04/28/2022	101265	IAASE	Fall Conf October 2021 Sheila White	175.00
04/28/2022	101265	IAASE	Conference Registration - Tara Corral	175.00
04/28/2022	101265	IAASE	Conference Registration Christine DiRienzo	175.00
04/28/2022	101266	IDVILLE	Strap Clips	18.00
04/28/2022	101267	JASON JOBB	Mileage Reimbursement 2/1/22 to 2/28/22	114.01
04/28/2022	101267	JASON JOBB	Mileage Reimbursement 3/1/22 to 3/18/22	180.35
04/28/2022	101268	LITERACY RESOURCES	Heggerty Print Curriculum 2020 2 copies for Holmes Primary	272.76
04/28/2022	101269	MACGILL DISCOUNT MED	Medical Supplies	310.43
04/28/2022	101270	MAXI AIDS	ADL Cooking Supplies	125.43
04/28/2022	101271	MAXIM HEALTHCARE SER	ERM360-0366 Period Ending: 3/5/22	9,459.88
04/28/2022	101271	MAXIM HEALTHCARE SER	ERM360-0366 Period Ending 3/12/22	12,260.65
04/28/2022	101271	MAXIM HEALTHCARE SER	ERM360-0366 Period Ending 3/19/22	12,449.90
04/28/2022	101271	MAXIM HEALTHCARE SER	ERM360-0366 Period Ending 3/26/22	12,295.35
04/28/2022	101272	MICROSONIC INC.	T. Neal	126.00
04/28/2022	101272	MICROSONIC INC.	A. Ahmed	12.00
04/28/2022	101272	MICROSONIC INC.	B. Flores	120.00
04/28/2022	101272	MICROSONIC INC.	L. Rock	60.00
04/28/2022	101272	MICROSONIC INC.	A. Marlos Payan	51.00
04/28/2022	101272	MICROSONIC INC.	Marcos	12.00
04/28/2022	101272	MICROSONIC INC.	M Viau	120.00
04/28/2022	101274	NCS PEARSON	Q-global Assessments : 100 BASC-3 Q-global Administration/Report Qty 1 (Digital), 30 Vineland-3 Comprehensive Level Q-global Administration/Report Qty 1	709.00

CHECK DATE	CHECK NUMBER	CHECK VENDOR	INVOICE DESCRIPTION	AMOUNT
			(Digital), 30 Vineland-3 Domain Level Q-global Administration/Report Qty 1 (Digital), 5 MACI-II Q-global Interpretive Administration/Report Qty 1 (Digital)	
04/28/2022	101274	NCS PEARSON	Psychology Paper Protocols - DAYC-2 Cognitive Domain Record Forms, BASC-3 TRS Child Record Forms, BASC-3 FRS Child Record Forms Qty 25.	153.80
04/28/2022	101275	NSSEO NORTHWEST SUBU	Christine DiRienzo/Identification and Provision August 5, 2020	15.00
04/28/2022	101275	NSSEO NORTHWEST SUBU	Christine DiRienzo/Manage Uour Time 7/30/2010	15.00
04/28/2022	101275	NSSEO NORTHWEST SUBU	Christine DiRienzo/through A Different Lens 6/29/20	15.00
04/28/2022	101276	OAKTREE PRODUCTS	Supplies	1,658.50
04/28/2022	101277	PLANSOURCE	C7778 March 2022	2,152.92
04/28/2022	101278	PREFERRED MEAL SYSTE	Transition Center	1,684.50
04/28/2022	101278	PREFERRED MEAL SYSTE	Southeast Alternative	2,812.45
04/28/2022	101279	PROCARE THERAPY	J. Brown 3/1/22 to 3/3/22	1,008.00
04/28/2022	101279	PROCARE THERAPY	82888 J. Brown 3/7/22 to 3/11/22, A. Beles	2,618.00
04/28/2022	101279	PROCARE THERAPY	J. Brown 3/14/22 to 3/18/22	2,681.00
04/28/2022	101279	PROCARE THERAPY	A. Beles 3/24/22 to 3/25/22	938.00
04/28/2022	101280	QUALITY INTEGRATED S	DSC Security Radio	375.00
04/28/2022	101281	RIFTON	Rifton Medium Hi-Lo Activity Chair Tray OT PT Equipment	208.50
04/28/2022	101282	SIGN LANGUAGE INTERP	3/1/22 to 3/8/22 DHH	2,205.00
04/28/2022	101283	SOLIANT	33664 2/28/22 to 3/3/22	6,075.00
04/28/2022	101283	SOLIANT	33664 Dates: 3/7/22 to 3/11/22	8,522.50
04/28/2022	101283	SOLIANT	33664 Period: 3/14/22 to 3/17/22	9,385.00
04/28/2022	101283	SOLIANT	33664 Dates: 3/21/22 to 3/25/22	9,382.50
04/28/2022	101283	SOLIANT	K. Newman 3/21/22 to 3/22/22	297.50
04/28/2022	101283	SOLIANT	K. Newman 3/10/22 to 3/11/22	425.00
04/28/2022	101283	SOLIANT	K. Newman 3/4/22	170.00
04/28/2022	101283	SOLIANT	K. Newman 3/14/22 to 3/16/22	212.50
04/28/2022	101284	STAMATELOPOULOS, KEL	Mileage Reimbursement 2/1/22 to 3/24/22	228.74
04/28/2022	101285	SUBURBAN DRIVE LINE	Safety Test VI-08	40.00
04/28/2022	101285	SUBURBAN DRIVE LINE	Safety Test V07	40.00
04/28/2022	101285	SUBURBAN DRIVE LINE	Safety Test SE02	40.00
04/28/2022	101285	SUBURBAN DRIVE LINE	Safety Test VI05	40.00
04/28/2022	101285	SUBURBAN DRIVE LINE	Safety Test VI09	40.00
04/28/2022	101286	TEACHERS PAY TEACHER	SEL Materials for SW Jessica D'Amico Teachers pay Teachers	154.61
04/28/2022	101287	THE STEPPING STONES	SASE1501 Dates: 2/20/22 to 3/5/22	26,049.10
04/28/2022	101288	TSBVI	O&M Travel Skills Book	51.75

<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>		
<u>DATE</u>	<u>NUMBER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
04/28/2022	101289	UCP SEQUIN OF GREATE	I12 w/Eye Gaze	963.13
Totals for checks				283,886.44

<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>		
<u>DATE</u>	<u>NUMBER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
04/28/2022	212200701	KEENEYVILLE DISTRICT	January 2022 SASED Student Lunch/Breakfast	160.12
04/28/2022	212200701	KEENEYVILLE DISTRICT	February 2022 SASED Student Lunch/Breakfast	345.78
04/28/2022	212200702	DUPAGE COUNTY SCHOOL	February 2022 SASED Student Meals	1,603.08
04/28/2022	212200703	SALT CREEK SCHOOL DI	Sunbelt Staffing 2/26/22	181.00
04/28/2022	212200703	SALT CREEK SCHOOL DI	Sunbelt Staffing 2/19/22	181.00
04/28/2022	212200703	SALT CREEK SCHOOL DI	Breakfast/Lunch SASED Students February 2022	1,061.37
04/28/2022	212200703	SALT CREEK SCHOOL DI	March 12, 2022 Sunbelt Staffing	90.50
04/28/2022	212200703	SALT CREEK SCHOOL DI	Sunbelt Staffing 3/5/22	90.50
04/28/2022	212200703	SALT CREEK SCHOOL DI	Sunbelt Staffing 3/26/22	90.50
04/28/2022	212200704	DOWNERS GROVE DISTRI	January 2022 SASED Student Lunch	669.21
04/28/2022	212200704	DOWNERS GROVE DISTRI	February 2022 SASED Student Lunch	686.48
04/28/2022	212200705	CASS SCHOOL DISTRICT	January 2022 SASED Student Lunch	246.10
04/28/2022	212200705	CASS SCHOOL DISTRICT	February 2022 SASED Student Lunch	198.61
04/28/2022	212200706	CENTER CASS DISTRICT	February 2022 SASED Student Meals	223.26
04/28/2022	212200707	WOODRIDGE DISTRICT #	January 2022 SASED Student Lunch	25.91
04/28/2022	212200707	WOODRIDGE DISTRICT #	February 2022 SASED Student Lunch	51.81
04/28/2022	212200708	AHN, MAY	Mileage Reimbursement 3/1/22 to 3/25/22	170.42
04/28/2022	212200709	AL WARREN OIL CO., I	Delivery 3/17/22	720.28
04/28/2022	212200709	AL WARREN OIL CO., I	Delivery 3/25/22	759.84
04/28/2022	212200709	AL WARREN OIL CO., I	Delivery 4/7/22	645.00
04/28/2022	212200710	ALDRICH, DANA	Mileage Reimbursement 3/2/22 to 3/23/22	18.95
04/28/2022	212200711	ANDERSEN, VERONICA	Mileage Reimbursement 2/4/22 to 2/23/22	76.57
04/28/2022	212200712	BARAJAZ, DINA	Mileage Reimbursement 1/4/22 to 2/28/22	72.17
04/28/2022	212200712	BARAJAZ, DINA	Mileage Reimbursement 3/1/22 to 3/25/22	52.64
04/28/2022	212200713	BARKER, JANET	Mileage Reimbursement 1/3/22 to 3/17/22	40.54
04/28/2022	212200714	BELL, MATTHEW	Mileage Reimbursement 3/1/22 to 3/23/22	80.59
04/28/2022	212200715	BERGFELD, BETH	Mileage Reimbursement 2/1/22 to 2/24/22	197.70
04/28/2022	212200715	BERGFELD, BETH	Mileage Reimbursement 3/2/22 to 3/25/22	133.56
04/28/2022	212200716	BOCZKOWSKI, DEBRA	Mileage Reimbursement 1/4/22 to 1/31/22	158.89
04/28/2022	212200717	BOLIN, BRIANNE	Mileage Reimbursement 1/24/22 to 2/14/22	108.05
04/28/2022	212200718	BOOTSMA, KRISTY	Mileage Reimbursement 3/2/22 to 3/25/22	79.68
04/28/2022	212200719	BRADLEY, LISA	Mileage Reimbursement 1/7/22	35.10

CHECK DATE	CHECK NUMBER	CHECK VENDOR	INVOICE DESCRIPTION	AMOUNT
			to 2/25/22	
04/28/2022	212200720	BRUSICH, WENDY	Reimbursement ADL Supplies	81.64
04/28/2022	212200721	BUNGERT, TINA	Mileage Reimbursement 1/12/22	17.52
			to 2/23/22	
04/28/2022	212200722	BURGER, JOAN	Mileage Reimbursement 2/3/22	14.04
			to 3/16/22	
04/28/2022	212200723	CARRASQUILLO, ELIZAB	Mileage Reimbursement 3/1/22	166.54
			to 3/25/22	
04/28/2022	212200724	CASTALDO, CARRIE	Mileage Reimbursement 1/27/22	8.01
			to 2/3/22	
04/28/2022	212200725	CHAPLIN, KRISTINE	Mileage Reimbursement 2/1/22	129.91
			to 2/28/22	
04/28/2022	212200726	CIECKO, ASHLEY	Mileage Reimbursement 3/2/22	28.08
			to 3/18/22	
04/28/2022	212200727	CORRAL, TARA	Mileage Reimbursement 2/14/22	173.16
			to 3/24/22	
04/28/2022	212200728	CREAGAN, HELEN	Mileage Reimbursement 3/1/22	86.99
			to 3/24/22	
04/28/2022	212200729	CUOMO, SUSAN	Mileage Reimbursement 2/9/22	165.22
			to 3/25/22	
04/28/2022	212200729	CUOMO, SUSAN	Reimbursement Park Chicago	7.10
			12/14/21 AM	
04/28/2022	212200729	CUOMO, SUSAN	Reimbursement - Park Chicago	5.08
			3/24/22 AM	
04/28/2022	212200729	CUOMO, SUSAN	Reimbursement - Park Chicago	5.08
			3/24/22 PM	
04/28/2022	212200729	CUOMO, SUSAN	Reimbursement - Park Chicago	6.66
			4/12/22	
04/28/2022	212200730	DARRUS, JULIE	Mileage Reimbursement 1/6/22	155.34
			to 2/1/22	
04/28/2022	212200730	DARRUS, JULIE	Mileage Reimbursement 3/7/22	116.48
			to 3/25/22	
04/28/2022	212200731	DELEONARDIS, NICOLE	Mileage Reimbursement 2/1/22	16.97
			to 3/16/22	
04/28/2022	212200732	DIXON, KENNEDI	April 2022 Travel Allowance	400.00
04/28/2022	212200733	DOPKA, DONALD	Mileage Reimbursement 1/4/22	344.67
			to 2/25/22	
04/28/2022	212200734	DORCHACK, MARIA	Mileage Reimbursement 3/1/22	150.40
			to 3/25/22	
04/28/2022	212200735	FARRELL, LYSA	Mileage Reimbursement 1/6/22	234.59
			to 3/17/22	
04/28/2022	212200736	GEBRE, AMY	mileage Reimbursement 1/10/22	196.67
			to 3/25/22	
04/28/2022	212200737	GROHN, JULIE	April 2022 Travel Allowance	400.00
04/28/2022	212200738	HOMAN, JULIA	Mileage Reimbursement 3/1/22	191.32
			to 3/23/22	
04/28/2022	212200739	JESKE, ERIKA	Mileage Reimbursement 3/1/22	93.60
			to 3/25/22	
04/28/2022	212200740	KADEN, PATRICIA	Mileage Reimbursement 2/7/22	47.04
			to 2/28/22	
04/28/2022	212200740	KADEN, PATRICIA	Mileage Reimbursement 3/2/22	55.44
			to 3/22/22	
04/28/2022	212200741	KAMARIS, ALICIA	Reimbursement - DHH Supplies	19.10
04/28/2022	212200742	KIRK, OLIVIA	Mileage Reimbursement 1/10/22	254.48
			to 3/16/22	
04/28/2022	212200742	KIRK, OLIVIA	Springfield Conference	473.84

CHECK DATE	CHECK NUMBER	CHECK VENDOR	INVOICE DESCRIPTION	AMOUNT
			Reimbursement 2/4/22	
04/28/2022	212200743	LOHRENZ, ASHLEY	Mileage Reimbursement 3/1/22 to 3/22/22	317.33
04/28/2022	212200744	LUSTIG, SAMANTHA	Mileage Reimbursement 1/14/22 to 1/18/22	13.00
04/28/2022	212200745	MARTIN, CHRISTINE	April 2022 Travel Allowance	400.00
04/28/2022	212200746	MCGUFFIN, MELINDA	Travel Allowance April 2022	400.00
04/28/2022	212200747	MOROZ, KRISTYN	Mileage Reimbursement 3/2/22 to 3/24/22	160.29
04/28/2022	212200748	MOYNIHAN, LYNN	Mileage Reimbursement 3/1/22 to 3/24/22	139.64
04/28/2022	212200749	MURPHY, MEGAN	Mileage Reimbursement 3/1/22 to 3/24/22	36.50
04/28/2022	212200750	NARDI, TRACEY	Reimbursement - Stardust Bowl Vision	42.00
04/28/2022	212200751	PADDEN, JODI	Mileage Reimbursement 1/5/22 to 1/28/22	127.53
04/28/2022	212200752	PELLICANO, DARCEY	Mileage Reimbursement 1/4/22 to 2/25/22	97.40
04/28/2022	212200753	ROBERTS, RUTH	Mileage Reimbursement 3/1/22 to 3/24/22	69.03
04/28/2022	212200754	ROBINSON, DONALD	April 2022 Travel Allowance	400.00
04/28/2022	212200755	ROSS, KATHLEEN	Mileage Reimbursement 1/4/22 to 2/28/22	119.34
04/28/2022	212200756	SANZENBACHER, ERIN	Reimbursement - Supplies/Masks/Motor-Sensory tools	54.05
04/28/2022	212200757	SEYLER, NICOLE	Mileage Reimbursement 1/12/22 to 2/22/22	146.26
04/28/2022	212200758	SHANAHAN, KERRY	Mileage Reimbursement 3/1/22 to 3/25/22	326.71
04/28/2022	212200759	SMITH, CLAIRE	Mileage Reimbursement 3/2/22 to 3/24/22	288.45
04/28/2022	212200760	TATHAM, SARA	Mileage Reimbursement 1/11/22 to 2/25/22	181.50
04/28/2022	212200760	TATHAM, SARA	Mileage Reimbursement 3/1/22 to 3/25/22	121.10
04/28/2022	212200761	THOMPSON, BRIDGET	Mileage Reimbursement 2/4/22 to 2/23/22	36.23
04/28/2022	212200762	TRUNK, ELEANORE	Reimbursement - Conference Registration	200.00
04/28/2022	212200763	WAWCZAK, ELIZABETH	Mileage Reimbursement 1/6/22 to 3/2/22	252.49
04/28/2022	212200764	WHITE, SHEILA	Mileage Reimbursement 2/1/22 to 2/25/22	227.67
04/28/2022	212200764	WHITE, SHEILA	Mileage Reimbursement 3/1/22 to 3/24/22	105.78
04/28/2022	212200765	2955, LLC	May 2022 Rent for 2900 Ogden Avenue, Lisle	47,272.02
Totals for checks				64,834.50

INTERIM CHECKS

March 2022 \$ 65,619.23

CHECK DATE	CHECK NUMBER	CHECK VENDOR	INVOICE DESCRIPTION	AMOUNT
03/04/2022	101100	ALLIED BENEFIT SYSTE	A06120 February 2022	419.75
03/04/2022	101101	AMERICAN HERITAGE LI	W6508	1,122.42
03/04/2022	101102	CAMERON PRINTING	materials for site	1,743.05
03/04/2022	101103	DEARBORN NATIONAL LI	F021947-1 March 2022	5,922.35
03/04/2022	101104	GUARDIAN - ALTERNATE	0051548 February 2022	19,189.65
03/04/2022	101105	KONICA MINOLTA PREMI	500-0601077-000 Dates: 2/22/22 to 3/22/22	2,275.00
03/04/2022	101106	T-MOBILE	976288363 Dates: 1/21/22 to 2/20/22	611.20
03/04/2022	101106	T-MOBILE	979924297 2/2/22 to 2/20/22	324.52
03/04/2022	101107	UNIVERSAL PREMIUM	SN814 Period 2/26/22 to 2/28/22	765.50
03/04/2022	101108	VERIZON WIRELESS	480335060-00001 Jan 20 to Feb 19	143.31
03/04/2022	101108	VERIZON WIRELESS	980514589-00002 Jan 17 to Feb 16	6.84
03/04/2022	101108	VERIZON WIRELESS	380335400-00001 Jan 20 to Feb19	805.72
03/04/2022	101108	VERIZON WIRELESS	385780586-00001 Jan 20 to Feb 19	3.41
03/04/2022	101108	VERIZON WIRELESS	980338541-00001 Jan 20 to Feb 19	17.03
03/04/2022	101108	VERIZON WIRELESS	480335060-00002 Jan 20 to Feb 19	2.83
03/04/2022	101108	VERIZON WIRELESS	285824433-00001 Jan 20 to Feb 19	2.83
03/04/2022	101108	VERIZON WIRELESS	685742208-00001 Jan 20 to Feb 19	18.39
03/04/2022	101109	VSP OF ILLINOIS, NFP	30079160 March 2022	1,955.74
03/04/2022	101109	VSP OF ILLINOIS, NFP	30079160 March 2022 COBRA	80.44
03/11/2022	101110	ALLIED BENEFIT SYSTE	A06120 March 2022	396.75
03/11/2022	101111	CONSTELLATION NEW EN	1352696-0 Period: 1/27/22 to 2/25/22	4,690.91
03/11/2022	101112	KONICA MINOLTA BUSIN	166679 Period: 2/4/22 to 3/03/22	518.77
03/11/2022	101113	KONICA MINOLTA PREMI	500-0541958-000	728.71
03/11/2022	101114	NICOR GAS	28-69-21-1000 1 Bill Period 2/1/22 to 3/1/22	530.66
03/11/2022	101115	VERIZON WIRELESS	480514606-00001 Jan 26 to Feb 25	4.56
03/11/2022	101115	VERIZON WIRELESS	680514606-00001 Jan 26 to Feb 25	8.51
03/11/2022	101116	WEISS SNOW REMOVAL,	Snow Removal 2/22/22 to 2.26/22	1,449.75
Totals for checks				43,738.60

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
03/18/2022	101191	BUILDMYWHEELCHAIR LL	Quantum Stealth Tablet Holder for wheelchair (Wheelchair information: Make: Quantum, Model: Edge 3, Serial # JE73291924902)	375.00
03/18/2022	101192	DUPAGE COUNTY PUBLIC	13515817-01 Dates: 12/31/21 to 1/31/22	167.39
03/18/2022	101193	HEALTH CARE SERVICE	6573182296 February 2022	385,813.18
03/18/2022	101194	UNIVERSAL PREMIUM	District #99 Dates 3/1/22 to 3/15/22	50.91
03/18/2022	101194	UNIVERSAL PREMIUM	SN814 Dates 3/1/22 to 3/15/22	596.76
03/18/2022	101195	VANGUARD ENERGY SERV	400641 February 2022	2,275.19
03/18/2022	101196	VERIZON WIRELESS	780335060-00001 Feb 2 to March 1	21.24
03/18/2022	101196	VERIZON WIRELESS	880335634-00001 Feb 2 to March 1	2.83
03/18/2022	101197	WEISS SNOW REMOVAL,	Snow Removal 3/7/22, 3/10/22	875.85
04/05/2022	101193	HEALTH CARE SERVICE	6573182296 February 2022	-385,813.18
Totals for checks				4,365.17

CHECK DATE	CHECK NUMBER	CHECK VENDOR	INVOICE DESCRIPTION	AMOUNT
03/25/2022	101207	DEARBORN NATIONAL LI	F021947-1 April 2022	4,074.38
03/25/2022	101208	DUPAGE COUNTY HEALTH	Annual Category II Food Establishment	578.00
03/25/2022	101209	GUARDIAN	00519548 April 2022	1,108.91
03/25/2022	101210	ORKIN EXTERMINATING	Service 2/15/22 and 3/17/22	153.88
03/25/2022	101211	VERIZON WIRELESS	380381311-00001 Feb 14 to March 13	55.57
03/25/2022	101211	VERIZON WIRELESS	980514589-00002 Feb 17 to March 16	6.61
03/29/2022	101206	FIFTH THIRD BANK/MAS	MMAP	5,136.53
03/29/2022	101206	FIFTH THIRD BANK/MAS	Tolls for District 94	67.50
03/29/2022	101206	FIFTH THIRD BANK/MAS	District 99 Tolls	180.00
03/29/2022	101206	FIFTH THIRD BANK/MAS	DRS STEP GRANT - Family Consumer Science Materials	765.06
03/29/2022	101206	FIFTH THIRD BANK/MAS	ADL & Hygiene Materials for Transition	103.14
03/29/2022	101206	FIFTH THIRD BANK/MAS	Vision Classroom Materials	80.97
03/29/2022	101206	FIFTH THIRD BANK/MAS	2.4.22 North Technology	128.46
03/29/2022	101206	FIFTH THIRD BANK/MAS	2.4.22 North Classroom Supplies	74.33
03/29/2022	101206	FIFTH THIRD BANK/MAS	2.14 North Supplies	188.15
03/29/2022	101206	FIFTH THIRD BANK/MAS	Student supplies for testing	127.26
03/29/2022	101206	FIFTH THIRD BANK/MAS	Nurse Office Supplies	39.16
03/29/2022	101206	FIFTH THIRD BANK/MAS	1/14/22 STARS/Sheila office supplies Sterilite 19889804 70 Quart/66 Liter Ultra Box Clear with a White Lid and Black Latches, 4-Containers	86.74
03/29/2022	101206	FIFTH THIRD BANK/MAS	1/25/2022 Katy's class Pencil holders (2 packs of 8) Sheila/Kate office supplies	34.93
03/29/2022	101206	FIFTH THIRD BANK/MAS	Re-new membership for Super Teacher Worksheets/Kaufmann	24.95
03/29/2022	101206	FIFTH THIRD BANK/MAS	2/24/22 Sheila office supplies	135.95
03/29/2022	101206	FIFTH THIRD BANK/MAS	Thermometers (Medical Supplies)	239.88
03/29/2022	101206	FIFTH THIRD BANK/MAS	Micro-Business Supplies	71.77
03/29/2022	101206	FIFTH THIRD BANK/MAS	OT PT Supplies 2-16-22	23.99
03/29/2022	101206	FIFTH THIRD BANK/MAS	OT PT 2-23-22 Chair	74.40
03/29/2022	101206	FIFTH THIRD BANK/MAS	(2)The Art of Coaching Effective Strategies for School Transformation by Elena Aguilar & (2) The Art of Coaching Workbook: Tools to Make Every Conversation Count by Elena Aguilar	67.76
03/29/2022	101206	FIFTH THIRD BANK/MAS	Dyslexia, A Practitioners Handbook	92.61
03/29/2022	101206	FIFTH THIRD BANK/MAS	Wake Up Light Sunrise Alarm Clock for Kids, Heavy Sleepers, Bedroom, with Sunrise Simulation, Sleep Aid, Dual Alarms, FM Radio, Snooze, Nightlight, Daylight, 7 Colors, 7 Natural Sounds,	42.98

<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>		
<u>DATE</u>	<u>NUMBER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
03/29/2022	101206	FIFTH THIRD BANK/MAS	Amazon order	135.98
03/29/2022	101206	FIFTH THIRD BANK/MAS	Bluedog Ink order for Microbusiness	843.96
03/29/2022	101206	FIFTH THIRD BANK/MAS	Transfer kit for HP651	271.99
03/29/2022	101206	FIFTH THIRD BANK/MAS	Supplies	204.96
03/29/2022	101206	FIFTH THIRD BANK/MAS	Disposable Gloves	419.10
03/29/2022	101206	FIFTH THIRD BANK/MAS	disposable gloves	239.40
03/29/2022	101206	FIFTH THIRD BANK/MAS	SC	453.44
03/29/2022	101206	FIFTH THIRD BANK/MAS	Book for Tammy	43.18
03/29/2022	101206	FIFTH THIRD BANK/MAS	Books for staff	196.85
03/29/2022	101206	FIFTH THIRD BANK/MAS	travel for Ann Kremer	96.90
			Totals for checks	16,669.63

<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>		
<u>DATE</u>	<u>NUMBER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
03/04/2022	212200595	LOONEY, KATHERINE	Reimbursement Jewel	40.54
03/11/2022	212200596	THOMPSON, BRIDGET	Reimbursement - toys and art materials	29.92
03/11/2022	212200596	THOMPSON, BRIDGET	Reimbursement - Classroom supplies, Color Sorting	37.98
03/11/2022	212200597	ZACHARSKI, LAURA	FIN Reimbursement M. Mayuga	7.61
			Totals for checks	116.05

<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>	<u>AMOUNT</u>
<u>DATE</u>	<u>NUMBER</u> <u>VENDOR</u>	<u>DESCRIPTION</u>	
03/18/2022	212200665 BRODERICK, MICHELLE	FIN Reimbursement Ta'Kayah Fox	19.04
03/18/2022	212200666 CIECKO, ASHLEY	Reimbursement - Therapy Materials/Supplies	44.45
03/18/2022	212200666 CIECKO, ASHLEY	Reimbursement - therapy materials	42.99
03/18/2022	212200667 DAHL, LAURA	FIN Reimbursement Amouzou, Cruz-Gomez, Hasan, Rios	72.56
03/18/2022	212200667 DAHL, LAURA	Reimbursement Classroom Supplies/Materials	41.89
03/18/2022	212200668 GOES, JENNIFER	FIN Reimbursement Bacon, Horton, Pacindo-Delgado	60.00
03/18/2022	212200669 MC CULLOUGH, LISA	Fuel Reimbursement	68.53
03/18/2022	212200670 MEDEARIS, CHRISTOPHE	Reimbursement - Field Trips	35.38
03/18/2022	212200671 NOESEN, JULIE	Reimbursement - Chicken Nuggets, Fidgets, Sensory Work Cart	38.99
03/18/2022	212200672 SANZENBACHER, ERIN	Reimbursement Supplies	49.58
03/18/2022	212200672 SANZENBACHER, ERIN	Reimbursement - Supplies	48.32
03/18/2022	212200673 SCHMIDT, KIRSTEN	Reimbursement - Classroom Supplies	23.04
03/18/2022	212200674 SOBERON, SAMANTHA	Reimbursement - Group Materials/Supplies	35.99
03/18/2022	212200675 THOMPSON, BRIDGET	FIN Reimbursement Cotonieto	19.09
03/18/2022	212200675 THOMPSON, BRIDGET	Reimbursement Supplies	47.50
03/18/2022	212200676 WALSH, ANNA	Reimbursement - Teachers Pay Teachers	5.90
03/18/2022	212200677 ZACHARSKI, LAURA	FIN Reimbursement Mayuga, Dooley	36.46
		Totals for checks	689.71

<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>		
<u>DATE</u>	<u>NUMBER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
03/25/2022	212200686	LAREN, RICHARD	Reimbursement - Classroom Cooking	39.87
Totals for checks				39.87

VOIDED CHECKS

March 2022 \$ 15.00

<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>		
<u>DATE</u>	<u>NUMBER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
03/03/2022	101059	NSSEO NORTHWEST SUBU	Professional Develo0pent Hours (PDs) Teachersm, School Psychologists	-15.00
			Totals for checks	-15.00



School Association for Special Education in DuPage

TO: SASED Board of Control Members
FROM: Don Robinson, Director of Business Services/CSBO
DATE: April 27, 2022
RE: Approval of Treasurer’s FY 23 Bond

SASED policy 2:110 provides the “SASED Director of Business Services/CSBO shall serve as the Treasurer to both the Governing Board and the Board of Control.” The School Code requires school district and cooperative treasurers to obtain bonding for having custodial responsibility for assets. The School Code requires that the bond amount be provided at a minimum of 25% of the highest amount of funds in the treasurer’s custody at any point in time during the school year. The calculation below shows that \$5,000,000 of bond coverage meets SASED’s requirements:

Estimated maximum cash balance	\$20,000,000
Amount of bond	\$5,000,000
% of coverage	25%

The Administration respectfully requests approval to apply through AJ Gallagher for a treasurer’s bond from Liberty Mutual Insurance Company for Don Robinson in the amount of \$5,000,000.

To: Board of Control
From: Melinda McGuffin, Executive Director
Date: April 27, 2022
Re: Early CHOICES Agreement with Nancy Kind

Purpose: The purpose of this memo is to provide information for the consent agenda item Early CHOICES agreement with Nancy Kind

Background: The contract is for Nancy Kind to review and consult with the Early CHOICES team to create a quiz for the Early Childhood Outcomes module to be able to issue ISBE PEL credit.

Next Steps: Approval of the Early CHOICES agreement with Nancy Kind in the amount of \$1,200.00

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is made by and between The School Association for Special Education in DuPage County ("SASED"), which is operating as Early CHOICES ("Early CHOICES"), and Nancy Kind ("Contractor") (collectively referred to as "the Parties").

The Parties agree as follows:

1. **SERVICES.** Early CHOICES shall engage Contractor to provide the following service: Review and consult with the Early CHOICES team to create a quiz for the Early Childhood Outcomes module, in order to issue ISBE PEL credit.
2. **TERM.** Contractor shall provide services to Early CHOICES pursuant to this Agreement during the period of April 15, 2022 to June 30, 2022 ("Agreement Term").
3. **COMPENSATION.** In exchange for the services provided pursuant to Paragraph 1, Early CHOICES shall pay Contractor \$1,200.00, plus related travel expenses not to exceed n/a. Contractor must submit a signed "Contractor Request for Payment" form to SASED to initiate payment. Contractor will be issued a Form 1099 and shall be solely responsible for paying all applicable payroll or employment taxes, including but not limited to FICA, federal personal income tax, state personal income tax, and state disability tax.
4. **EXPENSES.** Contractor shall bear all other expenses incurred in the performance of this Agreement unless pre-approved in writing by SASED's Executive Director or designee.
5. **INDEPENDENT CONTRACTOR.** Contractor is an independent contractor and not an employee of SASED or Early CHOICES. Nothing in this Agreement shall be construed to create the relationship of employer and employee, principal and agent, or any relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the terms of this Agreement. Unless otherwise stated in this Agreement, Contractor is not entitled to any of the benefits normally provided to employees of SASED or Early CHOICES.
6. **CONFIDENTIALITY.** Contractor acknowledges that she/he may have access to information that constitutes "school student records" as defined in the *Illinois School Student Records Act* (105 ILCS 10/1, et seq.) and/or "education records" as defined in the *Family Educational Rights and Privacy Act* ("FERPA," 20 U.S.C. §1232g) and/or "personally identifiable information" as defined in FERPA's implementing regulations (34 CFR §99.3), which information is collectively referred to as "Student Data." With regard to Student Data, Contractor certifies that she/he will comply with all applicable laws, regulations and SASED policies relating to confidentiality, privacy, disclosure and data security. At the conclusion of the Agreement Term, Contractor agrees to return all Student Data to Early CHOICES.
7. **OTHER RULES AND POLICIES.** Contractor agrees to abide by any other rules, policies, and procedures as communicated by Early CHOICES.

15. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement between the Parties and supersedes any prior understanding or representation of any kind preceding the date of this Agreement. There are no other promises, conditions, understandings or other agreements, whether oral or written, relating to the subject matter of this Agreement. This Agreement may be modified in writing and must be signed by both SASSED and Contractor.

16. **NOTICE.** Any notice required or otherwise given pursuant to this Agreement shall be in writing and mailed certified return receipt requested, postage prepaid, or delivered by overnight delivery service, addressed as follows:

For Contractor: Nancy Kind
Street Address 16732 Willow Hills Lane
City, State, Zip Code Clermont, Fl. 34711

For SASSED: Dr. Mindy McGuffin, Executive Director
School Association for Special Education in DuPage County
2900 Ogden Avenue
Lisle, Illinois 60532

17. **GOVERNING LAW.** The laws and regulations of the State of Illinois shall govern the validity of this Agreement, the construction of its terms and the interpretation of the rights and duties of the Parties.

18. **BOARD APPROVAL.** This Agreement is subject to the approval of the SASSED Board of Control.

THEREFORE, SASSED and Contractor now voluntarily and knowingly execute this Agreement.

SASSED

By: _____
Executive Director

Date: _____

By: _____
Director of Business Operations

Date: _____

Contractor

By: Nancy M. Kind

Date: 4/08/2022

To: Board of Control
From: Melinda McGuffin, Executive Director
Date: April 27, 2022
Re: Early CHOICES Agreement with Paula Kluth

Purpose: The purpose of this memo is to provide information for the consent agenda item Early CHOICES agreement with Paula Kluth.

Background: The contract is for Paula Kluth facilitate and speak at the Action for Planning Inclusion workshop.

Next Steps: Approval of the Early CHOICES agreement with Paula Kluth in the amount of \$2,850.00

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is made by and between The School Association for Special Education in DuPage County ("SASED"), which is operating as Early CHOICES ("Early CHOICES"), and Paula Kluth ("Contractor") (collectively referred to as "the Parties").

The Parties agree as follows:

- SERVICES.** Early CHOICES shall engage Contractor to provide the following service: **Facilitate and speak at Action Planning for Inclusion workshop .**
- TERM.** Contractor shall provide services to Early CHOICES pursuant to this Agreement during the period of May 20, 2022 ("Agreement Term").
- COMPENSATION.** In exchange for the services provided pursuant to Paragraph 1, Early CHOICES shall pay Contractor \$2,850.00, plus related travel expenses not to exceed n/a. Contractor must submit a signed "Contractor Request for Payment" form to SASED to initiate payment. Contractor will be issued a Form 1099 and shall be solely responsible for paying all applicable payroll or employment taxes, including but not limited to FICA, federal personal income tax, state personal income tax, and state disability tax.
- EXPENSES.** Contractor shall bear all other expenses incurred in the performance of this Agreement unless pre-approved in writing by SASED's Executive Director or designee.
- INDEPENDENT CONTRACTOR.** Contractor is an independent contractor and not an employee of SASED or Early CHOICES. Nothing in this Agreement shall be construed to create the relationship of employer and employee, principal and agent, or any relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the terms of this Agreement. Unless otherwise stated in this Agreement, Contractor is not entitled to any of the benefits normally provided to employees of SASED or Early CHOICES.
- CONFIDENTIALITY.** Contractor acknowledges that she/he may have access to information that constitutes "school student records" as defined in the *Illinois School Student Records Act* (105 ILCS 10/1, et seq.) and/or "education records" as defined in the *Family Educational Rights and Privacy Act* ("FERPA," 20 U.S.C. §1232g) and/or "personally identifiable information" as defined in FERPA's implementing regulations (34 CFR §99.3), which information is collectively referred to as "Student Data." With regard to Student Data, Contractor certifies that she/he will comply with all applicable laws, regulations and SASED policies relating to confidentiality, privacy, disclosure and data security. At the conclusion of the Agreement Term, Contractor agrees to return all Student Data to Early CHOICES.
- OTHER RULES AND POLICIES.** Contractor agrees to abide by any other rules, policies, and procedures as communicated by Early CHOICES.

8. **TERMINATION.** This Agreement may be terminated early for the following reasons:
- a. Mutual agreement, with fourteen (14) days' notice;
 - b. Permanent disability (inability to perform essential job functions with or without accommodation);
 - c. Death; or
 - d. Cause.

Termination for cause during the term of this Agreement shall be for any conduct, act, or failure to act by the Contractor, which, at the sole discretion of Early CHOICES, is deemed detrimental to the best interests of Early CHOICES.

9. **RETURN OF PROPERTY.** Upon termination or completion of the Agreement Term, Contractor will promptly return to Early CHOICES all property belonging to Early CHOICES, including without limitation: all computers, technology, office supplies, keys and any other property in any form.

10. **CONTINUING OBLIGATIONS.** Notwithstanding the termination of this Agreement for any reason, the provisions of Paragraph 6 of this Agreement will continue in full force and effect following such termination.

11. **NON-DISCRIMINATION.** Contractor agrees that she/he shall not discriminate on the basis of an individual's actual or perceived race, color, creed, religion, religious practice, national origin, ethnic group, sex, gender identity, sexual orientation, political affiliation, age, marital status, military status, veteran status, disability, domestic violence victim status, arrest or conviction record, genetic information or any other status protected by law in its programs and/or activities.

12. **LIABILITY.** Contractor agrees to indemnify and hold harmless SASSED, its employees and agents, against any and all claims, damages, costs, losses, and/or expenses arising from or related to the performance of this Agreement. This includes but is not limited to reasonable attorney's fees.

13. **WAIVER.** The failure of either party to enforce any provisions of this Agreement shall not be deemed a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

14. **SEVERABILITY.** If any part or parts of this Agreement shall be held unenforceable for any reason, the remainder of this Agreement shall continue in full force and effect. If any provision of this Agreement is deemed invalid or unenforceable by any court of competent jurisdiction, and if limiting such provision would make the provision valid, then such provision shall be deemed to be construed as so limited.

15. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement between the Parties and supersedes any prior understanding or representation of any kind preceding the date

of this Agreement. There are no other promises, conditions, understandings or other agreements, whether oral or written, relating to the subject matter of this Agreement. This Agreement may be modified in writing and must be signed by both SASSED and Contractor.

16. **NOTICE.** Any notice required or otherwise given pursuant to this Agreement shall be in writing and mailed certified return receipt requested, postage prepaid, or delivered by overnight delivery service, addressed as follows:

For Contractor: Paula Kluth Inclusion Rules LLC
 Street Address 805 Lake St, #101
 City, State, Zip Code Oak Park, IL 60301

For SASSED: Dr. Mindy McGuffin, Executive Director
 School Association for Special Education in DuPage County
 2900 Ogden Avenue
 Lisle, Illinois 60532

17. **GOVERNING LAW.** The laws and regulations of the State of Illinois shall govern the validity of this Agreement, the construction of its terms and the interpretation of the rights and duties of the Parties.

18. **BOARD APPROVAL.** This Agreement is subject to the approval of the SASSED Board of Control.

THEREFORE, SASSED and Contractor now voluntarily and knowingly execute this Agreement.

SASSED

By: _____ Date: _____
 Executive Director

By: _____ Date: _____
 Director of Business Operations

Contractor

By:  Date: April 9, 2022

To: Board of Control
From: Mindy McGuffin, Executive Director
Date: April 27, 2022
Re: OT-PT Department Meeting-Professional Development Day Location Northern Illinois University

Purpose: To provide information for action for approval of a contact with Northern Illinois University for SASED's OT-PT staff to hold a large in-person meeting

Background: SASED's occupational and physical therapists have been meeting via zoom for their meetings this year.

Given the size of the group securing an outside location provides for adequate space for the staff to meet in-person and close out the school year while planning for the next.

Next Steps: Approval of contract with NIU for May 20, 2022, in the amount of \$390.00.



NORTHERN ILLINOIS UNIVERSITY

Conference and Event Services

Facilities Use Agreement

NIU Naperville

Northern Illinois University
1120 E. Diehl Road, Naperville IL, 60563
Phone: 630-577-9101 Fax: 815-753-8989

This Facilities Use Agreement ("Agreement") is made and entered into as of the date of last signature below ("Effective Date") between the Board of Trustees of Northern Illinois University, located in DeKalb, Illinois 60115 ("NIU" or "University") and SASSED ("Client"). Client desires to use certain facilities on the Northern Illinois University campus as specified in Section 1 below (the "Facilities"), and NIU desires to grant Client the right to use such Facilities upon and subject to the provisions set forth herein.

1. Facilities

Client may use the Facilities for the following, and for no other, purpose (the "Event"):

SASED OT/PT Meeting

The Event name shall be posted as set forth above.

Client information:

Address: 2900 Ogden Ave Lisle, IL 60532

Phone: 630-778-4522

Email: ahoward@sased.org

Fax: 708-482-4875

Main Contact: Anita Howard

On-site Contact: «First and Last Name» *Sterilyn Genin*

Events/Facilities Description

Start Date	Start Time	End Time	Room	Room Rental Fee	Event	Setup
May 20, 2022	8:00AM	12:00PM	Tiered Classroom 266	390.00	Meeting	Classroom Seating

Estimated Charges

Total Room Rental: \$390.00 **Catering Package:** None Requested **Catering Tax:** None Requested

Client's Federal Employment Identification Number/NIU Cost Center Number is 36-2919494 1010390

The parties agree to the following additional special arrangements: _____

2. Charges and Payment

As consideration for use of the Facilities under this Agreement, Client shall pay NIU the room rental fees and any related charges incurred in connection with the Event as invoiced. All fees and charges are payable to NIU no later than thirty (30) days after receipt of NIU's invoice, including without limitation, charges subsequently assessed against Client, if any, for damage, repair, cleanup or other expenses.

In addition to the room rental fees, Client is responsible for paying for the use of additional rooms not specified in this Agreement, continued room usage past the time specified in this Agreement and the use of additional services not originally specified in this Agreement. Additional services include, but are not limited to, catering, audiovisual, security, parking and extra utilities ("Additional Services or Equipment"). Final requests for any Additional Services or Equipment must be made in writing at least **3 Days** prior to the Event. Failure to do so may result in a \$ **100** rush charge.

3. Food and Beverage

- A. Client may separately purchase food and beverage services from NIU catering services at an additional charge. Due to governmental health codes and liability risks, Client is prohibited from bringing in or removing food or beverages from the Facilities, except as otherwise stated in this Agreement below. Client may elect to hire NIU catering services in lieu of Residence Hall dine-in food packages under Section 7 below.
- B. Subject to Client's compliance with the Northern Illinois University Alcoholic Beverage Policy and applicable State of Illinois and city/municipal laws and regulations, alcohol may be served at the Event.
- C. Client must confirm the guaranteed food and beverage count for the Event no later than seven (7) business days prior to the first date of use of the Facilities. Catering charges will be calculated on the guaranteed number or the actual number attending, whichever is greater.

4. Alteration and Damage

- A. Immediately following the Event, Client shall return the Facilities to NIU in substantially the same condition (ordinary wear and tear exempted) as when received and shall reimburse NIU for any and all costs, expenses, charges or fees incurred in the repair or replacement of damage to the Facilities to the extent attributable to Client, its employees, subcontractors, agents, invitees, guests or attendees. Client is responsible for charges incurred for special cleanup. Repairs and/or replacement for any damages to the Facility and/or any NIU equipment will be charged to the Client.
- B. Client shall not use screws, nails, tacks, hooks, pins, tape or other adhesives to affix decorations or other items to the Facilities or its fixtures, furniture or equipment or otherwise modify or alter University property without receiving prior written permission. Further, Client shall not use (i) any smoke or fog machines; (ii) any open flames (other than dripless candles); or (iii) any glitter, confetti, flower petals or rice at the Facilities without receiving prior written permission.

5. Smoking

The NIU campus is designated as a Smoke-Free Campus and smoking in the Facilities is prohibited.

6. Cancellation

Cancellation of this Agreement by the Client must be in writing. In the event of cancellation, the charges below shall apply. If the Event is cancelled:

- 14 or more calendar days before the Event, no room rental or catering charges shall be due to NIU from Client.
- 13 - 7 calendar days before the Event, fifty percent (50%) of the room rental charge shall be due to NIU from Client.
- 0 - 6 calendar days before the Event, one hundred percent (100%) of the room rental charge and catering charges shall be due to NIU from Client.

7. Liability and Indemnification

- A. Client acknowledges and agrees that Client is responsible and liable for the actions, omissions and conduct of itself, its employees, agents, invitees and guests in accordance with the terms and conditions of this Agreement.
- B. Client acknowledges and agrees that Client has inspected the Facilities and deems the Facilities to be satisfactory for the Event and further acknowledges and agrees that **THE FACILITIES SHALL BE DELIVERED BY NIU TO CLIENT "AS IS," "WHERE IS," "WITH ANY AND ALL FAULTS" AND WITHOUT ANY EXPRESS OR IMPLIED WARRANTY, INCLUDING BUT NOT LIMITED TO THE WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN THE ABSENCE OF GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, NIU, ITS BOARD OF TRUSTEES, DEPARTMENTS, ADMINISTRATIVE UNITS, COOPERATING STUDENT ORGANIZATIONS AND THEIR RESPECTIVE OFFICERS, EMPLOYEES AND AGENTS DISCLAIM AND ARE HEREBY RELEASED FROM ANY AND ALL CLAIMS AND CAUSES OF ACTION FOR ANY PERSONAL PROPERTY DAMAGE OR LOSS, PERSONAL MEDICAL OR HOSPITAL**

COSTS, PERSONAL ILLNESS OR BODILY INJURY, INCLUDING PAIN AND SUFFERING, EMOTIONAL DISTRESS, OR DEATH, PERSONAL ECONOMIC IMPAIRMENT, AND FOR ANY DIRECT OR INDIRECT, PUNITIVE, CONSEQUENTIAL DAMAGES OR LOSS OF PROFITS, WHETHER OR NOT ADVISED OF THE POSSIBILITIES THEREOF AND WHETHER OR NOT FORESEEABLE.

- C. Client further agrees to indemnify, defend and hold harmless NIU, its trustees, agents and employees, against all claims, demands, suits, liabilities, costs, damages and expenses (including reasonable attorney's fees and legal expenses) arising out of or in connection with Client's or any of its agents', contractors', employees', guests' or invitees' ("Indemnifying Parties"): (i) use or occupancy of the Facilities; (ii) loss, injury, death or damage to persons or the Facilities on or about the Facilities by reason of any negligence or willful misconduct of the Indemnifying Parties; or (iii) breach or default in the performance of the Agreement by the Indemnifying Parties.

8. Insurance

- a. Client will insure its activities in connection with the Event and obtain comprehensive commercial general liability insurance with minimum policy limits of \$1 million per occurrence and \$2 million in the aggregate. Said coverage shall include bodily injury and third party property damage and shall name the Board of Trustees of Northern Illinois University as an additional insured. Any policies shall be written with carriers acceptable to NIU and shall apply on a primary and non-contributory basis with respect to policies held by NIU. Any performers, vendors, or other individuals working on behalf of Client in connection with the Event shall maintain insurance which meets the requirements in this section. Should a third party not be able to meet these requirements, Client shall not permit services to be rendered at the Event.
- b. Where applicable, Client and its vendors must adhere to the Illinois Workers' Compensation Act and provide employees with appropriate coverage in accordance with state law.
- c. A certificate of insurance evidencing the required coverages shall be delivered to NIU no later than thirty (30) days prior to the Event date.

9. Use of University Name and Marks; Signage

Client shall not issue any press release or other public announcement relating to the Agreement or the activities contemplated by the Agreement or use NIU's name, logos, marks or any other trade designations (including, but not limited to, on its website, in printed materials or in any other manner) or any other NIU intellectual property without the prior written approval of NIU, which approval may be withheld for any reason. Client shall not erect any signs, banners or displays in or about the Facilities without the prior written approval of NIU.

10. Safety

Client, its employees, agents, invitees and guests shall not bring any weapons onto the NIU campus (including "concealed carry" firearms), per Illinois law. If NIU in its sole but reasonable discretion determines that public or participant safety is threatened or in danger, it may call upon security personnel to assist (whether police or a third party security agency).

11. State and University Laws, Regulations, Policies and Rules

- A. The laws of the State of Illinois shall apply to the Agreement without regard to its conflict of laws principles.
- B. Client, its employees, agents, invitees, guests and attendees shall comply with all applicable laws and regulations and applicable NIU policies and procedures, which polices may be amended at NIU's sole discretion.
- C. Client alone is responsible for procuring any applicable governmental permits or approvals for its Event, activities or use of the Facilities.

12. Force Majeure

NIU will notify Client if the Facilities may not be used due to health and safety guidelines and/or mandates, and NIU reserves the right to make modifications, if and when necessary, to the Event set up based on such guidelines and/or mandates. In the event of unsafe circumstances or if use of the Facilities is restricted for health or safety reasons, the Event can be postponed to a mutually agreed upon later date, no more than one (1) year after the original date, provided use of the Facilities on such rescheduled date is deemed acceptable by local authorities and NIU. Neither party will be liable for, or be considered to be in breach of or default under the Agreement as a result of any cause or condition beyond such party's reasonable control ("Force Majeure") including, but not limited to government actions (such as facilities being taken for public use), national emergencies, fire, flood or other catastrophe, acts of God, pandemic or other health emergency, terrorism, insurrection, war, riots, failure of transportation or power supply outage. NIU shall not have any liability on account of the unavailability of the Facilities for the Force Majeure, but shall return, in full, all security deposits provided by the Client and refund any prepaid but unused portion of fees. For clarity, NIU will not return any security deposits for events that are postponed but are subsequently not held within one (1) year after the original date. NIU alone is entitled to any insurance proceeds or sums paid or payable as damages or compensation on account of any such Force Majeure, and no part thereof shall accrue or be payable to the Client.

13. Termination of Agreement by NIU

University may terminate this Agreement or any part hereof upon written notice to Client in the event University reasonably determines that it is unable to perform its obligations in the interest of health and welfare, and/or in the best interest of University.

14. Americans with Disabilities Act

Events held at NIU must comply with the Americans with Disabilities Act ("ADA") and be accessible to persons with disabilities. Client is responsible for receiving requests for accommodations and for the costs of disability accommodations, to the extent allowed by law. Prior notification to NIU is required if accessibility assistance from University is needed in connection with the Event. The amount of advance notice to University required for accessibility assistance and the associated cancellation time frame and fees are contingent upon the type of accommodation requested by Client. If applicable, Client shall confirm the applicable time frames and cancellation fees with NIU.

15. Assignment; Relationship of the Parties; Waiver

Client may not assign its rights under this Agreement or allow any other person or entity to use or occupy any of the Facilities without the prior written consent of NIU. This Agreement does not create an agency, partnership or joint venture relationship between the parties. A party does not waive any right under this Agreement by failing to insist on compliance with any of the terms of this Agreement or by failing to exercise any right hereunder. Any waivers granted hereunder are effective only if recorded in a writing signed by the party granting such waiver.

16. Electronic Transmission; Counterparts

The parties agree that a signature transmitted to the other party by electronic transmission shall be effective to bind the party whose signature was transmitted. The parties further agree that any xerographically or electronically reproduced copy of this fully executed agreement shall have the same legal force and effect as any copy bearing original signatures of the parties. [This Agreement](#) may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

17. Notices

Service of all notices required or permitted under this Agreement shall be sent to Client at the address set forth in Section 1 above and to University at Northern Illinois University, Outreach Conferencing, Division of Outreach, Engagement, and Regional Development, 1120 East Diehl, Naperville, Illinois 60563, Attn: Director of Institutional Conferencing, or to any other address which a party specifies by giving notice in accordance with this section. Notices are effective upon receipt and the sender has the burden of proving receipt.

18. Nondiscrimination

Client shall not discriminate in connection with this Agreement or the use of the Facilities based on race, color, national origin, ancestry, sex, pregnancy, religion, age, physical and/or mental disability, marital status, veteran/military status, sexual orientation, gender identity, gender expression, political affiliation, order of protection status, victim of domestic or sexual violence status, citizenship status, arrest record in employment/personnel matters, genetic information, and/or other protected categories in compliance with applicable federal and state statutes, regulations and orders pertaining to nondiscrimination, equal opportunity and affirmative action that violate NIU policy.

19. Authority; Authorization; Amendment; Enforceability

This Agreement constitutes the entire agreement of the parties, and supersedes the parties' prior agreements, understandings and discussions relating to the subject matter of the Agreement. Once signed by representatives of both parties below, the Agreement is a binding contract between the Client and NIU to rent facility space and purchase services in accordance with the terms of the Agreement. This Agreement may not be modified or amended except by written instrument signed by authorized representatives of both parties. The provisions of the Agreement which by their nature should survive termination or expiration of this Agreement shall so survive, including but not limited to indemnification, limitations of liability and payment obligations. The individual signing below on

behalf of Client hereby represents and warrants that (i) he or she is duly authorized to execute and deliver this Agreement on behalf of Client and (ii) this Agreement is binding upon Client in accordance with its terms.

Board of Trustees of Northern Illinois University

Signature: _____

Name: _____

Title: _____

Date: _____

Client

Signature: M. McGuffin

Name: Melinda McGuffin

Title: Executive Director

Date: 4/6/2022



To: Board of Control
From: Don Robinson, Direct of Business Services, CSBO
Date: April 27, 2022
Re: Storage Recommendations

Purpose: The previous consent agenda stated lease but the action was to purchase. This additional action is to correct the February 23, 2022 action. Revise SASED's storage strategy, create additional storage space, and reduce operating costs.

Background: SASED has insufficient storage space at 2900 Ogden and at Southeast. There are currently three 16x8x8 PODS on the Southeast parking lot primarily used for storing student desks. The storage areas at 2900 are filled and some closets are not able to pass a fire inspection due to items blocking the aisles.

The goal is to eliminate as much stored materials and equipment as possible. In addition, eliminating each PODS would save money. However, some outside storage will still be necessary. Purchasing a shipping container is less expensive than renting a PODS container or a storage locker. Finally, we can sell the container if we ever choose to. Our plan is to begin with one shipping container with the intent of reducing our storage needs through either donating or discarding unneeded materials.

The PODS containers each currently cost \$2,908 per year. SASED can purchase a used shipping container for \$2,984, including delivery. Its dimensions are 20x8x8, or 25% more space than a PODS unit provides. The investment recovery is approximately one year.

The seller's business is less than 14 miles away. Larry McCarthy and Don Robinson could inspect the unit prior to purchasing. The container could be delivered and set on the back of the 2900 parking lot on Friday, April 1 under Don's supervision. Larry would have three high school students assist him with moving the week of April 18.

Plan at 2900: Beginning now and throughout March, storage areas could be cleared one at a time to an open area. The respective Program Administrator could sort and then mark items for disposal, heated/cooled storage, or outside storage.

Plan at Southeast: The three PODS could be inspected the week of April 18, when Larry's helpers are available to assist with moving. Program Administrators could sort and then mark items for disposal, heated/cooled storage, or outside storage. PODS items identified for moving to 2900 Ogden would be moved that week.

Next Steps: Receive approval to purchase a used shipping container and implement a revised SASED storage plan as described above.

To: Board of Control
From: Melinda McGuffin, Executive Director
Date: April 27, 2022
Re: ISBE, Early CHOICES and SASED Data Sharing Agreement

Purpose: The purpose of this memo is to provide information for the consent agenda for a data sharing agreement between ISBE, Early CHOICES and SASED

Background: The new agreement was reviewed by Abby Rogers from ECB&S.

SASED, Early CHOICES and ISBE and previously entered into a data sharing agreement since the creation of the project to report on Early Childhood Indicators 6,7, and 12 each year for the purposes of program improvement. Indicator 6 data is sorted and used to identify districts who are performing under state targets. These districts then receive targeted professional development and technical assistance. The data is used to create a district breakdown of each EE code for this data. Indicator 7 and 12 data is used to determine statewide professional development needs and to look at data trends for specific subgroups.

Next Steps: Approval of the ISBE, Early CHOICES, SASED data sharing agreement.

INTERGOVERNMENTAL DATA SHARE AND USE AGREEMENT

BY AND BETWEEN

ILLINOIS STATE BOARD OF EDUCATION

AND

THE SCHOOL ASSOCIATION FOR SPECIAL EDUCATION DUPAGE BOARD OF CONTROL

This Intergovernmental Data Share and Use Agreement (this "Agreement") is entered into by and between the Illinois State Board of Education ("ISBE") and the School Association for Special Education DuPage ("SASED") Board of Control, (hereinafter "SASED", the "Board" or "Recipient") (collectively "the Parties" and each a "Party") under the authority of the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*) and the intergovernmental cooperation provisions of Article VII, Section 10 of the Illinois Constitution of 1970, and other authority as provided by law.

NOW, THEREFORE, in consideration of the promises and mutual covenants contained herein, the Parties hereto agree as follows:

WHEREAS, ISBE owns and maintains information, including individually identifiable or personally identifiable information, on students, including prior Illinois students ("Student Data"); educators, including educator licensure and employment/position data ("Educator Data"); programs; schools or institutions; and districts (collectively "Confidential Data") necessary for required federal reporting, to audit and evaluate education programs and to perform studies for, or on behalf of, public elementary and secondary schools, all in a manner consistent with the Family Educational Rights and Privacy Act (20 U.S.C. § 1232g) ("FERPA"), the Illinois School Student Records Act (105 ILCS 10/1, *et seq.*) ("ISSRA"), the Individuals with Disabilities Education Act (20 U.S.C. § 1400) ("IDEA"), 105 ILCS 5/14-1.01 *et seq.*, 23 Illinois Administrative Code Part 226 (23 IAC 226), the Illinois Freedom of Information Act (5 ILCS 140) ("FOIA"), the Performance Evaluation Reform Act (105 ILCS 5/24A-1 *et seq.*) ("PERA"), the Privacy Act of 1974, 5 U.S.C. § 552a, the Social Security Act (42 U.S.C. §§ 1320d-2 through 1320d-7), the Student Online Personal Protection Act (105 ILCS 85/1 *et seq.*) ("SOPPA"), Identity Protection Act (5 ILCS 179/1 *et seq.*), the Personal Information Protection Act (815 ILCS 530/1 *et seq.*) ("PIPA"), the Data Processing Confidentiality Act (30 ILCS 585/0.01) and other applicable laws. Confidential Data also include de-identified and aggregate data, metadata, user content, derived data and resultant data and other non-public information as defined below;

WHEREAS, the terms "individually identifiable information" ("III") or "personally identifiable information" ("PII") mean information that is identifiable to a particular individual, program, classroom, school, institution or district, including but not limited to the following: (a) a first and last name; (b) a home or other physical address, including street name and name of a city, town, or county; (c) an email address; (d) a telephone number; (e) a social security, employer identification, student identification number, or biometric record; (f) test scores; or (g) clinical information, including any questionnaires, notes, or other documentation. PII also includes metadata and other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty (See 34 C.F.R. § 99.3; U.S. Department of Commerce, NIST Special Publication 800-122, available at: http://ws680.nist.gov/publication/get_pdf.cfm?pub_id=904990);

WHEREAS, the terms "de-identified data" and "aggregate data" mean data that does not identify a particular individual, program, classroom, school, institution or district and with respect to which there is no reasonable basis to believe the data can be used to identify a particular individual, program, classroom, school, institution or district. III and PII, as the latter is defined in 34 C.F.R. § 99.3, have been removed or obscured from the data in a way that minimizes the risk of unintended disclosure of the identity of individuals, programs, classrooms, schools, institutions or districts and information about them (34 CFR § 99.31(b)(1)). De-identified data is typically released in the form of aggregate data (such as tables showing numbers of enrolled students by race, age, and sex) or microdata (such as individual-level student assessment results by grade and school);

WHEREAS, the terms "Derived Data" or "Resultant Data" refers to: (a) new information generated through analysis and other processing of the Confidential Data described herein; (b) all derivative works of, based on, derived from or otherwise using any Confidential Data including all output, copies, reproductions, improvements, modifications, adaptations, and translations; and (c) information derived from or generated through use of the Confidential Data through database management or database hygiene performed by Recipient;

WHEREAS, ISBE owns and maintains the Student Information System ("SIS"), a State-level student information system which assigns all students throughout the State a unique identification number which allows for the capacity to follow a student's progress over time and collects data and information, including Confidential Data, on the student's enrollment, attendance, and progress;

WHEREAS, Confidential Information protected by this Agreement may be disclosed in oral, visual, written, graphic, machine recognizable and/or sample and/or other tangible form

and shall be identified by one or more of the following methods: (a) marked as "confidential," "proprietary," "restricted" or similar legend; (b) identified as being Confidential Information at the time of disclosure or within 45 days after disclosure; or (c) information that should reasonably be deemed as Confidential Information, bearing in mind the type of information disclosed or the circumstances surrounding the disclosure of the information. Confidential Information does not include Information that: (i) is or becomes a matter of public knowledge through no fault of Recipient; or (ii) was in Recipient's possession prior to receipt from the disclosing party; or (iii) was rightfully disclosed to Recipient by another entity without restriction; or (iv) is independently developed by Recipient without access to such Confidential Information.

WHEREAS, the Confidential Data are and at all times will remain the sole and exclusive property of ISBE. ISBE retains all right, title and interest in and to the Confidential Data and any other proprietary data described herein and all copies thereof (including, without limitation, all copyrights, trade secrets, trademarks, patents, and other similar proprietary rights therein);

WHEREAS, Recipient acknowledges and agrees that ISBE does not grant any license to or other property right or interest in, by implication or otherwise, any copyright, patent, trademark, mask work, database or other intellectual or intangible property or proprietary information disclosed, embodied, fixed, comprised or contained in any Confidential Data. Recipient also recognizes and agrees that: (a) the Confidential Data is valuable property of ISBE; (b) the Confidential Data includes trade secrets of ISBE; (c) the Confidential Data is an original compilation pursuant to United States copyright law; (d) ISBE has dedicated substantial resources to collecting, managing, and compiling the Confidential Data; and (e) ISBE may terminate this Agreement without advanced notice or opportunity to cure and without further obligation or liability if Recipient has contested any of ISBE's right, title, or interest in or to the Confidential Data, including without limitation in a judicial proceeding anywhere throughout the world.

WHEREAS, ISBE is the state agency in Illinois responsible for educational policies and guidelines for public schools, pre-school through grade 12 and Vocational education in Illinois, and is responsible for analyzing the present and future aims, needs and requirements of education in Illinois (105 ILCS 5/1A-4);

WHEREAS, ISBE is required by law to collect and store student records (105 ILCS 5/2-3.31) and takes seriously its obligations to secure information systems such as SIS and protect the privacy of student data collected, used, and shared consistent with FERPA (20 U.S.C. 1232g; 34 CFR Part 99) and ISSRA (105 ILCS 10/1 et seq., 23 Ill. Admin. Code Part 375). Recipient agrees to comply with all applicable laws regarding the protection of privacy,

security and dissemination of student data made available by ISBE to Recipient under this Agreement including but not limited to FERPA, ISSRA and SOPPA (105 ILCS 85/1 et seq.);

WHEREAS, Recipient is SASSED, the coordinating agency and fiscal agent for the Early CHOICES (“EC”) project, funded under the federal Individuals with Disabilities Education Act (“IDEA”) Preschool Discretionary grant. A federal IDEA Preschool Discretionary Grant recipient for FY 2018, SASSED was approved for continued funding for the IDEA, Preschool Discretionary Grant for FY 2019 through FY 2022 (00-19-022-0660-61-00);

WHEREAS, the Parties previously entered into a certain data share agreement executed on February 4, 2015 through and including June 30, 2017 whereby Recipient completed EC program performance evaluations requested by ISBE for purposes of the ISTAC program evaluation, specifically, analyzed EC project data against particular ISBE State Performance Plan Indicators (“SPP-I”) relative to EC students with IEPs for the purpose of assisting EC with quarterly reports and yearly End of Year Report deliverable pursuant to 20 U.S.C. 1416(b)(2)(C)(ii)(II) of IDEA;

WHEREAS, Recipient is requesting certain Data for purposes of conducting program performance evaluation to help improve indicator data which assist in meeting IDEA Part B State Performance Plan (“SPP”) as more fully set forth in Exhibit A, the Specifications for Shared Data and Use (“Specifications”), attached hereto;

WHEREAS, this Agreement does not preempt or contradict in any manner any statutory duties or authority required of or granted to, respectively, Parties; rather, the Parties enter into this Agreement to enable the exchange of restricted data proprietary to ISBE solely for the limited purposes and extent as specified in Exhibit A attached hereto;

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated into this Agreement in their entirety and made part of this Agreement; and in consideration of the joint covenants contained herein, the Parties mutually agree to the provisions of this Agreement as follows:

1. Authorization. ISBE is authorized to share with Recipient the Confidential Data set forth in Exhibit A, Specifications, pursuant FERPA’s study, audit and/or evaluation exceptions. 34 C.F.R. § 99.31 (a)(3)(iv) and (a)(6), § 99.33 (b), § 99.35. FERPA allows the release of education records and PII of students that is maintained in education records without the consent of students or parents so long as the disclosure is to authorized representatives of State and local educational authorities or other FERPA-permitted entities who have been determined by the State educational authority to have legitimate interests in the information for purposes of audit or evaluation of Federal or State supported education programs, or for

the enforcement of or compliance with Federal legal requirements that relate to those programs or to organizations or individuals conducting studies for, or on behalf of, educational agencies or institutions for the purpose of improving instruction or developing, validating or administering predictive tests only if the study, audit or evaluation is conducted in a manner that does not permit personal identification of parents and students by individuals other than representatives of the organization that have legitimate interests in the information (20 U.S.C. §§ 1232g(b)(1)(C)(i)(III) and (b)(1)(F), and 34 C.F.R. §§ 99.31 (a)(3)(iv), (a)(6)(i)-(iii); § 99.33 (b), § 99.35.) ISBE hereby designates Recipient as its “authorized representative” pursuant to FERPA for the permitted access and use of Confidential Data as set forth in this Agreement.

2. Purpose. As described in Exhibit A attached hereto, Recipient is requesting certain data for the purposes of conducting program performance evaluation to help improve indicator data which assist in meeting IDEA Part B State Performance Plan (“SPP”) and increase the capacities of school districts to educate and provide supports and services to children and youth with disabilities in the preschool school and community environments in which they would participate if not identified as having a disability.

3. Use. Recipient agrees to use the Confidential Data only as authorized pursuant to this Agreement and FERPA’s study, audit and/or evaluation exceptions. 34 C.F.R. § 99.31 (a)(3)(iv) and (a)(6), § 99.33 (b), § 99.35. Any act by Recipient that involves a use beyond that set forth herein including any additional ad hoc analyses or other uses or repurposing of the Confidential Data, or maintenance of data files beyond the terms specified in the Agreement shall be deemed in its entirety to be a prohibited use of the Confidential Data. The disclosure of the Confidential Data must be FERPA-compliant and is solely for Recipient’s use as authorized pursuant to this Agreement. No further disclosure to any other person or entity is permitted without the prior written approval of ISBE.

a. Limitations on Use. Confidential Data may only be used for the purpose or purposes authorized pursuant to this Agreement.

4. Terms of Use. All Confidential Data must (i) be maintained in strict confidence by Recipient and must not be disclosed to any third party except to Recipient’s authorized employees, affiliates, agents, and contractors who need to know such information for the purposes related to the data match contemplated under this Agreement; (it being agreed that such employees must be informed of this Agreement and must acknowledge in writing or via email their agreement to abide by it and the confidential nature of the Confidential Data) and (ii) be protected with the same degree of care as Recipient normally uses in the protection of Recipient’s own confidential and proprietary information, but in no case with any less degree than commercially acceptable standards. Recipient is responsible for ensuring that any third

party acquirer of Confidential Data operate within the terms of this Agreement. Recipient shall be responsible for its employees' and agents' performance under this Agreement and ensure the security of Confidential Data is not compromised. Recipient shall not use any Confidential Information for any purpose other than the data sharing contemplated under this Agreement.

5. Security. The Confidential Data will be securely stored and maintained in accordance with the terms and conditions set forth in Exhibit B ("Minimum Security Requirements"), attached hereto. Upon request, ISBE will be provided with specific details concerning the method of securely storing the Confidential Data.

6. Warranty. THE CONFIDENTIAL DATA IS PROVIDED "AS IS" AND THERE ARE NO WARRANTIES OF ANY KIND WITH REGARDS TO THE CONFIDENTIAL DATA, INCLUDING BUT NOT LIMITED TO ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. ISBE shall not be liable to Recipient for amounts representing the loss of profits, loss of business or indirect, consequential or punitive damages in connection with the provision or use of Confidential Data under this Agreement.

7. Compliance with Laws. Recipient will comply with all applicable laws, materials, regulations and all other State and Federal requirements with respect to the protection of privacy, security and dissemination of the Confidential Data including but not limited to the relevant requirements of FERPA, ISSRA, the Individuals with Disabilities Education Act (20 U.S.C. § 1400) ("IDEA"), 105 ILCS 5/14-1.01 et seq., 23 Illinois Administrative Code Part 226 (23 IAC 226), the Illinois Freedom of Information Act (5 ILCS 140)("FOIA"), the Privacy Act of 1974, 5 U.S.C. § 552a, the Social Security Act (42 U.S.C. §§ 1320d-2 through 1320d-7), SOPPA, Identity Protection Act (5 ILCS 179/1 et. seq.), the Personal Information Protection Act (815 ILCS 530/et seq.) ("PIPA"), the Data Processing Confidentiality Act (30 ILCS 585/0.01) and other applicable laws.

8. Authorized Users. Recipient will comply with the relevant requirements of FERPA and ISSRA regarding the confidentiality of Student Data, and specifically "education records" as defined in FERPA and "school student records" as defined in ISSRA. Any use of information contained in student education records to be released must be approved by ISBE. To protect the confidentiality of student education records, Recipient will limit access to and use of PII from education records to only authorized representatives described in Exhibit B with legitimate interests in the information in order to perform their duties under this Agreement.

9. Record of Disclosure. Recipient must create and maintain a record of any disclosure of Confidential Data under this Agreement. The record of disclosure must record the name of any person or entity receiving the Confidential Data and their legitimate interest under 34 C.F.R. § 99.31(a)(10) in requesting or obtaining the Confidential Data. Upon ISBE's request,

Recipient must provide a copy of the record of disclosure to ISBE. See 34 CFR §§ 99.31(a)(10), 99.32(a)(5), and 99.36.

10. No Data Mining. Recipient is prohibited from mining Confidential Data for any purposes other than those agreed to under this Agreement. Recipient shall not capture, maintain, scan, index, share or use Confidential Data stored or transmitted under this Agreement, or otherwise use any data-mining technology, for any non-authorized activity. For purposes of this requirement, “non-authorized activity” means the data mining or processing of data, stored or transmitted by Recipient, for unrelated commercial purposes, advertising or advertising-related purposes, or for any purpose other than what is explicitly authorized in this Agreement.

11. Restricted Access. Recipient certifies that it has the capacity to restrict access to the Confidential Data and maintain the security of electronic information, as more fully set forth in Exhibit B. Recipient shall develop, implement, maintain and use appropriate administrative, technical and physical security measures to preserve the confidentiality, integrity and availability of all electronically maintained or transmitted Confidential Data received from, or on behalf of, ISBE. Recipient acknowledges that the use of unsecured telecommunications, including the Internet or email, to transmit individually identifiable or deducible information derived from the Confidential Data specified in Exhibit A is strictly prohibited. Recipient certifies that it has the capacity to restrict access to the Confidential Data and maintain the security of electronic information, as more fully set forth in Exhibit B. Recipient shall develop, implement, maintain and use appropriate administrative, technical and physical security measures to preserve the confidentiality, integrity and availability of all electronically maintained or transmitted Confidential Data received from, or on behalf of, ISBE. Recipient acknowledges that the use of unsecured telecommunications, including the Internet or email, to transmit individually identifiable or deducible information derived from the Confidential Data specified in Exhibit A is strictly prohibited.

12. Data Transfer Standards. Recipient agrees that all Confidential Data including any PII transferred or exchanged pursuant to this Agreement will be through encrypted transmission mechanisms including but not limited to secure FTP or web sites using SSL protocols. Recipient will provide to ISBE specific details concerning the data delivery method (e.g., CA SSL certificate) which must have the prior written approval of ISBE. These measures will be extended by contract to all officials and employees that will receive Confidential Data provided by this Agreement and used by Recipient.

13. Notification of Breach. Recipient agrees to notify ISBE within three (3) business days of discovery any infraction of the confidentiality provisions and any use or disclosure of Confidential Data not authorized by this Agreement or in writing by ISBE; and to disclose to

ISBE within three (3) business days after the initial breach notification the details of the unauthorized access. To the best of its ability under the circumstances, Recipient's report shall identify: (i) the nature of the unauthorized use or disclosure; (ii) the Confidential Data used or disclosed; (iii) the root cause of the unauthorized use and the unauthorized disclosure; (iv) what Recipient has done or shall do to mitigate any deleterious effect of the unauthorized use or disclosure; and (v) what corrective action Recipient has taken or shall take to prevent future similar unauthorized use and disclosure Recipient shall provide such other information, including a written report, as reasonably requested by ISBE.

14. Data Storage. Recipient agrees that Confidential Data shall not be archived or sent to a records center except as set forth in Exhibit A, Specifications, Paragraph C.

15. PIPA. Any breach of the security of any Confidential Data provided to any person or entity under this Agreement shall be subject to the terms and provisions of the Personal Information Protection Act (815 ILCS 530/1 et seq.) (the "Act").

16. Ownership. Recipient recognizes and agrees that the Confidential Data it obtains under this Agreement is the property of ISBE and shall be disposed of or returned to ISBE within ten (10) days, upon ISBE's request. All Confidential Data received pursuant to this Agreement shall be disposed of upon termination, cancellation, expiration, or other conclusion of this Agreement. Disposal means the return of the Confidential Data to ISBE or destruction of the Confidential Data as directed by ISBE, including purging of all copies from the Recipient's computer systems. Recipient agrees to require all employees or agents of any kind to comply with this provision.

17. Term. This Agreement shall become effective on the date of signature of the last signatory to the Agreement ("Effective Date") and, subject to any earlier termination as provided herein, shall remain in full force and effect through and including June 30, 2023 (the "Term"). At the sole option of ISBE and subject to the mutual Agreement of the Parties, this Agreement may be renewed for three (1) one-year renewal terms as necessary.

18. Termination. This Agreement may be terminated by either Party upon thirty (30) days written notice to the other Party.

19. Termination for Breach. Notwithstanding any other provisions to the contrary, this Agreement is subject to immediate cancellation by ISBE for failure of Recipient or its authorized representatives to adhere to any provision set forth in this Agreement.

20. Termination upon Unauthorized Data Disclosure. Notwithstanding any other provisions to the contrary, ISBE may immediately terminate its participation in this Agreement if any

Confidential Data disclosed by ISBE to Recipient is used in any manner which violates the terms and provisions of this Agreement, ISSRA and FERPA. FERPA imposes a 5-year ban on any person responsible for a data breach regarding student education records. 34 CFR § 99.67 (c). The Family Policy Compliance Office (“FPCO”) is notified if any FERPA violation should occur.

21. Survival. Notwithstanding any other provision in this Agreement, the terms of this Agreement regarding the use, confidentiality, and secure maintenance of data shall survive the termination of the Agreement and continue in full force and effect.

22. Reservations of Data Release. ISBE reserves the right to refuse any data request involving individually identifiable information data or school/program/institution/district level data. However, nothing herein shall prohibit individuals or entities from releasing data pertaining to themselves or their own school, program, institution or district.

23. Comment and Approval. ISBE shall be provided for its review, any and all research and other reports produced using its Confidential Data. The Recipient will provide ISBE with one electronic and at least one paper copy of a final draft and all final versions of all approved reports to be publicly released, along with other documents associated with any of the Specifications, as set forth in Exhibit A. ISBE expressly reserves the right to review, comment, and approve any use of the Confidential Data shared or collected pursuant to this Agreement before its public release.

24. Notices. All notices or other correspondence required to be given pursuant to this Agreement shall be in writing and sent by U.S. mail or delivered by facsimile, messenger or overnight courier to the Parties’ representatives at the following addresses:

For ISBE:

Dr. Brenda M. Dixon
Research and Evaluation Officer
Illinois State Board of Education
(312) 814-1849 (Chicago office)
(217) 782-0366 (Springfield office)
(312) 771-1924 (CELL)
Email: bdixon@isbe.net

For Recipient:

Ann Kremer

Early CHOICES Project Director
2900 Ogden Avenue
Lisle, IL 60532
630-889-7390
ann.kremer@eclre.org

25. Dispute Resolution. The Parties hereto shall attempt by negotiation to resolve any disagreements and misunderstandings between them pertinent to the implementation of this Agreement.

26. Entirety. This Agreement, together with the Exhibits attached hereto, constitutes the entire Agreement among the Parties with respect to the subject matter hereof and supersedes any other negotiations, agreements, or communications, whether written or oral, that have been made by any Party.

27. Severability. If any provision of this Agreement shall be held invalid, illegal, or unenforceable, such provision shall be deemed deleted from this Agreement and replaced by a valid and enforceable provision which so far as possible achieves the Parties' intent in agreeing to the original provision. The remaining provisions of this Agreement shall continue in full force and effect.

28. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois. Any claim against the State or a State agency arising out of this Agreement must be filed exclusively with the Illinois Court of Claims (705 ILCS 505/1) when said claim is within the jurisdiction of the Court of Claims.

29. Records. Both Parties shall maintain books and records pertaining to this Agreement. Books and records, including information stored in databases or other computer systems, shall be maintained by both Parties for a period of three (3) years from the later of the Term of this Agreement or the Completion Date. The three (3) year period shall be extended for the duration of any audit in progress during the Term. No charges shall be imposed for audit or examination of either Party's books and records.

30. Hold Harmless. To the extent allowed by Illinois law, Recipient shall defend, indemnify, and hold ISBE, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement including the unlawful disclosure of Confidential Data it has received for purposes of the data match under this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees or claims

for injury or damages are caused by or result from the negligent or intentional acts or omissions of Recipient, its officers, employees or agents.

31. Authority to Execute. Each Party represents and warrants to the other Party that this Agreement has been duly authorized, executed and delivered by and on behalf of each such Party and constitutes the legal, valid, and binding agreement of said Party.

32. Counterparts; Electronic Signature. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original and all of which shall constitute one and the same Agreement. The exchange of copies of this Agreement and of signature pages by facsimile transmission (whether directly from one facsimile device to another by means of a dial-up connection or whether mediated by the worldwide web), by electronic mail in "portable document format" (".pdf") form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, or by combination of such means shall constitute an original for all purposes and a facsimile, email, PDF or other electronic image of a signature shall be deemed an original binding signature for all purposes.

33. Assignment. This Agreement and the rights and obligations under the Agreement may not be transferred or assigned by Recipient without the prior written consent of ISBE. Recipient must not assign this Agreement or any of the rights hereunder or assign or delegate any of the obligations hereunder, without the prior written consent of ISBE. Assignment under this section 33 includes any change of control (regardless of structure) and requires the prior written consent of ISBE.

34. Recitals and Exhibits. The recitals in Section I and the following Exhibits are hereby incorporated by reference and expressly made a part of this Agreement.

Exhibit A Specifications for Shared Data and Use

Exhibit B Minimum Security Requirements

Exhibit C Security Pledge for the Use of Confidential Data

IN WITNESS WHEREOF, the Parties have executed this Agreement on the dates set forth below.

Signature Date
State Superintendent of Education
Illinois State Board of Education

M. McGuffin 4/20/2022

Signature Date
Executive Director
Board of Control, School Association
For Special Education DuPage

Print Name

Melinda McGuffin

Print Name

DATA SHARE AND USE AGREEMENT

EXHIBIT A: SPECIFICATIONS

A. DESCRIPTION OF RESEARCH OR EVALUATION; METHODOLOGY

The EC inclusion initiative promotes increasing high quality inclusive early care and education for each and every child, birth to age 5. EC'S goal is to increase the number of children with disabilities receiving specialized services in regular early care and education settings. EC is operated through a grant awarded by ISBE in partnership with the Governor's Office of Early Childhood Development ("OECD") to SASSED; 100% of annual funding for the project is from federal sources. EC provides technical assistance and facilitates professional learning for the early childhood community in Illinois. EC assists ISBE and OECD in meeting their local needs by providing services throughout Illinois. EC also partners with the other technical assistance projects and early care and education entities.

B. SPECIFIC DATA REQUESTED (including format and data elements)

Recipient previously entered into a data sharing agreement with ISBE for these indicators since the creation of the project. EC collects data for Indicators 6, 7, and 12 each year for purposes of program improvement. Indicator 6 data is sorted and used to identify districts who are performing under the state targets. These districts then receive targeted professional development and technical assistance. The data is used to create a district breakdown of each EE code for this data. Indicator 7 and 12 data is used to determine statewide professional development needs and to look at data trends for specific subgroups.

ALL AVAILABLE SY 20, 21, 22, 23 STATE PERFORMANCE INDICATOR 6 RAW DATA FILE TO INCLUDE AND THE FOLLOWING RELEVANT DEMOGRAPHICS DATA INCLUDED WITHIN THE RAW DATA FILE: DISABILITYCATEGORY, AGE, GENDER, RACE, ETHNICITY, EARLY CHILDHOOD PLACEMENT.

ALL AVAILABLE SY 20, 21 22, 23 STATE PERFORMANCE INDICATOR 7 RAW DATA FILE TO INCLUDE RELEVANT SPP DATA AND THE FOLLOWING RELEVANT DEMOGRAPHICS DATA INCLUDED WITHIN THE RAW DATA FILE: DISABILITY CATEGORY, AGE, GENDER, RACE, ETHNICITY, EARLY CHILDHOOD PLACEMENT.

ALL AVAILABLE SY 20, 21, 22, 23 STATE PERFORMANCE INDICATOR 12 RAW DATA FILE TO INCLUDE RELEVANT SPP DATA AND THE FOLLOWING RELEVANT DEMOGRAPHICS DATA INCLUDED WITHIN THE RAW DATA FILE: DISABILITY CATEGORY, AGE, GENDER, RACE, ETHNICITY, EARLY CHILDHOOD PLACEMENT.

SPP 6	SPP7	SPP 12 (provided the following school year)
SchoolYearId	SchoolYearId	SchoolYearId
Gender	Gender	
Race	Race	Gender *
Grade Level	Primary Disability	Race *
Primary Disability	Education Environment	IEPInd *
Education Environment	IEPInd	EL Ind *
Fund Code	EL Ind	Low Income *
Birth Date	Low Income	District Name
EL Indicator	BirthDate	District RCDTS
Low Income	District Name	
District Name	District RCDTS	
District RCDTS		
	EntryPositiveRelationshipOutcomeRatingID	ReasonForNotEvaluating
	PositiveRelationshipOutcomeRatingID	IDEAEligibleInd
	MadeProgressPositiveRelInd	IDEAEligibilityDate
	PositiveRelationshipCat	TransitionDelayReasonID
		ServicesStartDate
	EntryAcquireSkillsOutcomeRatingID	
	AcquireSkillsOutcomeRatingID	Primary Disability

MadeProgressAcquireSkillsInd	Education Environment
AquireSkillsCat	Fund Code
entryActionToMeetNeedsOutcomeRatingId	* Only available if the student was evaluated and enrolled.
ActionToMeetNeedsOutcomeRatingId	
MadeProgressActionToMeetNeedsInd	
ActionToMeetNeedsCat	
Primary Disability	
Education Environment	
Fund Code	

C. TIMELINE FOR PROJECT, AND RETURN OR DESTRUCTION OF CONFIDENTIAL DATA

Data analysis and report are shared approximately one month after the data is received, typically in the fall of each year.

EXHIBIT B
MINIMUM SECURITY REQUIREMENTS

Data Security

Recipient agrees to preserve the confidentiality, integrity and availability of the Confidential Data with administrative, technical and physical measures that conform to generally recognized industry standards and best practices. Recipient will ensure information security in accordance with current standards as set forth in any of the following: ISO27002, PCI-DSS, ITIL, FISMA, SOC 2, [NIST Cybersecurity Framework](#) and the [CIS Controls](#).

Network Security

Recipient's network security must include the following:

- a) Network firewall provisioning
- b) Intrusion detection
- c) Quarterly vulnerability assessments

Application Security

Recipient agrees to maintain and support its software and subsequent upgrades, updates, patches, and bug fixes such that the software is, and remains secure from known vulnerabilities. Recipient must secure web applications as described in The Open Web Application Security Project (OWASP) Top Ten.

Computer Security

Recipient agrees to maintain the computers that access Confidential Data by ensuring the operating system and software are updated and patched regularly, such that they remain secure from known vulnerabilities. Recipient further agrees that the computer device(s) are installed with an Anti-Virus solution and signatures updated frequently.

Data Storage

Recipient agrees that any and all Confidential Data and/or data will be stored, processed, and maintained solely on designated computing equipment and that no Confidential Data at any time will be processed on or transferred to any portable storage medium.

Data Transmission

Recipient agrees that any and all electronic transmission or exchange of system and application data with ISBE and/or any other parties expressly designated by ISBE must take place via secure means (e.g., HTTPS or SFTP).

Data Encryption

Recipient agrees that any and all Confidential Data, in transit or at rest, be encrypted using only NIST or ISO approved encryption algorithms. Recipient further agrees that any laptop/notebook computing device, processing Confidential Data data, be installed with end-point encryption (i.e., full disk encryption).

Distribution of Confidential Data

Recipient agrees that any and all Confidential Data exchanged must be used solely for the purposes as expressly described in this Agreement. Confidential Data must not be distributed, repurposed or shared across other applications, environments, or business units of Recipient. Recipient further agrees that no Confidential Data of any kind must be transmitted, exchanged or otherwise passed to other Project Partners except those individuals who have an authorized legal permissible use according to this Agreement the right to access and use Confidential Data.

Access Security

Access to the Confidential Data will be restricted to authorized users by requiring a login using a unique user ID and complex password or other authentication mechanism which provides equal or greater security. Passwords must be changed on a periodic basis and the sharing of user ID and passwords is strictly prohibited.

Authorized users include:

Ann Kremer
Early CHOICES Project Director

Amy Bain
Early CHOICES Administrative Assistant

Security Breach Notification

Recipient agrees to comply with all applicable laws that require the notification of individuals in the event of unauthorized release of Confidential Data or other event requiring notification. In the event of a breach of any of Recipient's security obligations, or other event requiring notification under applicable law, Recipient agrees to the following:

- a) Notify ISBE by telephone and e-mail of such an event within 24 hours of discovery;
- b) Assume responsibility for informing all such individuals in accordance with applicable state and federal laws;
- c) Hold harmless ISBE and its officers and employees from and against any claims, damages, or other harm related to such notification event; and
- d) Mitigate the risk of loss and comply with any notification or other requirements imposed by law including the Personal Information Protection Act (815 ILCS 530/1 *et seq.*) or ISBE.

Return or Destruction of Confidential Data

Upon termination of the Agreement or as otherwise provided in the Agreement, Confidential Data shall be disposed using an acceptable destruction method including:

- For paper documents containing confidential or sensitive information, a contract with a recycling firm to recycle confidential documents is acceptable, provided the contract ensures that the confidentiality of the data will be protected. Such documents may also be destroyed by on-site shredding, pulping, or incineration. For paper documents containing Confidential Data requiring special handling, recycling is not an option. These documents must be destroyed by on-site shredding, pulping, or incineration.
- If confidential or sensitive information has been contained on optical discs (e.g. CDs, DVDs, Blu-ray), the data Grantee shall either destroy by incineration the disc(s), shredding the discs, or completely deface the readable surface with a coarse abrasive.
- If confidential or sensitive information has been stored on magnetic tape(s), the data Grantee shall destroy the data by degaussing, incinerating or crosscut shredding.
- If data has been stored on server or workstation data hard drives or similar media, the data shall be destroyed using a “wipe” utility which will overwrite the data at least three (3) times using either random or single character data, degaussing sufficiently to ensure that the data cannot be reconstructed, or physically destroying disk(s).
- If data has been stored on removable media (e.g. floppies, USB flash drives, portable hard disks, or similar disks), the data shall be destroyed using a “wipe” utility which will overwrite the data at least three (3) times using either random or single character data, degaussing sufficiently to ensure that the data cannot be reconstructed, or physically destroying disk(s).

Upon destruction of Confidential Data, the Party shall verify the disposition of the material and submit it to ISBE within 15 days of the date of disposal.

EXHIBIT C

SECURITY PLEDGE FOR THE USE OF CONFIDENTIAL DATA

I, Melinda McGuffin, through my involvement with and work with the School Association for Special Education DuPage ("SASED") Board of Control, will have access to Confidential Data collected by the Illinois State Board of Education ("ISBE"). By virtue of the research and/or evaluation conducted by SASED and Early CHOICES Director, Ann Kremer, pursuant to this Agreement, I have access to and use of Confidential Data about (a) students that is considered personal and private under the Family Educational Rights and Privacy Act (20 U.S.C. § 1232g) and the Illinois School Students Records Act (105 ILCS 10/1, *et seq.*), (b) teachers that is generally perceived as personal and private, and (c) programs, schools, institutions, and districts. I understand that access to this Confidential Data carries with it the responsibility to: (a) guard against unauthorized use, (b) abide by all security parameters, requirements and guidelines instituted by SASED, in conjunction with its obligations regarding the Confidential Data, and (c) abide by the Minimum Security Requirements (Exhibit B) under this Agreement entered into between ISBE and SASED. To treat Confidential Data as confidential, private or restricted means not to divulge it to anyone who is not affiliated with the Recipient research and/or evaluation project or to cause it to be accessible to anyone who is not affiliated with the Recipient research and/or evaluation project under this Agreement. I understand that the use of unsecured telecommunications, including the Internet, to transmit individually identifiable or deducible information derived from the Confidential Data is strictly prohibited, and agree that all data transmissions must be approved by Recipient prior to transmission and must be encrypted and provided through a secure FTP site. Anything not specifically named as "public information" is considered Confidential Data under this Agreement.

Each person using Confidential Data collected by ISBE is reminded that disclosing Confidential Data directly or allowing non-authorized access to such information may subject that individual to criminal prosecution and/or civil recovery.

I agree to fulfill my responsibilities on this project in accordance with the following guidelines:

1. I agree not to permit non-project personnel access to these sensitive data, either electronically or in hard copy.

2. I agree not to attempt to disclose the identity of individuals, families, households, programs, schools, districts, or institutions.

3. I agree that in the event an identity of an individual, family, household, program, school, district, or institution is discovered inadvertently, I will (a) make no use of this knowledge, (b) advise SASSED of the incident, who will report it to ISBE, (c) safeguard or destroy the information as directed by SASSED after consultation with ISBE, and (d) not inform any other person of the discovered identity.

Melinda McJoff

April 70, 2022

Signature

Date

To: Board of Control
From: Julie Grohn, Director of Human Resources
Date: April 27, 2022
Re: Dominican University Field Education Program Contract

Purpose: The purpose of this memo is to inform the board of a student teacher/internship agreement for Dominican University

Background: Dominican University has a Social Worker internship program and has placements for the Fall 2022. This document has been vetted through the attorney and insurance company prior to signature and Board approval.

Next Steps: Approval of the Dominican University Field Education program contract for social workers.



DOMINICAN UNIVERSITY

School of Social Work

FIELD EDUCATION PROGRAM CONTRACT

THIS AGREEMENT entered into this 5th day of April by and between THE SCHOOL OF SOCIAL WORK at DOMINICAN UNIVERSITY ("SCHOOL") and School Association for Special Education in Dupage (FACILITY).

WHEREAS, SCHOOL desires to utilize FACILITY for the purpose of providing practical learning and clinical experiences for Graduate Students (also known as "Practicum", "Internship", or "Field Education") and to establish and operate a Field Education Program at the FACILITY.

NOW, THEREFORE, it is understood and agreed upon by the parties hereto as follows:

A. SCHOOL RESPONSIBILITIES:

1. The SCHOOL shall have the total responsibility for planning and determining the adequacy of the educational experiences of students in theoretical backgrounds, basic skills, professional ethics, attitudes and behaviors. The SCHOOL will refer to the FACILITY only those students who have satisfactorily demonstrated readiness to participate in the Field Education experience at the FACILITY.
2. The SCHOOL shall provide FACILITY with proof of liability insurance coverage for its students and faculty, who will be on FACILITY premises, in limits of \$1,000,000.00 per occurrence and \$3,000,000.00 aggregate. The students will show proof of medical insurance. Where necessary, the students will also show a driver's license and proof of Auto Insurance.
3. The SCHOOL will designate a faculty member to coordinate and act as the liaison designee of the FACILITY (known as Field Faculty). The assignments to be undertaken by the students participating in the Field Education Program will be mutually arranged and a continuous exchange of information will be maintained between SCHOOL and FACILITY by on-site visits, letters, emails and telephone calls.
4. The SCHOOL shall notify each student prior to the Field Education Program that he/she is responsible for:
 - 4.a. Following the administrative policies, standards, and practices of the FACILITY.

- 4.b. Providing the necessary and appropriate uniforms (professional dress code) required by the FACILITY.
- 4.c. His/her own transportation and living arrangements when not provided by the FACILITY.
- 4.d. Reporting to the FACILITY on time and following all established regulations during the regularly scheduled operating hours of the FACILITY.
- 4.e. Conforming to the standards and practices established by the SCHOOL while training in the FACILITY; and
- 4.f. Obtaining prior written approval of the FACILITY and the SCHOOL before publishing any material relating to the Field Education Experience.

B. FACILITY RESPONSIBILITIES:

1. The FACILITY agrees to make the appropriate facilities available to SCHOOL in order to provide supervised field education experiences to students in the program. Such facilities shall include an environment conducive to the learning process of the students as intended by the terms of this Agreement and conforming to the customary FACILITY procedures.
2. Students are to remain subject to the authority, policies, and regulations imposed by the SCHOOL and during periods of field education assignments, students will be subject to all rules and regulations of the FACILITY and imposed by the FACILITY on its employees with regard to following the administrative policies, standards, and practices of the FACILITY.
3. The FACILITY may cancel, by notice in writing to the SCHOOL, the field education placement of any student whose performance is unsatisfactory, whose personal characteristics prevent desirable relationships within the FACILITY or whose health status is a detriment to the student's successful completion of the Field Education Program. FACILITY shall consult with the SCHOOL about the proposed action.
4. In any situation in which, in the sole opinion of FACILITY, a patient's (client) welfare may be adversely affected, FACILITY may take immediate corrective measures without prior consultation with SCHOOL, but shall notify SCHOOL immediately thereafter. In any situation not involving patient (client) welfare, in which a student is not performing satisfactorily, in FACILITY'S opinion, resolution will involve mutual agreement of the parties.
5. While in the FACILITY, students will have the status of trainees, are not to replace FACILITY staff, and are not to render patient care and/or service except as identified for educational value and delineated in the jointly planned educational program (Learning Goals). Any such direct contact between a student and a patient shall be under the proximate supervision of a member of the staff of FACILITY.

6. Emergency services will be available to students while in the FACILITY for field education training in case of accident or illness. The student will be responsible to pay any emergency care or treatment related to illness or injury of the student while in the Facility for field education training. Field Faculty and personnel from the Field Education Office will be responsible to pay for any emergency care or treatment related to illness or injury while they are in the Facility for site visits with the student and/or Field Instructor.
7. The FACILITY shall designate and submit in writing to the SCHOOL, the name and professional and academic credentials of a person to be responsible for the Field Educational Program. That person shall be called the Preceptor (Field Instructor), and shall maintain contact with the SCHOOL designated Field Faculty to assure mutual participation in and monitoring of the field education program.
8. The FACILITY shall notify the SCHOOL in writing of any change or proposed change of the Preceptor (Field Instructor).
9. The FACILITY shall provide a planned, instructional program of field experience.
10. The FACILITY shall, on reasonable request, permit the inspection of its facilities, services available for field education experiences, student records, and such other items pertaining to the Field Education Program by representatives of the SCHOOL or agencies, or both, charged with the responsibility for approval of the facilities for accreditation of the curriculum.
11. Prior to the commencement of his/her field education placement, the FACILITY, shall inform each student of the portions, if any, of room, board, and/or stipend which shall be assumed by the FACILITY during the term of the student's placement in the Field Education Program. The FACILITY shall, at the commencement of a student's placement, provide the student a thorough orientation as to the FACILITY'S administrative policies, standards and practices relevant to the field education placement.

C. JOINT RESPONSIBILITIES:

1. The course of instruction (Field Education Program) will cover a period of time as arranged between the SCHOOL and the FACILITY. The beginning dates and length of experience shall be mutually agreed upon by the SCHOOL and FACILITY. The SCHOOL is requesting beginning date of 8/1/2022 and ending date of 6/30/2023.
2. The period of time for each student's field education will be mutually agreed upon at least one month before the beginning of the Field Education Program. Exceptions will occur only upon mutual agreement between the SCHOOL and the FACILITY.
3. The number of students eligible to participate in the Field Education Program will be mutually determined by agreement of the parties and may be altered by mutual agreement.

4. It is agreed by both parties that there shall be no discrimination on the basis of race, religion, sex/gender, sexual orientation, national origin, ancestry, age, marital status, disability, or unfavorable discharge from Military Service.
5. Methods for evaluating the field experience of the students will be mutually agreed to by SCHOOL and FACILITY. Regular communication will be jointly maintained by appropriate SCHOOL and FACILITY staff for the purpose of reviewing and evaluating current field experiences being offered to students.
6. The terms and conditions of this Agreement may be amended by written amendment to this Agreement signed by both parties.

D. TERMS OF AGREEMENT:

This Agreement shall remain in full force and effective beginning 7/1/2022 for a period of (1) one year. Thereafter, this agreement shall be automatically extended for successive one-year periods unless terminated as hereinafter set forth. All terms and provisions of this Agreement shall continue in full force and effective during the extension period(s). Either the School or the Facility may terminate this Agreement with or without cause, upon giving ninety (90) days prior written or electronic notice. This Agreement may be terminated at any time by mutual agreement of the parties.

E. ADDITIONAL TERMS:

The SCHOOL and FACILITY agree to assist each other in maintaining the standards necessary for the SCHOOL to be eligible for accreditation by the Council on Social Work Education (CSWE) and any other appropriate agency or body which might reflect upon the continued operation of the Field Education Program.

In those instances where the FACILITY requires it, but does not provide it, students will be responsible for providing evidence of physical exams, immunizations, drug screenings, and/or criminal background checks according to conditions set by the FACILITY. The FACILITY shall notify the student of all its requirements at the time of the application interview with the student...

Students will have a SCHOOL photo identification with them at all times they are in the FACILITY.

Indemnification Clauses

SCHOOL shall hold harmless, defend and indemnify FACILITY from any claims, losses, damages, judgments, liabilities, costs, expenses, or obligations; including, but not limited to, attorney's fees and expenses, arising out of or resulting from SCHOOL errors, omissions, negligence, or misconduct in the provision of services under this agreement.

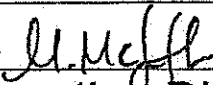
FACILITY shall hold harmless, defend and indemnify SCHOOL from any claims, losses, damages, judgments, liabilities, costs, expenses, or obligations; including, but not limited to, attorney's fees and expenses arising out of, or resulting from FACILITY errors,

omissions, negligence or willful misconduct in its provision of services under this agreement.

IN WITNESS WHEREOF, the parties have caused the agreement to be executed in their respective corporate names and their corporate seals to be affixed by duly authorized officers, all on the day and year first set forth above.


FACILITY:


School Association for Special Education in DuPage (SASED)

Signed By 
Title **Executive Director**
Date **4/5/2022**

SCHOOL:

DOMINICAN UNIVERSITY, SCHOOL OF SOCIAL WORK

Signed By 
Title **Founding Dean, College of Applied Social Sciences**
Date **18 Apr 22**

Signed By 
Title **Director of Field Education**
Date **4/18/22**

ADDENDUM TO STUDENT TEACHER AGREEMENT

This Addendum is entered into on the date set forth below, by and between the School Association for Special Education in DuPage County ("SASED") and Dominican University ("the University").

WHEREAS, SASED and the University are concurrently entering (or recently entered) into an agreement for student teaching placement ("the Agreement"); and

WHEREAS, SASED and the University wish to add to and amend the Agreement as provided herein;

NOW THEREFORE, SASED and the University agree as follows:

1. For each social work student who is placed with SASED, the University shall ensure that the student has appropriate health insurance covering any potential injuries sustained while performing clinical duties.
2. During the term of the Agreement and at all times while any student is placed with SASED, the University shall maintain the insurance coverages identified below, from companies and in form acceptable to SASED. The University will cause SASED and its Governing Board, Board members, and employees to be added as additional insureds on said policies, on a primary and non-contributory basis.
 - a. General Liability Coverage
 - i. \$1,000,000 per occurrence
 - ii. \$2,000,000 general aggregate
 - iii. To include sexual misconduct/molestation coverage with a minimum limit of \$1,000,000 per occurrence and \$2,000,000 aggregate.
3. For each student who is placed with SASED, the University will ensure that the student complies with Section 10-21.9 of the Illinois *School Code* relating to fingerprint-based criminal history records checks and checks of the Statewide Sex Offender Database and the Statewide Murderer and Violent Offender Against Youth Database. The parties acknowledge that the results of the checks must be acceptable to SASED in its sole discretion.
4. Each student who is placed with SASED must provide evidence of physical fitness to perform assigned duties and freedom from communicable disease pursuant to Section 24-5 of the Illinois *School Code*.
5. To the extent of any conflict between this Addendum and the Agreement, the terms and conditions of this Addendum shall control.
6. All other terms of the Agreement will remain in full force and effect.

IN WITNESS WHEREOF, this Addendum has been executed by SASED and the University on the date identified below.

SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY

By: M. McGuffin

Date: 4.5.2022

Print Name: Melinda McGuffin

Title: Executive Director

UNIVERSITY

By: Maria Pascarella

Date: 4/19/22

Print Name: MARIA PASCARELLA

Title: Director of Field Education,
School of Social Work


To: Board of Control
From: Melinda McGuffin, Executive Director
Date: April 27, 2022
Re: Deaf and Hard of Hearing and Vision Services Board Presentation

Purpose: The purpose of this memo is to provide information in preparation for the presentation by SASED program and service administrators Mrs. Amy Gebre and Mrs. Tara Corral

Background: At the April 27, 2022, Board of Control Meeting Mrs. Gebre and Mrs. Corral will provide a presentation highlighting services for our students with vision and hearing impairments including:

- Audiology Services
- Hearing and Vision Itinerant Services and the expanded use of vision and hearing itinerants for next year to provide services for students in the general education setting
- Sign Language Interpreting Services
- Orientation and Mobility Services

Next Steps: None



Deaf and Hard of Hearing and Vision Services

Amy Gebre
Vision Program Administrator

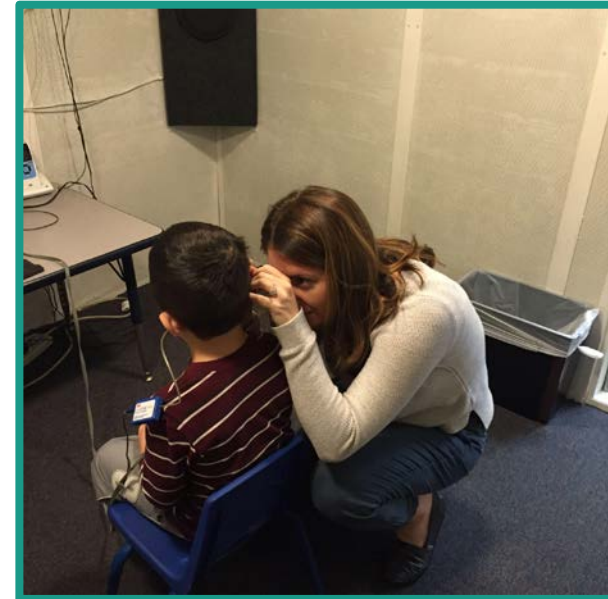
Tara Corral
Deaf and Hard of Hearing/Audiology Program Administrator

Audiology



Audiology Team

- Casey Cummings Fanuka (Au.D. CCC-A)
 - 9 years of service, 8 years of service at SASSED
- Gloria Wong (Au.D. CCC-A,)
 - 38 years of service, 5 years of service at SASSED

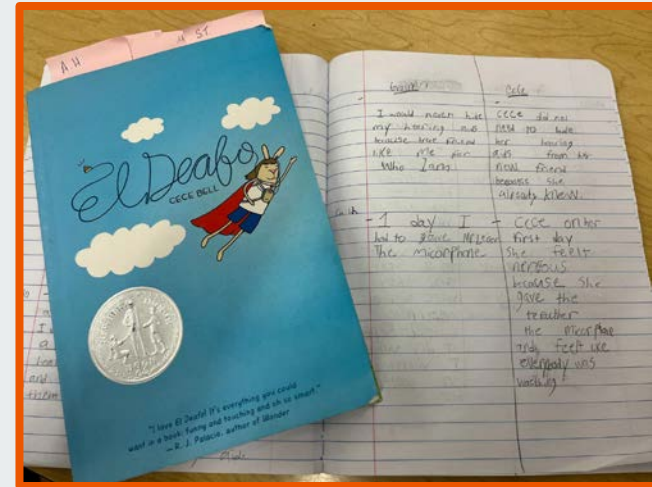
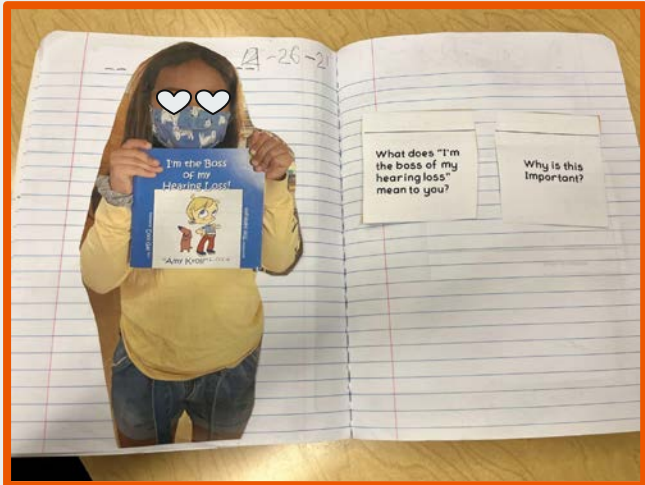


What do you do/who do you serve?

- We provide:
 - Hearing evaluations
 - Auditory processing testing
 - Hearing aid checks
 - Testing with hearing aids & assistive listening device (ALD) equipment
 - Testing with cochlear implants & ALD equipment
 - Ear molds and ALD fittings
- We provide services to all 18 SASSED member districts, in addition to 74 other districts in DuPage and West Cook counties



Deaf and Hard-of-Hearing Itinerant Services

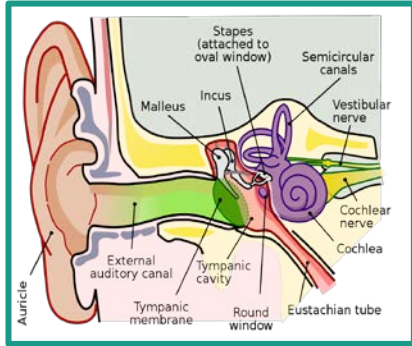




The Hearing Itinerant Team

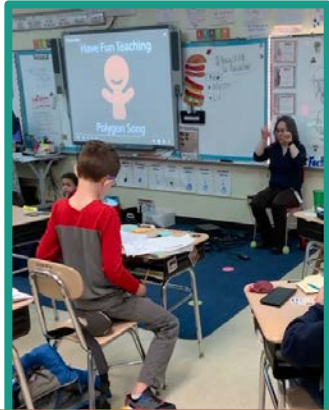
- Veronica Andersen
 - 6 years of service at SASSED as a Hearing Itinerant
- Debra Boczkowski
 - 22 years with SASSED, 14 years as a teacher & 10 years of service as a Hearing Itinerant
- Kristine Chaplin
 - 18 years of service with SASSED, 2 years as a classroom teacher, 16 years as a Hearing Itinerant
- Maria Dorchack
 - 15 years of service as a teacher and 7 years of service as a Hearing Itinerant
- Ericka Jeske
 - 26 years with SASSED & 8 years of service as a Hearing Itinerant
- Ashley Lohrenz
 - 18 years of service at SASSED as a Hearing Itinerant

Direct and Consult Services



- Itinerants work to provide SASED member students with all services required by their IEP/504
 - Within SASED or at their home district
- This could include, but is not limited to:
 - Inservicing staff/team members
 - They explain:
 - (1) audiograms; (2) implications of hearing loss across all educational environments; (3) accommodations and modifications
 - Participate in IEP, ISP, 504, and team meetings
 - Provide direct instruction in the following areas:
 - Use of personal hearing technology and assistive technology
 - Self-advocacy skills
 - Coping and compensatory skills
 - Auditory skill development
 - Provide consultative services by collaborating with families and all members of the IEP team
 - Coordinate adaptations to educational environment

Additional DHH Services



- Educational Hearing Assessments
 - Which consists of collaboration with audiologists, teachers and families in regards to a student's diagnosed with a hearing loss
 - Observations and testing occurs in the student's school environment by the serving itin
 - These results are used to inform the team of appropriate accommodations and services to be provided to the student/team
- New Program Itinerant for the 2022/2023 School Year
 - Allows us to bring our important hearing itin services to SASED DHH self-contained classroom students
 - To provide Rtl for the wide range of students in each classroom
- Sign Language Interpreting Services
 - Currently on staff there are 8 interpreters (1 lead interpreter)
 - Interpreters work out at schools, in addition to our self-contained classrooms
 - The interpreters provide services for DHH students and adults



Vision Itinerant Services



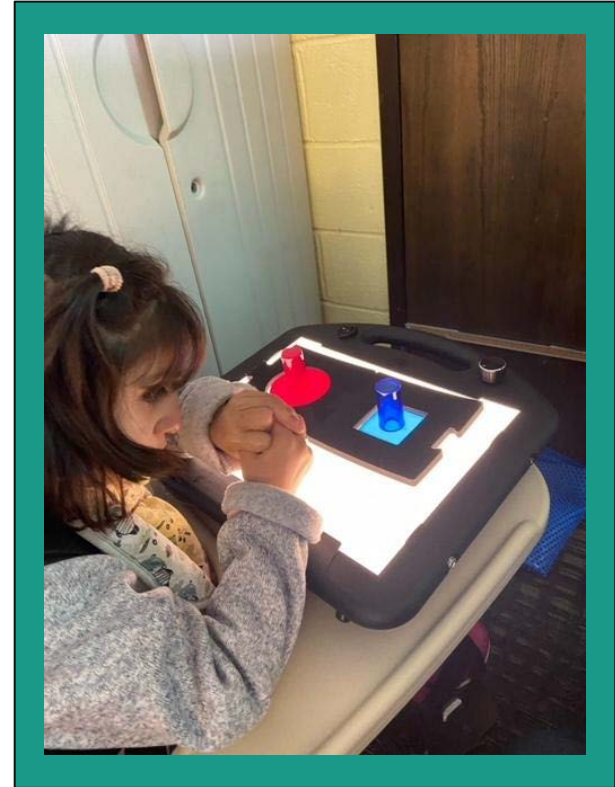
Who Are We?

- Nicole Seyler
 - 17 years of experience
- Kristine Corsello
 - 17 years of experience
- Liz Wawczak
 - 13 years of experience
- New program itinerant for 22/23
 - support program in general education



What Do We Do?

- Participate in IEP, ISP, 504, and team meetings
- Provide direct instruction in the use of assistive technology and low vision aids to access educational materials and maximize the use of available vision
- Provide consultative services through collaboration with families and all members of the IEP/504 team
- Coordinate adaptations to educational materials including braille and large print
- Assist students to develop appropriate social and independent skills across the curriculum
- Order materials each year including braille, enlarged print, and assistive technology devices with State Quota Funds





Educational Assessments

- Vision Itinerants translate EFVA/LMA results into educational instruction and adaptations for the use of vision in the home, school, and community setting
 - Educational Functional Vision Assessment (EFVA)
 - Conducted to understand how a student/child uses vision under certain conditions and in different environments and during different times of the day
 - Learning Media Assessment (LMA)
 - Used to determine primary and secondary literacy media (print, braille, auditory or combination)
- Vision Itinerants interpret all medical reports that relate to the child's visual impairment (such as ophthalmological, optometric, and neurological reports)



Orientation and Mobility

Orientation and Mobility (O&M) includes the concepts, skills, and techniques that individuals with visual impairments use to travel through the environment. O&M specialists are knowledgeable and skilled professionals who teach individuals with visual impairments to travel as independently as possible in familiar and unfamiliar settings..

Orientation is the awareness of one's position in space, and *mobility* is how one moves through that space.



Who are we?

- Lisa McCullough
 - 34 years as a COMS, 30 years with SASSED
- Mark Renc
 - 25 years as a COMS, 23 years with SASSED
- Kirstin Peahl
 - 19 years as a COMS, 19 years with SASSED
- Tracey Nardi
 - 7 years as a COMS
- Carly Reddy
 - 3 years as a COMS



What Do We Do?

- O&M skills give individuals the freedom to participate in all facets of society
- O&M instruction promotes movement, and facilitates the development of concepts, skills, and knowledge required for individuals to achieve their present and future employment and life goals
- O&M instruction occurs in natural environments, the real-world settings in which individuals live, learn, work, play, interact, and travel
 - Instructional settings include indoor and outdoor school, home, and community environments



Who Do We Serve?

O&M specialists serve the diverse population of individuals with visual impairments, including:

- Individuals who are totally blind and those who have low vision
- People of all ages, from birth to old age
- People with adventitious (acquired) or congenital visual impairments
- Individuals who have electronic retinal prostheses
- Individuals with any disabilities in addition to visual impairment
- Individuals with cerebral/cortical visual impairment
- Individuals from culturally and linguistically diverse backgrounds
- Individuals across the continuum of functional, developmental, and intellectual ability

To: Board of Control

From: Mindy McGuffin, Executive Director
Christine Martin, Assistant Director

Date: April 27, 2022

Re: District Satisfaction Survey Results

Purpose: To provide information regarding the annual district satisfaction survey.

Background: Please see the attached results summary.

Next Steps:

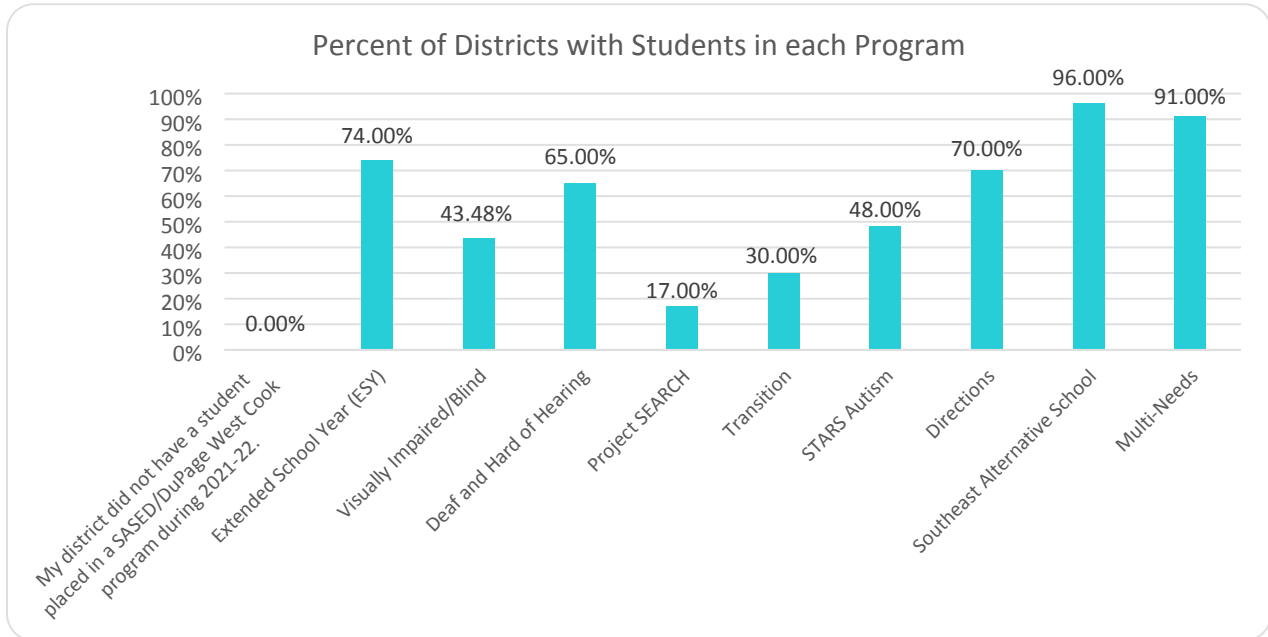
- SASED will continue to work on improving communication through the strategic planning process and subsequent goals.
- SASED will increase the number of PD opportunities for district special education administrators and training opportunities for parents.
- SASED will improve communication to parents and districts on the availability of parent trainings and the Parent Training Resources site.

District Survey Summary of Results

April 27, 2022

100% of districts responded

PROGRAMS:



1-1.99=strongly disagree 2-2.74=disagree 2.75- 3.24=mildly disagree 3.25-4.24=mildly agree 4.25-5.24=agree 5.25-6=strongly agree

Program Questions	Median 2021	Range of Average Responses 2022	Median 2022
Timely availability and placement in the SASED classroom has met our expectations for our student(s).	5.47	4.47-5.8	5.54
IEP meetings are well organized and fully engage parents and district staff.	5.44	5.11-5.67	5.34
Communication to parents and districts regarding students' progress and/or concerns, has met our expectations.	5.40	5-5.57	5.27
The tuition for SASED instructional programs has met our expectations.	4.87	5.15-5.67	5.27
Historically some SASED programs have been heavily staffed with 1:1 assistants. This impacts on student independence, classroom space, and staffing plans. Given these negative impacts, SASED should create a framework to determine the level of 1:1 support a student might need during the school day and how best to reflect that support in the IEP.	5.5	5.5	5.48

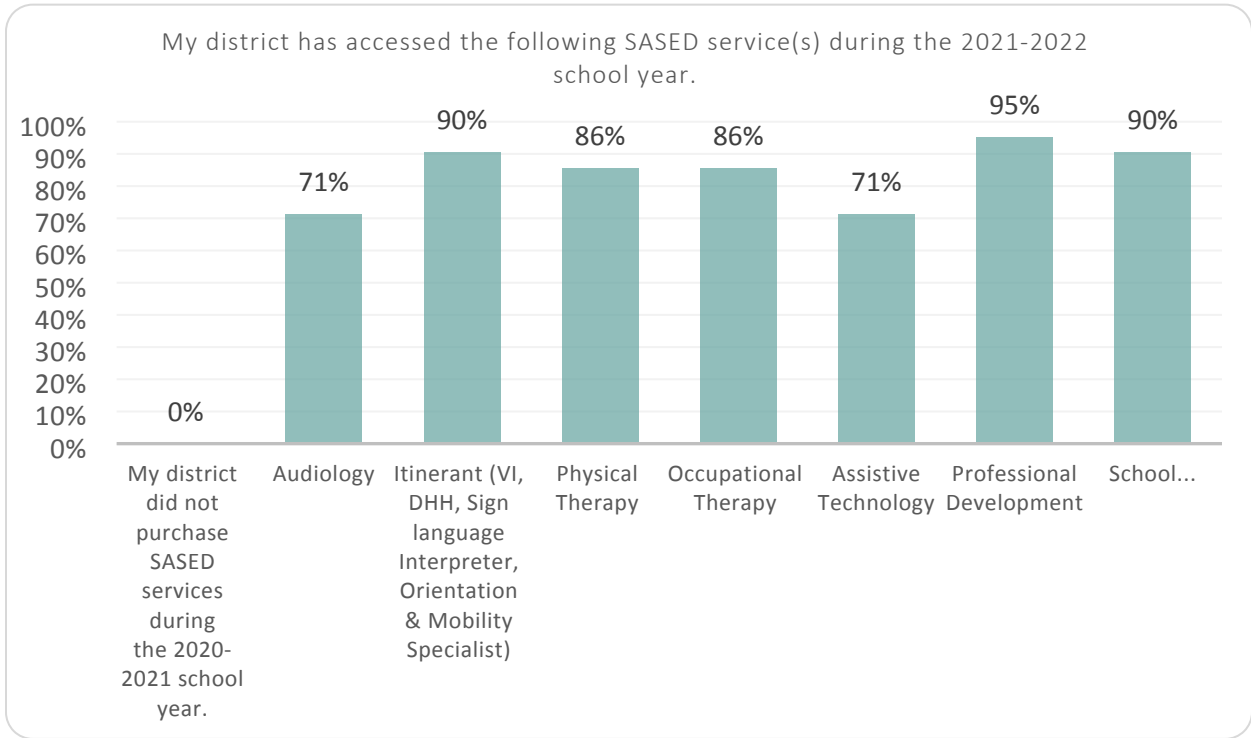
Strengths:

Once again, districts indicate strong satisfaction with SASED programs, and indicate that the availability and timeliness of placement in SASED programs meets their expectations. There is strong agreement that SASED program IEP meetings are well organized and fully engage parents and district staff. Communication to parents and districts regarding students' progress and/or concerns also was an area of strength. Tuition satisfaction increased from last year.

Next Steps:

- While overall satisfaction continues to be high, SASED will continue to strengthen its practices, particularly in areas where the median rating decreased from last year.

SERVICES:



1-1.99=strongly disagree 2-2.74=disagree 2.75- 3.24=mildly disagree 3.25-4.24=mildly agree 4.25-5.24=agree 5.25-6=strongly agree

Service Questions	Median 2021	Range of Average Responses	Median 2022
The quality of SASED services has met our expectations.	5.56	5.30-5.68	5.47
The ability of SASED service personnel to collaborate with and support our district staff has met our expectations.	5.5	5.47-5.74	5.61
Communication to parents and districts from SASED service personnel has met our expectations.	5.55	5.50-5.64	5.53
The procedures for accessing a SASED service are clearly defined and result in the timely provision of support.	5.63	5.30-5.62	5.56
The billing structure of SASED services is clear and costs have met our expectations.	5.38	4.83-5.21	5.11

Strengths:

Member districts continue to have a high level of satisfaction with SASED services. The ability to collaborate and support districts, as well as communicate with both districts and parents were highly rated. The procedures for accessing SASED services were rated to be clear, support is provided to districts in a timely manner, and respondents agreed strongly that the quality of the services met district expectations.

Next Steps:

- SASED intended to consider the need to simplify service billing structures within the strategic planning process this year. However, the strategic planning process was postponed. Service billing will be addressed once that strategic planning process has taken place.

ADMINISTRATION:

1-1.99=strongly disagree 2-2.74=disagree 2.75- 3.24=mildly disagree 3.25-4.24=mildly agree 4.25-5.24=agree 5.25-6=strongly agree

Administration Questions	Average 2021	Average 2022
SASED administrators engage in effective communication with district staff concerning trends, issues, and potential changes in programming and/or services.	4.93	5.11
SASED administrators respond to my requests and concerns in a timely and thorough manner.	5.33	5.39
SASED administration effectively works and communicates with leasing-district staff and administration.	5.09	5.5
SASED provides me with appropriate information and resources when requested, as well as valuable professional development opportunities.	5.20	5.0
SASED offers the appropriate variety and number of parent training/workshops.	4.60	4.63
The work, supports, and services of the following have met our expectations. (list includes HR, Business, Technology, and Programs & Services departments at SASED)	Range: 4.64-5.33 Median: 5.0	Range: 4.56-5.4 Median: 5.18
Would you prefer that the SASED Spring Institute be held in-person or virtually next year?	N/A	In-person = 89% Virtually = 11%

Top PD Topics (the number of respondents indicating need in that area is provided in parentheses)

Administrators	Certified/Licensed Staff	Paraprofessionals	Parents
Restraint/Time-out & behavior support (6)	Behavior assessment, intervention, & supports (12)	Behavior strategies/de-escalation, BIPs, self-regulation strategies (10)	Transition topics, legal guardianship, adult services/placement, guardianship, financial planning (10)
Legal updates (5)	Goal writing, data collection/analysis, Facilitated IEP, SMART goals, IEP Paperwork (8)	Autism strategies & resources, ABA/data collection (5)	SEL/behavior, supporting & understanding student behavior (4)
Recruiting/retaining staff & workload (4)	MTSS, Tier 2, UDL, addressing diverse needs, specially designed instruction (6)	Trauma informed approaches, building relationships, mental health (4)	Understanding the IEP process (3)
Medicaid (3)	Inclusive practices & leadership (3)	Building independence/fading prompts (3)	Home/school partnership, how to navigate schools and student needs (2)
Legally defensible IEPs/Facilitated IEP (2)	Autism mainstreaming, HS (3)	Understanding the role of the aide, effective aide practices, IEP 101 (3)	

Strengths:

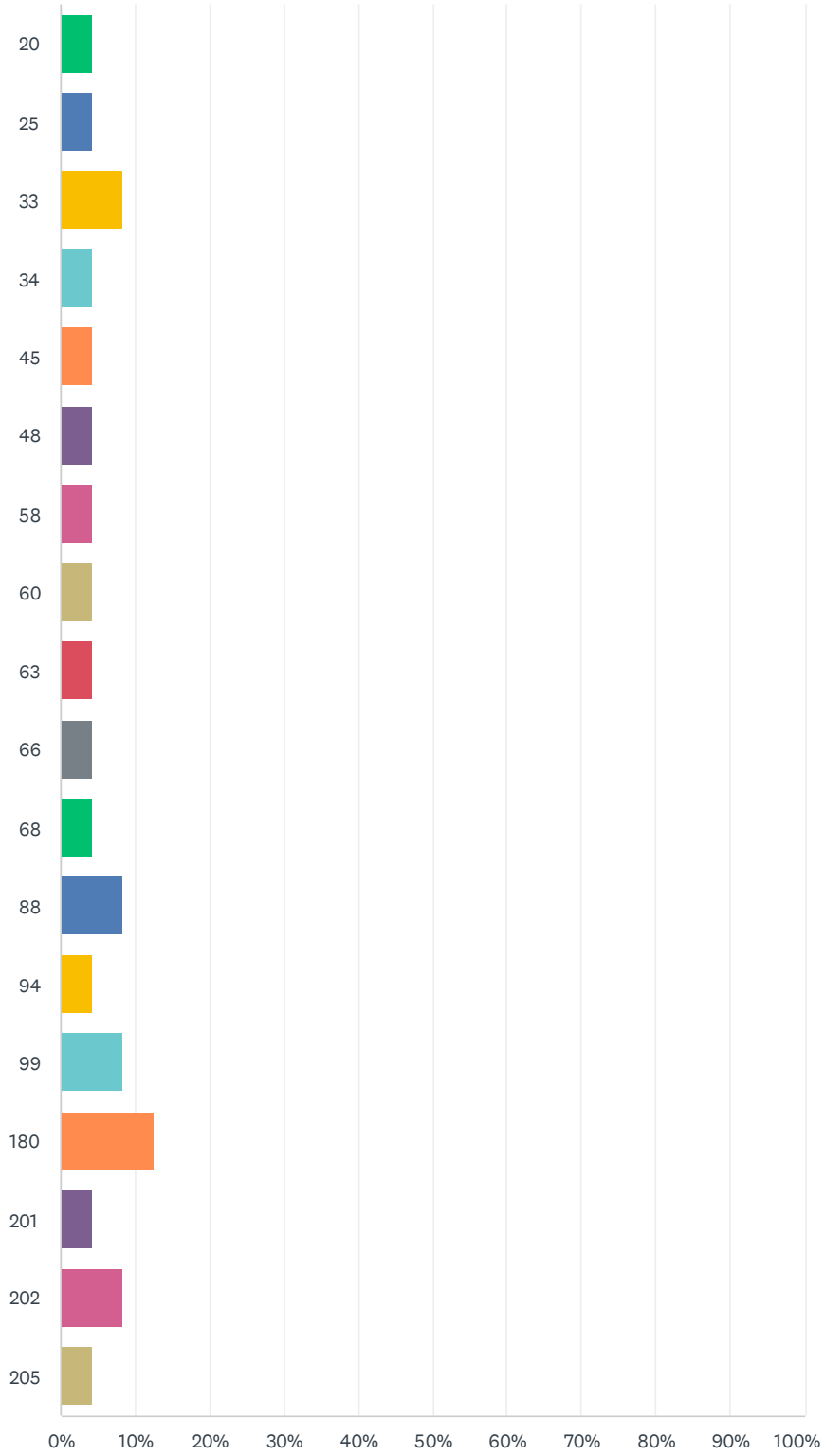
Administration question ratings have improved in most areas this year. SASED provided more parent trainings this year than last year and in several areas noted in the parent training needs survey. [Link to Parent Training Resources Site](#)

Next Steps:

- SASED will continue to work on improving communication through the strategic planning process and subsequent goals.
- SASED will increase the number of PD opportunities for district special education administrators and training opportunities for parents.
- SASED will improve communication to parents and districts on the availability of parent trainings and the Parent Training Resources site.

Q1 District

Answered: 24 Skipped: 0

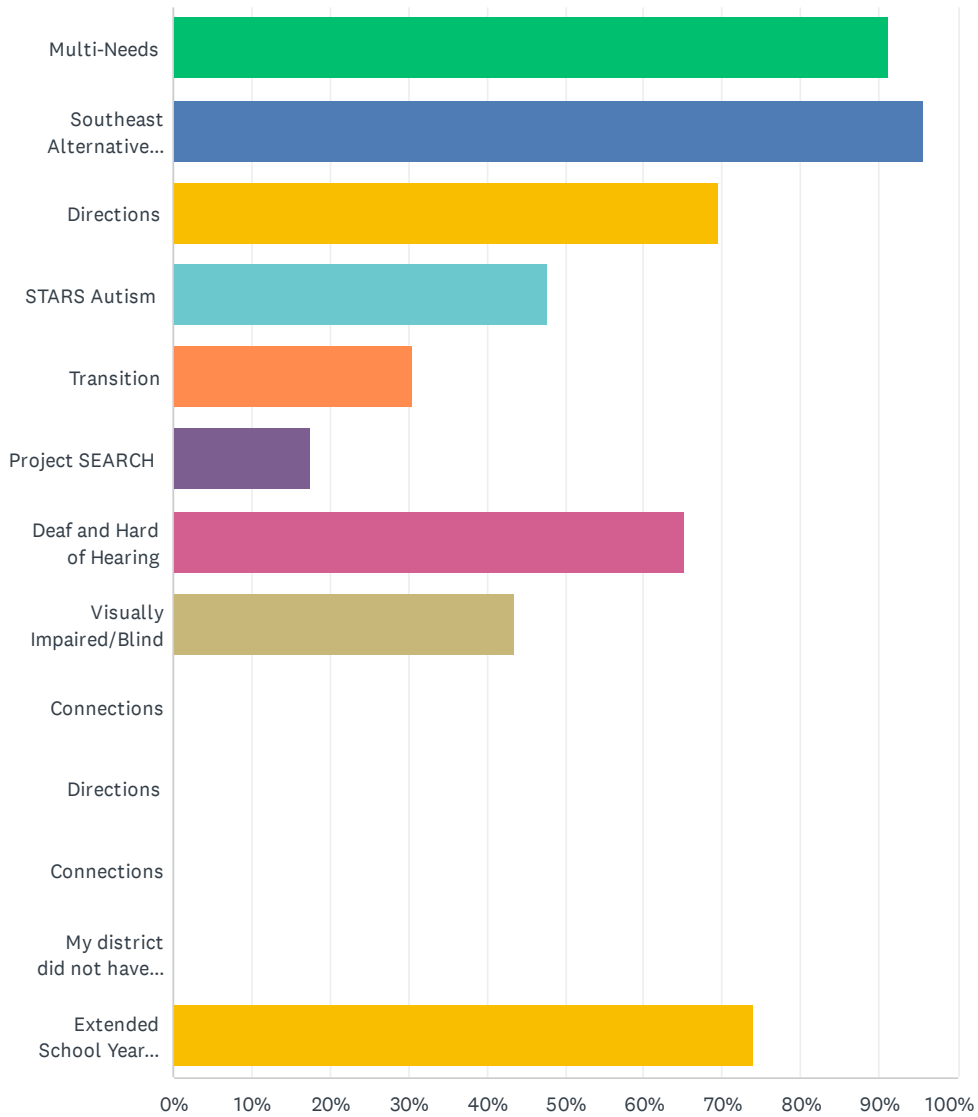


Member District Satisfaction Survey 2022

ANSWER CHOICES	RESPONSES	
20	4.17%	1
25	4.17%	1
33	8.33%	2
34	4.17%	1
45	4.17%	1
48	4.17%	1
58	4.17%	1
60	4.17%	1
63	4.17%	1
66	4.17%	1
68	4.17%	1
88	8.33%	2
94	4.17%	1
99	8.33%	2
180	12.50%	3
201	4.17%	1
202	8.33%	2
205	4.17%	1
Total Respondents: 24		

Q2 Students from my district accessed the following program(s) during the 2020-2021 school year. Check all that apply.

Answered: 23 Skipped: 1



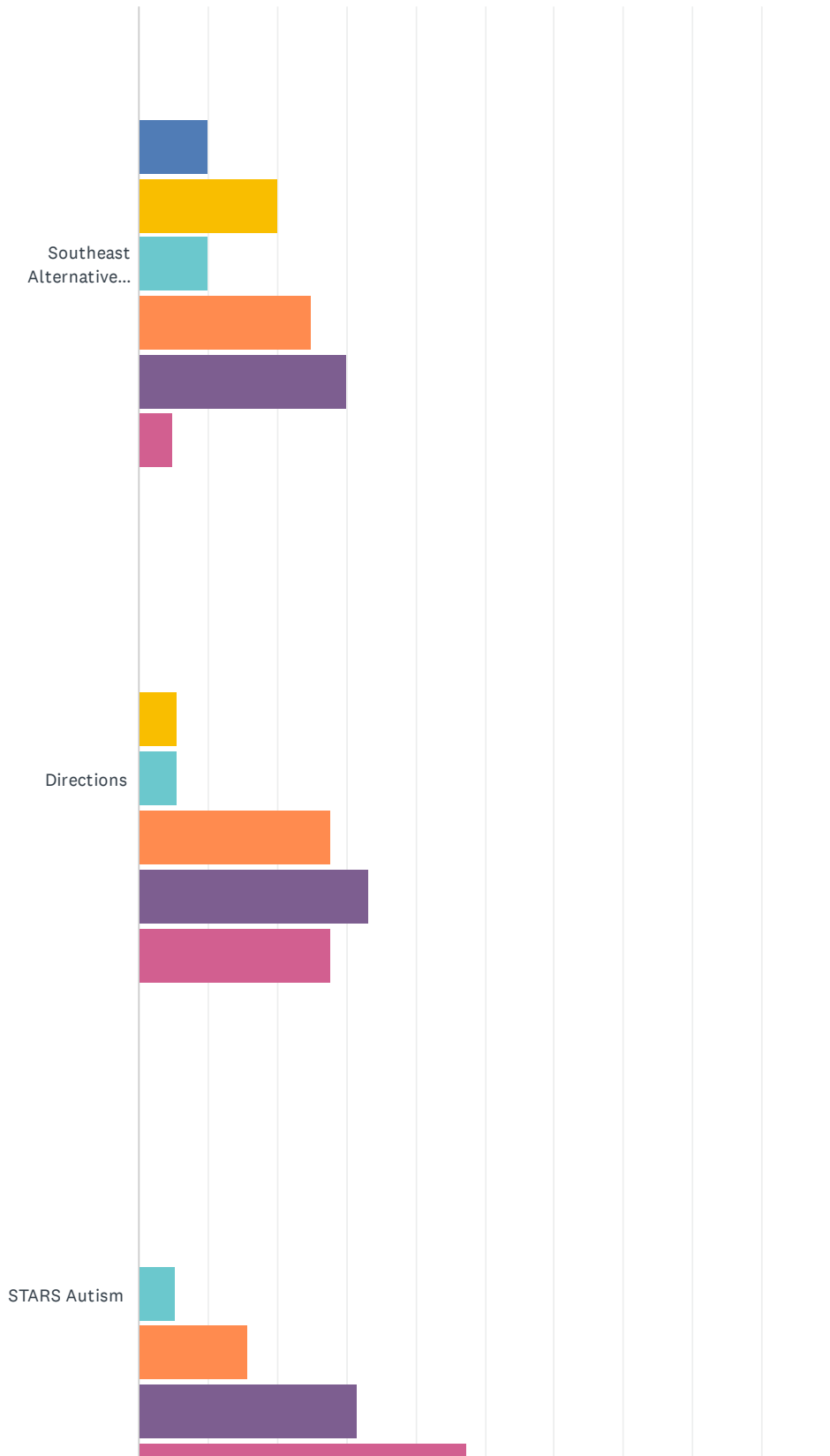
Member District Satisfaction Survey 2022

ANSWER CHOICES	RESPONSES	
Multi-Needs	91.30%	21
Southeast Alternative School	95.65%	22
Directions	69.57%	16
STARS Autism	47.83%	11
Transition	30.43%	7
Project SEARCH	17.39%	4
Deaf and Hard of Hearing	65.22%	15
Visually Impaired/Blind	43.48%	10
Connections	0.00%	0
Directions	0.00%	0
Connections	0.00%	0
My district did not have a student placed in a SASSED/DuPage West Cook program during 2020-2021.	0.00%	0
Extended School Year (ESY)	73.91%	17
Total Respondents: 23		

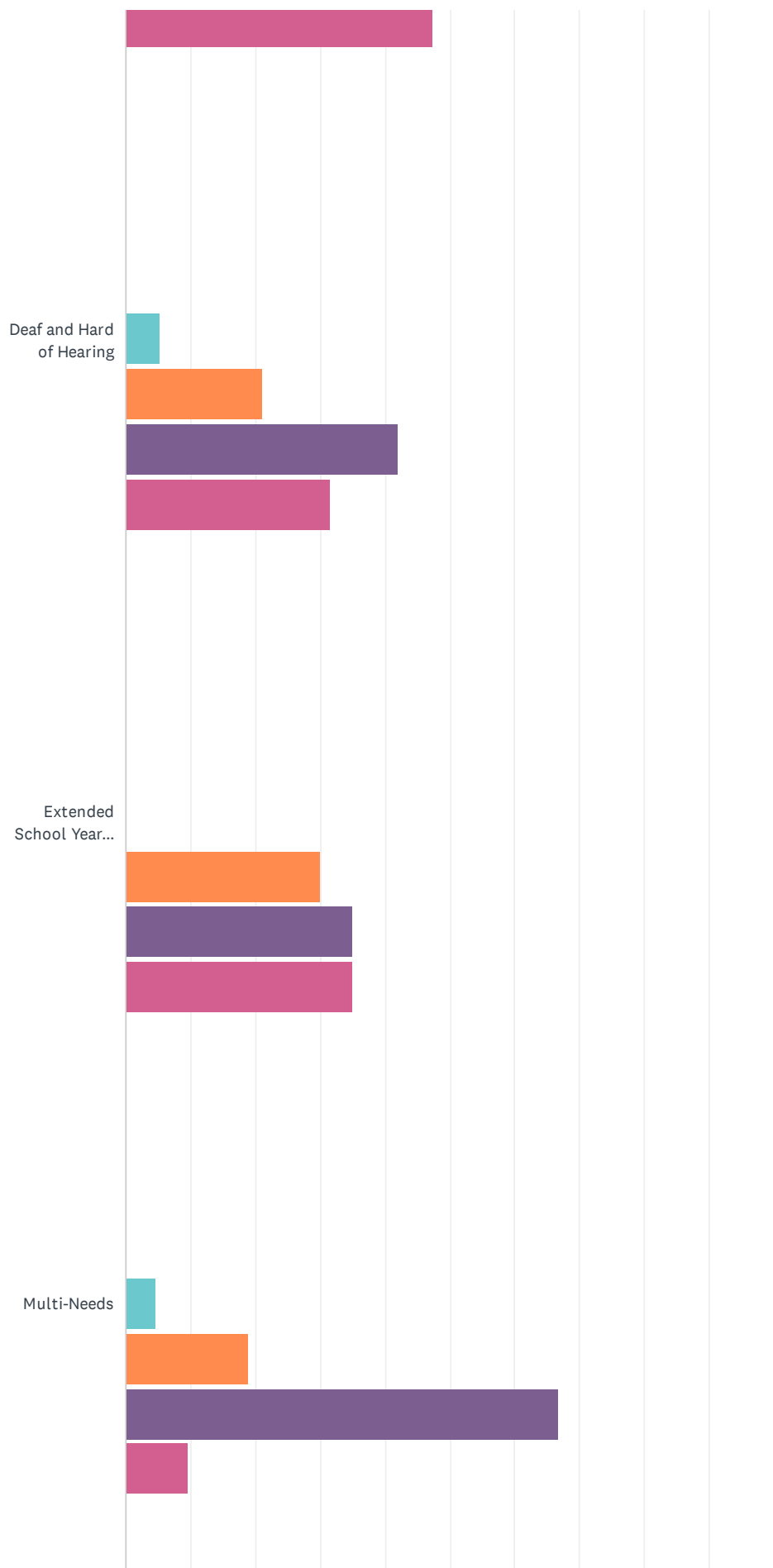
#	COMMENT	DATE
	There are no responses.	

Q3 Timely availability and placement in the SASSED classroom has met our expectations for our student(s).

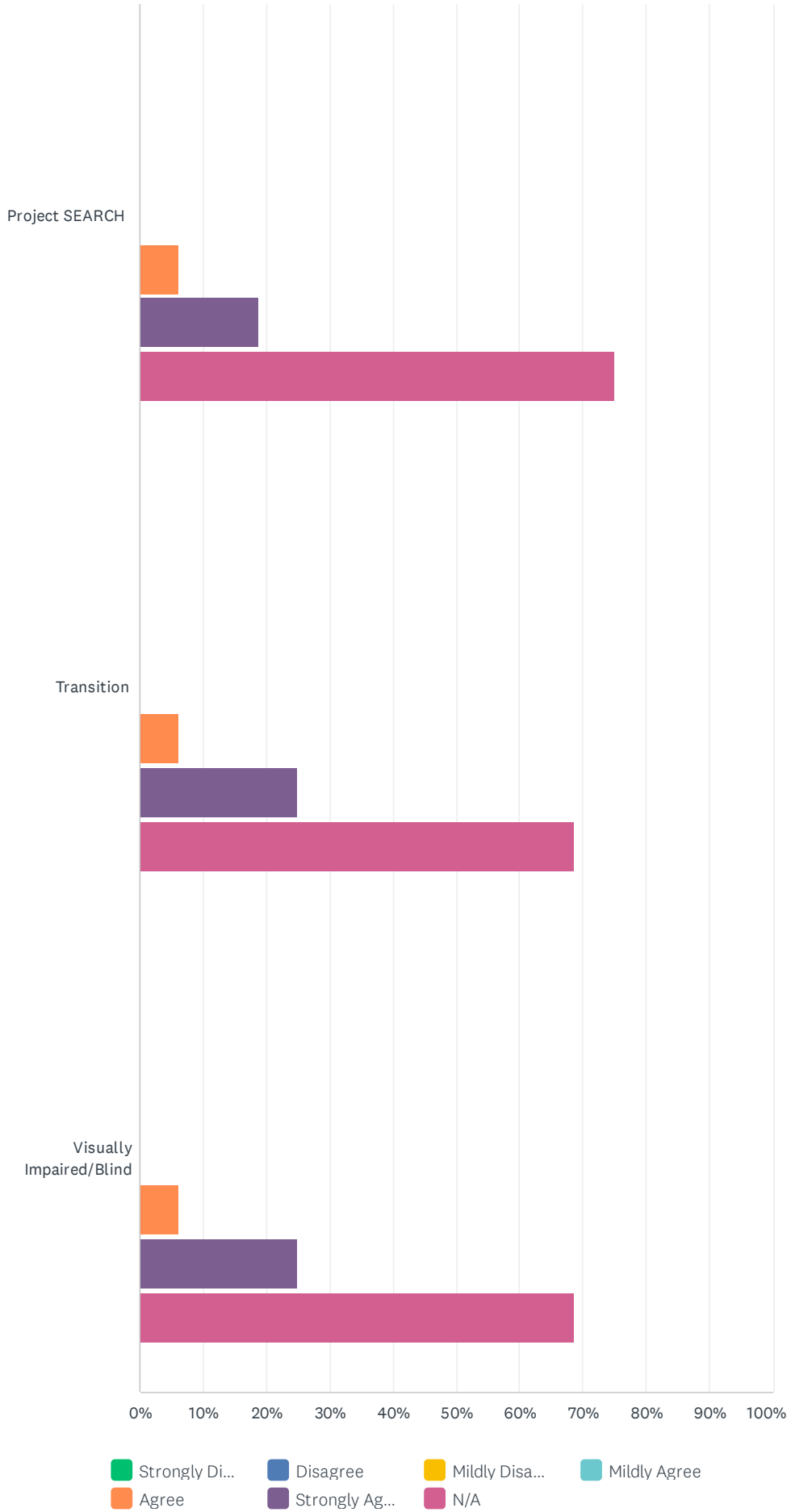
Answered: 21 Skipped: 3



Member District Satisfaction Survey 2022



Member District Satisfaction Survey 2022



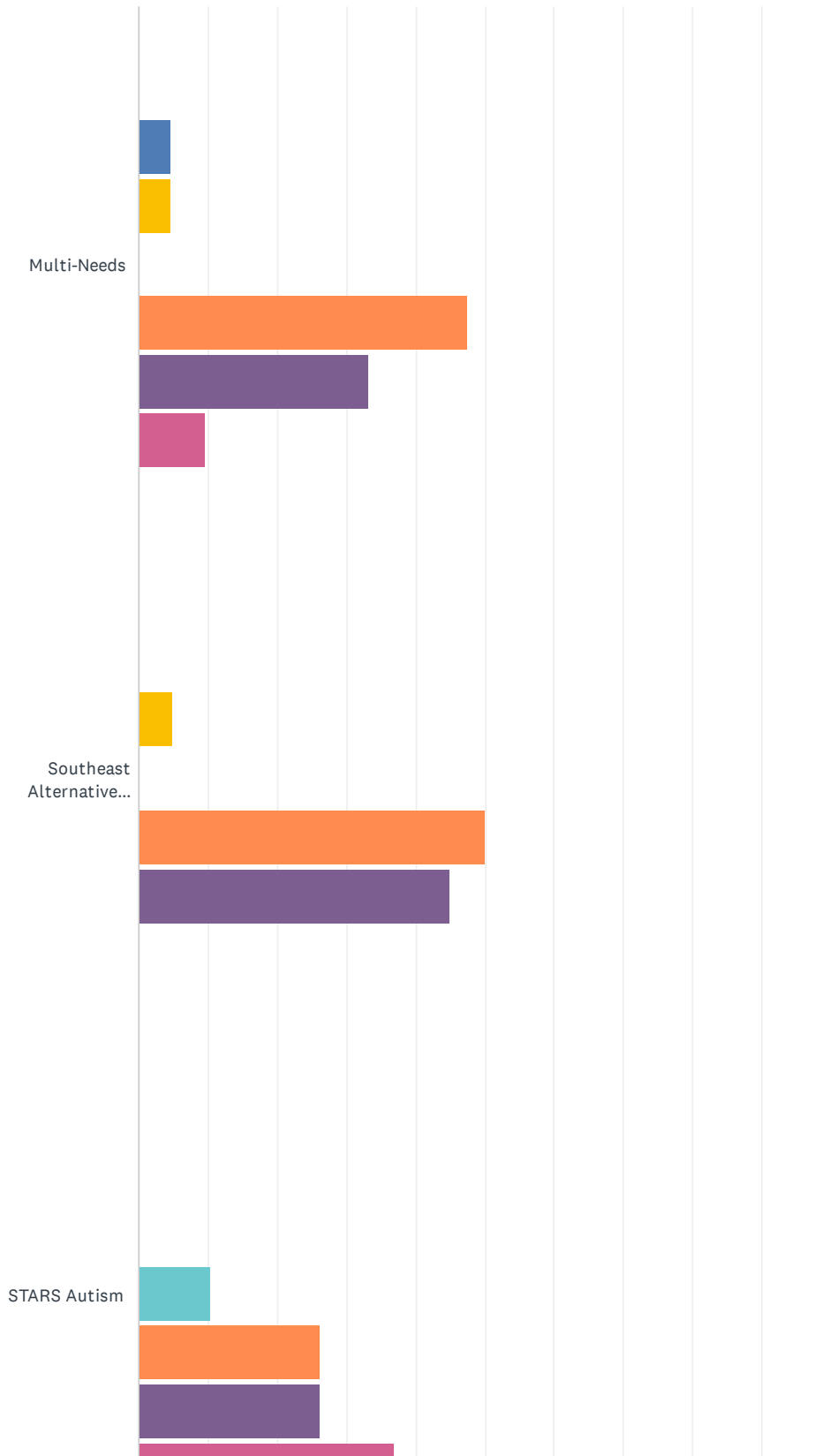
Member District Satisfaction Survey 2022

	STRONGLY DISAGREE	DISAGREE	MILDLY DISAGREE	MILDLY AGREE	AGREE	STRONGLY AGREE	N/A	TOTAL	WEIGHTED AVERAGE
Southeast Alternative School	0.00% 0	10.00% 2	20.00% 4	10.00% 2	25.00% 5	30.00% 6	5.00% 1	20	4.47
Directions	0.00% 0	0.00% 0	5.56% 1	5.56% 1	27.78% 5	33.33% 6	27.78% 5	18	5.23
STARS Autism	0.00% 0	0.00% 0	0.00% 0	5.26% 1	15.79% 3	31.58% 6	47.37% 9	19	5.50
Deaf and Hard of Hearing	0.00% 0	0.00% 0	0.00% 0	5.26% 1	21.05% 4	42.11% 8	31.58% 6	19	5.54
Extended School Year (ESY)	0.00% 0	0.00% 0	0.00% 0	0.00% 0	30.00% 6	35.00% 7	35.00% 7	20	5.54
Multi-Needs	0.00% 0	0.00% 0	0.00% 0	4.76% 1	19.05% 4	66.67% 14	9.52% 2	21	5.68
Project SEARCH	0.00% 0	0.00% 0	0.00% 0	0.00% 0	6.25% 1	18.75% 3	75.00% 12	16	5.75
Transition	0.00% 0	0.00% 0	0.00% 0	0.00% 0	6.25% 1	25.00% 4	68.75% 11	16	5.80
Visually Impaired/Blind	0.00% 0	0.00% 0	0.00% 0	0.00% 0	6.25% 1	25.00% 4	68.75% 11	16	5.80

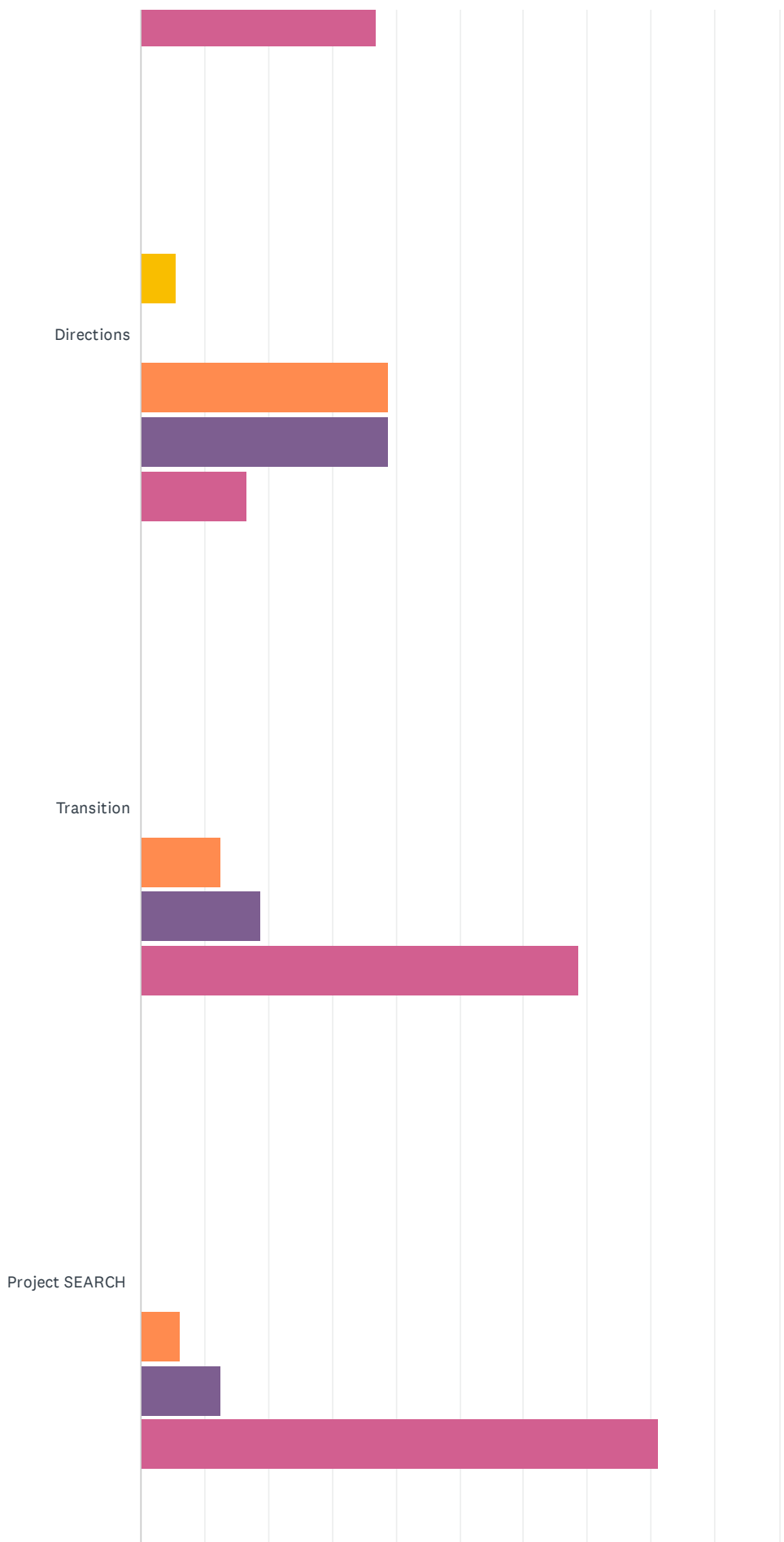
#	COMMENTS:	DATE
1	The SASED Student Referral Application for new/prospective students is an extra hoop for districts to jump through while trying to place students. Other outside placements have quicker turn arounds and do not ask for extra forms to be filled out.	4/8/2022 3:09 PM
2	The placement was earlier in the year and placement was seamless. An observation for possible placement in the high school program was the same - seamless and timely. However, I sent in two referrals weeks ago and was emailed I would receive a call about possible placement for summer and next year but nothing has happened. I am getting questions from the parents and I simply don't have an answer why I have not heard back. I know the administrators are extremely busy and I value their time and hard work, I just want the parents to have an answer.	4/7/2022 1:34 PM
3	D180 has only placed or inquired availability in two programs this school year. Follow up was required with SEA after several days with no response to the referral.	4/5/2022 12:47 PM
4	This was a tough year to get kids placed due to staffing. Staffing impacted the ability for my students to start or be considered, especially early on. This improved and I'm grateful for SASED's continued work to ensure programs could meet the needs of students by continuing to recruit.	3/15/2022 8:52 PM
5	SASED staffing impacts have affected our ability to place students into the SE program this year.	3/15/2022 11:48 AM

Q4 IEP meetings are well organized and fully engage parents and district staff.

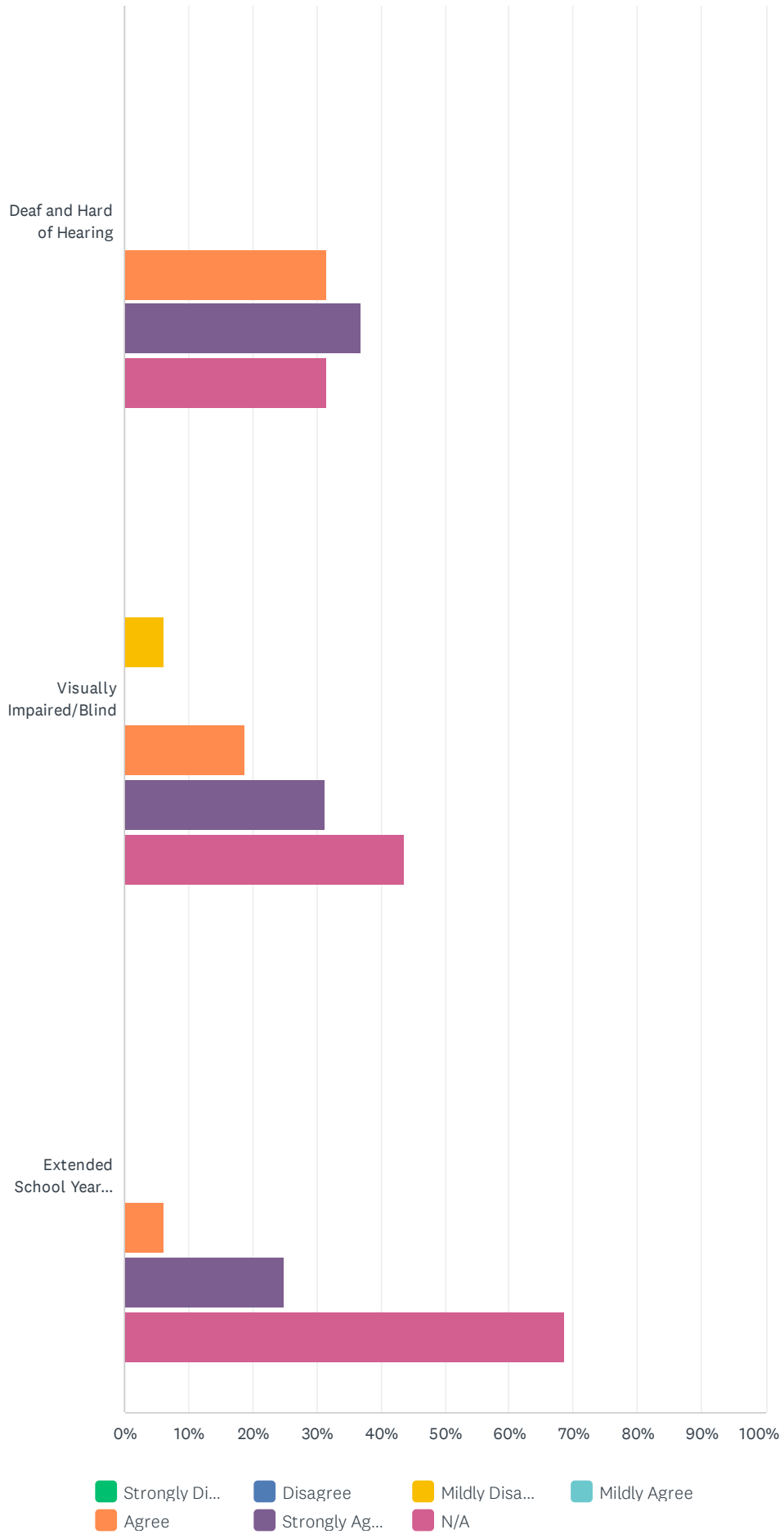
Answered: 21 Skipped: 3



Member District Satisfaction Survey 2022



Member District Satisfaction Survey 2022



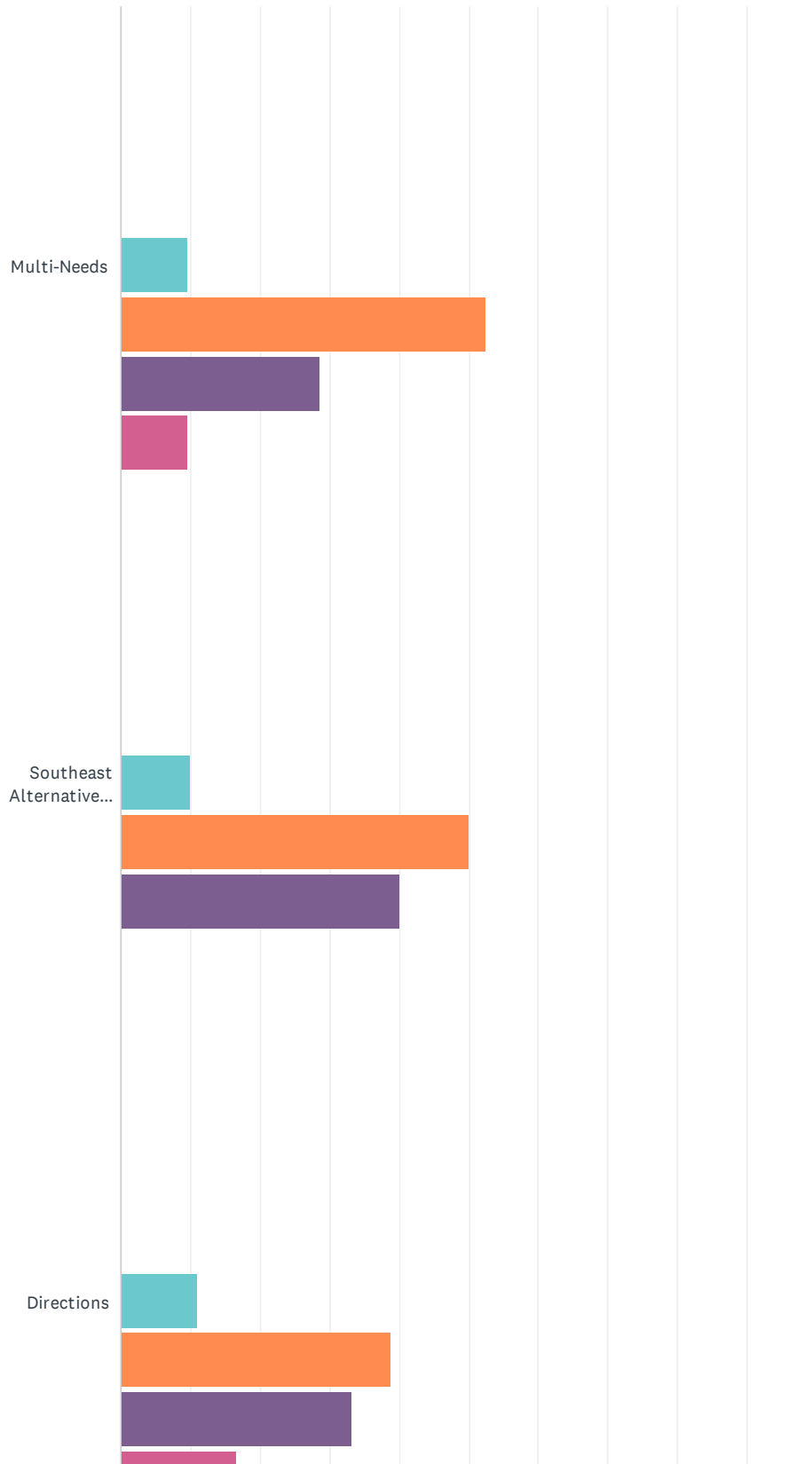
Member District Satisfaction Survey 2022

	STRONGLY DISAGREE	DISAGREE	MILDLY DISAGREE	MILDLY AGREE	AGREE	STRONGLY AGREE	N/A	TOTAL	WEIGHTED AVERAGE
Multi-Needs	0.00% 0	4.76% 1	4.76% 1	0.00% 0	47.62% 10	33.33% 7	9.52% 2	21	5.11
Southeast Alternative School	0.00% 0	0.00% 0	5.00% 1	0.00% 0	50.00% 10	45.00% 9	0.00% 0	20	5.35
STARS Autism	0.00% 0	0.00% 0	0.00% 0	10.53% 2	26.32% 5	26.32% 5	36.84% 7	19	5.25
Directions	0.00% 0	0.00% 0	5.56% 1	0.00% 0	38.89% 7	38.89% 7	16.67% 3	18	5.33
Transition	0.00% 0	0.00% 0	0.00% 0	0.00% 0	12.50% 2	18.75% 3	68.75% 11	16	5.60
Project SEARCH	0.00% 0	0.00% 0	0.00% 0	0.00% 0	6.25% 1	12.50% 2	81.25% 13	16	5.67
Deaf and Hard of Hearing	0.00% 0	0.00% 0	0.00% 0	0.00% 0	31.58% 6	36.84% 7	31.58% 6	19	5.54
Visually Impaired/Blind	0.00% 0	0.00% 0	6.25% 1	0.00% 0	18.75% 3	31.25% 5	43.75% 7	16	5.33
Extended School Year (ESY)	0.00% 0	0.00% 0	0.00% 0	0.00% 0	6.25% 1	25.00% 4	68.75% 11	16	5.80

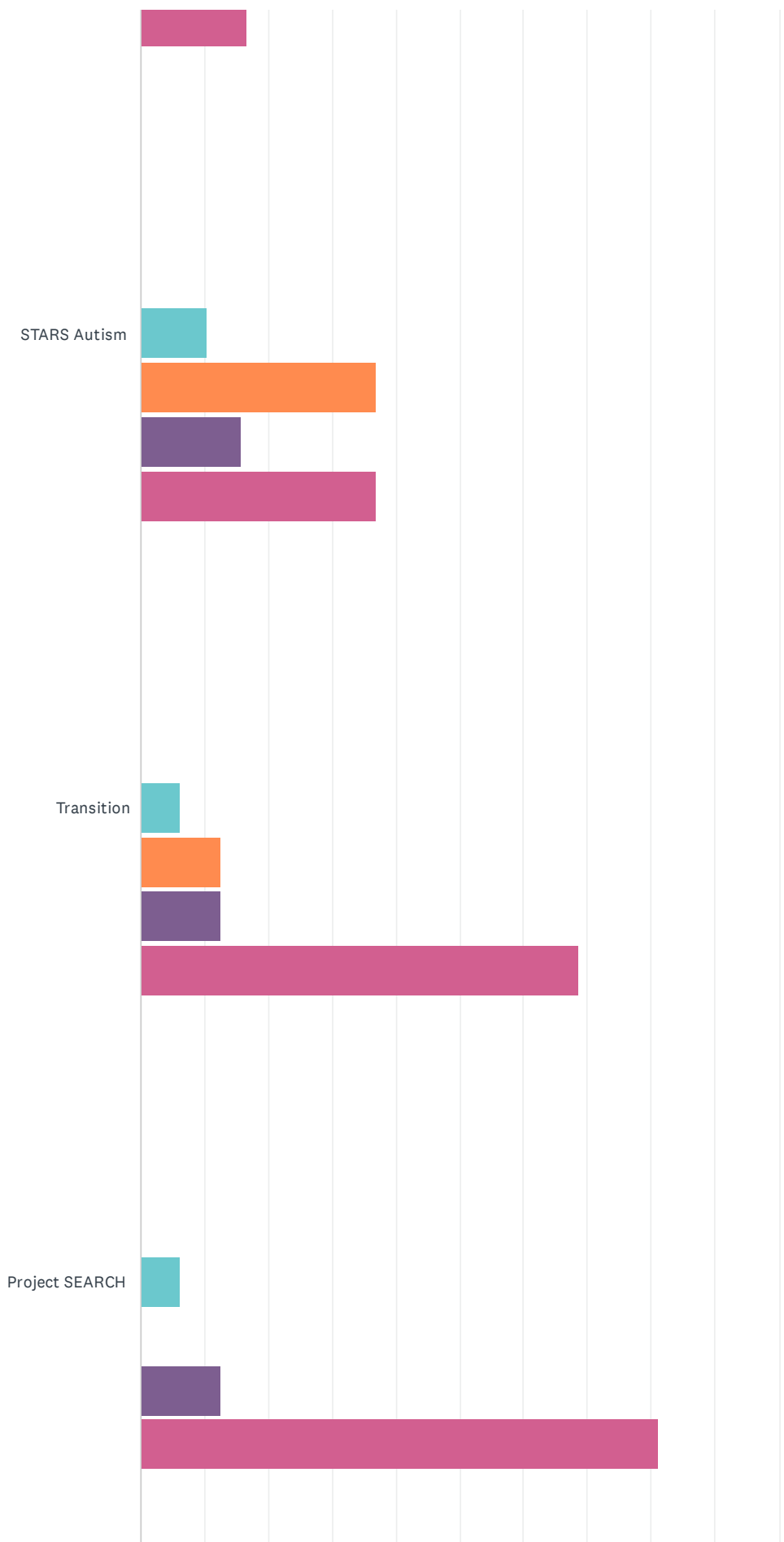
#	COMMENTS:	DATE
1	I really enjoy working with all the different SASSED program administrators and staff. They are very student centered and asking for input from the full IEP team.	4/8/2022 3:09 PM
2	The IEP paperwork was sometimes incomplete for the students in the Multi-needs program. I can provide more details if necessary.	4/8/2022 3:03 PM
3	Always very considerate of parent concerns	4/7/2022 1:34 PM
4	Most IEP meetings I attend require significant facilitation on my part. Sometimes the program administrator is not present, or the person does not participate. Staff don't seem to have a strong understanding of their roles and responsibilities in the meeting.	4/7/2022 11:06 AM
5	It would be helpful to have all IEP facilitators take and proofread additional notes for meetings that are comprehensive. Sometimes the additional notes are not as thorough as we would like.	4/7/2022 10:21 AM

Q5 Communication to parents and districts regarding students' progress and/or concerns, has met our expectations.

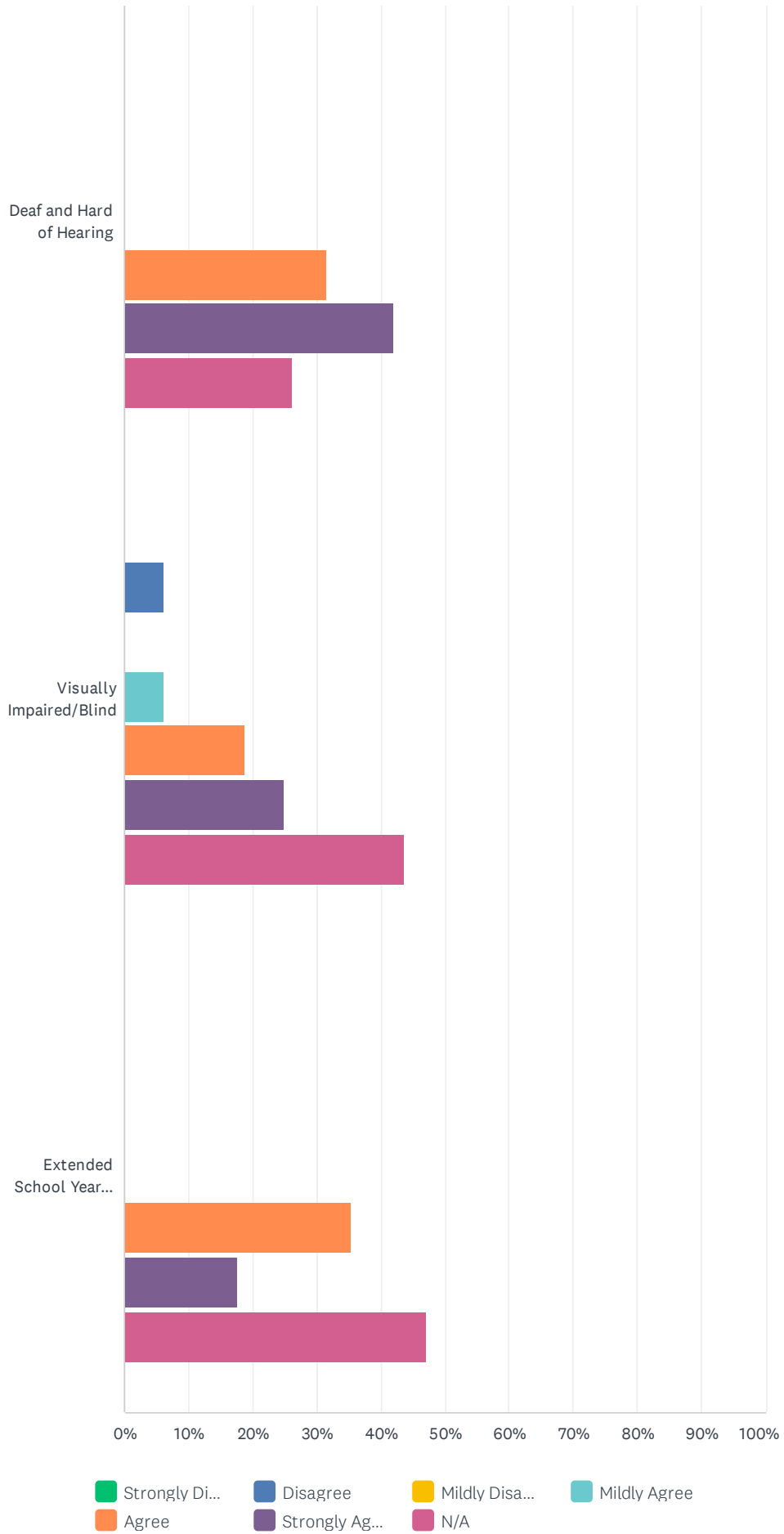
Answered: 21 Skipped: 3



Member District Satisfaction Survey 2022



Member District Satisfaction Survey 2022



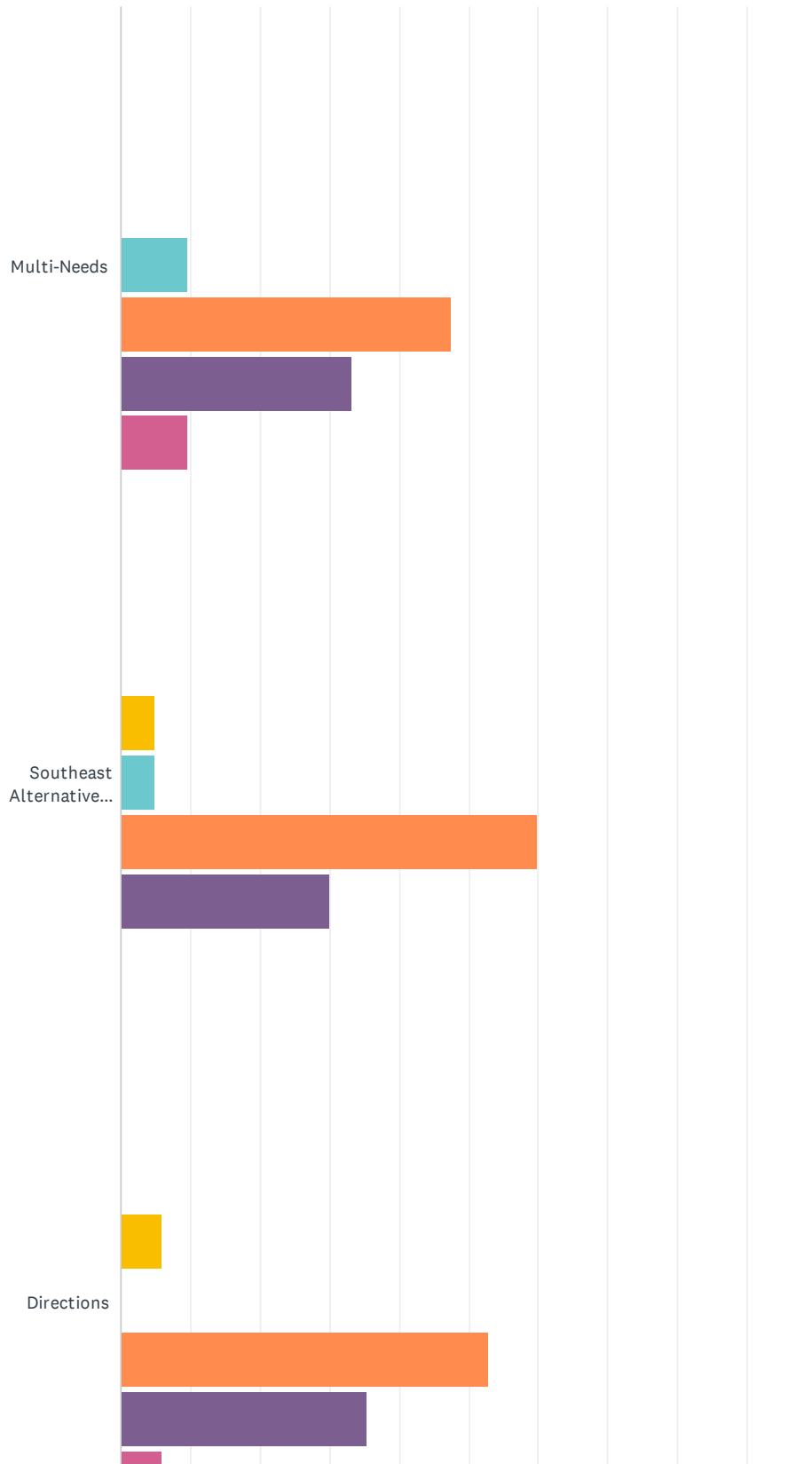
Member District Satisfaction Survey 2022

	STRONGLY DISAGREE	DISAGREE	MILDLY DISAGREE	MILDLY AGREE	AGREE	STRONGLY AGREE	N/A	TOTAL	WEIGHTED AVERAGE
Multi-Needs	0.00% 0	0.00% 0	0.00% 0	9.52% 2	52.38% 11	28.57% 6	9.52% 2	21	5.21
Southeast Alternative School	0.00% 0	0.00% 0	0.00% 0	10.00% 2	50.00% 10	40.00% 8	0.00% 0	20	5.30
Directions	0.00% 0	0.00% 0	0.00% 0	11.11% 2	38.89% 7	33.33% 6	16.67% 3	18	5.27
STARS Autism	0.00% 0	0.00% 0	0.00% 0	10.53% 2	36.84% 7	15.79% 3	36.84% 7	19	5.08
Transition	0.00% 0	0.00% 0	0.00% 0	6.25% 1	12.50% 2	12.50% 2	68.75% 11	16	5.20
Project SEARCH	0.00% 0	0.00% 0	0.00% 0	6.25% 1	0.00% 0	12.50% 2	81.25% 13	16	5.33
Deaf and Hard of Hearing	0.00% 0	0.00% 0	0.00% 0	0.00% 0	31.58% 6	42.11% 8	26.32% 5	19	5.57
Visually Impaired/Blind	0.00% 0	6.25% 1	0.00% 0	6.25% 1	18.75% 3	25.00% 4	43.75% 7	16	5.00
Extended School Year (ESY)	0.00% 0	0.00% 0	0.00% 0	0.00% 0	35.29% 6	17.65% 3	47.06% 8	17	5.33

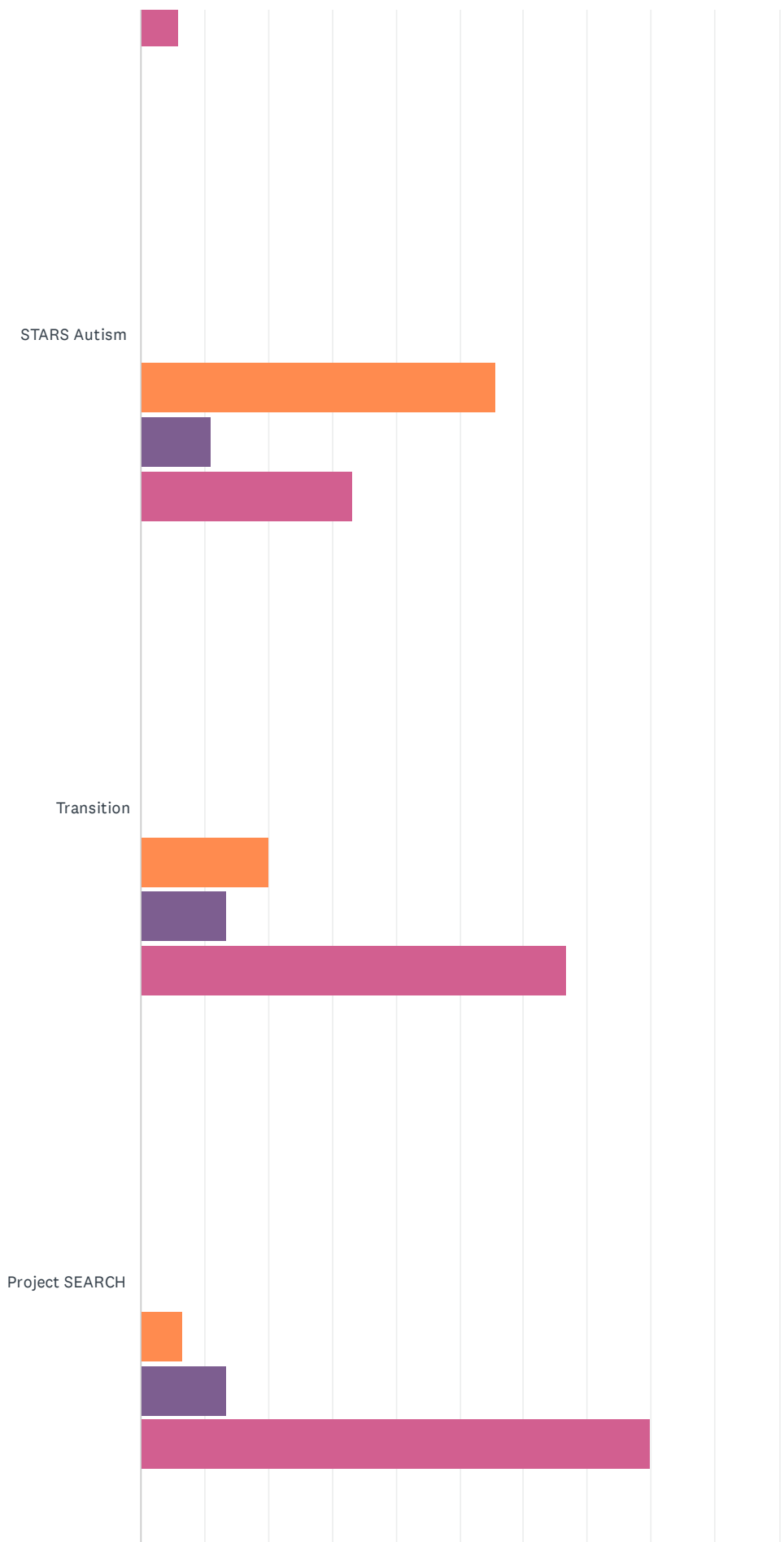
#	COMMENTS:	DATE
1	No concerns in this area	4/8/2022 3:09 PM
2	Yes, immediate emails about progress or concerns	4/7/2022 1:34 PM
3	I don't see the parent communication, so I don't know what communication is occurring. When I ask questions, I get a response, but it would be nice to have more proactive updates about student progress and concerns.	4/7/2022 11:06 AM

Q6 The tuition for SASED instructional programs has met our expectations.

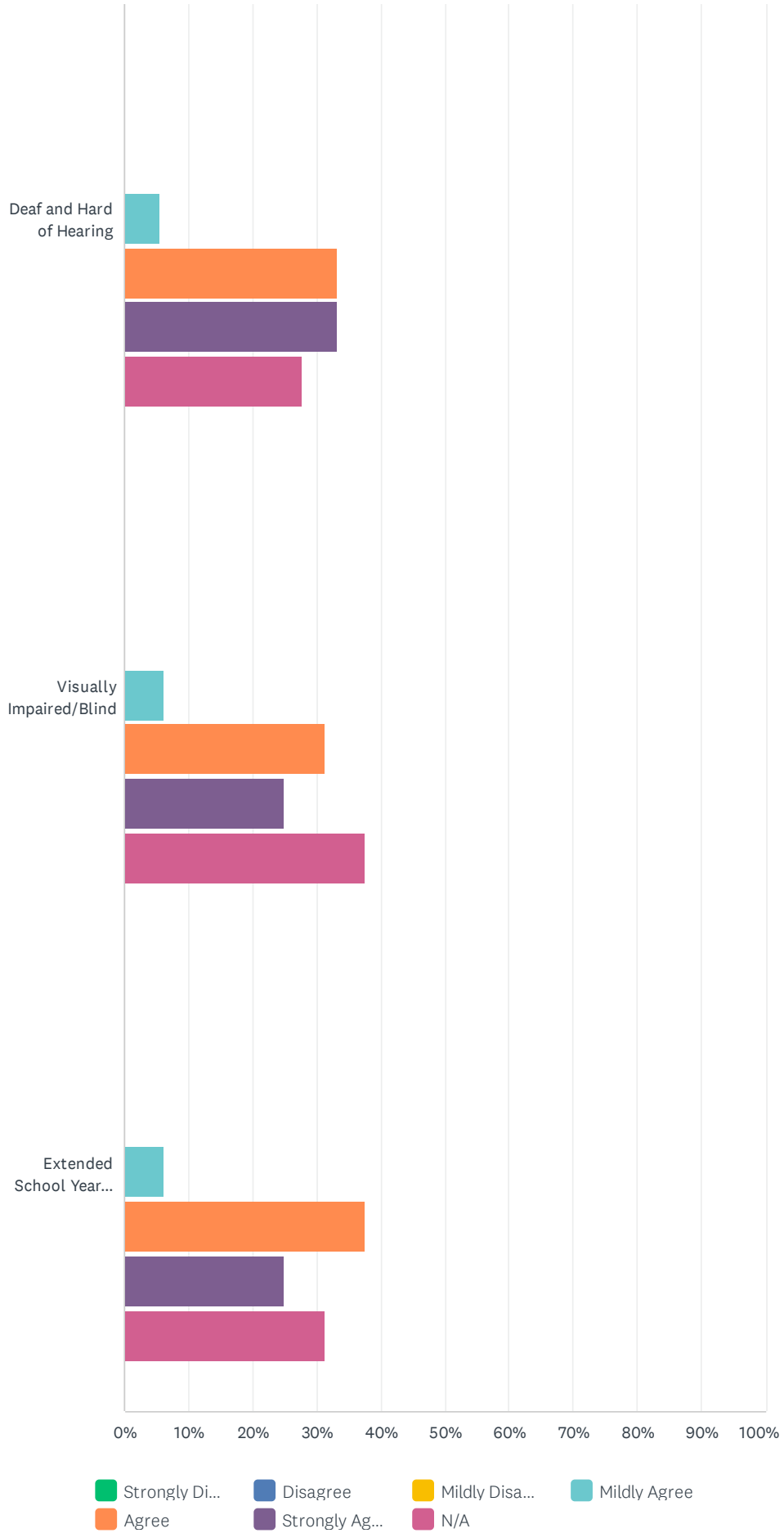
Answered: 21 Skipped: 3



Member District Satisfaction Survey 2022



Member District Satisfaction Survey 2022



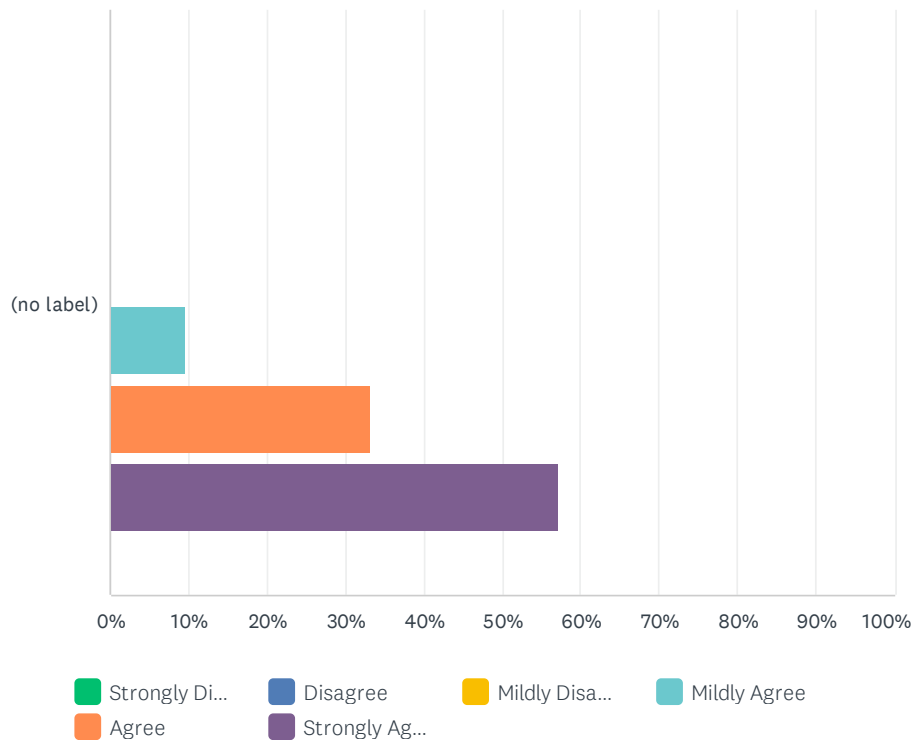
Member District Satisfaction Survey 2022

	STRONGLY DISAGREE	DISAGREE	MILDLY DISAGREE	MILDLY AGREE	AGREE	STRONGLY AGREE	N/A	TOTAL	WEIGHTED AVERAGE
Multi-Needs	0.00% 0	0.00% 0	0.00% 0	9.52% 2	47.62% 10	33.33% 7	9.52% 2	21	5.26
Southeast Alternative School	0.00% 0	0.00% 0	5.00% 1	5.00% 1	60.00% 12	30.00% 6	0.00% 0	20	5.15
Directions	0.00% 0	0.00% 0	5.88% 1	0.00% 0	52.94% 9	35.29% 6	5.88% 1	17	5.25
STARS Autism	0.00% 0	0.00% 0	0.00% 0	0.00% 0	55.56% 10	11.11% 2	33.33% 6	18	5.17
Transition	0.00% 0	0.00% 0	0.00% 0	0.00% 0	20.00% 3	13.33% 2	66.67% 10	15	5.40
Project SEARCH	0.00% 0	0.00% 0	0.00% 0	0.00% 0	6.67% 1	13.33% 2	80.00% 12	15	5.67
Deaf and Hard of Hearing	0.00% 0	0.00% 0	0.00% 0	5.56% 1	33.33% 6	33.33% 6	27.78% 5	18	5.38
Visually Impaired/Blind	0.00% 0	0.00% 0	0.00% 0	6.25% 1	31.25% 5	25.00% 4	37.50% 6	16	5.30
Extended School Year (ESY)	0.00% 0	0.00% 0	0.00% 0	6.25% 1	37.50% 6	25.00% 4	31.25% 5	16	5.27

#	COMMENTS:	DATE
1	Removing the transportation from the Southeast/Directions campus and increasing prices a few years ago put in extra burden on districts.	4/8/2022 3:09 PM
2	I think that Southeast/Directions should offer more wraparound and therapeutic services included with tuition. I have to provide supplemental services and supports to my students at Southeast/Directions, but do not have to do that for any other program.	4/7/2022 11:06 AM
3	I am new in the position and do not have enough information to answer in the "strongly agree" area.	4/7/2022 10:03 AM

Q7 Historically some SASSED programs have been heavily staffed with 1:1 assistants. This impacts on student independence, classroom space, and staffing plans. Given these negative impacts, SASSED should create a framework to determine the level of 1:1 support a student might need during the school day and how best to reflect that support in the IEP.

Answered: 21 Skipped: 3

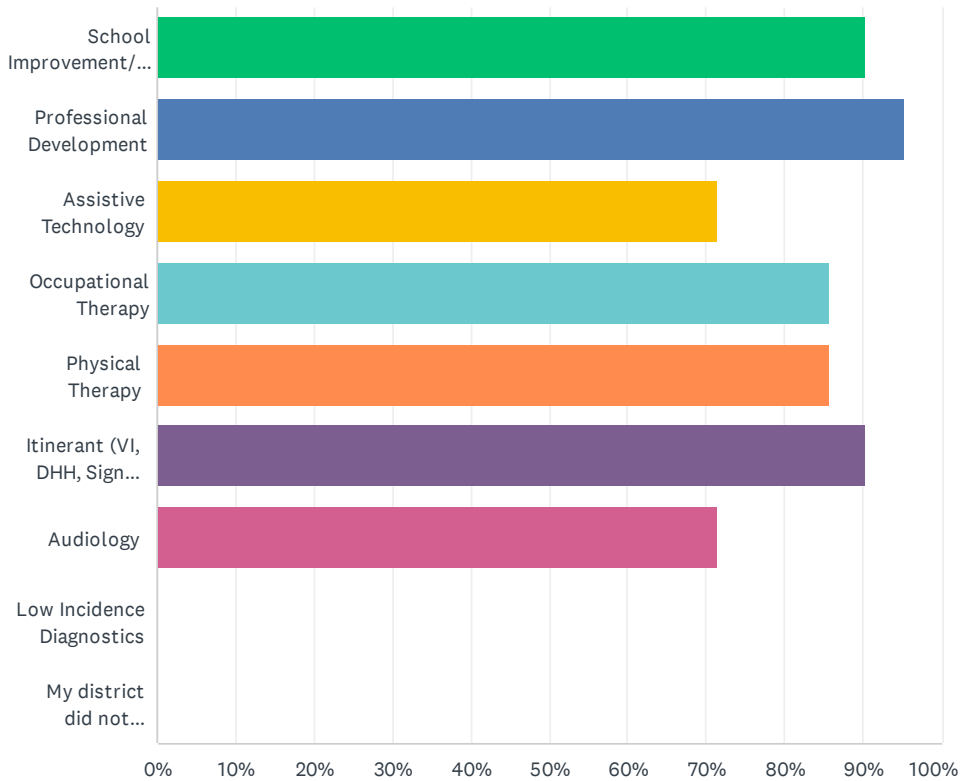


	STRONGLY DISAGREE	DISAGREE	MILDLY DISAGREE	MILDLY AGREE	AGREE	STRONGLY AGREE	TOTAL	WEIGHTED AVERAGE
(no label)	0.00%	0.00%	0.00%	9.52%	33.33%	57.14%	21	5.48
	0	0	0	2	7	12		

#	COMMENT	DATE
1	While classrooms are heavily staffed, it is important not to take away the specific individual needs of each student.	4/8/2022 3:09 PM
2	It is not clear how the decision to add a 1-1 (or even a 0.5 1-1) is made. It often feels like it is based on little to no data. The common statement I hear is "For safety reasons" but there is never any discussion about a plan for helping the student build independence.	4/8/2022 3:03 PM
3	The district often isn't recommending a 1:1- the recommendation usually comes from SASSED. This seems like an internal framework that needs to be developed and then communicated to districts. I do think this would be valuable.	4/7/2022 11:06 AM
4	This is tough for all of us but always worthy work!	3/15/2022 8:52 PM

Q8 My district has accessed the following SASSED service(s) during the 2020-2021 school year. Check all that apply.

Answered: 21 Skipped: 3

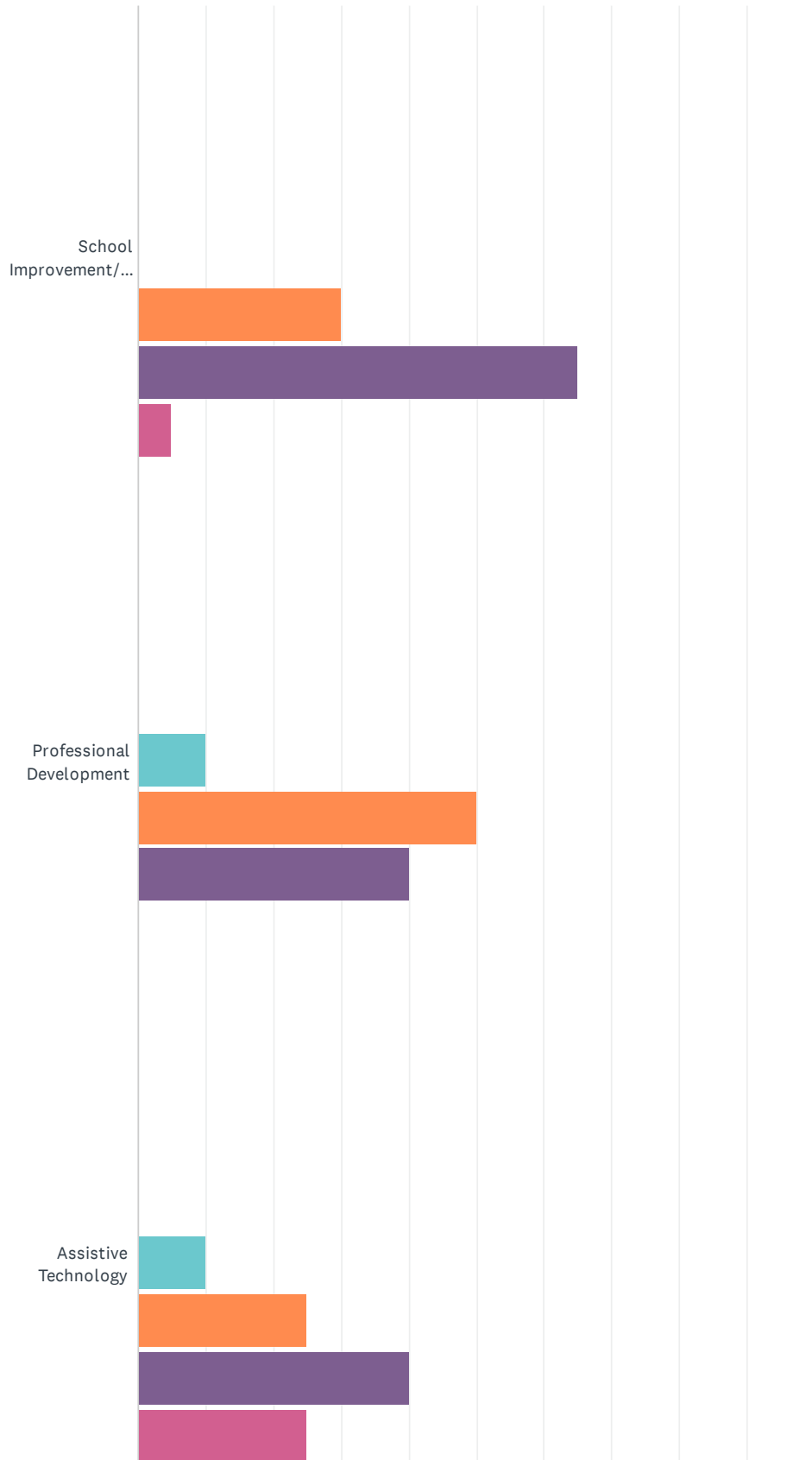


ANSWER CHOICES	RESPONSES
School Improvement/Instructional Support Team	90.48% 19
Professional Development	95.24% 20
Assistive Technology	71.43% 15
Occupational Therapy	85.71% 18
Physical Therapy	85.71% 18
Itinerant (VI, DHH, Sign language Interpreter, Orientation & Mobility Specialist)	90.48% 19
Audiology	71.43% 15
Low Incidence Diagnostics	0.00% 0
My district did not purchase SASSED services during the 2020-2021 school year.	0.00% 0
Total Respondents: 21	

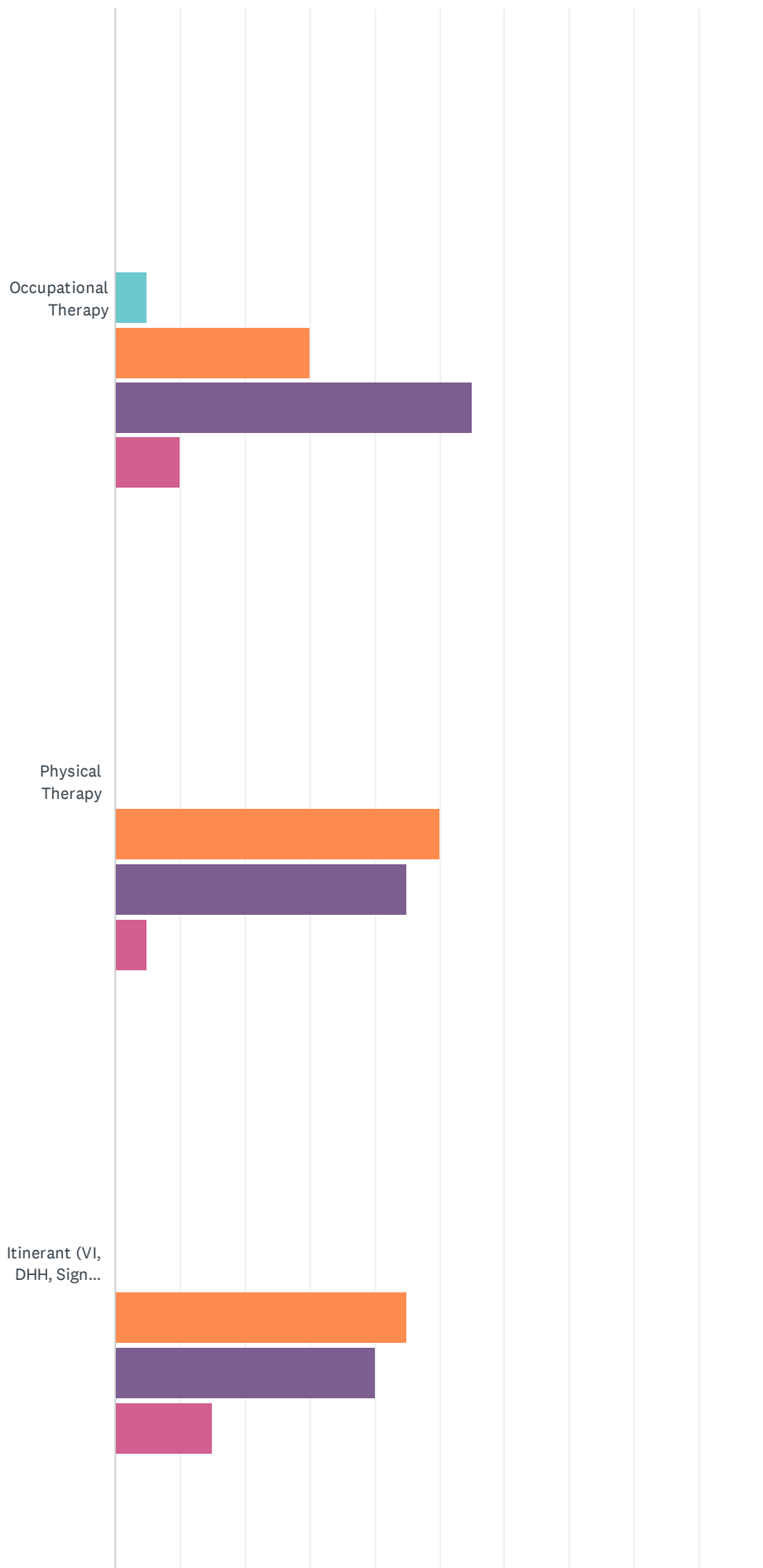
#	COMMENT	DATE
	There are no responses.	

Q9 The quality of SASED services has met our expectations.

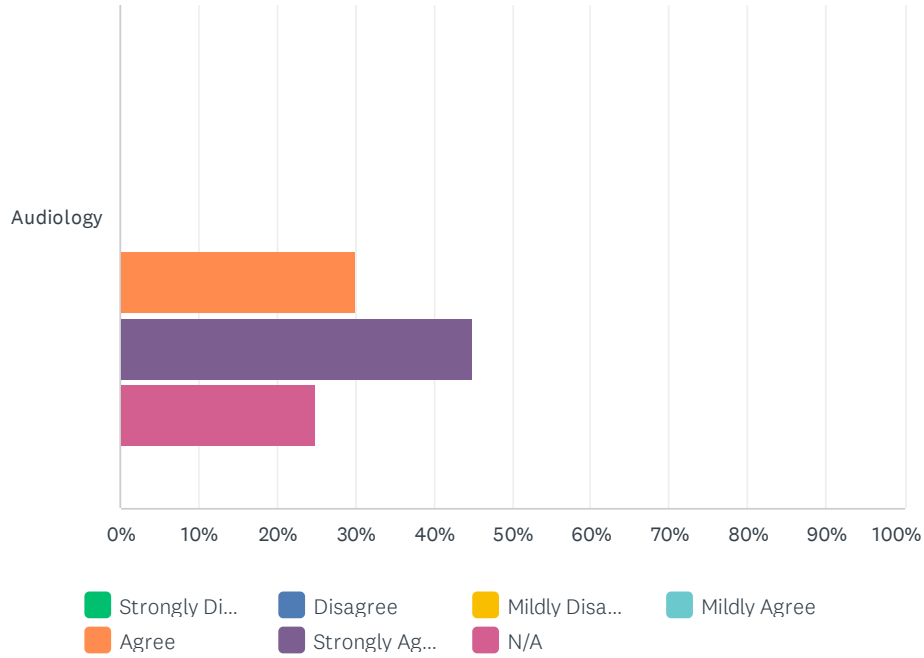
Answered: 21 Skipped: 3



Member District Satisfaction Survey 2022



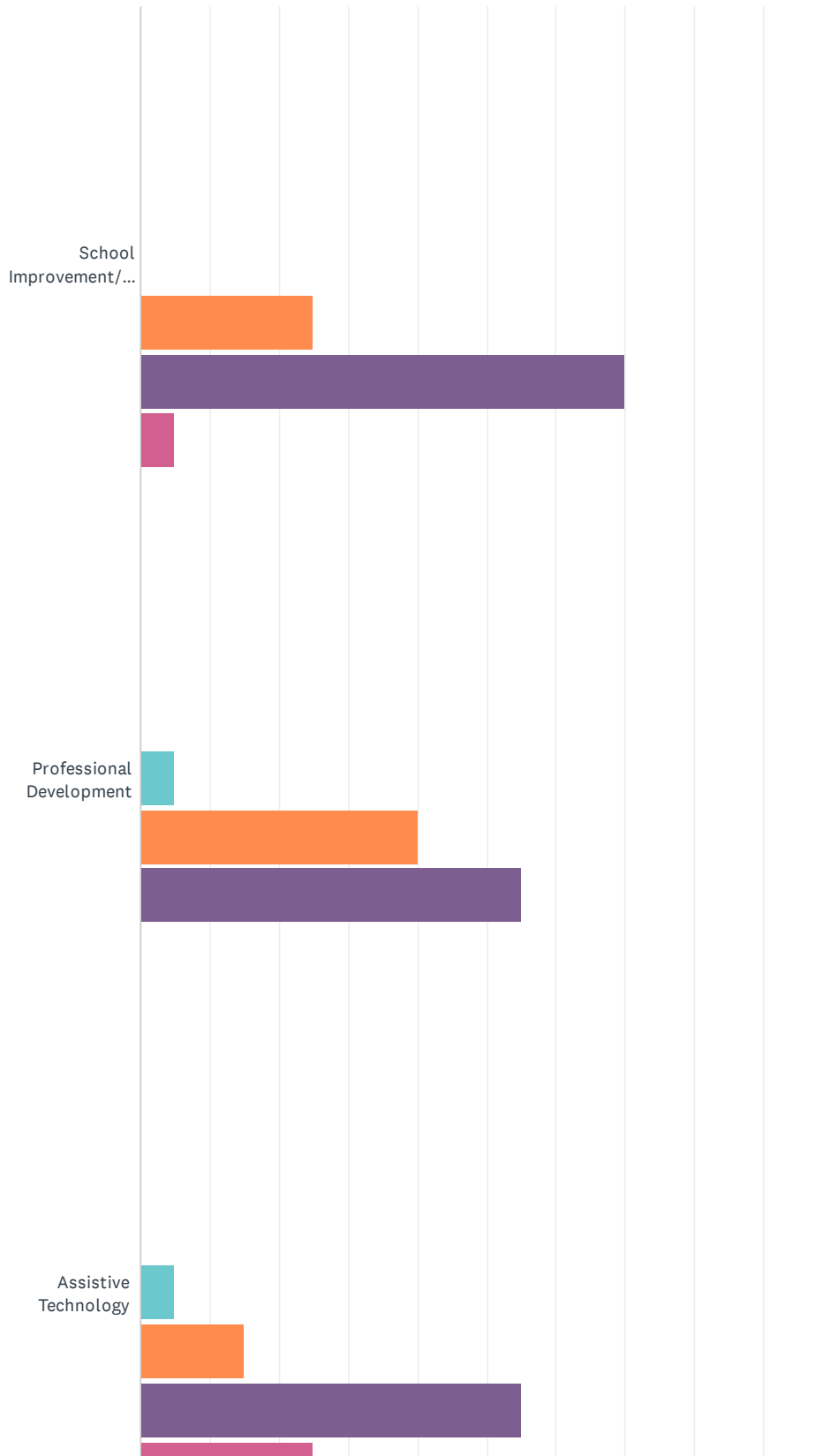
Member District Satisfaction Survey 2022



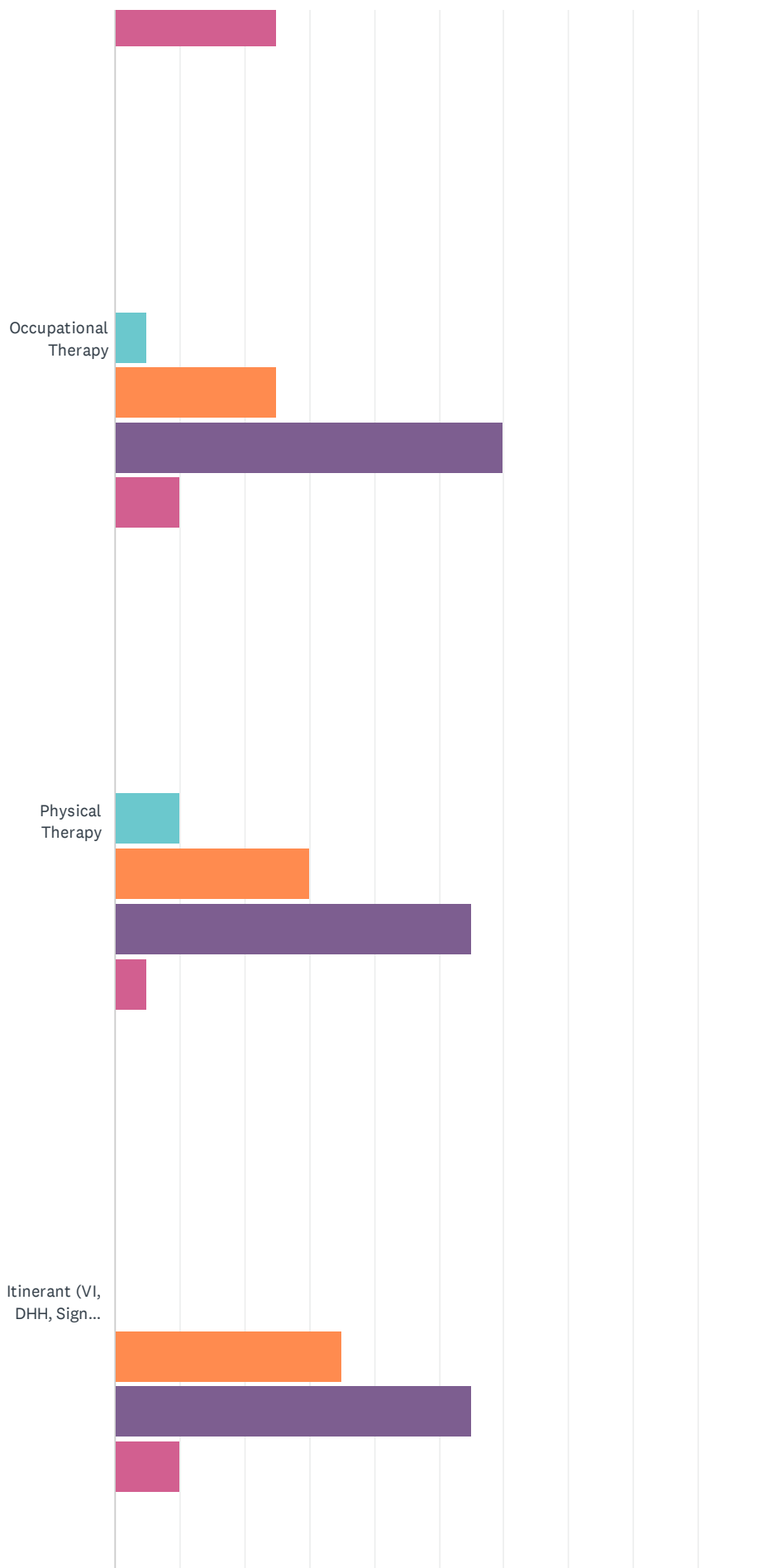
	STRONGLY DISAGREE	DISAGREE	MILDLY DISAGREE	MILDLY AGREE	AGREE	STRONGLY AGREE	N/A	TOTAL	WEIGH AVERA
School Improvement/Instructional Support Team	0.00% 0	0.00% 0	0.00% 0	0.00% 0	30.00% 6	65.00% 13	5.00% 1	20	
Professional Development	0.00% 0	0.00% 0	0.00% 0	10.00% 2	50.00% 10	40.00% 8	0.00% 0	20	
Assistive Technology	0.00% 0	0.00% 0	0.00% 0	10.00% 2	25.00% 5	40.00% 8	25.00% 5	20	
Occupational Therapy	0.00% 0	0.00% 0	0.00% 0	5.00% 1	30.00% 6	55.00% 11	10.00% 2	20	
Physical Therapy	0.00% 0	0.00% 0	0.00% 0	0.00% 0	50.00% 10	45.00% 9	5.00% 1	20	
Itinerant (VI, DHH, Sign Language Interpreter, Orientation & Mobility Specialist)	0.00% 0	0.00% 0	0.00% 0	0.00% 0	45.00% 9	40.00% 8	15.00% 3	20	
Audiology	0.00% 0	0.00% 0	0.00% 0	0.00% 0	30.00% 6	45.00% 9	25.00% 5	20	

Q10 The ability of SASSED service personnel to collaborate with and support our district staff has met our expectations.

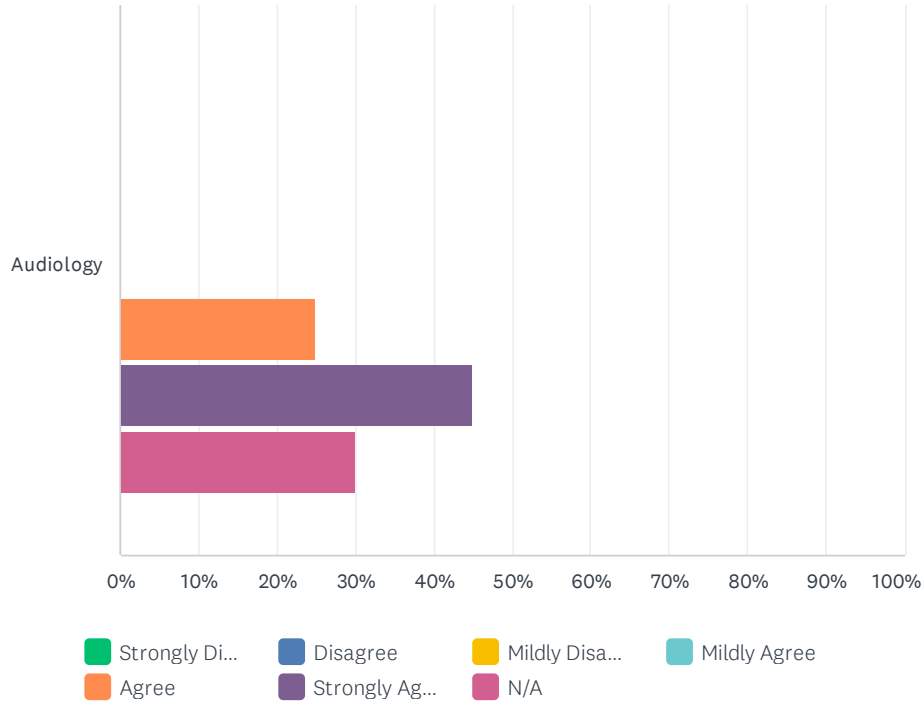
Answered: 21 Skipped: 3



Member District Satisfaction Survey 2022



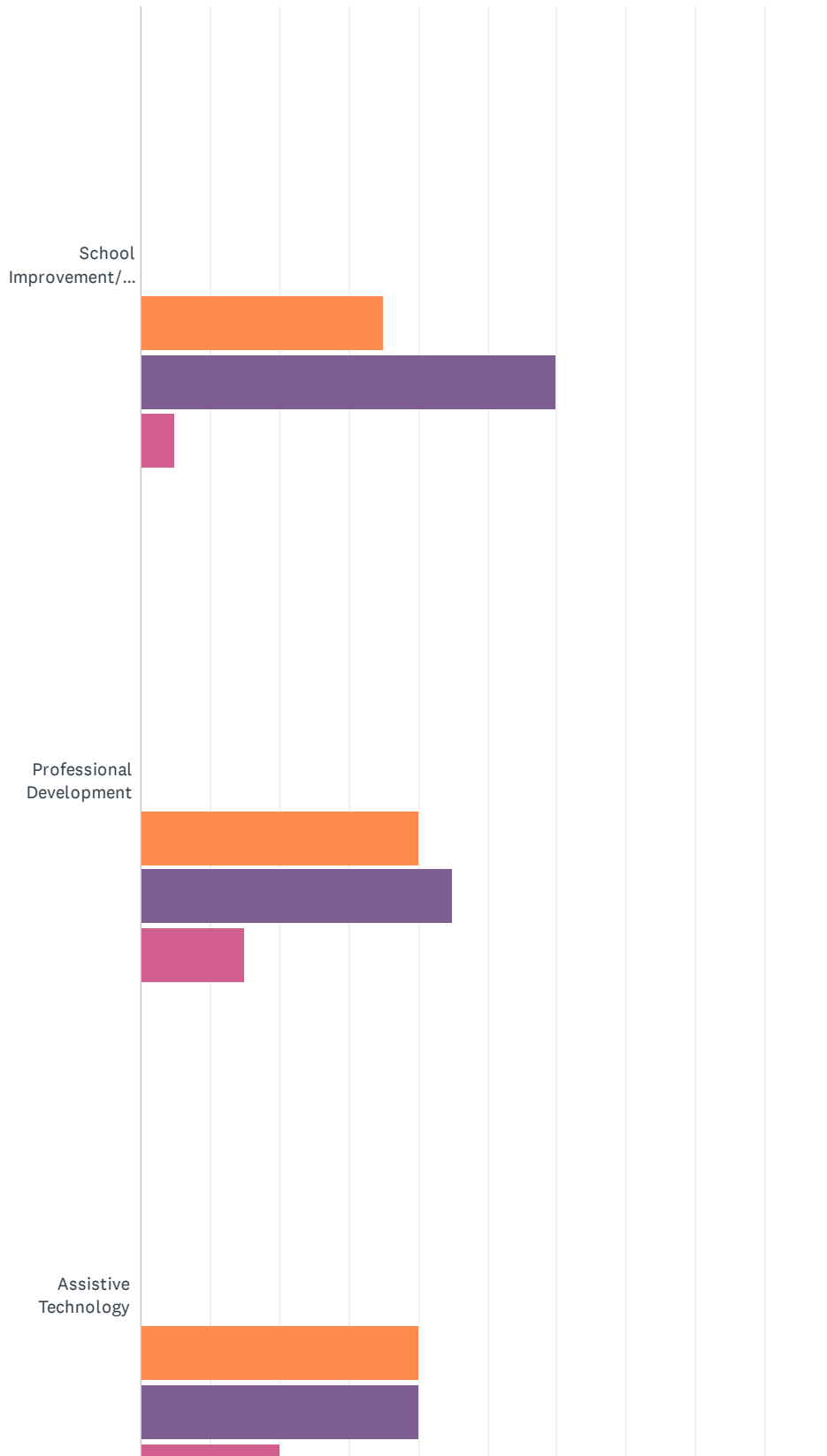
Member District Satisfaction Survey 2022



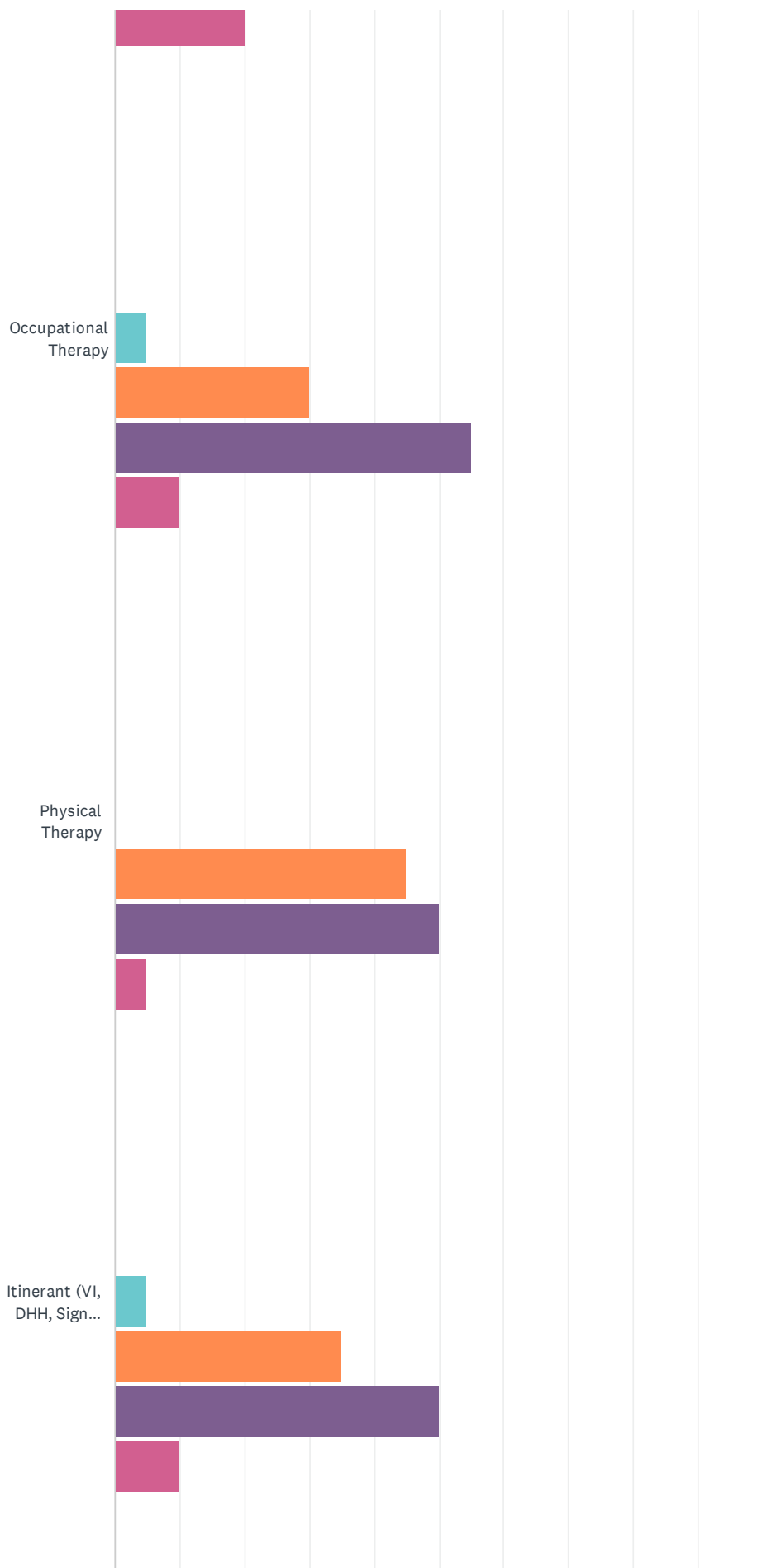
	STRONGLY DISAGREE	DISAGREE	MILDLY DISAGREE	MILDLY AGREE	AGREE	STRONGLY AGREE	N/A	TOTAL	WEIGH AVERA
School Improvement/Instructional Support Team	0.00% 0	0.00% 0	0.00% 0	0.00% 0	25.00% 5	70.00% 14	5.00% 1	20	
Professional Development	0.00% 0	0.00% 0	0.00% 0	5.00% 1	40.00% 8	55.00% 11	0.00% 0	20	
Assistive Technology	0.00% 0	0.00% 0	0.00% 0	5.00% 1	15.00% 3	55.00% 11	25.00% 5	20	
Occupational Therapy	0.00% 0	0.00% 0	0.00% 0	5.00% 1	25.00% 5	60.00% 12	10.00% 2	20	
Physical Therapy	0.00% 0	0.00% 0	0.00% 0	10.00% 2	30.00% 6	55.00% 11	5.00% 1	20	
Itinerant (VI, DHH, Sign Language Interpreter, Orientation & Mobility Specialist)	0.00% 0	0.00% 0	0.00% 0	0.00% 0	35.00% 7	55.00% 11	10.00% 2	20	
Audiology	0.00% 0	0.00% 0	0.00% 0	0.00% 0	25.00% 5	45.00% 9	30.00% 6	20	

Q11 Communication to parents and districts from SASSED service personnel has met our expectations.

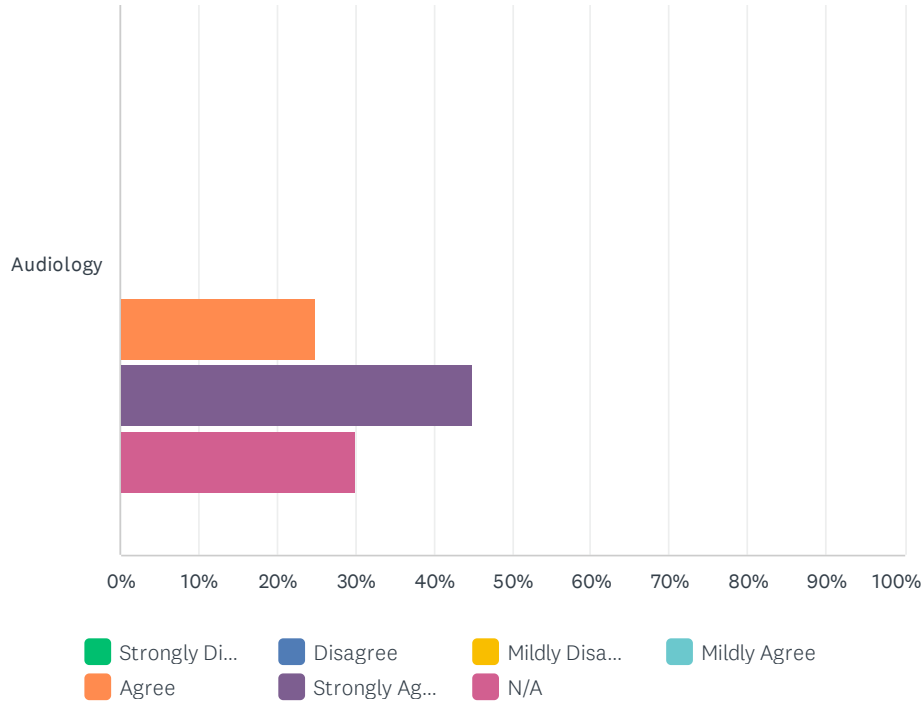
Answered: 21 Skipped: 3



Member District Satisfaction Survey 2022



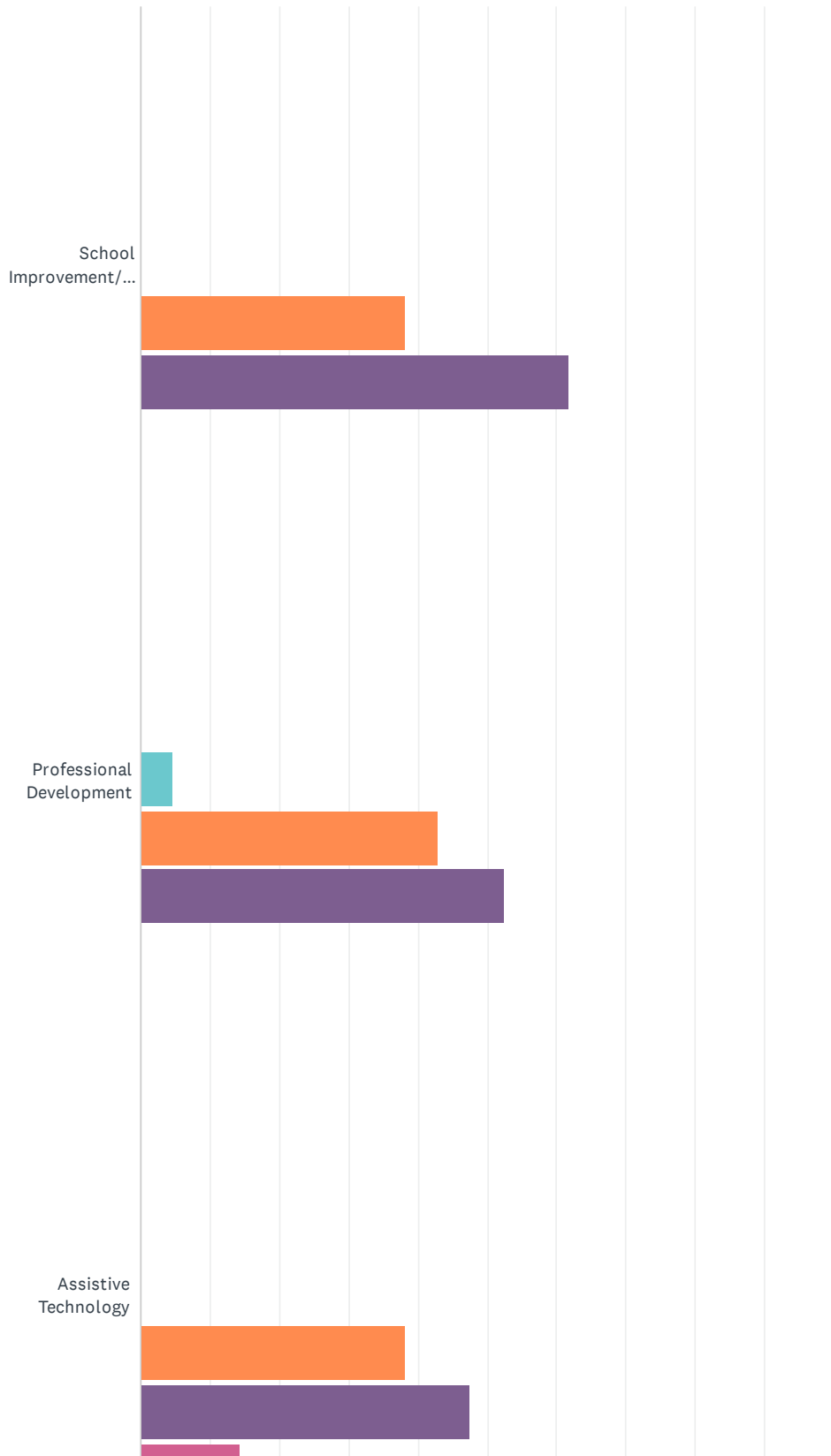
Member District Satisfaction Survey 2022



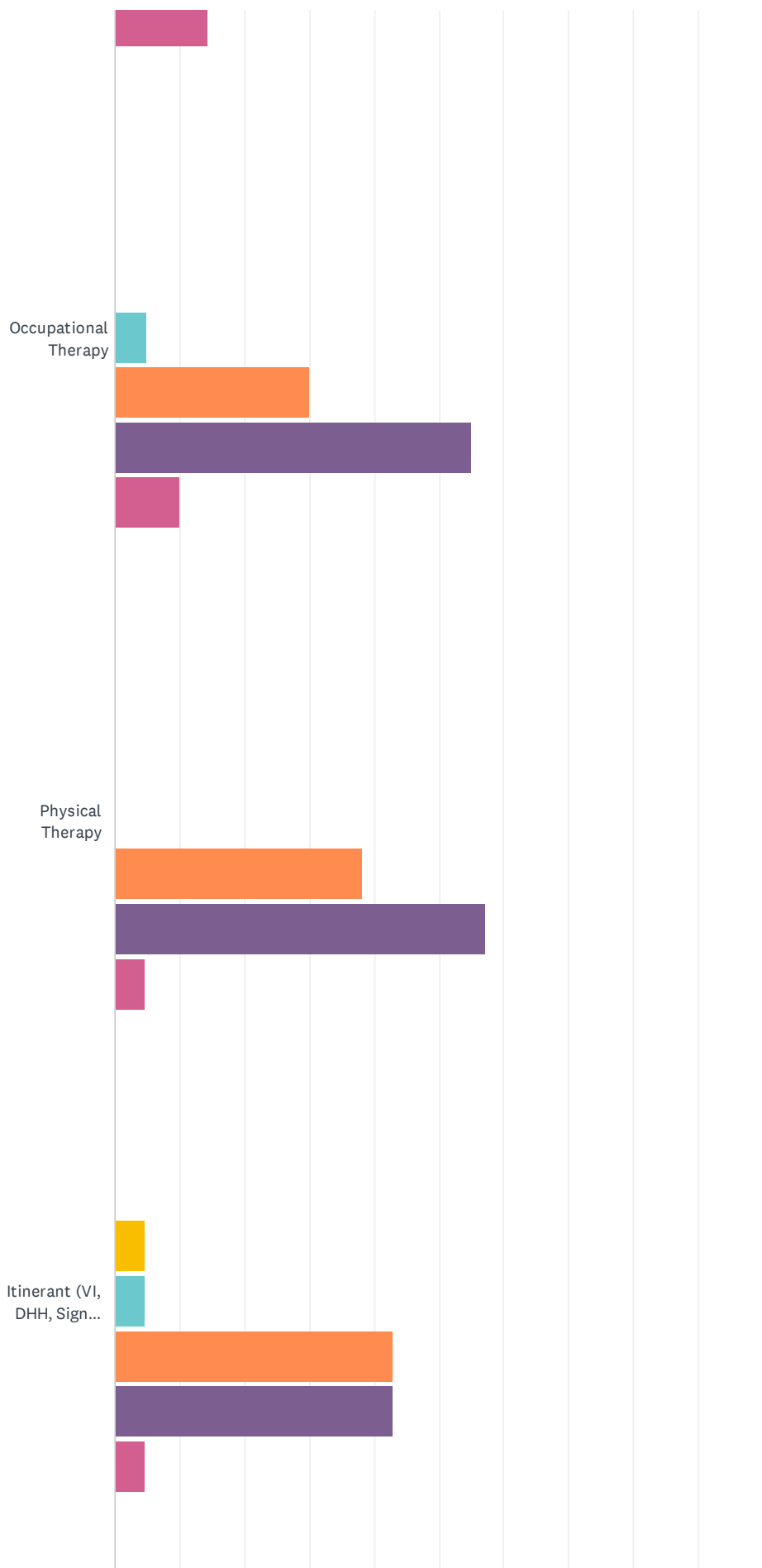
	STRONGLY DISAGREE	DISAGREE	MILDLY DISAGREE	MILDLY AGREE	AGREE	STRONGLY AGREE	N/A	TOTAL	WEIGH AVERA
School Improvement/Instructional Support Team	0.00% 0	0.00% 0	0.00% 0	0.00% 0	35.00% 7	60.00% 12	5.00% 1	20	
Professional Development	0.00% 0	0.00% 0	0.00% 0	0.00% 0	40.00% 8	45.00% 9	15.00% 3	20	
Assistive Technology	0.00% 0	0.00% 0	0.00% 0	0.00% 0	40.00% 8	40.00% 8	20.00% 4	20	
Occupational Therapy	0.00% 0	0.00% 0	0.00% 0	5.00% 1	30.00% 6	55.00% 11	10.00% 2	20	
Physical Therapy	0.00% 0	0.00% 0	0.00% 0	0.00% 0	45.00% 9	50.00% 10	5.00% 1	20	
Itinerant (VI, DHH, Sign Language Interpreter, Orientation & Mobility Specialist)	0.00% 0	0.00% 0	0.00% 0	5.00% 1	35.00% 7	50.00% 10	10.00% 2	20	
Audiology	0.00% 0	0.00% 0	0.00% 0	0.00% 0	25.00% 5	45.00% 9	30.00% 6	20	

Q12 The procedures for accessing a SASED service are clearly defined and result in the timely provision of support.

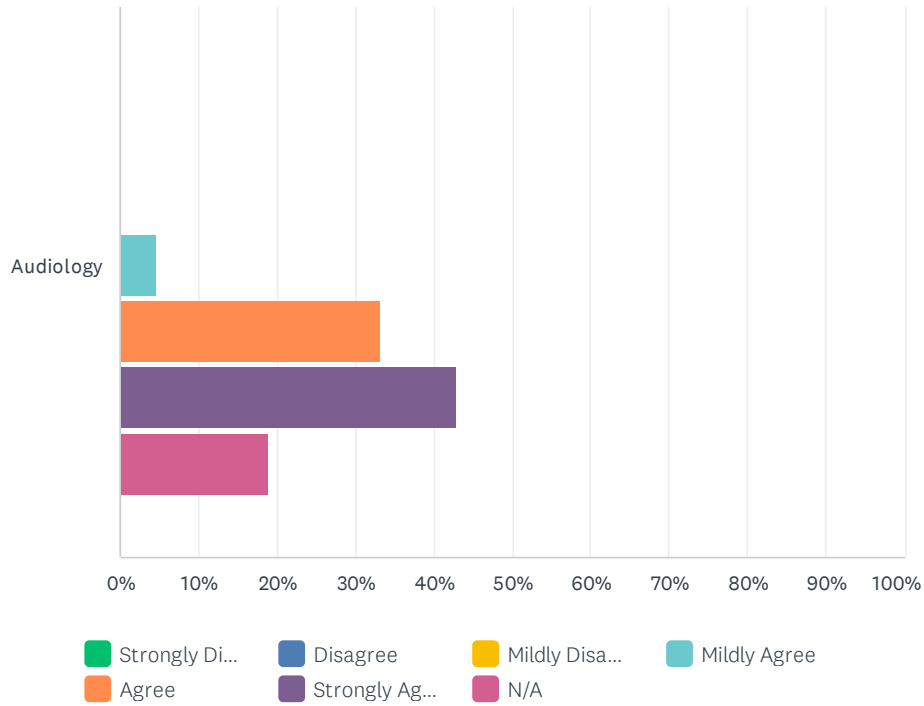
Answered: 21 Skipped: 3



Member District Satisfaction Survey 2022



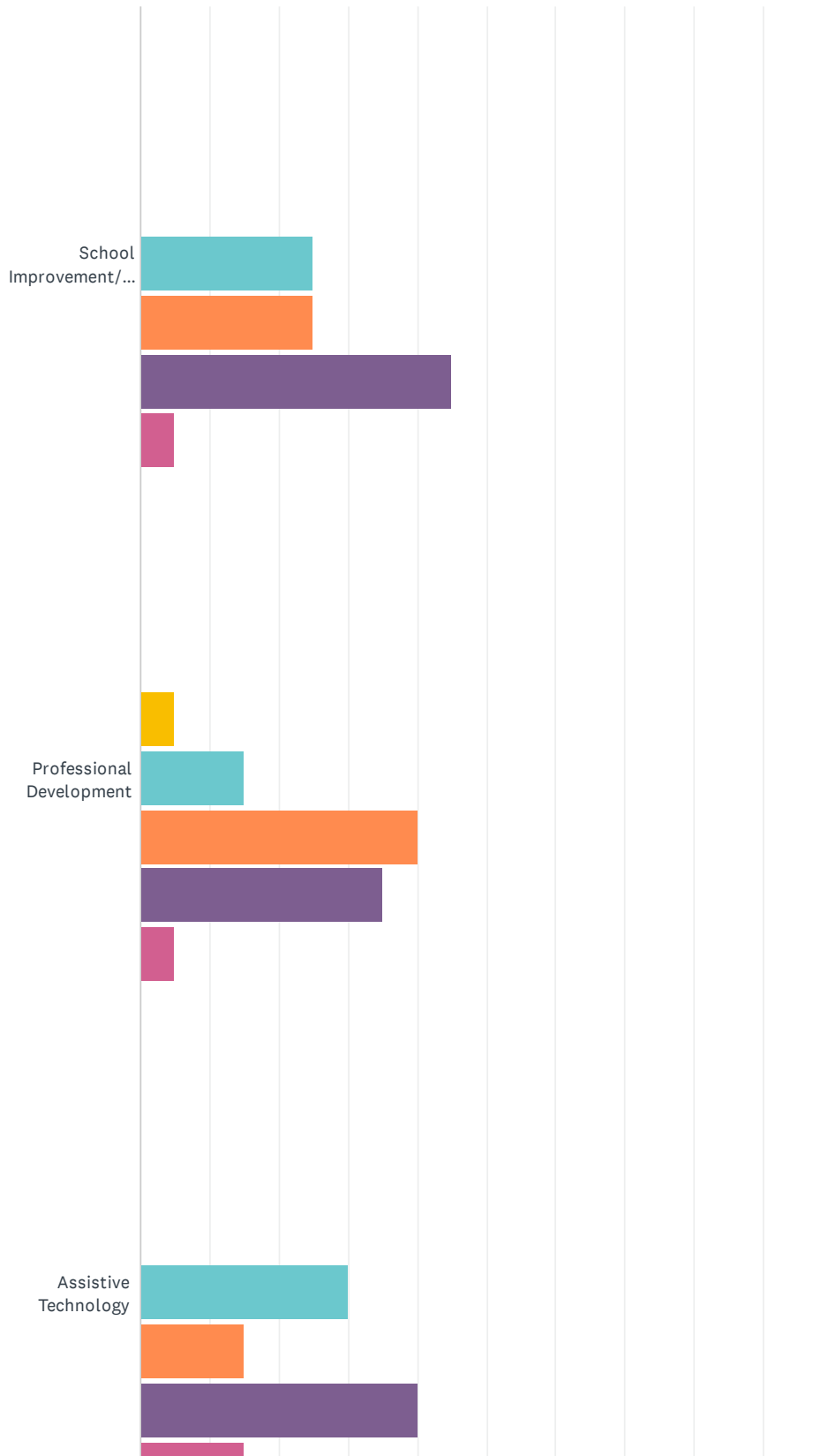
Member District Satisfaction Survey 2022



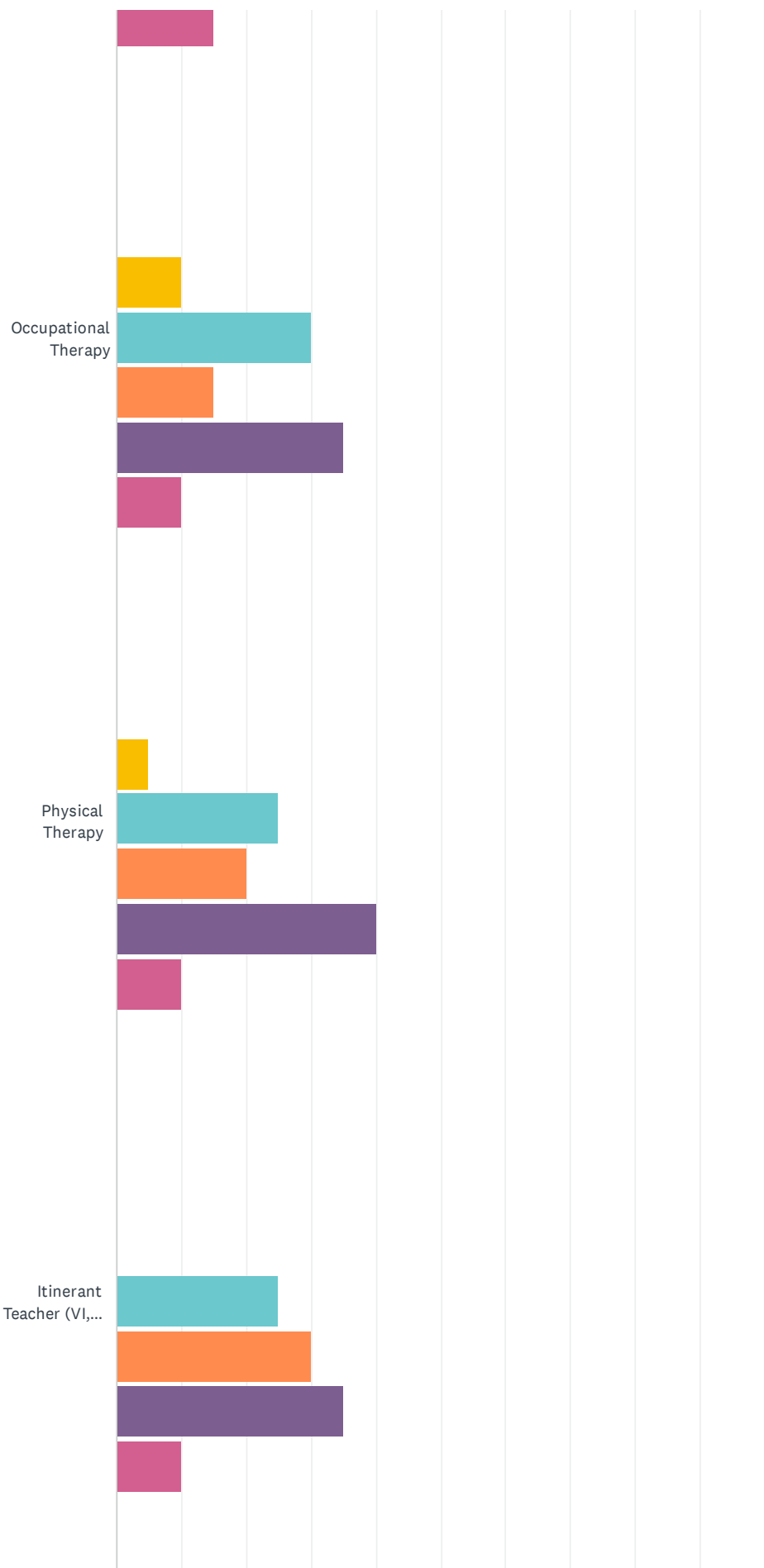
	STRONGLY DISAGREE	DISAGREE	MILDLY DISAGREE	MILDLY AGREE	AGREE	STRONGLY AGREE	N/A	TOTAL	WEIGH AVERA
School Improvement/Instructional Support Team	0.00% 0	0.00% 0	0.00% 0	0.00% 0	38.10% 8	61.90% 13	0.00% 0	21	
Professional Development	0.00% 0	0.00% 0	0.00% 0	4.76% 1	42.86% 9	52.38% 11	0.00% 0	21	
Assistive Technology	0.00% 0	0.00% 0	0.00% 0	0.00% 0	38.10% 8	47.62% 10	14.29% 3	21	
Occupational Therapy	0.00% 0	0.00% 0	0.00% 0	5.00% 1	30.00% 6	55.00% 11	10.00% 2	20	
Physical Therapy	0.00% 0	0.00% 0	0.00% 0	0.00% 0	38.10% 8	57.14% 12	4.76% 1	21	
Itinerant (VI, DHH, Sign Language Interpreter, Orientation & Mobility Specialist)	0.00% 0	0.00% 0	4.76% 1	4.76% 1	42.86% 9	42.86% 9	4.76% 1	21	
Audiology	0.00% 0	0.00% 0	0.00% 0	4.76% 1	33.33% 7	42.86% 9	19.05% 4	21	

Q13 The billing structure of SASSED services is clear and costs have met our expectations.

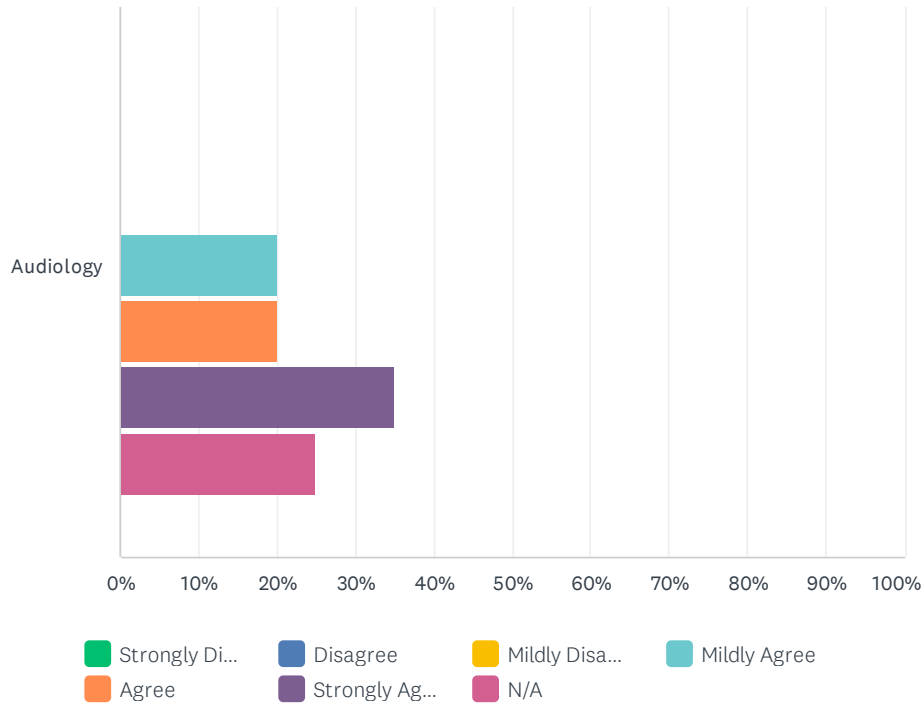
Answered: 21 Skipped: 3



Member District Satisfaction Survey 2022



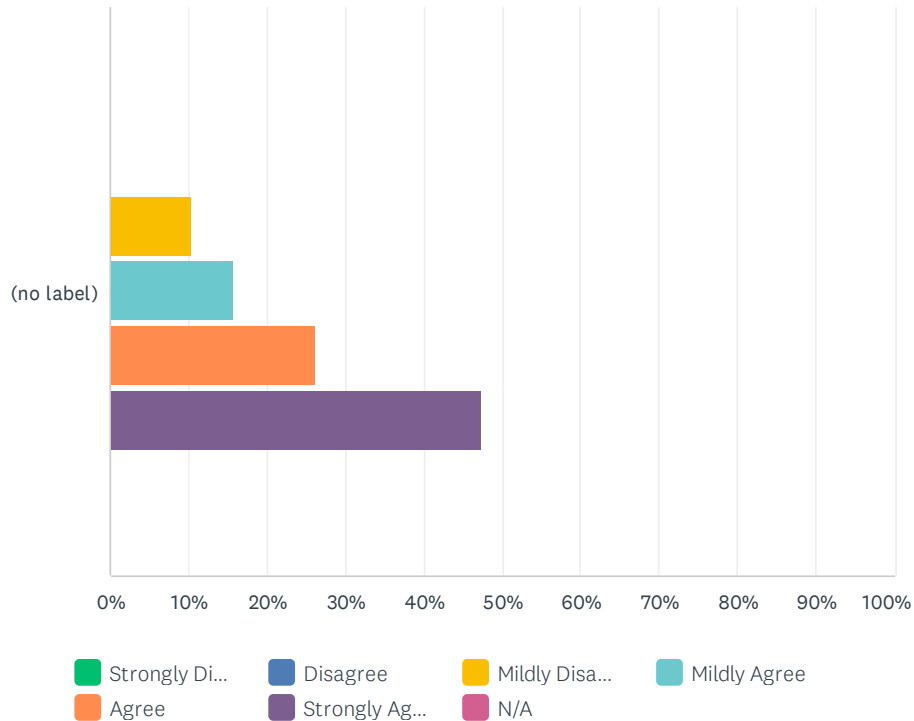
Member District Satisfaction Survey 2022



	STRONGLY DISAGREE	DISAGREE	MILDLY DISAGREE	MILDLY AGREE	AGREE	STRONGLY AGREE	N/A	TOTAL	WEIGH AVERA
School Improvement/Instructional Support Team	0.00% 0	0.00% 0	0.00% 0	25.00% 5	25.00% 5	45.00% 9	5.00% 1	20	
Professional Development	0.00% 0	0.00% 0	5.00% 1	15.00% 3	40.00% 8	35.00% 7	5.00% 1	20	
Assistive Technology	0.00% 0	0.00% 0	0.00% 0	30.00% 6	15.00% 3	40.00% 8	15.00% 3	20	
Occupational Therapy	0.00% 0	0.00% 0	10.00% 2	30.00% 6	15.00% 3	35.00% 7	10.00% 2	20	
Physical Therapy	0.00% 0	0.00% 0	5.00% 1	25.00% 5	20.00% 4	40.00% 8	10.00% 2	20	
Itinerant Teacher (VI, DHH, Sign Language Interpreter, Orientation & Mobility Specialist)	0.00% 0	0.00% 0	0.00% 0	25.00% 5	30.00% 6	35.00% 7	10.00% 2	20	
Audiology	0.00% 0	0.00% 0	0.00% 0	20.00% 4	20.00% 4	35.00% 7	25.00% 5	20	

Q14 SASSED administrators engage in effective communication with district staff concerning trends, issues, and potential changes in programming and/or services.

Answered: 19 Skipped: 5



	STRONGLY DISAGREE	DISAGREE	MILDLY DISAGREE	MILDLY AGREE	AGREE	STRONGLY AGREE	N/A	TOTAL	WEIGHTED AVERAGE
(no label)	0.00%	0.00%	10.53%	15.79%	26.32%	47.37%	0.00%	19	5.11
	0	0	2	3	5	9	0		

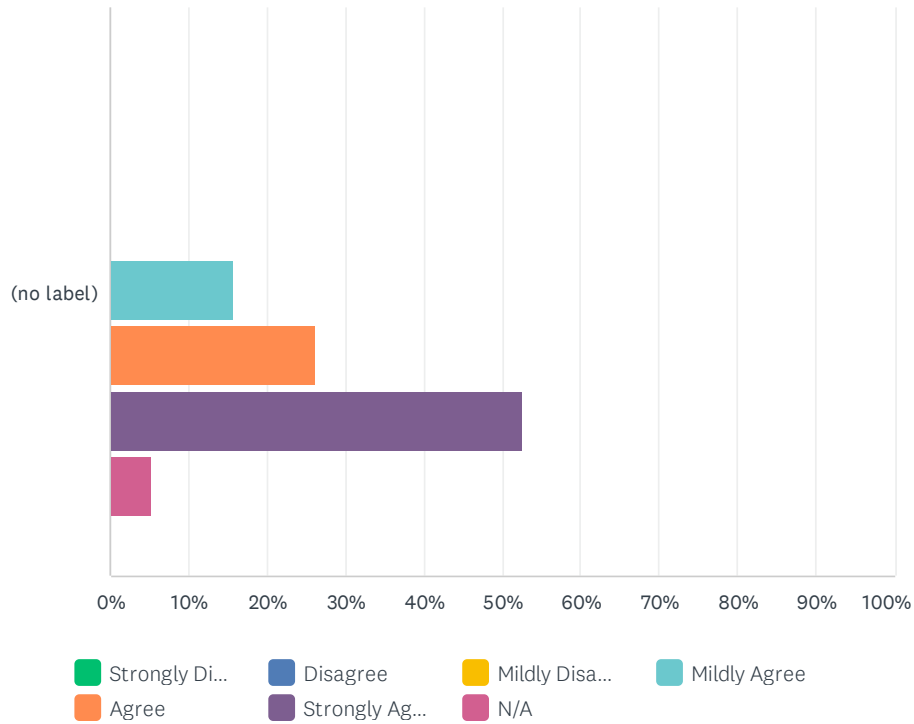
#	COMMENT	DATE
1	There were issues at the start of the year with students being changed from one program location to another without communicating to our district which caused a transportation nightmares, but things have improved.	4/8/2022 3:20 PM
2	Weekly and monthly meetings are very helpful	4/8/2022 3:10 PM
3	Typically, I would strongly agree, but I am having trouble hearing back regarding two referrals to the Multi Needs Program	4/7/2022 1:43 PM
4	Communication still tends to be reactive, rather than proactive. It has improved slightly, and there is always room for improvement.	4/7/2022 11:15 AM
5	I feel that the PA's do an excellent job in communicating the needs for our district.	4/7/2022 10:34 AM
6	Communication regarding staffing shortage was lacking, as well as follow up plans	4/7/2022 10:02 AM
7	Kennedi has been a positive influence.	4/5/2022 9:55 PM
8	Thanks - I appreciate our time together each Friday I'm able to attend.	3/15/2022 9:04 PM
9	I don't feel that on the whole SASSED is as ahead of trends and issues with district administrators as they used to be. It seems that we have to bring things to you and then wait for it to be discussed at a later date. The rollout for Embrace Medicaid was messy as anticipated with SASSED staff turning over and no one trained to replace the staff who left. We	3/15/2022 12:08 PM

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have not been supported in this as we were in the past and I am concerned that our Medicaid funds will be significantly impacted by the errors that we still have been unable to correct.

Q15 SASSED administrators respond to my requests and concerns in a timely and thorough manner.

Answered: 19 Skipped: 5

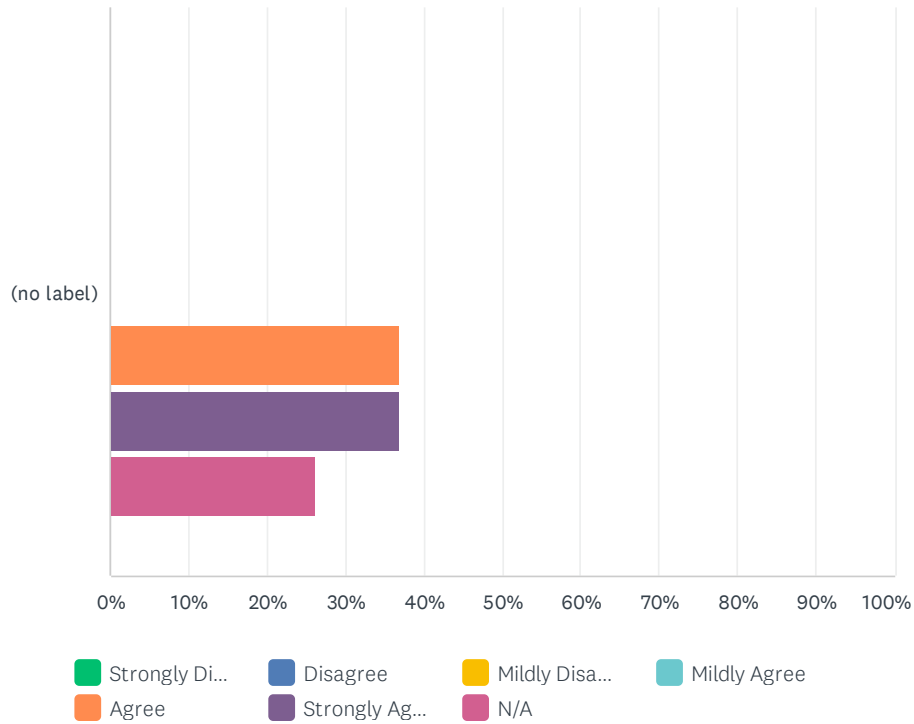


	STRONGLY DISAGREE	DISAGREE	MILDLY DISAGREE	MILDLY AGREE	AGREE	STRONGLY AGREE	N/A	TOTAL	WEIGHTED AVERAGE
(no label)	0.00%	0.00%	0.00%	15.79%	26.32%	52.63%	5.26%	19	5.39
	0	0	0	3	5	10	1		

#	COMMENT	DATE
1	Depending on which administrator you need to get ahold of.	4/8/2022 3:20 PM
2	No concerns in this area	4/8/2022 3:10 PM
3	same	4/7/2022 1:43 PM
4	Depending on the request.	4/7/2022 11:15 AM

Q16 SASSED administration effectively works and communicates with leasing-district staff and administration.

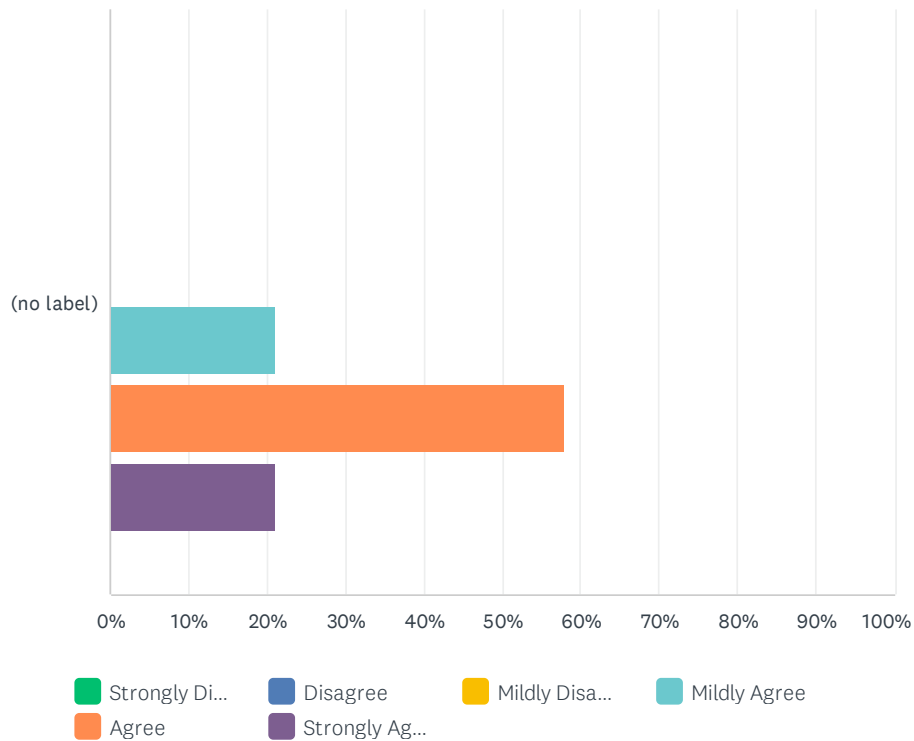
Answered: 19 Skipped: 5



	STRONGLY DISAGREE	DISAGREE	MILDLY DISAGREE	MILDLY AGREE	AGREE	STRONGLY AGREE	N/A	TOTAL	WEIGHTED AVERAGE
(no label)	0.00% 0	0.00% 0	0.00% 0	0.00% 0	36.84% 7	36.84% 7	26.32% 5	19	5.50

Q17 SASED provides me with appropriate information and resources when requested, as well as valuable professional development opportunities.

Answered: 19 Skipped: 5



	STRONGLY DISAGREE	DISAGREE	MILDLY DISAGREE	MILDLY AGREE	AGREE	STRONGLY AGREE	TOTAL	WEIGHTED AVERAGE
(no label)	0.00%	0.00%	0.00%	21.05%	57.89%	21.05%	19	5.00
	0	0	0	4	11	4		

#	COMMENT	DATE
1	I have been requesting for 3 years that SASED consider beginning a Wilson Certification cohort open to all districts, but there has been no response or even a survey to gage interest. Very disappointing.	4/8/2022 3:20 PM
2	I think that our best PD opportunity was organized by one of our DA's. It would be great to have that replicated throughout the year. It would be great to have more offerings for our DA's in the area of continuous improvement, leading change, and more broad experiences. Legal updates are great, but are plentiful in many organizations.	4/7/2022 10:34 AM
3	Professional development for district administrators at our Friday meetings should be more directed on important topics and SASED should be the expert or bring people in that are the experts	3/21/2022 8:51 AM

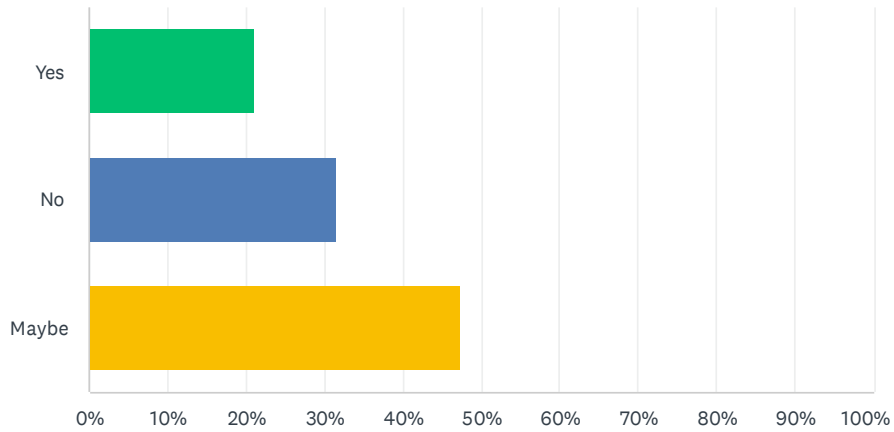
Q18 What are your areas of expertise that you would be willing to share to help/support other district administrators with during SASSED member district networking/troubleshooting opportunities?

Answered: 6 Skipped: 18

#	RESPONSES	DATE
1	IEP paperwork. Prepping for Due Process Basic procedural things	4/8/2022 3:20 PM
2	Law/legal issues, transition planning, parent perspective	4/7/2022 11:15 AM
3	SEL/Ruler	4/7/2022 10:34 AM
4	I have little expertise in this area right now.	4/7/2022 10:09 AM
5	I don't know if I have a specific area but I always appreciate hearing from others so I'm always willing to share too.	3/15/2022 9:04 PM
6	I don't feel that I have been in my roll long enough to have significant expertise in any area. I would consider sharing on topics if I knew what they were and had time to research.	3/15/2022 12:08 PM

Q19 Would you be willing to take a turn facilitating a member district administrator networking opportunity next year?

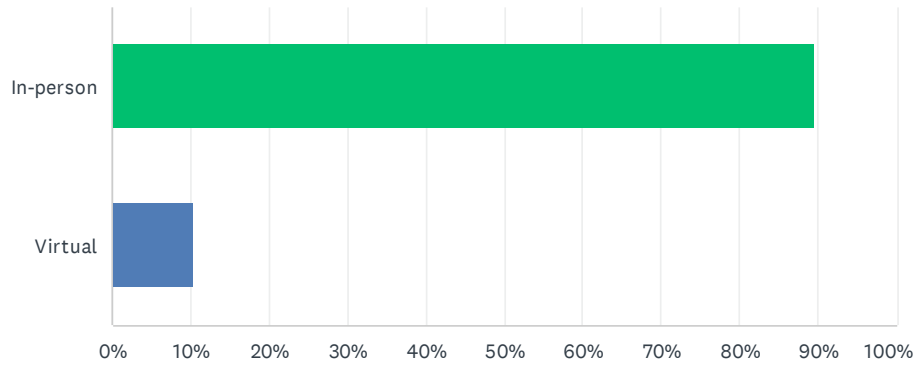
Answered: 19 Skipped: 5



ANSWER CHOICES	RESPONSES	
Yes	21.05%	4
No	31.58%	6
Maybe	47.37%	9
TOTAL		19

Q20 Would you prefer that the SASSED Spring Institute be held in-person or virtually next year?

Answered: 19 Skipped: 5



ANSWER CHOICES	RESPONSES	
In-person	89.47%	17
Virtual	10.53%	2
TOTAL		19

Q21 What do you see as the top 3-5 professional development needs for yourself and other administrators? (ranked in order of importance)

Answered: 14 Skipped: 10

ANSWER CHOICES	RESPONSES	
1.	100.00%	14
2.	64.29%	9
3.	35.71%	5
4.	7.14%	1
5.	7.14%	1

#	1.	DATE
1	Legal updates	4/11/2022 6:55 AM
2	Understanding the funding options of Medicaid	4/8/2022 3:20 PM
3	Special Education Law Update	4/8/2022 3:10 PM
4	Understanding Special Education (new admin)	4/7/2022 1:43 PM
5	Compliance with mandates	4/7/2022 11:15 AM
6	Current trends in law.	4/7/2022 10:09 AM
7	Optimal hiring practices for hard to fill positions	4/7/2022 10:02 AM
8	updates on special ed law	4/5/2022 9:55 PM
9	RTO	3/21/2022 8:51 AM
10	Continued ways to streamline state mandates for staff	3/15/2022 9:04 PM
11	Work Load Plan Development	3/15/2022 4:20 PM
12	Increasing inclusive services in my district	3/15/2022 12:08 PM
13	behavior supports	3/15/2022 11:52 AM
14	Special Education Legislation	3/15/2022 9:06 AM

#	2.	DATE
1	Deciding to evaluate for learning needs	4/11/2022 6:55 AM
2	Building (or restructuring) a strong MTSS program	4/8/2022 3:20 PM
3	Physical Restraint Update	4/8/2022 3:10 PM
4	RTO	4/7/2022 11:15 AM
5	Federal reporting guidelines/changes.	4/7/2022 10:09 AM
6	Medicaid, I need more time with this	3/15/2022 9:04 PM
7	Legally Defensible IEP's	3/15/2022 4:20 PM
8	supporting teacher and staff burnout	3/15/2022 12:08 PM
9	FBA/BIP writing and monitoring	3/15/2022 11:52 AM

#	3.	DATE
1	Understanding dyslexia and communicating to parents	4/11/2022 6:55 AM
2	Creating MTSS structures and SC programming within the district.	4/7/2022 10:09 AM
3	Facilitated IEP Training	3/15/2022 9:04 PM

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4	Continuum of Services	3/15/2022 4:20 PM
5	recruiting and retaining quality staff	3/15/2022 12:08 PM
#	4.	DATE
1	Medicaid	4/11/2022 6:55 AM
#	5.	DATE
1	Behavior interventions	4/11/2022 6:55 AM

Q22 What do you see as the top 3-5 professional development needs of your certified/licensed staff? (ranked in order of importance)

Answered: 15 Skipped: 9

ANSWER CHOICES	RESPONSES
1.	100.00% 15
2.	93.33% 14
3.	73.33% 11
4.	26.67% 4
5.	26.67% 4

#	1.	DATE
1	Behavior interventions	4/11/2022 6:55 AM
2	Reading intervention programs	4/8/2022 3:20 PM
3	Motivating Students	4/8/2022 3:10 PM
4	MTSS	4/7/2022 1:43 PM
5	Professional networking (SLP group, SW group, etc)	4/7/2022 11:15 AM
6	co-teaching	4/7/2022 10:34 AM
7	Uncertain...waitng to get a needs assessment back.	4/7/2022 10:09 AM
8	Inclusive practices	4/7/2022 10:02 AM
9	behavior	4/5/2022 9:55 PM
10	Autism in High School - Mainstreaming	3/21/2022 8:51 AM
11	Continued work on supporting students with autism spectrum disorders in the general education environment	3/15/2022 9:04 PM
12	Supporting Behaviors in Gen Ed	3/15/2022 4:20 PM
13	applied behavior analysis	3/15/2022 12:08 PM
14	behavior supports	3/15/2022 11:52 AM
15	Transition Plans	3/15/2022 9:06 AM

#	2.	DATE
1	Tier 2 supports	4/11/2022 6:55 AM
2	Behavior support training	4/8/2022 3:20 PM
3	Special Education Law	4/8/2022 3:10 PM
4	Goal Writing	4/7/2022 1:43 PM
5	Inclusive practices	4/7/2022 11:15 AM
6	inclusion leadership	4/7/2022 10:34 AM
7	UDL	4/7/2022 10:02 AM
8	analyzing data	4/5/2022 9:55 PM
9	BIP	3/21/2022 8:51 AM
10	Continued ways to address the increasingly diverse needs of students in the classroom	3/15/2022 9:04 PM
11	Data Collection	3/15/2022 4:20 PM

Member District Satisfaction Survey 2022

12	resources for supporting students with autism spectrum disorders	3/15/2022 12:08 PM
13	FBA/BIP writing and monitoring	3/15/2022 11:52 AM
14	Specially Designed Instruction	3/15/2022 9:06 AM
#	3.	DATE
1	Mental health of students	4/11/2022 6:55 AM
2	Math intervention programs	4/8/2022 3:20 PM
3	Behavior Intervention Plans	4/8/2022 3:10 PM
4	Classroom management with diverse learners	4/7/2022 1:43 PM
5	Specially designed instruction	4/7/2022 10:34 AM
6	building relationships with students	4/5/2022 9:55 PM
7	How to utilize aides in your classroom effectively	3/21/2022 8:51 AM
8	Facilitated IEP Training	3/15/2022 9:04 PM
9	SMART Goals	3/15/2022 4:20 PM
10	multi-sensory approaches to teaching reading	3/15/2022 12:08 PM
11	IEP Paperwork	3/15/2022 9:06 AM
#	4.	DATE
1	Data collection and goal writing	4/8/2022 3:20 PM
2	emotional regulation for adults and students	4/7/2022 10:34 AM
3	School refusal/pandemic response	3/21/2022 8:51 AM
4	math interventions	3/15/2022 12:08 PM
#	5.	DATE
1	Determining the need for Parapro support	4/8/2022 3:20 PM
2	de-escalation strategies for general educators	4/7/2022 10:34 AM
3	co-teaching	3/21/2022 8:51 AM
4	facilitated iep	3/15/2022 12:08 PM

Q23 What do you see as the top 3-5 professional development needs of your non-certified/paraprofessional staff? (ranked in order of importance)

Answered: 14 Skipped: 10

ANSWER CHOICES	RESPONSES	
1.	100.00%	14
2.	85.71%	12
3.	35.71%	5
4.	0.00%	0
5.	0.00%	0

#	1.	DATE
1	De-escalation strategies	4/11/2022 6:55 AM
2	Behavior support training	4/8/2022 3:20 PM
3	Following Behavior Intervention Plans	4/8/2022 3:10 PM
4	Working with children with autism	4/7/2022 1:43 PM
5	CPI/NVCI	4/7/2022 11:15 AM
6	prompting	4/7/2022 10:34 AM
7	Behavior support	4/7/2022 10:02 AM
8	building relationships with students	4/5/2022 9:55 PM
9	effective aide practices	3/21/2022 8:51 AM
10	trauma informed approaches	3/15/2022 9:04 PM
11	Supporting Behaviors in Gen Ed	3/15/2022 4:20 PM
12	applied behavior analysis and data collection	3/15/2022 12:08 PM
13	behavior supports	3/15/2022 11:52 AM
14	Managing classroom behaviors	3/15/2022 9:06 AM

#	2.	DATE
1	Self regulation strategies	4/11/2022 6:55 AM
2	Data collection	4/8/2022 3:20 PM
3	Meeting the needs of diverse learners	4/7/2022 1:43 PM
4	academic accommodations/modifications	4/7/2022 11:15 AM
5	descalation	4/7/2022 10:34 AM
6	reteaching of concepts	4/5/2022 9:55 PM
7	autism	3/21/2022 8:51 AM
8	strategies for supporting students on the spectrum	3/15/2022 9:04 PM
9	Understanding their role	3/15/2022 4:20 PM
10	resources for supporting students with autism spectrum disorders	3/15/2022 12:08 PM
11	the power of our words	3/15/2022 11:52 AM
12	Job Coaching	3/15/2022 9:06 AM

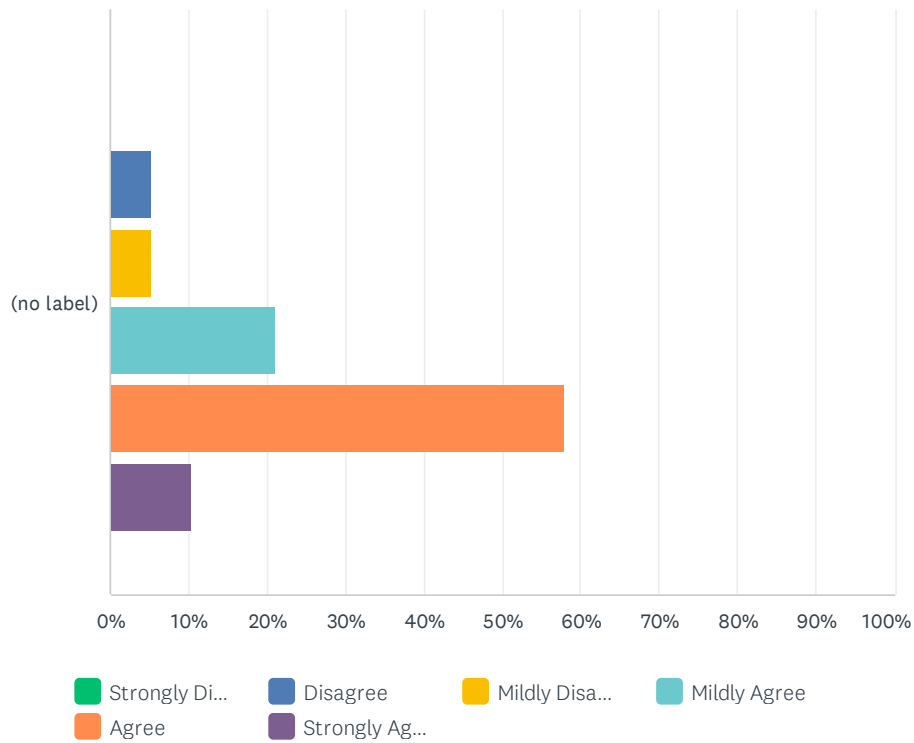
#	3.	DATE
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Member District Satisfaction Survey 2022

1	Mental health of students	4/11/2022 6:55 AM
2	IEP 101	4/7/2022 10:34 AM
3	engagement strategies	3/15/2022 9:04 PM
4	promoting independence and fading supports	3/15/2022 12:08 PM
5	supporting students for independence	3/15/2022 11:52 AM
#	4.	DATE
	There are no responses.	
#	5.	DATE
	There are no responses.	

Q24 SASSED offers the appropriate variety and number of parent training/workshops.

Answered: 19 Skipped: 5



	STRONGLY DISAGREE	DISAGREE	MILDLY DISAGREE	MILDLY AGREE	AGREE	STRONGLY AGREE	TOTAL	WEIGHTED AVERAGE
(no label)	0.00%	5.26%	5.26%	21.05%	57.89%	10.53%	19	4.63
	0	1	1	4	11	2		

#	COMMENT	DATE
1	Truly uncertain at this time.	4/7/2022 10:09 AM
2	Honestly, I do not know what the offerings have been in the past	3/21/2022 8:51 AM
3	You had some great offerings this year! Thanks for continuing to make this a priority.	3/15/2022 9:04 PM
4	I would be curious to have data on whether any of my district families are taking advantage of these opportunities.	3/15/2022 12:08 PM

Q25 What do you see as the top 3-5 parent training needs? (ranked in order of importance)

Answered: 12 Skipped: 12

ANSWER CHOICES	RESPONSES	
1.	100.00%	12
2.	75.00%	9
3.	41.67%	5
4.	8.33%	1
5.	8.33%	1

#	1.	DATE
1	Child mental health	4/11/2022 6:55 AM
2	Understanding options post age 22	4/8/2022 3:20 PM
3	Transition services	4/8/2022 3:10 PM
4	Legal guardianship	4/7/2022 1:43 PM
5	transition planning/adult services	4/7/2022 11:15 AM
6	Understanding your child's IEP	4/7/2022 10:34 AM
7	SEL/Behavior	4/7/2022 10:02 AM
8	navigating the IEP process	4/5/2022 9:55 PM
9	how to navigate schools and student needs	3/21/2022 8:51 AM
10	home school partnership	3/15/2022 12:08 PM
11	How to support your child at home (in regards to school)	3/15/2022 11:52 AM
12	Post Secondary Planning	3/15/2022 9:06 AM

#	2.	DATE
1	Digital/screen time awareness	4/11/2022 6:55 AM
2	Creating and supporting behavior routines at home	4/8/2022 3:20 PM
3	Finding adult placement	4/8/2022 3:10 PM
4	stress management for parents	4/7/2022 10:34 AM
5	behavior	4/5/2022 9:55 PM
6	autism supports	3/21/2022 8:51 AM
7	understanding and participating in the iep process	3/15/2022 12:08 PM
8	Providing structure	3/15/2022 11:52 AM
9	Guardianship	3/15/2022 9:06 AM

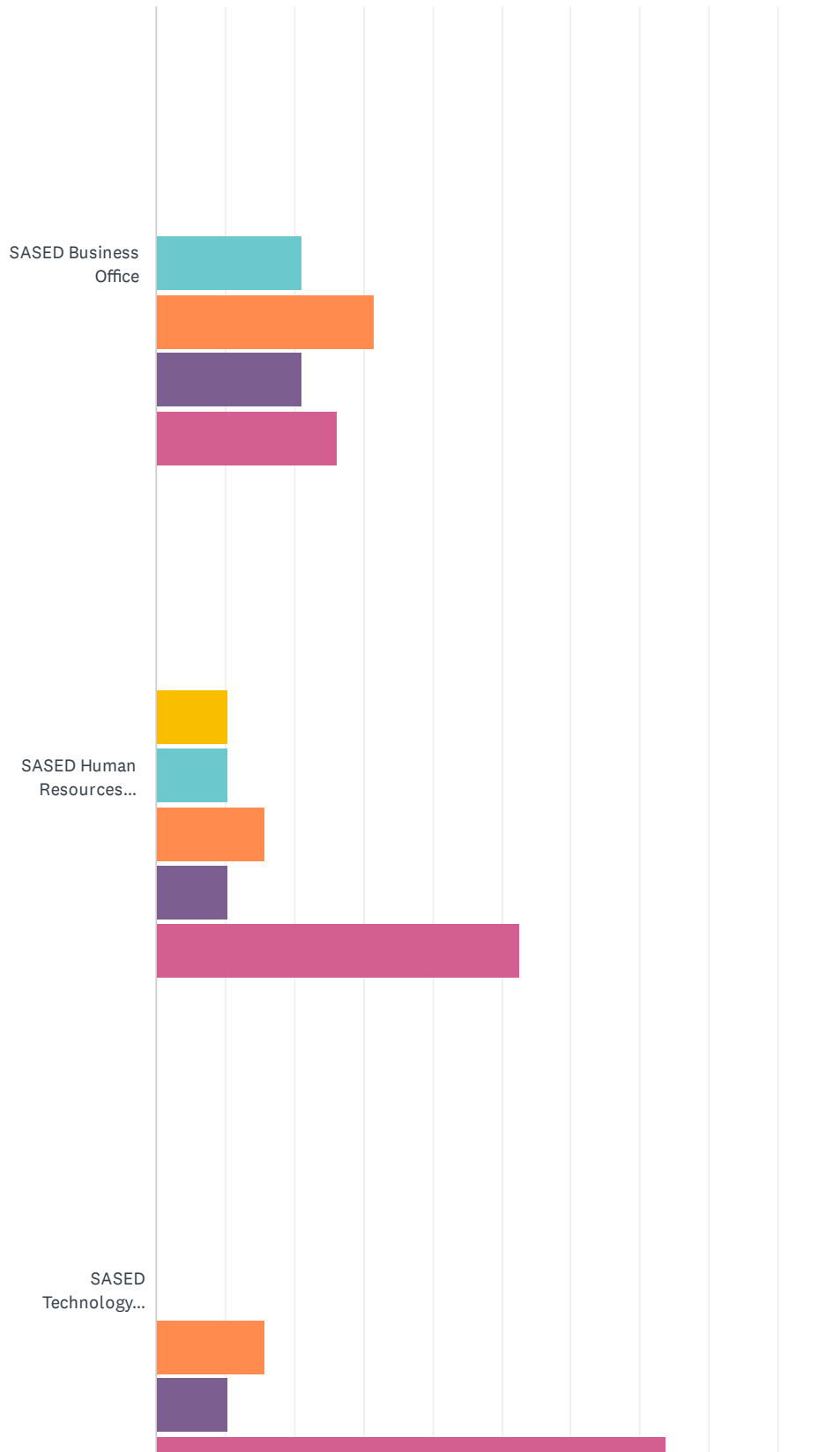
#	3.	DATE
1	Understanding their child's behavior	4/11/2022 6:55 AM
2	Legal information for transition age parents	4/8/2022 3:10 PM
3	connecting with community resources	4/7/2022 10:34 AM
4	readng to their children	4/5/2022 9:55 PM
5	supporting student behavior	3/15/2022 12:08 PM

Member District Satisfaction Survey 2022

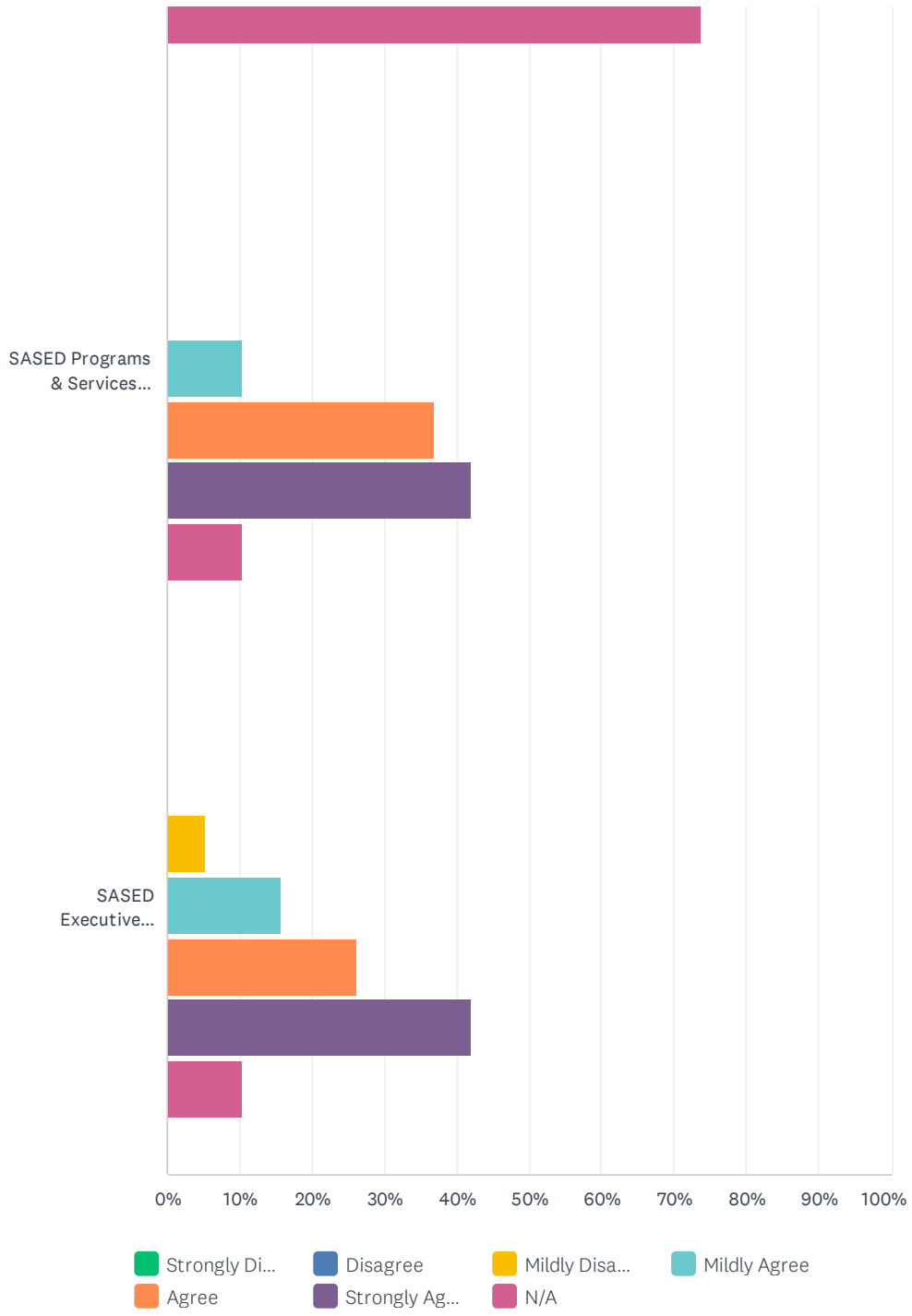
#	4.	DATE
1	financial planning	4/7/2022 10:34 AM
#	5.	DATE
1	planning for adulthood	4/7/2022 10:34 AM

Q26 The work, supports, and services of the following have met our expectations.

Answered: 19 Skipped: 5



Member District Satisfaction Survey 2022



Member District Satisfaction Survey 2022

	STRONGLY DISAGREE	DISAGREE	MILDLY DISAGREE	MILDLY AGREE	AGREE	STRONGLY AGREE	N/A	TOTAL	WEIGHTED AVERAGE
SASED Business Office	0.00% 0	0.00% 0	0.00% 0	21.05% 4	31.58% 6	21.05% 4	26.32% 5	19	5.00
SASED Human Resources Department	0.00% 0	0.00% 0	10.53% 2	10.53% 2	15.79% 3	10.53% 2	52.63% 10	19	4.56
SASED Technology Department	0.00% 0	0.00% 0	0.00% 0	0.00% 0	15.79% 3	10.53% 2	73.68% 14	19	5.40
SASED Programs & Services Department	0.00% 0	0.00% 0	0.00% 0	10.53% 2	36.84% 7	42.11% 8	10.53% 2	19	5.35
SASED Executive Director	0.00% 0	0.00% 0	5.26% 1	15.79% 3	26.32% 5	42.11% 8	10.53% 2	19	5.18

#	COMMENT	DATE
1	I am really not sure what department is responsible for all of the difficulties with the Medicaid changeover, but this has been an issue for us this year. Additionally, I am concerned that a virtual SLP has not been secured for the SLP position at Southeast. This would have resolved this problem very early on in the year. Instead the district is now footing the bill for compensatory services for at least three of our students who received none of their speech services this year. I know that virtual options are available because I have been offered this many times by many agencies to fill my own vacancies. I believe that the Program Coordinators are doing their very best, but their hands have been tied by lack of staff and short sightedness over the needs that would arise following two years of remote learning. Finally, we have struggled to serve several of our multi-needs students and SASED administration is hesitant to work with us on remote options for these medically fragile students.	3/15/2022 12:08 PM

Q27 Do you have any other thoughts, feedback, or areas of concern regarding SASED programs, services, or administration?

Answered: 6 Skipped: 18

#	RESPONSES	DATE
1	When responding to questions about itinerants, our DHH supports have been outstanding. Our Vision supports are not always present.	4/11/2022 1:19 PM
2	Please change the referral process and remove the SASED Student Referral Application	4/11/2022 9:29 AM
3	SASED has been very helpful to our district this year. The SIIS team was thorough and supportive and our teacher had a lot of compliments. Administration has been very responsive to placement needs of our students.	4/11/2022 6:56 AM
4	I just appreciate all of the support I have received while new to this role. I would appreciate determining how we can get some PT services regularly serving Private placements.	4/7/2022 10:11 AM
5	Thanks for your leadership during these tough times!	3/15/2022 9:05 PM
6	See previous responses.	3/15/2022 12:10 PM

Q28 Do you have any suggestions for new services or supports that SASED could develop? (Please be as specific as possible)

Answered: 3 Skipped: 21

#	RESPONSES	DATE
1	Not that I can think of right now. I did like the zoom session where administrators collaborated regarding student problem solving.	4/11/2022 6:56 AM
2	ESY at Directions HS Autism Program for students with behaviors	3/21/2022 8:52 AM
3	Expand autism program services to meet the needs of more students.	3/15/2022 12:10 PM

Q29 Do you have any other feedback or areas of concern regarding SASED that were not addressed in this survey?

Answered: 2 Skipped: 22

#	RESPONSES	DATE
1	No	4/11/2022 6:56 AM
2	I believe that all of my concerns are included in my previous responses.	3/15/2022 12:10 PM

To: Board of Control
From: Melinda McGuffin, Executive Director
Christine Martin, Assistant Director for Programs & Services
Date: April 27, 2022
Re: Math curriculum update

Purpose: To update the board about the process and timeline to select, purchase, and implement math curriculum materials across five SASED programs (i.e., DHH, Directions, Southeast, STARS, Vision).

Background:

- In February 2021, the board was provided with background information and next steps to explore timelines for a math curriculum materials pilot. These materials will provide general education curriculum access and access to the breadth/depth of the standards.
- The programs have been piloting Eureka Math this year. It was chosen because it is the program most used in our member districts.
- Feedback on Eureka Math was obtained through the steering committee, survey, leadership, union, and small group virtual forums in January-February. Concern with Eureka Math was expressed in these feedback sessions. (See attached Math Input Themes for additional details)
- Based on this feedback, the pilot has expanded to include the updated Eureka Math², Illustrative Math – Kendall Hunt, and iReady Classroom Math this spring. The primary reason for expanding the pilot now, rather than waiting until the fall was the desire of staff to not continue Eureka Math into next year.
- Any teacher has the option to review and/or try out these additional options, but a small, representative group has convened as an ad hoc committee. This group has participated in overview sessions with each vendor and has committed to reviewing and trialing lessons with these additional programs.

Next Steps:

- Ad hoc committee will reconvene in early May to share their “Look-Fors” and initial general impressions of the programs. During that meeting the strengths and weaknesses of each program will be discussed and a straw poll will be taken to determine initial thoughts regarding consensus and determine the level of readiness to make a recommendation. (See attached Extended Math Pilot Look-Fors document for details.)
- Based on the consensus and level of readiness, one of the following scenarios will occur:
 - Scenario #1: If there is consensus/readiness from the committee, with input from their teachers, a recommendation will be made to the leadership and subsequently to the board as early as next month. Purchasing, committee work, and training would occur over the summer and into August, and implementation would begin at the start of the 2022-23 school year. (See attached Spring 2022 Decision Timeline.)
 - Scenario #2: If the committee is not ready to make a recommendation, a more in-depth pilot will proceed in the fall of 2022. (See attached 2022-23 Decision Timeline.)
 - In either scenario, the resulting recommendation may not be “one-size-fits-all”. For example, one math program might be chosen for K-8 and another for 9-12; or one math program might be chosen for DHH and another for Southeast/Directions, STARS, and Vision.

MATH CURRICULUM UPDATE SUPPORTING DOCUMENTS

Themes related to Common Core Math standards (process & number sense not just right answer) **& not specific to Eureka Math**

- Too hard for our students
- Too language-based, reading comprehension and vocabulary skills needed are too high and interfere with learning math concepts
- Learning multiple ways to solve a problem is difficult for our students
- Abstract very difficult
- Problem solving/application difficult

Other Themes that are not specific to Eureka Math . . .

Need access to both print and online materials and manipulatives.

Example feedback/input:

- Need manipulatives listed/used in the lessons and activities
- Need print version of teacher manual
- Need print version of student textbook
- Need print version of student workbooks

Need access to multiple grade levels in each classroom.

Example feedback/input:

- Need access to additional grade levels

Modifications

Example feedback/input:

- Need to be able to easily modify lessons,
- Assignments,
- Activities,
- Assessments
- Instructional level versus grade level

Training/Support

Example feedback/input:

- Need more training in how to use the online components, not in how to teach math.
- Need training in how to teach multiple grade levels at once.
- Need training and committee work to narrow focus, prioritize, trim, modify

Intervention

- Will need to purchase intervention supports - none have a built in Tier 2 & Tier 3

Themes specific to Eureka Math . . .

- Not enough opportunities for extra practice
- Pacing - Module takes too long to teach, by the time we get to the end of module assessment, students can't remember what was learned early in the module
- Online teacher platform and teacher manual are not user friendly, need to wade through pages and pages of text to find the essentials of the lesson
- Not enough connection to previously learned concepts
- Requires a lot of writing/fine motor

- Exit tickets don't look like anything done in the lesson

Extended Math Pilot Look-Fors & Rankings

Look-For	Eureka Math	Eureka Math ²	Illustrative Math	iReady Classroom Math	Notes
Meets "access to general education curriculum" requirement	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	
Ability to modify/adapt materials & accessibility of materials	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	
Quality of student materials	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	
Quality of teacher materials	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	
Activities are engaging	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	
Level of practice with key concepts	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	
Quality of assessments	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	
Pacing	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	
Ease of Use	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	
Students showing growth on assessments	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	
Meets needs of your students	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	
	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	

Materials	Strengths	Weaknesses
Eureka Math		
Eureka Math ²		
Illustrative Math		
iReady Classroom Math		

Straw Poll:

Rank order the programs from worst (1) to best (4)

Materials	Rank (1-4)	Notes - include differences in rankings for grade bands, if any (e.g., elementary ranks Eureka 4, but Middle School ranks iReady 4)
Eureka Math		
Eureka Math ²		
Illustrative Math		
iReady Classroom Math		

Scenario #1: Spring, 2022 Decision Timeline

Date	Task(s)	
By March 25	Define committee	
April 5 2:00-3:30	Committee = Zoom calls with vendors, meeting to define data collection tool & finalize pilot plan	
April 6 - May 2	Trial period/pilot other options; Q & As with vendors shared out	
May 2 2:00-3:30	Committee = meeting to collect & discuss pros/cons of each option using data collected; straw poll	
Between meetings	Committee reports back to all teachers, gathers final input	
May 5 2:00-3:30	Committee makes recommendation to leadership	
May 9	Leadership reviews & makes recommendation to board	
May 18	Steering committee reviews recommendation & drafts implementation ideas/summer committee work	
May 18	Recommendation goes to the board	
May 19 - Jun 15	If approved, material needs defined across programs; training/coaching built into 2022-23 calendar	
Jun 22	Purchases proposed to board	
Jun 23 - Aug 9	If approved, purchases made, inventoried, delivered to classrooms; summer curriculum work	
Week of Aug 8	Training	

Scenario #2: 2022-23 Decision Timeline

Date	Task(s)	
Aug, 2022 - May, 2023	Everyone continues to use Eureka Math as is	
By Sept 1	Finalize pilot plan	
Sept - Nov	Trial period/pilot other options; Q & As with vendors shared out	
Nov date	Committee = meeting to collect & discuss pros/cons of each option using data collected; straw poll	
Between meetings	Committee reports back to all teachers, gathers final input	
Dec date	Committee makes recommendation to leadership	
Jan date	Leadership reviews & makes recommendation to board	
Jan	Recommendation goes to the board	
Jan-Mar	Steering committee reviews recommendation & drafts implementation ideas/summer committee work	
Mar-Apr	If approved, material needs defined across programs; training/coaching built into 2023-24 calendar	
May	Purchases proposed to board	
May - Aug	If approved, purchases made, inventoried, delivered to classrooms; summer curriculum work	
Aug, 2023	Training	

To: Board of Control
 From: Melinda McGuffin, Executive Director
 Date: April 27, 2022
 Re: Enrollment

Purpose:

The purpose of this memo is to update the Board of Control regarding SASED enrollment for the current school year.

Background:

The chart below shows the changes in enrollment for each SASED program. Rows highlighted in yellow reflect changes between March 2, 2022 and April 4, 2022. Page two provides a synopsis of the reasons for losses for quarter three. Page three of this document provides information on current student enrollment by member district.

	Southeast	Directions	STARS	MN	Vision	DHH	Transition	Project SEARCH	Total Enrollment
August, 2021 (as of 8/26/21)	60	19	37	98	64	45	15	11	349
September 2021 (as of 9/7/21)	63	19	37	100	64	46	15	11	355
October, 2021 (as of 10/1/21)	68	18	38	98	64	46	16	11	359
November, 2021 (as of 11/1/21)	69	16	38	96	65	49	15	11	359
December, 2021 (as of 12/1/21)	71	18	37	94	64	49	15	11	359
January, 2022	66	18	36	91	63	51	14	11	350
February, 2022	66	18	37	93	63	50	14	11	352
March, 2022	66	19	36	93	63	50	13	11	351
April, 2022	63	20	36	96	65	50	13	11	354
Gains 3/2/22-4/4/22	0	+1	+1	+3	+2	0	0	0	+6
Losses 3/2/22-4/4/22	-3	0	-1	0	0	0	0	0	-3
Net Change 3/2/22-4/4/22	-3	+1	0	+3	+2	0	0	0	+3

3 rd Quarter Reasons for Losses	Southeast	Directions	STARS	MN	Vision	DHH	Transition	Project SEARCH	Total
# who returned to home school	3		1			1			5
# moved to alternate/private placement	4								4
# who moved out of their resident district	1		1			1			3
# who dropped out	2					1			3
# who moved to district homebound/in-hospital status									0
# who transferred to home schooled				1					1
# Other						1-transfer to daycare (EC/pre-K) 1-transfer to IL Virtual Learning Program			2
Totals	10	0	2	1	0	5	0	0	18

SASED Programs - Member & DWC Districts - Student Enrollment - April 1, 2022									
Member District	Southeast	Directions EL, MS, HS	STARS	Multi Needs	Vision	DHH	Transition	Project Search	District Total
20	2			4		1			7
25				1		2			3
33	4	1		2		2			9
34	2	1	1						4
45	7	2		2	1	3			15
48	3	1	1	2	1				8
58	1	2	14	16	2	1			36
60	2		6	11	1	2			22
63	1		3	3		1			8
66	1		1	6		2			10
68	6	2	5	10					23
88	1	2		5	4		4		16
94	6	1		2			2	1	12
99	7	3		7	7		1		25
180	3	1	4	7	1				16
201				5	2	1	3		11
202	2	3		9			3		17
205	9		1	2	2	3		2	19
DWC+ Kane/Will/Kendall	6	1		2	44	32		8	93
Total Enrollment	63	20	36	96	65	50	13	11	354
	<i>SE total includes 0 CIBS student</i>								<i>grand total includes 0 CIBS student</i>
Difference from 3/1/2022	-3	1	N/C	3	2	N/C	N/C	N/C	3

Color Key:

plus
minus

To: Board of Control
 From: Mindy McGuffin, Executive Director
 Date: April 27, 2022
 Re: Board Committee Updates

Purpose:

The purpose of this memo is to provide an update on the activities of the policy and finance committees and the protocols subcommittee.

Protocols Subcommittee
Mrs. Joanna Vazquez-Drexler (99)
Mr. Terry Walloch (D20)
Dr. Mark Cross (D63)
Dr. Andrew Wise (D66)

Policy Committee 2021-2022
Mrs. Joanna Vazquez-Drexler (99)
Dr. Jean Barbanente (88)
Mr. Ray Kielminski (48)
Mrs. Lynn Casey Maher (94)

Upcoming Policy Committee Meeting Dates: April 27 CANCELLED NO MEETING IN APRIL
 Meetings begin at 5:30 at the SASED Administration Center

Finance Committee 2021-2022
Dr. Matt Rich (34)
Mr. Jack Buscemi (25)
Mr. Tom Ruggio (68)
Mrs. Leah Conover (201)
Mrs. Sue Caddy (Maercker 60)
Mr. Ray Kielminski (48)

Upcoming Finance Committee Meeting Dates: May 5.
 Meetings begin at 5:30 at the SASED Administration Center

The finance committee will meet on May 5, 2022 at the SASED Administration Center.

There is currently not a need for the policy committee to meet. The April meeting was cancelled.

The protocols subcommittee will convene later in the Spring on a date and time yet to be determined.



To: Board of Control
From: Julie Grohn, Director of Human Resources
Date: April 27, 2022
Re: Stepping Stones Contract Buy-Out

Purpose: Contract buy-out for Social Worker through Stepping Stones

Background: SASED has worked with Dannielle Nuellen as a contractor with Stepping Stones. She has worked at Southeast this year. The administration is requesting to buy-out her contract with Stepping Stones. The buy-out is 20% of her SASED salary (Below is an estimate).

Next Steps: Board permission to buy-out the contract for Danielle Nuellen with Stepping Stones.

School Social Worker					
Danielle Nuellen - Stepping Stones		FY23	FY24	FY 23	FY24
	Contract - Stepping Stones	SASED	SASED	SASED Salary	SASED Salary
Hourly rate	\$72.00	\$51.88	\$54.34	MS Step 10	MS Step 11
Benefits	\$0.00	\$22,000.00	\$22,000.00	\$78,443.00	\$82,159.00
Annual amount paid	\$108,864.00	\$78,443.00	\$78,443.00	189 days/8 hours	189 days/8 hours
Buy-out amount (20%)		\$15,688.60			
TOTAL	\$108,864.00	\$116,131.60	\$100,443.000		

This contract would pay for itself after the second year.



AGREEMENT

This Agreement is made and entered on August 10,, 2021 by and between The Stepping Stones Group LLC, 2586 Trailridge Drive East, Suite 100, Lafayette, CO 80026 hereinafter referred to as "Contractor" and, The School Association for Special Education in DuPage County (SASED), 2900 Ogden Avenue, Lisle, Illinois 60532 hereinafter referred to as "School District." It is hereby agreed as follows:

SERVICES, RATES AND BILLING: Contractor agrees to provide the services, at the designated rates, as listed in Appendix A to this Agreement.

SASED agrees to be billed (except during holidays) by Contractor for above hours specified by specialty; provided, however, that if any employee of Contractor is absent during any week due to illness or other personal time off and Contractor does not replace such employee during such week, the foregoing minimum amount will be reduced by the number of hours of such absence. No employee of Contractor will work above 40 hours per week without advanced authorization from both Contractor and the designated supervisor assigned by SASED. Any hours worked, that are considered overtime by state or federal law will be billed at 150% of bill rate. SASED will not be billed during school closures and school holidays.

SASED is a tax exempt organization. Federal excise tax does not apply to SASED and State of Illinois Sales Tax does not apply. The amounts to be paid to The Stepping Stones Group hereunder are inclusive of all other taxes that may be levied, including without limitation sales, use, nonresident, value-added, excise, and similar taxes levied or imposed upon the work. The Stepping Stones Group shall be responsible for any taxes levied or imposed upon the income or business privileges of The Stepping Stones Group:

Contractor's Regular Pay Period shall consist of no more than 40 hours

SELECTION OF CONTRACTORS. SASED will interview Contractors before they are assigned to SASED and select, in its sole discretion, which Contractor(s) it desires to have assigned to it based upon SASED's determination that the selected Contractor possesses the requisite certification, skills, proficiency, competency, experience, background and education necessary to perform the tasks applicable to the duties of assignment and/or required by the Job Title/Description. To assist it in making this determination, SASED may implement any reasonable skills proficiency checklists or competency guidelines, such as those promoted by The Joint Commission.

THE STEPPING STONES GROUP RESPONSIBILTIES The Stepping Stones Group is the Contractor's employer; and The Stepping Stones Group, at its own expense, is solely responsible for paying all compensation due to Contractor as a result of its Employment Agreement with Contractor. The Stepping Stones Group will withhold and/or pay all benefits, payroll taxes, including Social Security and Medicare, Worker's Compensation premiums or taxes and unemployment taxes required to be paid and/or withheld in connection with the Contractor's services pursuant to the provisions of all applicable laws, this Agreement and/or the Employment Agreement. The Stepping Stones Group will comply with all laws and regulations imposed on The Stepping Stones Group as the Contractor's employer. Except as otherwise provided by this Agreement and SASED will have no liability to pay any compensation to the Contractor, provide the Contractor with any employment benefits, and/or pay or withhold any payroll taxes imposed upon compensation earned by the Contractor.



THE STEPPING STONES GROUP

Transforming Lives Together

Corporate Office

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CONTRACTED EMPLOYEE SASSED will be the on-site supervisor of each Stepping Stones' professional assigned to SASSED (Contractor's) professional performance and daily assignment responsibilities. The Contractor will use his or her best efforts and skills to provide the SASSED with services related to or connected with the SASSED's general professional directives. The Contractor will provide all of his or her services at the SASSED work site. SASSED hereby expressly acknowledges that the Contractor's employment is of a professional nature.

PRE SCREENING. Contractors shall possess a valid certificate and prior to placement with SASSED, The Stepping Stones Group will verify professional qualifications and references of any Contractor and will verify that Contractor maintains the appropriate licensure to work in a school. Contractors shall comply with all SASSED policies, practices, procedures and rules, and with the requirements of all applicable laws, regulations and requirements of the Illinois State Board of Education, all as may be amended from time to time. The Stepping Stones Group will use its best efforts to (1) verify each contractor's status with the Office of Inspector General (OIG) and the System for Award Management (SAM); and (2) arrange a comprehensive 9 panel drug screen for each Contractor. In addition, The Stepping Stones Group shall not send to any school building or school property any employee or agent who would be prohibited from being employed by the SASSED due to a conviction of a crime listed in 105 ILCS 5/10-21.9 or who is listed in the Illinois Sex Offender Registry or the Illinois Murderer and Violent Offender Against Youth Registry. The Stepping Stones Group shall make every employee who will be sent to any school building or school property available to SASSED for the purpose of submitting to a fingerprint-based criminal history records check pursuant to 105 ILCS 5/10-21.9. The check shall occur before any employee or agent is sent to any school building or school property. The Stepping Stones Group will reimburse SASSED for the costs of the checks. SASSED must provide a copy of the report to the individual employee, but is not authorized to release it to The Stepping Stones Group. SASSED shall be permitted to obtain any additional information required from Contractor to determine eligibility for placement in a school building.

INSURANCE AND INDEMNIFICATION

During the term of this Agreement, The Stepping Stones Group, at its sole cost and expense, and for the benefit of SASSED, shall carry and maintain the following insurance:

1. Comprehensive general liability and property damage insurance, insuring against all liability of The Stepping Stones Group related to this Agreement, with a minimum combined single limit of One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000) general aggregate; The Commercial General Liability policy shall be endorsed in favor of all Additional Insureds on an ISO CG 2010 (11 85) endorsement form or both ISO CG 2010 (10 01) and CG 2037 (10 01) endorsement forms, or endorsement(s) that provide equivalent coverage.
2. Professional Liability Insurance with limits in the per claim amount of not less than Two Million Dollars (\$2,000,000.00) and the annual aggregate of not less than Three Million Dollars (\$3,000,000);
3. Hired and Non-Owned Automobile Liability Insurance with a combined single limit of \$1,000,000; The Commercial automobile liability insurance policy shall be endorsed in favor of all Additional Insureds on an ISO CA 20 48 endorsement form or its equivalent.
4. Workers' Compensation Insurance covering all costs, statutory benefits, and liabilities under State Workers' Compensation and similar laws for The Stepping Stones Group's respective employees; and
5. Umbrella liability insurance with a minimum combined single limit of Five Million dollars (\$5,000,000.00) per occurrence and Five Million Dollars (\$5,000,000) general aggregate.
6. Sexual abuse and molestation Insurance with limits of \$2,000,000 per occurrence and \$2,000,000 aggregate.



All insurers shall be licensed by the State of Illinois and rated A+-VII or better by A.M. Best or comparable rating service. The comprehensive general liability and property damage insurance policy shall name SASSED, its Board, Board members, employees, and agents as an additional insured on a primary noncontributory basis with a waiver of subrogation in favor of SASSED. The Stepping Stones Group shall provide SASSED with certificates of insurance during the duration of this Agreement. The failure to provide acceptable insurance shall be deemed a breach of this Agreement entitling SASSED to terminate this Agreement immediately. All policies of insurance shall provide by endorsement that no coverage may be canceled or terminated by the insuring company without the insuring company having first given at least 30 days prior written notice to SASSED by mail.

INDEMNIFICATION AND LIMITATION OF LIABILITY: To the extent permitted by law, Contractor will defend, indemnify, and hold SASSED and its parents, subsidiaries, directors, officers, agents, representatives, and employees harmless from all claims, losses, and liabilities (including reasonable attorneys' fees) to the extent caused by or arising from Contractor's breach of this Agreement; its failure to discharge its duties and responsibilities; or the gross negligence or willful misconduct of Contractor or Contractor's officers, employees, or authorized agents in the discharge of those duties and responsibilities.

To the extent permitted by law, SASSED will defend, indemnify, and hold Contractor and its parents, subsidiaries, directors, officers, agents, representatives, and employees harmless from all claims, losses, and liabilities (including reasonable attorneys' fees) to the extent caused by or arising from SASSED's breach of this Agreement; its failure to discharge its duties and responsibilities; or the gross negligence or willful misconduct of SASSED or SASSED's officers, employees, or authorized agents in the discharge of those duties and responsibilities.

Neither party shall be liable for or be required to indemnify the other party for any incidental, consequential, exemplary, special, punitive, or lost profit damages that arise in connection with this Agreement, regardless of the form of action (whether in contract, tort, negligence, strict liability, or otherwise) and regardless of how characterized, even if such party has been advised of the possibility of such damages.

As a condition precedent to indemnification, the party seeking indemnification will inform the other party within ten (10) business days after it receives notice of any claim, loss, liability, or demand for which it seeks indemnification from the other party; and the party seeking indemnification will cooperate in the investigation and defense of any such matter. The provisions in this section of the Agreement constitute the complete agreement between the parties with respect to indemnification, and each party waives its right to assert any common-law indemnification or contribution claim against the other party.

TRAVEL TIME & MILEAGE: To the extent applicable, travel between schools will be considered billable time and the mileage will be billed at the current IRS mileage rate. No travel will be billed when work is completed at one site.

PAYMENT TERMS: SASSED will be billed every two weeks via email and agrees to pay all outstanding invoices within 30 days of receipt. SASSED agrees and understands that SASSED is billed on actual hours of service provided by the Contractor's employee, based on the total hours listed on a biweekly timesheet. To ensure billing accuracy and timeliness, SASSED will complete the billing section above the signature. A finance charge of 1.5% per month on the unpaid amount of an invoice, or the maximum amount allowed by law, will be charged on past due accounts. Payments by SASSED will thereafter be applied first to accrued interest and then to the principal unpaid balance. Any attorneys' fees, court costs, or other costs incurred in collection of delinquent accounts shall be paid by SASSED. If payment of invoices is not current, Contractor may suspend performing further work. SASSED shall make payments in accordance with the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1 et seq. and shall make interest payments for any late payments in accordance with the Act.

EMPLOYEE BENEFITS AND INSURANCE: Contractor will be responsible for providing all employee benefits and insurance including Workers' Compensation coverage.

NO SOLICITATION: During the term of this Agreement and for a period of two years after the termination of this Agreement, SASSED agrees not to directly or indirectly contract with, offer employment to or hire any employee of the Contractor assigned to SASSED or any candidate submitted by Contractor to SASSED. SASSED agrees that liquidated damages may be assessed and recovered by Contractor.

CONFIDENTIALITY: Both parties may receive information that is proprietary to or confidential to the other party or its affiliated companies and SASSED's students.

Both parties agree to hold such information in strict confidence and not to disclose such information to third parties or to use such information for any purpose whatsoever other than performing under this Agreement or as required by law. No knowledge, possession, or use of SASSED's confidential information will be imputed to Contractor as a result of any of Contractor's employees having access to such information. The provisions set forth in the foregoing paragraph and this paragraph shall survive expiration or other termination of this Agreement, regardless of the cause of such termination.

The Stepping Stones Group, the Contractors, and any persons handling records on its behalf shall comply with all applicable provisions of federal and state laws and regulations, including without limitation the Illinois School Student Records Act, the Family Educational Rights and Privacy Act (FERPA), and the Health Insurance Portability and Accountability Act of 1996 (HIPAA) in their current and amended forms and all corresponding regulations. All records shall be the sole property of SASSED and shall be maintained at SASSED's location in accordance with all applicable State and federal laws and regulations.

FREEDOM OF INFORMATION ACT. As an independent contractor of SASSED, records in the possession of The Stepping Stones Group related to this Agreement may be subject to the Illinois Freedom of Information Act ("FOIA"), 5 ILCS 140/5-1 et seq.; 5 ILCS 140/7(2). The Stepping Stones Group shall provide SASSED with any such records requested by SASSED within three (3) business days in order to timely respond to any FOIA request received by SASSED. The SASSED will review all such records to determine whether FOIA exemptions apply before disclosing the records, such that information properly exempt as proprietary or prohibited from release by other laws or exempt for other reasons will not be released.

DAMAGE TO PROPERTY. In the event The Stepping Stones Group damages SASSED's property, The Stepping Stones Group shall, at The Stepping Stones Group's sole cost, restore the property or any surrounding area. The restoration shall be to a condition at least equivalent to the condition of the affected area immediately before the destruction or damage. If The Stepping Stones Group does not repair the damage within 14 days after receiving written notice from SASSED, or a lesser time if SASSED determines the damage creates an emergency situation, SASSED may repair the damage and The Stepping Stones Group shall reimburse SASSED for the costs SASSED incurs within 14 days after SASSED provides a written invoice to The Stepping Stones Group.

MUTUAL RESPONSIBILITIES. SASSED and The Stepping Stones Group represent and warrant that they are compliant with, and will continue to comply with all applicable laws and regulations related to the selection, utilization, and termination of the Contractor; the services performed by the Contractor; and, the termination of this Agreement including, but not limited to, all provisions of Title VII of the Civil Rights Act of 1964; the Civil Rights Act of 1966; the Age Discrimination in Employment Act; the Equal Pay Act; the Americans with Disabilities Act of 1990; the Occupational Safety and Health Act; the Rehabilitation Act of 1973; the Veterans Re-Employment Rights Act and all other state, local and federal laws and regulations. The parties further represent and warrant that they are equal opportunity employers and will not discriminate against the Contractor on the basis of his or her gender, race, religion, color, age, marital status, national origin, handicap, disability, military status or any other protected status. The Stepping Stones Group will indemnify and hold SASSED harmless from all fees, costs, expenses and liabilities incurred by SASSED as a result of The Stepping Stones Group's failure to comply with any such applicable laws or regulations.

SAFETY, TRAINING, AND ORIENTATION. The Stepping Stones Group will offer each Contractor a Hepatitis B vaccination series and PPD Tuberculin testing in accordance with applicable state and federal law. The Contractor may decline Hepatitis B vaccination. If a Contractor refuses vaccination, The Stepping Stones Group will obtain a copy of the Contractor's vaccination history showing that the Contractor has already been vaccinated, or obtain and keep a signed waiver for each Contractor who has not already had the vaccination and refuses the vaccination. Upon request, The Stepping Stones Group will provide SASSED with verification of completion of these requirements or verification of physical fitness to perform the essential functions of the position.

WORKPLACE RULES, SUPERVISION AND EVALUATION. Contractors will conduct themselves in accordance with SASSED's specific internal rules and policies. SASSED is responsible for directing and supervising each Contractor; and will provide competence evaluations for each Contractor at the time of orientation and periodically thereafter. SASSED will provide The Stepping Stones Group with copies of each evaluation and notify The Stepping Stones Group immediately, in writing, if any Contractor displays unsatisfactory review results or skill performance. The caseload/workload of the Contractor will not exceed that of any SASSED's employee in a similar position and shall comply with any state requirement maximums.

COOPERATION. SASSED agrees to cooperate fully and to provide assistance to Contractor in the investigation and resolution of any complaints, claims, actions, or proceedings that may be brought by or that may involve any employees of Contractor.

WORKPLACE RULES, SUPERVISION AND EVALUATION. Contractors will conduct themselves in accordance with SASED's specific internal rules and policies. SASED is responsible for directing and supervising each Contractor; and will provide competence evaluations for each Contractor at the time of orientation and periodically thereafter. SASED will provide The Stepping Stones Group with copies of each evaluation and notify The Stepping Stones Group immediately, in writing, if any Contractor displays unsatisfactory review results or skill performance. The caseload/workload of the Contractor will not exceed that of any SASED's employee in a similar position and shall comply with any state requirement maximums.

TERMINATION. The end dates for the services set forth on Addendum A are merely an approximation and may be extended by SASED in its sole discretion, without notice to The Stepping Stones Group. This Agreement may be terminated by The Stepping Stones Group or SASED in their sole discretion, with or without cause, after providing 30 days written notice to the other. SASED must send The Stepping Stones Group the notice of termination attached hereto as Addendum B to terminate the services of a contractor. In the event of emergency, safety issue, or failure to maintain insurance or licensure, or any other condition that constitutes a substantial threat to the health or safety of students, employees or others, as determined by SASED in its sole reasonable discretion, SASED may immediately suspend a Contractor and The Stepping Stones Group's activities hereunder until such condition has been remedied to SASED's satisfaction. SASED shall notify The Stepping Stones Group immediately upon the discovery of any such activities. Upon termination or suspension by either party, SASED will pay The Stepping Stones Group for all services rendered by the Contractor plus any applicable expenses identified on Addendum A that were incurred by the Contractor under this agreement.

REPLACEMENT. In the event that a Contractor resigns or is removed from the work site upon SASED's request, The Stepping Stones Group will use its best efforts to replace the old Contractor with a new Contractor in accordance with the terms and provisions of this Agreement. The Stepping Stones Group shall remove any Contractor upon the request of SASED. In the event that SASED requests The Stepping Stones Group to remove Contractor, The Stepping Stones Group will use its best efforts to replace the Contractor with a new Contractor in accordance with the terms and provisions of this Agreement. However, The Stepping Stones Group does not guarantee replacement. Except for any unpaid invoices owed to The Stepping Stones Group for services rendered, SASED shall not be required to make any payments to The Stepping Stones Group during any period where a Contractor is not assigned to SASED.

RELATIONSHIP OF THE PARTIES. The SASED and The Stepping Stones Group agree that Contractor is The Stepping Stones Group's employee; and, the services provided by Contractor to the SASED are provided pursuant to this Agreement. Neither this Agreement nor services provided hereunder shall be construed to create a relationship of employment, agency, partnership or joint venture between The Stepping Stones Group and the SASED or the Contractor and the SASED. The status of The Stepping Stones Group and the Contractor relative to the SASED shall be that of an independent contractor. Neither The Stepping Stones Group, the Contractor, nor the SASED shall have any right or authority to assume or create any obligation on behalf of any of them; nor will either party hold itself out to another as possessing such authority.

NO WAIVER OF TORT IMMUNITY DEFENSES. Nothing contained in this Agreement, or in any other provision of this Agreement, is intended to constitute nor shall constitute a waiver of the defenses available to SASED under the Illinois Local Governmental and Governmental Employees Tort Immunity Act, with respect to claims by third parties.

SURVIVING SECTIONS. Notwithstanding termination, completion and/or payment of the services contemplated hereunder, The Stepping Stones Group and SASED shall remain obligated under all those provisions of this Agreement which, by their nature and effect, obligate The Stepping Stones Group and/or SASED for a time period beyond termination and/or completion.

ENTIRE AGREEMENT. This Agreement sets forth the entire agreement of the parties hereto and supersedes all other oral or written agreements between the parties.

WAIVER. Either party's failure to enforce all or any portion of this Agreement shall not be a waiver of all or any portion of that party's rights under this Agreement.

HEADINGS. The headings of this Agreement are not intended to be used as tools of construction and are provided for convenience only.

JOINT AUTHORSHIP. The SASED has reviewed this Agreement and negotiated for change to any language that it found vague. Accordingly, anyone constructing this Agreement shall not construe any of its terms strictly against either party.

JURISDICTION. This agreement shall be governed by, construed, and is enforceable in accordance with the laws of the State of Illinois. Any action or proceeding relating to or arising out of this Agreement shall be commenced and heard in the State or Federal Court sitting in Illinois. Both parties hereby consent to the jurisdiction and venue of such courts.

GENERAL. No provision of this Agreement may be amended or waived unless agreed to in a writing signed by the parties. The provisions of this Agreement will inure to the benefit of and be binding on the parties and their respective representatives, successors, and assigns.



BILLING DETAILS FOR SCHOOL DISTRICT:

Billing Contact Name/Title: _____

Billing Email/Phone: _____

Mailing Address (for invoice): _____

Special Billing Instructions: _____

Signed for Contractor:

Signature: Katie Rak

Name: Katie Rak

Title: Client Services Manager

Date: 8/10/2021

Signed for School District:

Signature: M. McGuffin

Name: Melinda McGuffin

Title: Executive Director

Date: 8/13/2021



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Appendix A

The services that may be provided under this Agreement and the corresponding hourly bill rates for each service are listed below:

<u>Specialty</u>	<u>Hourly Rate</u>
Teacher Assistant	\$30.00 per hour
Registered Nurse	\$65.00 per hour
Social Worker	\$72.00 per hour



To: Board of Control
From: Julie Grohn, Director of Human Resources
Don Robinson, Director of Business Services/CSBO
Mindy McGuffin, Executive Director
Date: April 27, 2022
Re: Non-Certified, Non-Bargaining Unit Staff

Purpose: Outside of the employees in the Collective Bargaining Agreements, non-union staff do not have established information regarding their retirement, insurance contributions, etc. The goal of this document is to provide clarity to these employees.

Background: IMRF Employees covered: Administrative Assistants, Secretaries, Maintenance, Custodial, Technology Services Specialist

Timeframe: Benefits notice goes into effect for the 2021-2022 school year and will be reviewed on an annual basis.

Next Steps: Below is the recommendation:

Retirement

An employee who is at least fifty-five (55) years of age with the equivalent of fifteen (15) years of full-time employment with SASED, and who gives the Board written notice by December 1 of any school year of this Agreement of his/her intent to retire under the Illinois Municipal Retirement Fund at the end of the school term, shall be entitled to the following retirement benefits:

A. A payment in the amount of \$150.00 for each full-time equivalent year of service with SASED. Some or all of such amount shall be first used to increase the employee's salary for his/her last year of service by 6% over the prior year; the remainder, if any, shall be paid as a post-retirement lump sum payment during the month of August following the employee's retirement at the end of the school term.

B. A payment in the amount of \$40.00 for every accumulated paid sick day beyond 221 (to a maximum of 325 days) that is not credited towards IMRF for retirement service credit. In the event that the benefit provided under subsection A above is insufficient to increase the employee's salary in his/her last year by 6%, the employee may use some or all of the benefit available under this subsection B towards such increase; the remainder, if any, shall be paid as a post-retirement lump sum payment during the month of August following the employee's retirement at the end of the school term.

Life Insurance (this is the current practice)

SASED will provide life insurance for \$50,000

Medical Insurance (this is the current practice)

SASED will provide 80% Board paid insurance for individuals and 60% for dependents.

Dental Insurance (this is the current practice)

SASED will provide 80% Board paid insurance for individuals and 60% for dependents.

Vision Insurance (this is the current practice)

SASED will provide 80% Board paid insurance for individuals and 60% for dependents.



To: Board of Control
From: Julie Grohn, Director of Human Resources
Don Robinson, Director of Business Services/CSBO
Mindy McGuffin, Executive Director
Date: April 27, 2022
Re: SASED Administrative Directors, Program Administrators, OT/PT Coordinator, Technology Coordinator

Purpose: Outside of the employees in the Collective Bargaining Agreements, administrative staff do not have established information regarding their retirement, insurance contributions, etc. The goal of this document is to provide clarity to these employees.

Background: IMRF and TRS Employees covered: Directors, Program Administrators, OT/PT Coordinator, Technology Coordinator

Timeframe: Benefits notice goes into effect for the 2021-2022 school year and will be reviewed on an annual basis.

Next Steps: Below is the recommendation

Retirement

1. On the date of retirement must be eligible and have applied to retire under Illinois Teachers' Retirement System ("TRS") requirements or IMRF requirements.
2. On the date of retirement must have been employed:
 - full-time in the Cooperative for fifteen consecutive (15) years preceding his/her retirement;
 - part-time in the Cooperative for thirty consecutive (30) years preceding his/her retirement; or
 - at least twelve (12) years full-time plus such additional part-time employment that totals fifteen (15) years full-time equivalency.

For the above purposes, an absence from work due to the following circumstances will be considered employment (full-time or part-time, based on the employee's then-current status): FMLA leave; work-related injury; or unpaid leave during a school year where the employee works at least one-hundred (100) days;

- On the date of retirement be at least fifty-five (55) years of age or attain fifty-five (55) years of age within six (6) months thereafter as required by TRS/IMRF for retirement eligibility.
- Submits a service credit report obtained from TRS/IMRF. The report must indicate the employee's total years of service as of the retirement date and projected creditable earnings for the highest four years of creditable earnings over the past ten years of service.
- Submits a Letter of Intent to Retire as required below by April 1 prior to the school year that SASED retirement enhancement program benefits begin; and
- Must not have received an increase in creditable earnings exceeding 6% during any school year that TRS/IMRF will use to calculate the employee's pension. However, the portion of an increase exceeding 6% that is not subject to an additional employer contribution to TRS/IMRF shall not render the employee ineligible.

Letter of Intent to Retire

In order to be eligible to participate in the SASED retirement enhancement program, an employee must submit an irrevocable letter of intent to retire to the Executive Director setting forth a retirement date at the end of a school year not



later than June 30 of a given year. The letter of intent to retire must be received by the Executive Director by April 1 of any year for retirement enhancement program salary increases to begin the following school term.

If the Board of Control determines that the employee is not eligible to participate in the SASED retirement enhancement program, the Board shall notify the employee by June 1 of the school year that the employee submits his/her letter of intent.

Irrevocability

1. An employee's letter of intent to retire may only be rescinded by the employee for the following reasons:
 - a. Death in the retiree's immediate family; or
 - b. Other reasons of compelling emergency as determined solely by the Board. The Board's decision is not reviewable and said reasons shall be non-precedential with respect to granting or denying requested changes in retirement election.
2. If the retirement is rescinded, the employee will repay the retirement enhancement through a reduction of his/her pay over the next school year or sooner. The reduction in pay shall be the difference between the amount paid to the employee as retirement enhancements and the amount the employee would have received without the retirement enhancements.

Retirement Enhancement Program Salary Increase(s)

An employee who is eligible and elects to participate in the SASED retirement enhancement program is eligible to receive an increase of four percent (4%) over the employee's prior year's reported TRS/IMRF creditable earnings for each of up to four (4) remaining years of the employee's employment in SASED. The increase(s) shall be in lieu of any other raise, step, or other creditable earnings increase to which the employee may otherwise have been entitled under this Agreement.

A retiring employee may receive no more than four (4) years of 4% creditable earnings increases under this retirement enhancement program. It is the intent of the parties that the 4% increases will be paid in the employee's final years of employment. An employee for whom an extra-duty stipend was part of the employee's creditable earnings in the school year in which notice is given and who elects not to perform such duty in any year prior to retirement will have the stipend for that duty subtracted from the creditable earnings increases provided under this program for each remaining year. Under no circumstances may an employee participating in this program receive a creditable earnings increase for more than 6% over the employee's prior year's creditable earnings unless the increase in excess of 6% is not subject to an additional employer contribution to TRS/IMRF.

G. Retirement Enhancement Program Health Insurance Benefit

An employee who submits a Letter of Intent to Retire and is eligible to participate in the SASED retirement enhancement program as provided above shall be reimbursed by the Board up to \$2,400 per year, as set forth below, for the cost of the employee's post-retirement health insurance policy premium. This benefit shall cease upon the death of the retiree, at the end of a time period applicable to the employee set forth below, or when the employee reaches age sixty-five (65) years of age or otherwise is eligible for Medicare, whichever occurs first.

The conditions of this benefit are as follows:

- 4 Years Notice - Up to five (5) years premiums paid at an amount not to exceed a total Board contribution of \$12,000.
- 3 Years Notice - Up to three (3) years premiums paid at an amount not to exceed a total Board contribution of \$7,200.
- 2 Years Notice - Up to two (2) years premiums paid at an amount not to exceed a total Board contribution of \$4,800.
- 1 Year Notice - Up to one (1) year's premium paid at an amount not to exceed a total Board contribution of \$2,400.

*The Board shall **reimburse** the retiree for the premium for the individual coverage upon proof of payment of the premium and within the time-line provided in the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1 et seq.*



Life Insurance (this is the current practice)

SASED will provide life insurance for \$50,000

Medical Insurance (this is the current practice)

SASED will provide 80% Board paid insurance for individuals and 60% for dependents.

Dental Insurance (this is the current practice)

SASED will provide 80% Board paid insurance for individuals and 60% for dependents.

Vision Insurance (this is the current practice)

SASED will provide 80% Board paid insurance for individuals and 60% for dependents.



To: Board of Control
From: Julie Grohn, Director of Human Resources
Don Robinson, Director of Business Services/CSBO
Mindy McGuffin, Executive Director
Date: April 27, 2022
Re: SASED Occupational and Physical Therapists

Purpose: Outside of the employees in the Collective Bargaining Agreements, OT/PT staff do not have established information regarding their retirement, insurance contributions, etc. The goal of this document is to provide clarity to these employees.

Background: IMRF Employees covered: Occupational Therapists, Physical Therapists

Timeframe: Benefits notice goes into effect for the 2021-2022 school year and will be reviewed on an annual basis.

Next Steps: Below is the recommendation:

Retirement

1. On the date of retirement must be eligible and have applied to retire under IMRF requirements.
2. On the date of retirement must have been employed:
 - full-time in the Cooperative for fifteen consecutive (15) years preceding his/her retirement;
 - part-time in the Cooperative for thirty consecutive (30) years preceding his/her retirement; or
 - at least twelve (12) years full-time plus such additional part-time employment that totals fifteen (15) years full-time equivalency.

For the above purposes, an absence from work due to the following circumstances will be considered employment (full-time or part-time, based on the employee's then-current status): FMLA leave; work-related injury; or unpaid leave during a school year where the employee works at least one-hundred (100) days;

- On the date of retirement be at least fifty-five (55) years of age or attain fifty- five (55) years of age within six (6) months thereafter as required by IMRF for retirement eligibility.
- Submits a service credit report obtained from IMRF. The report must indicate the employee's total years of service as of the retirement date and projected creditable earnings for the highest four years of creditable earnings over the past ten years of service.
- Submits a Letter of Intent to Retire as required below by April 1 prior to the school year that SASED retirement enhancement program benefits begin; and
- Must not have received an increase in creditable earnings exceeding 6% during any school year that TRS/IMRF will use to calculate the employee's pension. However, the portion of an increase exceeding 6% that is not subject to an additional employer contribution to IMRF shall not render the employee ineligible.

Letter of Intent to Retire

In order to be eligible to participate in the SASED retirement enhancement program, an employee must submit an irrevocable letter of intent to retire to the Executive Director setting forth a retirement date at the end of a school year not later than June 30 of a given year. The letter of intent to retire must be received by the Executive Director by April 1 of any year for retirement enhancement program salary increases to begin the following school term.



If the Board of Control determines that the employee is not eligible to participate in the SASED retirement enhancement program, the Board shall so notify the employee by June 1 of the school year that the employee submits his/her letter of intent.

Irrevocability

1. An employee's letter of intent to retire may only be rescinded by the employee for the following reasons:
 - Death in the retiree's immediate family; or
 - Other reasons of compelling emergency as determined solely by the Board. The Board's decision is not reviewable and said reasons shall be non- precedential with respect to granting or denying requested changes in retirement election.
2. If the retirement is rescinded, the employee will repay the retirement enhancement through a reduction of his/her pay over the next school year or sooner. The reduction in pay shall be the difference between the amount paid to the employee as retirement enhancements and the amount the employee would have received without the retirement enhancements.

Retirement Enhancement Program Salary Increase(s)

An employee who is eligible and elects to participate in the SASED retirement enhancement program is eligible to receive an increase of four percent (4%) over the employee's prior year's reported IMRF creditable earnings for each of up to four (4) remaining years of the employee's employment in SASED. The increase(s) shall be in lieu of any other raise, step, or other creditable earnings increase to which the employee may otherwise have been entitled under this Agreement.

A retiring employee may receive no more than four (4) years of 4% creditable earnings increases under this retirement enhancement program. It is the intent of the parties that the 4% increases will be paid in the employee's final years of employment. An employee for whom an extra-duty stipend was part of the employee's creditable earnings in the school year in which notice is given and who elects not to perform such duty in any year prior to retirement will have the stipend for that duty subtracted from the creditable earnings increases provided under this program for each remaining year. Under no circumstances may an employee participating in this program receive a creditable earnings increase for more than 6% over the employee's prior year's creditable earnings unless the increase in excess of 6% is not subject to an additional employer contribution to IMRF.

G. Retirement Enhancement Program Health Insurance Benefit

An employee who submits a Letter of Intent to Retire and is eligible to participate in the SASED retirement enhancement program as provided above shall be reimbursed by the Board up to \$2,400 per year, as set forth below, for the cost of the employee's post-retirement health insurance policy premium. This benefit shall cease upon the death of the retiree, at the end of a time period applicable to the employee set forth below, or when the employee reaches age sixty-five (65) years of age or otherwise is eligible for Medicare, whichever occurs first.

The conditions of this benefit are as follows:

- 4 Years Notice - Up to five (5) years premiums paid at an amount not to exceed a total Board contribution of \$12,000.
- 3 Years Notice –Up to three (3) years premiums paid at an amount not to exceed a total Board contribution of \$7,200.
- 2 Years Notice – Up to two (2) years premiums paid at an amount not to exceed a total Board contribution of \$4,800.
- 1 Year Notice – Up to one (1) year's premium paid at an amount not to exceed a total Board contribution of \$2,400.

*The Board shall **reimburse** the retiree for the premium for the individual coverage upon proof of payment of the premium and within the time-line provided in the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1 et seq.*



Life Insurance (this is the current practice)

SASED will provide life insurance for \$50,000

Medical Insurance (this is the current practice)

SASED will provide 80% Board paid insurance for individuals and 60% for dependents.

Dental Insurance (this is the current practice)

SASED will provide 80% Board paid insurance for individuals and 60% for dependents.

Vision Insurance (this is the current practice)

SASED will provide 80% Board paid insurance for individuals and 60% for dependents.



SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE

To: Board of Control
From: SASED Administration
Date: April 27, 2022
Re: FY23 Wage and Salary Recommendations

Background

SASED has two groups of employees that are organized into unions and collectively bargain their contracts. The first group is professional staff excluding occupational and physical therapists, managerial, supervisory, and confidential employees. The second group is support staff excluding secretaries, custodians, grant employees, other licensed professionals, occupational and physical therapists, supervisors, managerial and confidential employees. The cost of wages for each SASED employee groups is as follows:

	Wages Prior to an Increase		% of Total Wages
<u>Bargaining Unit</u>			
Certified	\$8,882,771		47.6%
Non Certified	2,785,126		14.9%
	<u>11,667,897</u>		<u>62.6%</u>
<u>Occupational & Physical Therapists</u>	3,808,352		20.4%
<u>Statewide Grants</u>	311,849		1.7%
<u>Other</u>			
Executive Director and Directors	677,510		3.6%
Program Administrators	808,929		4.3%
Other Professionals	516,508		2.8%
Admin. Assts. & Secretaries	776,972		4.2%
Custodial/Maintenance	82,620		<u>0.4</u>
	<u>2,862,549</u>		<u>15.3%</u>
	<u>18,650,647</u>		<u>100%</u>

NON-BARGAINING UNIT RECOMMENDATIONS

Recommended wage increases are shown below.

For external grant programs that are overseen by ISBE, the administration has obtained ISBE's approval for the requested increases. For all external grants not monitored by ISBE, the respective revenues for these programs provide for the requested increases.

At this time, we are requesting formal approval of the increase in salaries and wages for all non-bargaining unit staff not covered under individual contracts.

	Cost of Recommendation	% Increase
Occupational And Physical Therapists	TBD	TBD (inclusive of step)
Directors & Assistant Director	\$ 12,983.50	5.0%
Program Administrators	\$ 34,905.38	5.0%
External Grants	\$ 15,592.46	5.0%
Other Non-Certified Audiologist \$ 8,463.77 Other Professional\$ 4,546.70 Admin Assistants & Secretaries \$ 51,843.96 Custodial & Maintenance\$ 4,626.20 Technology \$ 6,000.00	\$75,480.63	5.0%
TOTAL	\$138,961.97	

SUBSTITUTE STAFF RECOMMENDATIONS

SASED Substitutes are paid \$15.86/hour or \$111 a day. We would like to recommend an increase of 3% to \$16.33/hours or \$114.31/day.

Our long term substitute rate has followed the teacher contract for a BA step 1. This rate does not need to be increased at this time.

We recognize some of our best staff may have retired from SASED.

We would like to recommend setting rates for returning retired SASED Staff:

Retired SASED Teachers: Daily rate based on BA Step 1 or \$266.86/day

Retired SASSED RN: Daily rate based on CBA RN Step 9 or \$33.36/hour.

Retired SASSED ParaPro: Daily rate based on rate at retirement excluding any retirement incentives, not to be lower than \$17.37/hour.



To: Board of Control
From: Mindy McGuffin, Executive Director
Date: April 27, 2022
Re: Northern Illinois University SASED Opening Day

Purpose: To provide information for action for approval of a contact with Northern Illinois University for SASED's opening day on August 10, 2022

Background: The SASED administration plans to organize an in-person event at Northern Illinois University for opening day of the 2022-2023 school year. We are preparing the agenda for opening day and are excited to bring all SASED staff together to open the school year this Fall.

This is the one time of the school year that all SASED staff have a common day to come together as an organization for celebration, recognition, and professional development.

Please consider joining us for opening day. An agenda and details for opening day will be available in July.

Next Steps: Approval of contract with NIU for August 10, 2022, in the amount of \$5,176.00.



NORTHERN ILLINOIS UNIVERSITY

Conference and Event Services

Facilities Use Agreement

NIU Naperville

Northern Illinois University
1120 E. Diehl Road, Naperville IL, 60563
Phone: 630-577-9101 Fax: 815-753-8989

This Facilities Use Agreement (“Agreement”) is made and entered into as of the date of last signature below (“Effective Date”) between the Board of Trustees of Northern Illinois University, located in DeKalb, Illinois 60115 (“NIU” or “University”) and SASSED (“Client”). Client desires to use certain facilities on the Northern Illinois University campus as specified in Section 1 below (the “Facilities”), and NIU desires to grant Client the right to use such Facilities upon and subject to the provisions set forth herein.

1. Facilities

Client may use the Facilities for the following, and for no other, purpose (the “Event”):

SASED Orientation Day

The Event name shall be posted as set forth above.

Client information:

Address: 2900 Ogden Ave Lisle, IL 60532

Phone: 630-778-4522

Email: ahoward@sased.org

Fax: 708-482-4875

Main Contact: Anita Howard

Event and Facilities details:

Events/Facilities Description

Start Date	Start Time	End Date	End Time	Room	Room Rental Fee	Setup
Aug 10, 2022	7:00AM	Aug 10, 2022	8:50AM	Naperville Room 105	510.00	Rounds
Aug 10, 2022	7:30AM	Aug 10, 2022	9:30AM	Naperville Atrium	0.00	No Setup
Aug 10, 2022	7:30AM	Aug 10, 2022	11:00AM	Naperville Atrium	0.00	Room Configuration for Food Service
Aug 10, 2022	7:45AM	Aug 10, 2022	8:50AM	Naperville Classroom 121	221.00	Classroom Configuration
Aug 10, 2022	7:45AM	Aug 10, 2022	4:00PM	Naperville Classroom 119	221.00	Classroom Configuration
Aug 10, 2022	9:00AM	Aug 10, 2022	10:30AM	Naperville Special Events Room 101A/B/C	1428.00	Theater Seating Configuration
Aug 10, 2022	10:45AM	Aug 10, 2022	11:45AM	Naperville Room 164	221.00	Classroom Configuration
Aug 10, 2022	10:45AM	Aug 10, 2022	12:00PM	Naperville Auditorium	756.00	Theater Seating Configuration
Aug 10, 2022	10:45AM	Aug 10, 2022	12:00PM	Naperville Classroom 121	221.00	Classroom Configuration
Aug 10, 2022	10:45AM	Aug 10, 2022	3:15PM	Naperville Classroom 256	221.00	Classroom Configuration
Aug 10, 2022	10:45AM	Aug 10, 2022	3:15PM	Naperville Tiered Classroom 266	289.00	Classroom Configuration
Aug 10, 2022	10:45AM	Aug 10, 2022	3:15PM	Naperville Tiered Classroom 265	289.00	Classroom Configuration
Aug 10, 2022	10:45AM	Aug 10, 2022	3:15PM	Naperville Tiered Classroom 261	289.00	Classroom Configuration
Aug 10, 2022	10:45AM	Aug 10, 2022	3:15PM	Naperville Tiered Classroom 260	289.00	Classroom Configuration
Aug 10, 2022	12:00PM	Aug 10, 2022	1:00PM	Naperville Atrium	0.00	Room Configuration for

						Food Service
Aug 10, 2022	12:00PM	Aug 10, 2022	1:00PM	Naperville Dining Room 161A/B	0.00	Room Configuration for Food Service
Aug 10, 2022	12:00PM	Aug 10, 2022	1:00PM	Naperville Room 105	0.00	Room Configuration for Food Service
Aug 10, 2022	12:00PM	Aug 10, 2022	1:00PM	Naperville Special Events Room 101A/B/C	0.00	Theater Seating Configuration
Aug 10, 2022	1:10PM	Aug 10, 2022	3:15PM	Naperville Special Events Room 101B	0.00	Theater Seating Configuration
Aug 10, 2022	1:10PM	Aug 10, 2022	3:15PM	Naperville Special Events Room 101C	0.00	Theater Seating Configuration
Aug 10, 2022	1:10PM	Aug 10, 2022	4:30PM	Naperville Special Events Room 101A	0.00	Theater Seating Configuration
Aug 10, 2022	1:10PM	Aug 10, 2022	4:30PM	Naperville Auditorium	0.00	Theater Seating Configuration
Aug 10, 2022	2:15PM	Aug 10, 2022	3:15PM	Naperville Classroom 166	221.00	Classroom Configuration

Estimated Charges

Total Room

Rental: \$5176.00

Catering

Package: \$0.00

Catering

Tax: \$

Client's [Federal Employment Identification Number/NIU cost center number] is 36-2919494 1010390

[The parties agree to the following additional special arrangements:]

2. Charges and Payment

As consideration for use of the Facilities under this Agreement, Client shall pay NIU the room rental fees and any related charges incurred in connection with the Event as invoiced. All fees and charges are payable to NIU no later than thirty (30) days after receipt of NIU's invoice, including without limitation, charges subsequently assessed against Client, if any, for damage, repair, cleanup or other expenses.

In addition to the room rental fees, Client is responsible for paying for the use of additional rooms not specified in this Agreement, continued room usage past the time specified in this Agreement and the use of additional services not originally specified in this Agreement. Additional services include, but are not limited to, catering, audiovisual, security, parking and extra utilities (“Additional Services or Equipment”).

3. Food and Beverage

- A. Client may separately purchase food and beverage services from NIU catering services at an additional charge. Due to governmental health codes and liability risks, Client is prohibited from bringing in or removing food or beverages from the Facilities, except as otherwise stated in this Agreement below. Client may elect to hire NIU catering services in lieu of Residence Hall dine-in food packages under Section 7 below.
- B. Subject to Client’s compliance with the Northern Illinois University Alcoholic Beverage Policy and applicable State of Illinois and city/municipal laws and regulations, alcohol may be served at the Event.
- C. Client must confirm the guaranteed food and beverage count for the Event no later than seven (7) business days prior to the first date of use of the Facilities. Catering charges will be calculated on the guaranteed number or the actual number attending, whichever is greater.

4. Alteration and Damage

- A. Immediately following the Event, Client shall return the Facilities to NIU in substantially the same condition (ordinary wear and tear exempted) as when received and shall reimburse NIU for any and all costs, expenses, charges or fees incurred in the repair or replacement of damage to the Facilities to the extent attributable to Client, its employees, subcontractors, agents, invitees, guests or attendees. Client is responsible for charges incurred for special cleanup. Repairs and/or replacement for any damages to the Facility and/or any NIU equipment will be charged to the Client.
- B. Client shall not use screws, nails, tacks, hooks, pins, tape or other adhesives to affix decorations or other items to the Facilities or its fixtures, furniture or equipment or otherwise modify or alter University property without receiving prior written permission. Further, Client shall not use (i) any smoke or fog machines; (ii) any open flames (other than dripless candles); or (iii) any glitter, confetti, flower petals or rice at the Facilities without receiving prior written permission.

5. Smoking

The NIU campus is designated as a Smoke-Free Campus and smoking in the Facilities is prohibited.

6. Cancellation

Cancellation of this Agreement by the Client must be in writing. In the event of cancellation, the charges below shall apply. If the Event is cancelled:

- 14 or more calendar days before the Event, no room rental or catering charges shall be due to NIU from Client.
- 13 - 7 calendar days before the Event, fifty percent (50%) of the room rental charge shall be due to NIU from Client.
- 0 - 6 calendar days before the Event, one hundred percent (100%) of the room rental charge and catering charges shall be due to NIU from Client.

7. Liability and Indemnification

- A. Client acknowledges and agrees that Client is responsible and liable for the actions, omissions and conduct of itself, its employees, agents, invitees and guests in accordance with the terms and conditions of this Agreement.
- B. Client acknowledges and agrees that Client has inspected the Facilities and deems the Facilities to be satisfactory for the Event and further acknowledges and agrees that **THE FACILITIES SHALL BE DELIVERED BY NIU TO CLIENT “AS IS,” “WHERE IS,” “WITH ANY AND ALL FAULTS” AND WITHOUT ANY EXPRESS OR IMPLIED WARRANTY, INCLUDING BUT NOT LIMITED TO THE WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN THE ABSENCE OF GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, NIU, ITS BOARD OF TRUSTEES, DEPARTMENTS, ADMINISTRATIVE UNITS, COOPERATING STUDENT ORGANIZATIONS AND THEIR RESPECTIVE OFFICERS, EMPLOYEES AND AGENTS DISCLAIM AND ARE HEREBY RELEASED FROM ANY AND ALL CLAIMS AND CAUSES OF ACTION FOR ANY PERSONAL PROPERTY DAMAGE OR LOSS, PERSONAL MEDICAL OR HOSPITAL COSTS, PERSONAL ILLNESS OR BODILY INJURY, INCLUDING PAIN AND SUFFERING, EMOTIONAL DISTRESS, OR DEATH, PERSONAL ECONOMIC IMPAIRMENT, AND FOR ANY DIRECT OR INDIRECT, PUNITIVE, CONSEQUENTIAL DAMAGES OR LOSS OF PROFITS, WHETHER OR NOT ADVISED OF THE POSSIBILITIES THEREOF AND WHETHER OR NOT FORESEEABLE.**
- C. Client further agrees to indemnify, defend and hold harmless NIU, its trustees, agents and employees, against all claims, demands, suits, liabilities, costs, damages and expenses (including reasonable attorney’s fees and legal expenses) arising out of or in connection with Client’s or any of its agents’, contractors’, employees’, guests’ or invitees’ (“Indemnifying Parties”): (i) use or occupancy of the Facilities; (ii) loss, injury, death or damage to persons or the Facilities on or about the Facilities by reason of any negligence or willful misconduct of the Indemnifying Parties; or (iii) breach or default in the performance of the Agreement by the Indemnifying Parties.

8. Insurance

- a. Client will insure its activities in connection with the Event and obtain comprehensive commercial general liability insurance with minimum policy limits of \$1 million per occurrence and \$2 million in the aggregate. Said coverage shall include bodily injury and third party property damage and shall name the Board of Trustees of Northern Illinois University as an additional insured. Any policies shall be written with carriers acceptable to NIU and shall apply on a primary and non-contributory basis with respect to policies held by NIU. Any performers, vendors, or other individuals working on behalf of Client in connection

with the Event shall maintain insurance which meets the requirements in this section. Should a third party not be able to meet these requirements, Client shall not permit services to be rendered at the Event.

- b. Where applicable, Client and its vendors must adhere to the Illinois Workers' Compensation Act and provide employees with appropriate coverage in accordance with state law.
- c. A certificate of insurance evidencing the required coverages shall be delivered to NIU no later than thirty (30) days prior to the Event date.

9. Use of University Name and Marks; Signage

Client shall not issue any press release or other public announcement relating to the Agreement or the activities contemplated by the Agreement or use NIU's name, logos, marks or any other trade designations (including, but not limited to, on its website, in printed materials or in any other manner) or any other NIU intellectual property without the prior written approval of NIU, which approval may be withheld for any reason. Client shall not erect any signs, banners or displays in or about the Facilities without the prior written approval of NIU.

10. Safety

Client, its employees, agents, invitees and guests shall not bring any weapons onto the NIU campus (including "concealed carry" firearms), per Illinois law. If NIU in its sole but reasonable discretion determines that public or participant safety is threatened or in danger, it may call upon security personnel to assist (whether police or a third party security agency).

11. State and University Laws, Regulations, Policies and Rules

- A. The laws of the State of Illinois shall apply to the Agreement without regard to its conflict of laws principles.
- B. Client, its employees, agents, invitees, guests and attendees shall comply with all applicable laws and regulations and applicable NIU policies and procedures, which policies may be amended at NIU's sole discretion.
- C. Client alone is responsible for procuring any applicable governmental permits or approvals for its Event, activities or use of the Facilities.

12. Force Majeure

NIU will notify Client if the Facilities may not be used due to health and safety guidelines and/or mandates, and NIU reserves the right to make modifications, if and when necessary, to the Event set up based on such guidelines and/or mandates. In the event of unsafe circumstances or if use of the Facilities is restricted for health or safety reasons, the Event can be postponed to a mutually agreed upon later date, no more than one (1) year after the original date, provided use of the Facilities on such rescheduled date is deemed acceptable by local authorities and NIU. Neither party will be liable for, or be considered to be in breach of or default under the Agreement as a result of any cause or condition beyond such party's reasonable control ("Force Majeure") including, but not limited to government actions (such as facilities being taken for public use), national emergencies, fire, flood or other catastrophe, acts of God, pandemic or other health emergency, terrorism, insurrection, war, riots, failure of transportation or power supply outage. NIU shall not have any liability on account of the unavailability of the Facilities for the Force Majeure, but shall return, in full, all

security deposits provided by the Client and refund any prepaid but unused portion of fees. For clarity, NIU will not return any security deposits for events that are postponed but are subsequently not held within one (1) year after the original date. NIU alone is entitled to any insurance proceeds or sums paid or payable as damages or compensation on account of any such Force Majeure, and no part thereof shall accrue or be payable to the Client.

13. Termination of Agreement by NIU

University may terminate this Agreement or any part hereof upon written notice to Client in the event University reasonably determines that it is unable to perform its obligations in the interest of health and welfare, and/or in the best interest of University.

14. Americans with Disabilities Act

Events held at NIU must comply with the Americans with Disabilities Act (“ADA”) and be accessible to persons with disabilities. Client is responsible for receiving requests for accommodations and for the costs of disability accommodations, to the extent allowed by law. Prior notification to NIU is required if accessibility assistance from University is needed in connection with the Event. The amount of advance notice to University required for accessibility assistance and the associated cancellation time frame and fees are contingent upon the type of accommodation requested by Client. If applicable, Client shall confirm the applicable time frames and cancellation fees with NIU.

15. Assignment; Relationship of the Parties; Waiver

Client may not assign its rights under this Agreement or allow any other person or entity to use or occupy any of the Facilities without the prior written consent of NIU. This Agreement does not create an agency, partnership or joint venture relationship between the parties. A party does not waive any right under this Agreement by failing to insist on compliance with any of the terms of this Agreement or by failing to exercise any right hereunder. Any waivers granted hereunder are effective only if recorded in a writing signed by the party granting such waiver.

16. Electronic Transmission; Counterparts

The parties agree that a signature transmitted to the other party by electronic transmission shall be effective to bind the party whose signature was transmitted. The parties further agree that any xerographically or electronically reproduced copy of this fully executed agreement shall have the same legal force and effect as any copy bearing original signatures of the parties. [This Agreement](#) may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

17. Notices

Service of all notices required or permitted under this Agreement shall be sent to Client at the address set forth in Section 1 above and to University at Northern Illinois University, Outreach Conferencing, Division of Outreach, Engagement, and Regional

Development, 1120 East Diehl, Naperville, Illinois 60563, Attn: Director of Institutional Conferencing, or to any other address which a party specifies by giving notice in accordance with this section. Notices are effective upon receipt and the sender has the burden of proving receipt.

18. Nondiscrimination

Client shall not discriminate in connection with this Agreement or the use of the Facilities based on race, color, national origin, ancestry, sex, pregnancy, religion, age, physical and/or mental disability, marital status, veteran/military status, sexual orientation, gender identity, gender expression, political affiliation, order of protection status, victim of domestic or sexual violence status, citizenship status, arrest record in employment/personnel matters, genetic information, and/or other protected categories in compliance with applicable federal and state statutes, regulations and orders pertaining to nondiscrimination, equal opportunity and affirmative action that violate NIU policy.

19. Authority; Authorization; Amendment; Enforceability

This Agreement constitutes the entire agreement of the parties, and supersedes the parties' prior agreements, understandings and discussions relating to the subject matter of the Agreement. Once signed by representatives of both parties below, the Agreement is a binding contract between the Client and NIU to rent facility space and purchase services in accordance with the terms of the Agreement. This Agreement may not be modified or amended except by written instrument signed by authorized representatives of both parties. The provisions of the Agreement which by their nature should survive termination or expiration of this Agreement shall so survive, including but not limited to indemnification, limitations of liability and payment obligations. The individual signing below on behalf of Client hereby represents and warrants that (i) he or she is duly authorized to execute and deliver this Agreement on behalf of Client and (ii) this Agreement is binding upon Client in accordance with its terms.

Board of Trustees of Northern Illinois University

Client

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

To: Board of Control
From: Melinda McGuffin, Executive Director
Date: April 27, 2022
Re: DuPage West Cook Amendment

Purpose:

The purpose of this memo is to provide information regarding the amendment to the lease for classroom space at North School in Villa Park used to be used by DuPage West Cook.

Background:

There is currently a 20-year lease agreement in place between DuPage West Cook and Cook County School District #45 for space used for the DHH program at North Elementary School in Villa Park. SASED serves as the operating entity for the DuPage West Cook programs.

The amendment reflects an agreement to modify the lease for a period of one year and to adjust the rental rate to reflect the change for the 2022-2023 school year. There are different lease rates for DuPage West Cook for District #45 as opposed to a SASED program classroom.

Typically, there are seven classrooms for DuPage West Cook. For 2022-2023 SASED has asked to use 5 classrooms for DWC and two for SASED Multi-Needs classrooms. A separate lease is on the agenda for the Multi-Needs classrooms for the April 27, 2022 meeting.

Information for the 2022-2023 school year:

DuPage West Cook Lease for 5 classrooms as opposed to seven
 $\$21.66 \text{ sq ft} \times 668 \text{ sq ft.} = \$28,940$ reduction in rent for 2022-2023 on the DWC lease.
 $\$101,290 - \$28,940 = \$72,350$ Total rent due for 2023 on the DWC lease.

SASED lease for two classrooms
 $\$23,000$ per room for SASED MN classrooms

The DuPage West Cook Board will be presented with the amendment at the May 12, 2022, meeting

Next Steps:

Approval of the amendment to the lease between SASED, DuPage West Cook, and Cook County School District #45.

**AMENDMENT TO
INTERGOVERNMENTAL COOPERATION AGREEMENT
BETWEEN
DUPAGE/WEST COOK REGIONAL SPECIAL EDUCATION ASSOCIATION
AND THE
BOARD OF EDUCATION OF SCHOOL DISTRICT 45**

This Amendment is entered into on the date set forth below, by and between the DuPage/West Cook Regional Special Education Association (“D/WC”) and the Board of Education of School District 45 (“District 45”).

WHEREAS, D/WC and District 45 entered into an Intergovernmental Cooperation Agreement dated November 17, 2003 for, *inter alia*, D/WC’s use of seven (7) classrooms at District 45’s North School (“the IGA”); and

WHEREAS, D/WC and District 45 wish to amend the IGA as provided herein;

NOW THEREFORE, D/WC and District 45 agree as follows:

1. For the period from July 1, 2022, to June 30, 2023, D/WC shall have use of five (5) classrooms at North School (rather than 7 classrooms).
2. The annual fee to be paid by D/WC to District 45 by April 1, 2023 (for the 2022-2023 school year) shall be \$ 72350.00
3. The IGA is hereby amended consistent with the terms set forth above, for the time periods set forth above.
4. All other terms of the IGA will remain in full force and effect.
5. Beginning July 1, 2023, the pre-Amendment terms of the IGA – specifically, the terms providing for D/WC’s use of seven (7) classrooms, and the terms relating to the annual fee to be paid by D/WC by April 1, 2024, and thereafter – shall resume.
6. Facsimile and PDF copies of the parties’ signatures on this Amendment shall be deemed originals.

[Signature page follows.]

[Signature page for Amendment to Intergovernmental Cooperation Agreement Between DuPage/West Cook Regional Special Education Association and the Board of Education of School District 45, consisting of two pages including this page.]

IN WITNESS WHEREOF, this Amendment has been approved by D/WC and District 45 on the date identified below.

DUPAGE/WEST COOK REGIONAL
SPECIAL EDUCATION ASSOCIATION

By: _____ Date: _____
Board Chairperson

Attest: _____ Date: _____
Board Secretary

BOARD OF EDUCATION OF SCHOOL DISTRICT 45,
DuPage County, Illinois

By: _____ Date: _____
President

Attest: _____ Date: _____
Secretary

SCHOOL ASSOCIATION FOR SPECIAL
EDUCATION IN DUPAGE COUNTY (SASED),
Solely in its Capacity as Fiscal Trustee/Manager for
DUPAGE/WEST COOK REGIONAL
SPECIAL EDUCATION ASSOCIATION

By: _____ Date: _____
Board Chairperson

Attest: _____ Date: _____
Board Secretary

LEASE

1. PARTIES: The parties to this Lease are the Board of Education Keeneyville School District #20, DuPage County, Illinois, having its principal offices at 5540 Arlington Drive East, Hanover Park, Illinois ("Lessor"), and School Association for Special Education in DuPage County (SASED), having its principal offices at 2900 Ogden Avenue, Lisle, Illinois ("Lessee"), collectively referred to herein as the "Parties." The rights and duties of Lessee and Lessor shall be controlled by the provisions of this Lease.

2. PREMISES: Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the following described premises:

One MN classroom at Waterbury School, 355 S Rodenburg Rd, Roselle, IL

including all furnishings and ordinary school equipment present in said one (1) double classroom as of the effective date of this Lease. Lessor shall make available when needed by Lessee on a non-exclusive basis, Lessor's programs, areas and facilities of common benefit (e.g., the gymnasium, playgrounds, parking areas, restrooms etc.). If a situation arises in which Lessor anticipates that Lessee's use of facilities of common benefit will substantially disrupt or conflict with Lessor's use, Lessor will confer with Lessee in advance to make mutually agreeable alternative arrangements.

3. TERM: This Lease shall be for a term of one year commencing on August 11, 2022 and continuing until August 10, 2023. Thereafter, the parties may mutually agree to renew this Lease for an additional consecutive school year term upon the same terms and conditions with rent to be mutually agreed upon by the parties. If the Parties cannot mutually agree on rent for the additional consecutive school year term, this Lease shall immediately terminate at midnight (12:00am) on August 11, 2023. The Lessee shall notify the Lessor of any such renewal request in writing by March 15, 2023 and the Lessor shall accept or decline the renewal request by April 21, 2023 in writing.

4. RENT AND RELATED COSTS: Lessee agrees to pay Lessor rent as determined by the SASED Board of Control. For the initial Lease year (August 11, 2022 through August 10, 2023) it is hereby agreed that the rent amount is as follows:

	Location	
LEVEL #1 (Storage)		
LEVEL #2 (Office Space)		
LEVEL #3 (Classroom)	One MN classroom at Waterbury School	\$23,000.00
	TOTAL	\$23,000.00

5. PAYMENT OF RENT: Lessee agrees to pay rent in one lump sum on or before January 1, 2023, to the principal office of Lessor as stated above or at such other address as Lessor may designate.

6. REGULATION OF STUDENTS AND CLASSROOMS: Lessee shall adhere to all of Lessor's policies and procedures and applicable law during the pendency of this Lease and during any consecutive school year terms (if renewed). In addition, Lessor shall adhere to all applicable laws during pendency of this lease and during any consecutive school terms (if renewed). Lessor shall have the right to establish additional, reasonable rules and regulations governing Lessee's use of the premises, including, but not limited to:

- a. The conduct of Lessee, its agents, employees, students, or persons entering or on Lessor's premises, including that which is leased.
- b. Lessee's reasonable use of the classroom

7. ASSIGNMENT SUBLETTING: Lessee shall neither sublet the premises or any part thereof nor assign this Lease or permit by any act or default any transfer of Lessee's interest by operation of law, or offer the premises or any part thereof for lease or sublease, nor permit the use thereof for lease or sublease, nor permit the use thereof for any purpose other than as above mentioned, without in each case, the written consent of Lessor.

8. SURRENDER OF PREMISES: Lessee shall quit and surrender the premises and the school equipment provided by Lessor at the end of the term, with all keys thereto. Lessee shall not make any alterations in the premises without the written consent of Lessor; and all alterations which may be made by either party thereto upon the premises, except movable furniture, fixtures, shelves and bulletin boards put in at the expense of Lessee, shall be the property of Lessor, and shall remain upon and be surrendered with the premises as a part thereof at the termination of this Lease.

9. NO WASTE OR MISUSE: Lessee will use the building utilities in a reasonable manner. Lessee will pay all costs and/or damages to Lessor's premises caused by waste or misuse of facilities. Further, Lessee will reimburse Lessor, or bear its own cost for, repairs and/or damages to any of Lessor's property caused by Lessee or Lessee's members, volunteers, employees, students, and agents.

10. TERMINATION, ABANDONMENT, RE-ENTRY, RELETTING: At the termination of the Lease, by lapse of time or otherwise, Lessee agrees to yield up immediate and peaceable possession to Lessor. If Lessee defaults by failing to pay rent, or any part thereof, or by breaching any of the covenants herein, it shall be lawful for the Lessor to immediately send notice of such failure or breach to Lessee. Within 30 calendar days of the date on which such notice was sent by Lessor, Lessee shall have the right to cure such failure and/or breach. However, if Lessee fails to cure said failure or breach within 30 calendar days of the date on which such notice was sent by Lessor, the Lease will immediately terminate. In the event of such termination, Lessee will remain responsible for rent attributable to the period prior to termination. If Lessor believes that it is entitled to additional damages due to Lessee's breach and the termination, the following procedures will apply: Lessor will provide Lessee with written notice of the alleged damages. Within 14 days after the notice is received, Lessor and Lessee will convene a meeting to confer in good faith and attempt to reach agreement regarding the dispute. Participants in the meeting will include representatives with decision-making authority for each Party. In the event that the Parties are unable to reach a resolution at the meeting, Lessor may inform Lessee in writing that Lessor reasonably believes that the differences between the Parties are not likely to be resolved through further negotiations. In that event, the Parties may agree to submit the dispute to mediation or arbitration.

11. PROPERTY INSURANCE, UTILITY SERVICE, REPAIRS AND REPLACEMENT:

Lessor assumes full responsibility for providing at its expense adequate insurance to protect the classrooms, including the contents thereof owned by Lessor; from fire, lightning, vandalism, water damage or other perils. Lessee assumes full responsibility for providing at its expense adequate insurance to protect its property within said classrooms. Lessor, at its own cost and expense, shall keep the air-conditioning, heating, electrical, plumbing and all other mechanical equipment in good repair, condition and working order and shall furnish any and all said parts, mechanisms and devices required thereof. Any major repairs or replacements to said mechanical equipment, to the roof, exterior walls and structural portions of the building, shall be made by the Lessor. Lessee shall, at the expiration of the term of the Lease return the leased premises to Lessor in the same condition as received by Lessee at the commencement of the term of this Lease, ordinary wear and tear and acts of God excepted. Any repairs or replacements made necessary by the damage, waste, or misuse of the premises by Lessee, its agents, employees, volunteers, or students, shall be made promptly by the Lessee, at its own expense and in a manner to prevent liens from attaching as a result thereof.

12. LIABILITY INSURANCE AND INDEMNIFICATION: Lessor shall maintain adequate Liability Insurance to insure against claims for bodily injury including Sexual Misconduct and property damage resulting from the use of the Lessor's premises. Said Liability Insurance shall name SASSED, its Board, Board members, employees, agents, and successors as an additional insured on a primary noncontributory basis. In addition, Lessee shall purchase General Liability coverage with a \$1,000,000 per occurrence limit, \$2,000,000 General Aggregate and \$500,000 Damage to Rented Premises Each Occurrence limit. Said General Liability coverage should name the Lessor and its members, agents, and employees as additional insureds on a primary and non-contributory basis to insure against any claim or claims brought by any party or parties against Lessor for bodily injury, including Sexual Misconduct, resulting from acts occasioned by any negligence or recklessness or willful conduct of Lessee, its agents, employees, students, or other persons on Lessor's premises, including that leased to Lessee, for Lessee's purposes. Certificates of Insurance for both Lessee or Lessor shall be on file at SASSED offices and Lessor's offices. All insurance required of Lessee pursuant to this Lease must not be cancelled or altered unless the insureds are given at least 30 calendar days' prior written notice of such cancellation or alteration.

Each party to this Lease agrees to indemnify, defend and hold harmless the other party and its Board(s), Board members, employees, volunteers and agents, against and from any and all liabilities, damages, claims, demands, judgements, causes of action, costs, expense (including reasonable attorneys' fees), and losses (collectively "Loss") arising directly or indirectly in connection with or as a result of this Lease, but only to the extent the Loss is caused solely by a negligent act or omission of the indemnifying party or its Board, Board members, employees, volunteers, agents, and students.

13. SUCCESSORS: This Lease shall be binding upon, apply and inure to the benefit of Lessor and Lessee and their respective successors and assignees.

14. SERVICE LEVELS: The rental fees paid to the Lessor shall be based upon the usage needs of the Lessee. The usage needs are defined as follows:

LEVEL I:

Regular classroom or equivalent space, including use of utilities, garbage, snow removal and lawn cutting. This usage is typically associated with usage of the space for storage.

LEVEL II:

Includes all items in LEVEL I plus janitorial service, supplies and general maintenance. This usage is typically associated with usage of the space for general office.

LEVEL III:

Includes all items included in LEVEL I and LEVEL II plus a proportionate share of access to the building principal, building secretary, and other personnel and spaces available to all students in the building such as nurse, librarian, etc. This level indicates that the SASSED staff and students are an integral part of the building. Student fees required by the Lessor for students attending these programs are billed to SASSED. SASSED staff has access to general supplies, copy machine, etc. as do all other staff. Postage can be accumulated by the Lessor and invoiced to SASSED separately. Lessor will provide internet access in sufficient quantity to meet the reasonable needs of SASSED faculty and students. However, Lessor makes no guarantee that its provision of internet access will be uninterrupted, and will not be responsible for any interruptions in internet service. Lessor will provide access to Lessor's technology staff to allow for SASSED's computers to be integrated into the Lessor's network, to access the internet and troubleshoot problems. Lessee and Lessee's employees, agents, volunteers, and students shall be responsible for adhering to Lessor's policies and procedures governing acceptable use of technology and acceptable conduct when accessing Lessor's network. Lessor will not be required to provide technology equipment or trouble shoot technology issues directly related to hardware or software used by SASSED. However, the Lessor's technology staff will be available to assist in resolving network problems that are the result of Lessor's acts or omissions. This assistance shall be communicated to and coordinated with SASSED technology staff except in cases of emergency. SASSED teachers working with students included in Lessor's classroom programs will be allowed to participate in Lessor's staff meetings and activities that relate to those classroom programs. Lessee is solely responsible for its own students and staff during the pendency of this Lease.

15. CHOICE OF LAW/VENUE: This Lease shall be interpreted in accordance with Illinois law, without regard to any conflict of law principles. Both Parties agree that venue for any dispute arising under this Lease is proper in a court of law in the Circuit Courts of DuPage County, Illinois or, if applicable, the United States District Court for the Northern District of Illinois.

16. AUTHORITY: Each Party's signatory to this Lease represents and warrants that it has the legal authority to sign this Lease and bind each Party to its obligations.

17. NO JOINT VENTURE: The Parties agree that this Lease does not confer joint venture or employer status on either Party. Accordingly, each Party is responsible for their own members, employees, agents, volunteers, and students, and shall not be responsible for the other Party's obligations with respect to collective bargaining and other employment matters, as well as student issues.

IN WITNESS THEREOF, the parties hereto have caused this Lease to be executed by their duly authorized officers as of the 9th day of March, 2022.

THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 20
5540 Arlington Drive East
Hanover Park, IL 60133

SCHOOL ASSOCIATION FOR SPECIAL
EDUCATION IN DUPAGE (SASED)
2900 Ogden Avenue
Lisle, IL 60532

By:



Its President

By:

SASED Executive Director

ATTEST:



Secretary

ATTEST:

SASED Director of Business Services/CSBO

LEASE

1. PARTIES: The parties to this Lease are the Board of Education **Winfield School District #34**, DuPage County, Illinois, having its principal offices at 0S150 Winfield Road, Winfield Illinois ("Lessor"), and School Association for Special Education in DuPage County (SASED), having its principal offices at 2900 Ogden Avenue, Lisle, Illinois ("Lessee"), collectively referred to herein as the "Parties." The rights and duties of Lessee and Lessor shall be controlled by the provisions of this Lease.

2. PREMISES: Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the following described premises:

**One office space at Winfield Central School, 0S150 Park Street, Winfield, IL
Two MN classroom at Winfield Central School, 0S150 Park Street, Winfield, IL**

including all furnishings and ordinary school equipment present in said two (2) classrooms and one (1) office space as of the effective date of this Lease. Lessor shall make available when needed by Lessee on a non-exclusive basis, Lessor's programs, areas and facilities of common benefit (e.g., the gymnasium, playgrounds, parking areas, restrooms etc.). If a situation arises in which Lessor anticipates that Lessee's use of facilities of common benefit will substantially disrupt or conflict with Lessor's use, Lessor will confer with Lessee in advance to make mutually agreeable alternative arrangements.

3. TERM: This Lease shall be for a term of one year commencing on August 11, 2022 and continuing until August 10, 2023. Thereafter, the parties may mutually agree to renew this Lease for an additional consecutive school year term upon the same terms and conditions with rent to be mutually agreed upon by the parties. If the Parties cannot mutually agree on rent for the additional consecutive school year term, this Lease shall immediately terminate at midnight (12:00am) on August 11, 2023. The Lessee shall notify the Lessor of any such renewal request in writing by March 15, 2023 and the Lessor shall accept or decline the renewal request by April 21, 2023 in writing.

4. RENT AND RELATED COSTS: Lessee agrees to pay Lessor rent as determined by the SASED Board of Control. For the initial Lease year (August 11, 2022 through August 10, 2023) it is hereby agreed that the rent amount is as follows:

	Location	
LEVEL #1 (Storage)		
LEVEL #2 (Office Space)	One office space at Winfield Central School	\$12,000.00
LEVEL #3 (Classroom)	Two MN classroom at Winfield Central School	\$46,000.00
	TOTAL	\$58,000.00

5. PAYMENT OF RENT: Lessee agrees to pay rent in one lump sum on or before

January 1, 2023, to the principal office of Lessor as stated above or at such other address as Lessor may designate.

6. REGULATION OF STUDENTS AND CLASSROOMS: Lessee shall adhere to all of Lessor's policies and procedures and applicable law during the pendency of this Lease and during any consecutive school year terms (if renewed). In addition, Lessor shall adhere to all applicable laws during pendency of this lease and during any consecutive school terms (if renewed). Lessor shall have the right to establish additional, reasonable rules and regulations governing Lessee's use of the premises, including, but not limited to:

- a. The conduct of Lessee, its agents, employees, students, or persons entering or on Lessor's premises, including that which is leased.
- b. Lessee's reasonable use of the classroom

7. ASSIGNMENT SUBLETTING: Lessee shall neither sublet the premises or any part thereof nor assign this Lease or permit by any act or default any transfer of Lessee's interest by operation of law, or offer the premises or any part thereof for lease or sublease, nor permit the use thereof for lease or sublease, nor permit the use thereof for any purpose other than as above mentioned, without in each case, the written consent of Lessor.

8. SURRENDER OF PREMISES: Lessee shall quit and surrender the premises and the school equipment provided by Lessor at the end of the term, with all keys thereto. Lessee shall not make any alterations in the premises without the written consent of Lessor; and all alterations which may be made by either party thereto upon the premises, except movable furniture, fixtures, shelves and bulletin boards put in at the expense of Lessee, shall be the property of Lessor, and shall remain upon and be surrendered with the premises as a part thereof at the termination of this Lease.

9. NO WASTE OR MISUSE: Lessee will use the building utilities in a reasonable manner. Lessee will pay all costs and/or damages to Lessor's premises caused by waste or misuse of facilities. Further, Lessee will reimburse Lessor, or bear its own cost for, repairs and/or damages to any of Lessor's property caused by Lessee or Lessee's members, volunteers, employees, students, and agents.

10. TERMINATION, ABANDONMENT, RE-ENTRY, RELETTING: At the termination of the Lease, by lapse of time or otherwise, Lessee agrees to yield up immediate and peaceable possession to Lessor. If Lessee defaults by failing to pay rent, or any part thereof, or by breaching any of the covenants herein, it shall be lawful for the Lessor to immediately send notice of such failure or breach to Lessee. Within 30 calendar days of the date on which such notice was sent by Lessor, Lessee shall have the right to cure such failure and/or breach. However, if Lessee fails to cure said failure or breach within 30 calendar days of the date on which such notice was sent by Lessor, the Lease will immediately terminate. In the event of such termination, Lessee will remain responsible for rent attributable to the period prior to termination. If Lessor believes that it is entitled to additional damages due to Lessee's breach and the termination, the following procedures will apply: Lessor will provide Lessee with written notice of the alleged damages. Within 14 days after the notice is received, Lessor and Lessee will convene a meeting to confer in good faith and attempt to reach agreement regarding the dispute. Participants in the meeting will include representatives with decision-making authority for each Party. In the event that the Parties are unable to reach a resolution at the meeting,

Lessor may inform Lessee in writing that Lessor reasonably believes that the differences between the Parties are not likely to be resolved through further negotiations. In that event, the Parties may agree to submit the dispute to mediation or arbitration.

11. PROPERTY INSURANCE, UTILITY SERVICE, REPAIRS AND REPLACEMENT: Lessor assumes full responsibility for providing at its expense adequate insurance to protect the classrooms, including the contents thereof owned by Lessor; from fire, lightning, vandalism, water damage or other perils. Lessee assumes full responsibility for providing at its expense adequate insurance to protect its property within said classrooms. Lessor, at its own cost and expense, shall keep the air-conditioning, heating, electrical, plumbing and all other mechanical equipment in good repair, condition and working order and shall furnish any and all said parts, mechanisms and devices required thereof. Any major repairs or replacements to said mechanical equipment, to the roof, exterior walls and structural portions of the building, shall be made by the Lessor. Lessee shall, at the expiration of the term of the Lease return the leased premises to Lessor in the same condition as received by Lessee at the commencement of the term of this Lease, ordinary wear and tear and acts of God excepted. Any repairs or replacements made necessary by the damage, waste, or misuse of the premises by Lessee, its agents, employees, volunteers, or students, shall be made promptly by the Lessee, at its own expense and in a manner to prevent liens from attaching as a result thereof.

12. LIABILITY INSURANCE AND INDEMNIFICATION: Lessor shall maintain adequate Liability insurance to insure against claims for bodily injury including Sexual Misconduct and property damage resulting from the use of the Lessor's premises. Said Liability insurance shall name SASSED, its Board, Board members, employees, agents, and successors as an additional insured on a primary noncontributory basis. In addition, Lessee shall purchase General Liability coverage with a \$1,000,000 per occurrence limit, \$2,000,000 General Aggregate and \$500,000 Damage to Rented Premises Each Occurrence limit. Said General Liability coverage should name the Lessor and its members, agents, and employees as additional insureds on a primary and non-contributory basis to insure against any claim or claims brought by any party or parties against Lessor for bodily injury, including Sexual Misconduct, resulting from acts occasioned by any negligence or recklessness or willful conduct of Lessee, its agents, employees, students, or other persons on Lessor's premises, including that leased to Lessee, for Lessee's purposes. Certificates of Insurance for both Lessee or Lessor shall be on file at SASSED offices and Lessor's offices. All insurance required of Lessee pursuant to this Lease must not be cancelled or altered unless the insureds are given at least 30 calendar days' prior written notice of such cancellation or alteration.

Each party to this Lease agrees to indemnify, defend and hold harmless the other party and its Board(s), Board members, employees, volunteers and agents, against and from any and all liabilities, damages, claims, demands, judgements, causes of action, costs, expense (including reasonable attorneys' fees), and losses (collectively "Loss") arising directly or indirectly in connection with or as a result of this Lease, but only to the extent the Loss is caused solely by a negligent act or omission of the indemnifying party or its Board, Board members, employees, volunteers, agents, and students.

13. SUCCESSORS: This Lease shall be binding upon, apply and inure to the benefit of Lessor and Lessee and their respective successors and assignees.

14. SERVICE LEVELS: The rental fees paid to the Lessor shall be based upon the

usage needs of the Lessee. The usage needs are defined as follows:

LEVEL I:

Regular classroom or equivalent space, including use of utilities, garbage, snow removal and lawn cutting. This usage is typically associated with usage of the space for storage.

LEVEL II:

Includes all items in LEVEL I plus janitorial service, supplies and general maintenance. This usage is typically associated with usage of the space for general office.

LEVEL III:

Includes all items included in LEVEL I and LEVEL II plus a proportionate share of access to the building principal, building secretary, and other personnel and spaces available to all students in the building such as nurse, librarian, etc. This level indicates that the SASED staff and students are an integral part of the building. Student fees required by the Lessor for students attending these programs are billed to SASED. SASED staff has access to general supplies, copy machine, etc. as do all other staff. Postage can be accumulated by the Lessor and invoiced to SASED separately. Lessor will provide internet access in sufficient quantity to meet the reasonable needs of SASED faculty and students. However, Lessor makes no guarantee that its provision of internet access will be uninterrupted, and will not be responsible for any interruptions in internet service. Lessor will provide access to Lessor's technology staff to allow for SASED's computers to be integrated into the Lessor's network, to access the internet and troubleshoot problems. Lessee and Lessee's employees, agents, volunteers, and students shall be responsible for adhering to Lessor's policies and procedures governing acceptable use of technology and acceptable conduct when accessing Lessor's network. Lessor will not be required to provide technology equipment or trouble shoot technology issues directly related to hardware or software used by SASED. However, the Lessor's technology staff will be available to assist in resolving network problems that are the result of Lessor's acts or omissions. This assistance shall be communicated to and coordinated with SASED technology staff except in cases of emergency. SASED teachers working with students included in Lessor's classroom programs will be allowed to participate in Lessor's staff meetings and activities that relate to those classroom programs. Lessee is solely responsible for its own students and staff during the pendency of this Lease.

15. CHOICE OF LAW/VENUE: This Lease shall be interpreted in accordance with Illinois law, without regard to any conflict of law principles. Both Parties agree that venue for any dispute arising under this Lease is proper in a court of law in the Circuit Courts of DuPage County, Illinois or, if applicable, the United States District Court for the Northern District of Illinois.

16. AUTHORITY: Each Party's signatory to this Lease represents and warrants that it has the legal authority to sign this Lease and bind each Party to its obligations.

17. NO JOINT VENTURE: The Parties agree that this Lease does not confer joint venture or employer status on either Party. Accordingly, each Party is responsible for their own members, employees, agents, volunteers, and students, and shall not be responsible for the other Party's obligations with respect to collective bargaining and other employment matters, as well as student issues.

IN WITNESS THEREOF, the parties hereto have caused this Lease to be executed by their duly authorized officers as of the 1st day of March, 2022.

THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 34
0S150 Winfield Road
Winfield, IL 60190

SCHOOL ASSOCIATION FOR SPECIAL
EDUCATION IN DUPAGE (SASED)
2900 Ogden Avenue
Lisle, IL 60532

By:



Its President

By:

SASED Executive Director

ATTEST:



Secretary

ATTEST:

SASED Director of Business Services/CSBO

To: Board of Control
From: Melinda McGuffin, Executive Director
Date: April 27, 2022
Re: Lease MN EC at North School in Villa Park 45

Purpose:

The purpose of this memo is to share information with the Board of Control regarding an additional lease agreement between SASED and Villa Park #45 for the 2022-2023 school year.

Background:

Due to an increase in enrollment for Multi-Needs Early Childhood an additional classroom space was added at North School in Villa Park for the 2020-2021 and 2021-2022 school years. Next year SASED will continue to use the space not in use by the DWC programs for the SASED MN program.

This lease supplants one classroom from the DuPage West Cook lease agreement. Both agreements have been prorated accordingly.

DuPage West Cook will have this agreement on the agenda at the upcoming regular meeting on May 12, 2022.

Next Steps:

Approval of contract with Villa Park 45 for 2 MN classrooms for 2022-2023 school year.

LEASE

1. PARTIES: The parties to this Lease are the Board of Education **Villa Park School District #45**, DuPage County, Illinois, having its principal offices at 255 W Vermont St, Villa Park, Illinois (“Lessor”), and School Association for Special Education in DuPage County (SASED), having its principal offices at 2900 Ogden Avenue, Lisle, Illinois (“Lessee”), collectively referred to herein as the “Parties.” The rights and duties of Lessee and Lessor shall be controlled by the provisions of this Lease.

2. PREMISES: Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the following described premises:

Two MN classrooms at North School, 150 West Sunset, Villa Park, IL

including all furnishings and ordinary school equipment present in said ^{two 2 gms} ~~one~~ classroom as of the effective date of this Lease. Lessor shall make available when needed by Lessee on a non-exclusive basis, Lessor's programs, areas and facilities of common benefit (e.g., the gymnasium, playgrounds, parking areas, restrooms etc.). If a situation arises in which Lessor anticipates that Lessee's use of facilities of common benefit will substantially disrupt or conflict with Lessor's use, Lessor will confer with Lessee in advance to make mutually agreeable alternative arrangements.

3. TERM: This Lease shall be for a term of one year commencing on August 11, 2022 and continuing until August 10, 2023. Thereafter, the parties may mutually agree to renew this Lease for an additional consecutive school year term upon the same terms and conditions with rent to be mutually agreed upon by the parties. If the Parties cannot mutually agree on rent for the additional consecutive school year term, this Lease shall immediately terminate at midnight (12:00am) on August 11, 2023. The Lessee shall notify the Lessor of any such renewal request in writing by March 15, 2023 and the Lessor shall accept or decline the renewal request by April 21, 2023 in writing.

4. RENT AND RELATED COSTS: Lessee agrees to pay Lessor rent as determined by the SASED Board of Control. For the initial Lease year (August 11, 2022 through August 10, 2023) it is hereby agreed that the rent amount is as follows:

	Location	
LEVEL #1 (Storage)		
LEVEL #2 (Office Space)		
LEVEL #3 (Classroom)	Two MN classrooms at North School	\$46,000.00
	TOTAL	\$46,000.00

5. PAYMENT OF RENT: Lessee agrees to pay rent in one lump sum on or before January 1, 2023, to the principal office of Lessor as stated above or at such other address as Lessor may designate.

6. REGULATION OF STUDENTS AND CLASSROOMS: Lessee shall adhere to all of Lessor's policies and procedures and applicable law during the pendency of this Lease and during any consecutive school year terms (if renewed). In addition, Lessor shall adhere to all applicable laws during pendency of this lease and during any consecutive school terms (if renewed). Lessor shall have the right to establish additional, reasonable rules and regulations governing Lessee's use of the premises, including, but not limited to:

- a. The conduct of Lessee, its agents, employees, students, or persons entering or on Lessor's premises, including that which is leased.
- b. Lessee's reasonable use of the classroom

7. ASSIGNMENT SUBLETTING: Lessee shall neither sublet the premises or any part thereof nor assign this Lease or permit by any act or default any transfer of Lessee's interest by operation of law, or offer the premises or any part thereof for lease or sublease, nor permit the use thereof for lease or sublease, nor permit the use thereof for any purpose other than as above mentioned, without in each case, the written consent of Lessor.

8. SURRENDER OF PREMISES: Lessee shall quit and surrender the premises and the school equipment provided by Lessor at the end of the term, with all keys thereto. Lessee shall not make any alterations in the premises without the written consent of Lessor; and all alterations which may be made by either party thereto upon the premises, except movable furniture, fixtures, shelves and bulletin boards put in at the expense of Lessee, shall be the property of Lessor, and shall remain upon and be surrendered with the premises as a part thereof at the termination of this Lease.

9. NO WASTE OR MISUSE: Lessee will use the building utilities in a reasonable manner. Lessee will pay all costs and/or damages to Lessor's premises caused by waste or misuse of facilities. Further, Lessee will reimburse Lessor, or bear its own cost for, repairs and/or damages to any of Lessor's property caused by Lessee or Lessee's members, volunteers, employees, students, and agents.

10. TERMINATION, ABANDONMENT, RE-ENTRY, RELETTING: At the termination of the Lease, by lapse of time or otherwise, Lessee agrees to yield up immediate and peaceable possession to Lessor. If Lessee defaults by failing to pay rent, or any part thereof, or by breaching any of the covenants herein, it shall be lawful for the Lessor to immediately send notice of such failure or breach to Lessee. Within 30 calendar days of the date on which such notice was sent by Lessor, Lessee shall have the right to cure such failure and/or breach. However, if Lessee fails to cure said failure or breach within 30 calendar days of the date on which such notice was sent by Lessor, the Lease will immediately terminate. In the event of such termination, Lessee will remain responsible for rent attributable to the period prior to termination. If Lessor believes that it is entitled to additional damages due to Lessee's breach and the termination, the following procedures will apply: Lessor will provide Lessee with written notice of the alleged damages. Within 14 days after the notice is received, Lessor and Lessee will convene a meeting to confer in good faith and attempt to reach agreement regarding the dispute. Participants in the meeting will include representatives with decision-making authority

for each Party. In the event that the Parties are unable to reach a resolution at the meeting, Lessor may inform Lessee in writing that Lessor reasonably believes that the differences between the Parties are not likely to be resolved through further negotiations. In that event, the Parties may agree to submit the dispute to mediation or arbitration.

11. PROPERTY INSURANCE, UTILITY SERVICE, REPAIRS AND REPLACEMENT:

Lessor assumes full responsibility for providing at its expense adequate insurance to protect the classrooms, including the contents thereof owned by Lessor; from fire, lightning, vandalism, water damage or other perils. Lessee assumes full responsibility for providing at its expense adequate insurance to protect its property within said classrooms. Lessor, at its own cost and expense, shall keep the air-conditioning, heating, electrical, plumbing and all other mechanical equipment in good repair, condition and working order and shall furnish any and all said parts, mechanisms and devices required thereof. Any major repairs or replacements to said mechanical equipment, to the roof, exterior walls and structural portions of the building, shall be made by the Lessor. Lessee shall, at the expiration of the term of the Lease return the leased premises to Lessor in the same condition as received by Lessee at the commencement of the term of this Lease, ordinary wear and tear and acts of God excepted. Any repairs or replacements made necessary by the damage, waste, or misuse of the premises by Lessee, its agents, employees, volunteers, or students, shall be made promptly by the Lessee, at its own expense and in a manner to prevent liens from attaching as a result thereof.

12. LIABILITY INSURANCE AND INDEMNIFICATION: Lessor shall maintain adequate Liability insurance to insure against claims for bodily injury including Sexual Misconduct and property damage resulting from the use of the Lessor's premises. Said Liability insurance shall name SASSED, its Board, Board members, employees, agents, and successors as an additional insured on a primary noncontributory basis. In addition, Lessee shall purchase General Liability coverage with a \$1,000,000 per occurrence limit, \$2,000,000 General Aggregate and \$500,000 Damage to Rented Premises Each Occurrence limit. Said General Liability coverage should name the Lessor and its members, agents, and employees as additional insureds on a primary and non-contributory basis to insure against any claim or claims brought by any party or parties against Lessor for bodily injury, including Sexual Misconduct, resulting from acts occasioned by any negligence or recklessness or willful conduct of Lessee, its agents, employees, students, or other persons on Lessor's premises, including that leased to Lessee, for Lessee's purposes. Certificates of Insurance for both Lessee or Lessor shall be on file at SASSED offices and Lessor's offices. All insurance required of Lessee pursuant to this Lease must not be cancelled or altered unless the insureds are given at least 30 calendar days' prior written notice of such cancellation or alteration.

Each party to this Lease agrees to indemnify, defend and hold harmless the other party and its Board(s), Board members, employees, volunteers and agents, against and from any and all liabilities, damages, claims, demands, judgements, causes of action, costs, expense (including reasonable attorneys' fees), and losses (collectively "Loss") arising directly or indirectly in connection with or as a result of this Lease, but only to the extent the Loss is caused solely by a negligent act or omission of the indemnifying party or its Board, Board members, employees, volunteers, agents, and students.

13. SUCCESSORS: This Lease shall be binding upon, apply and inure to the benefit of Lessor and Lessee and their respective successors and assignees.

14. SERVICE LEVELS: The rental fees paid to the Lessor shall be based upon the usage needs of the Lessee. The usage needs are defined as follows:

LEVEL I:

Regular classroom or equivalent space, including use of utilities, garbage, snow removal and lawn cutting. This usage is typically associated with usage of the space for storage.

LEVEL II:

Includes all items in LEVEL I plus janitorial service, supplies and general maintenance. This usage is typically associated with usage of the space for general office.

LEVEL III:

Includes all items included in LEVEL I and LEVEL II plus a proportionate share of access to the building principal, building secretary, and other personnel and spaces available to all students in the building such as nurse, librarian, etc. This level indicates that the SASSED staff and students are an integral part of the building. Student fees required by the Lessor for students attending these programs are billed

to SASSED. SASSED staff has access to general supplies, copy machine, etc. as do all other staff. Postage can be accumulated by the Lessor and invoiced to SASSED separately. Lessor will provide internet access in sufficient quantity to meet the reasonable needs of SASSED faculty and students. However, Lessor makes no guarantee that its provision of internet access will be uninterrupted, and will not be responsible for any interruptions in internet service. Lessor will provide access to Lessor's technology staff to allow for SASSED's computers to be integrated into the Lessor's network, to access the internet and troubleshoot problems. Lessee and Lessee's employees, agents, volunteers, and students shall be responsible for adhering to Lessor's policies and procedures governing acceptable use of technology and acceptable conduct when accessing Lessor's network. Lessor will not be required to provide technology equipment or trouble shoot technology issues directly related to hardware or software used by SASSED. However, the Lessor's technology staff will be available to assist in resolving network problems that are the result of Lessor's acts or omissions. This assistance shall be communicated to and coordinated with SASSED technology staff except in cases of emergency. SASSED teachers working with students included in Lessor's classroom programs will be allowed to participate in Lessor's staff meetings and activities that relate to those classroom programs. Lessee is solely responsible for its own students and staff during the pendency of this Lease.

15. CHOICE OF LAW/VENUE: This Lease shall be interpreted in accordance with Illinois law, without regard to any conflict of law principles. Both Parties agree that venue for any dispute arising under this Lease is proper in a court of law in the Circuit Courts of DuPage County, Illinois or, if applicable, the United States District Court for the Northern District of Illinois.

16. AUTHORITY: Each Party's signatory to this Lease represents and warrants that it has the legal authority to sign this Lease and bind each Party to its obligations.

17. NO JOINT VENTURE: The Parties agree that this Lease does not confer joint venture or employer status on either Party. Accordingly, each Party is responsible for their own members, employees, agents, volunteers, and students, and shall not be responsible for the other Party's obligations with respect to collective bargaining and other employment matters, as well as student issues.

IN WITNESS THEREOF, the parties hereto have caused this Lease to be executed by their duly authorized officers as of the 9th day of March, 2022.

THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 45
255 W Vermont Street
Villa Park, IL 60181

SCHOOL ASSOCIATION FOR SPECIAL
EDUCATION IN DUPAGE (SASED)
2900 Ogden Avenue
Lisle, IL 60532

By:



Its President

By:

SASED Executive Director

ATTEST:



Secretary

ATTEST:

SASED Director of Business Services/CSBO

LEASE

1. PARTIES: The parties to this Lease are the Board of Education **Salt Creek School District #48**, DuPage County, Illinois, having its principal offices at 1110 S. Villa Avenue, Villa Park, Illinois ("Lessor"), and School Association for Special Education in DuPage County (SASED), having its principal offices at 2900 Ogden Avenue, Lisle, Illinois ("Lessee"), collectively referred to herein as the "Parties." The rights and duties of Lessee and Lessor shall be controlled by the provisions of this Lease.

2. PREMISES: Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the following described premises:

- Two VI classrooms at Salt Creek Primary School, 980 S. Riverside Drive Elmhurst, IL
- Two VI classrooms at Albright Middle School, 1110 S. Villa Avenue, Villa Park, IL
- One VI classroom at Stella May Swartz School, 17W160 – 16th Street, OakBrook Terrace, IL
- One VI classroom equivalent for office space at Stella May Swartz School, 17W160-16th Street, OakBrook Terrace, IL
- One VI classroom equivalent for office space at Albright Middle School, 1110 S. Villa Avenue, Villa Park, IL

including all furnishings and ordinary school equipment present in said eight (8) classrooms as of the effective date of this Lease. Lessor shall make available when needed by Lessee on a non-exclusive basis, Lessor's programs, areas and facilities of common benefit (e.g., the gymnasium, playgrounds, parking areas, restrooms etc.). If a situation arises in which Lessor anticipates that Lessee's use of facilities of common benefit will substantially disrupt or conflict with Lessor's use, Lessor will confer with Lessee in advance to make mutually agreeable alternative arrangements.

3. TERM: This Lease shall be for a term of one year commencing on August 11, 2022 and continuing until August 10, 2023. Thereafter, the parties may mutually agree to renew this Lease for an additional consecutive school year term upon the same terms and conditions with rent to be mutually agreed upon by the parties. If the Parties cannot mutually agree on rent for the additional consecutive school year term, this Lease shall immediately terminate at midnight (12:00am) on August 11, 2023. The Lessee shall notify the Lessor of any such renewal request in writing by March 15, 2023 and the Lessor shall accept or decline the renewal request by April 21, 2023 in writing.

4. RENT AND RELATED COSTS: Lessee agrees to pay Lessor rent as determined by the SASED Board of Control. For the initial Lease year (August 11, 2021 through August 10, 2023) it is hereby agreed that the rent amount is as follows:

	Location	
LEVEL #1 (Storage)		
LEVEL #2 (Office Space)		
LEVEL #3 (Classroom)	Classroom #'s 4 & 5 at Salt Creek Primary School	\$46,000.00
	Classroom #'s 215 & 114 at Albright Middle School	\$46,000.00
	Classroom #204 at Stella May Swartz School	\$23,000.00
	Room #215A office at Albright Middle School	\$23,000.00

Room #101 for office space at Stella May Swartz School	\$23,000.00
TOTAL	\$161,000.00

5. PAYMENT OF RENT: Lessee agrees to pay rent in one lump sum on or before January 1, 2023, to the principal office of Lessor as stated above or at such other address as Lessor may designate.

6. REGULATION OF STUDENTS AND CLASSROOMS: Lessee shall adhere to all of Lessor's policies and procedures and applicable law during the pendency of this Lease and during any consecutive school year terms (if renewed). In addition, Lessor shall adhere to all applicable laws during pendency of this lease and during any consecutive school terms (if renewed). Lessor shall have the right to establish additional, reasonable rules and regulations governing Lessee's use of the premises, including, but not limited to:

- a. The conduct of Lessee, its agents, employees, students, or persons entering or on Lessor's premises, including that which is leased.
- b. Lessee's reasonable use of the classroom

7. ASSIGNMENT SUBLETTING: Lessee shall neither sublet the premises or any part thereof nor assign this Lease or permit by any act or default any transfer of Lessee's interest by operation of law, or offer the premises or any part thereof for lease or sublease, nor permit the use thereof for lease or sublease, nor permit the use thereof for any purpose other than as above mentioned, without in each case, the written consent of Lessor.

8. SURRENDER OF PREMISES: Lessee shall quit and surrender the premises and the school equipment provided by Lessor at the end of the term, with all keys thereto. Lessee shall not make any alterations in the premises without the written consent of Lessor; and all alterations which may be made by either party thereto upon the premises, except movable furniture, fixtures, shelves and bulletin boards put in at the expense of Lessee, shall be the property of Lessor, and shall remain upon and be surrendered with the premises as a part thereof at the termination of this Lease.

9. NO WASTE OR MISUSE: Lessee will use the building utilities in a reasonable manner. Lessee will pay all costs and/or damages to Lessor's premises caused by waste or misuse of facilities. Further, Lessee will reimburse Lessor, or bear its own cost for, repairs and/or damages to any of Lessor's property caused by Lessee or Lessee's members, volunteers, employees, students, and agents.

10. TERMINATION, ABANDONMENT, RE-ENTRY, RELETTING: At the termination of the Lease, by lapse of time or otherwise, Lessee agrees to yield up immediate and peaceable possession to Lessor. If Lessee defaults by failing to pay rent, or any part thereof, or by breaching any of the covenants herein, it shall be lawful for the Lessor to immediately send notice of such failure or breach to Lessee. Within 30 calendar days of the date on which such notice was sent by Lessor, Lessee shall have the right to cure such failure and/or breach. However, if Lessee fails to cure said failure or breach within 30 calendar days of the date on which such notice was sent by Lessor, the Lease will immediately terminate. In the event of such termination, Lessee will remain responsible for rent attributable to the period prior to

termination. If Lessor believes that it is entitled to additional damages due to Lessee's breach and the termination, the following procedures will apply: Lessor will provide Lessee with written notice of the alleged damages. Within 14 days after the notice is received, Lessor and Lessee will convene a meeting to confer in good faith and attempt to reach agreement regarding the dispute. Participants in the meeting will include representatives with decision-making authority for each Party. In the event that the Parties are unable to reach a resolution at the meeting, Lessor may inform Lessee in writing that Lessor reasonably believes that the differences between the Parties are not likely to be resolved through further negotiations. In that event, the Parties may agree to submit the dispute to mediation or arbitration.

11. PROPERTY INSURANCE, UTILITY SERVICE, REPAIRS AND REPLACEMENT:

Lessor assumes full responsibility for providing at its expense adequate insurance to protect the classrooms, including the contents thereof owned by Lessor; from fire, lightning, vandalism, water damage or other perils. Lessee assumes full responsibility for providing at its expense adequate insurance to protect its property within said classrooms. Lessor, at its own cost and expense, shall keep the air-conditioning, heating, electrical, plumbing and all other mechanical equipment in good repair, condition and working order and shall furnish any and all said parts, mechanisms and devices required thereof. Any major repairs or replacements to said mechanical equipment, to the roof, exterior walls and structural portions of the building, shall be made by the Lessor. Lessee shall, at the expiration of the term of the Lease return the leased premises to Lessor in the same condition as received by Lessee at the commencement of the term of this Lease, ordinary wear and tear and acts of God excepted. Any repairs or replacements made necessary by the damage, waste, or misuse of the premises by Lessee, its agents, employees, volunteers, or students, shall be made promptly by the Lessee, at its own expense and in a manner to prevent liens from attaching as a result thereof.

12. LIABILITY INSURANCE AND INDEMNIFICATION: Lessor shall maintain adequate Liability insurance to insure against claims for bodily injury including Sexual Misconduct and property damage resulting from the use of the Lessor's premises. Said Liability insurance shall name SASSED, its Board, Board members, employees, agents, and successors as an additional insured on a primary noncontributory basis. In addition, Lessee shall purchase General Liability coverage with a \$1,000,000 per occurrence limit, \$2,000,000 General Aggregate and \$500,000 Damage to Rented Premises Each Occurrence limit. Said General Liability coverage should name the Lessor and its members, agents, and employees as additional insureds on a primary and non-contributory basis to insure against any claim or claims brought by any party or parties against Lessor for bodily injury, including Sexual Misconduct, resulting from acts occasioned by any negligence or recklessness or willful conduct of Lessee, its agents, employees, students, or other persons on Lessor's premises, including that leased to Lessee, for Lessee's purposes. Certificates of Insurance for both Lessee or Lessor shall be on file at SASSED offices and Lessor's offices. All insurance required of Lessee pursuant to this Lease must not be cancelled or altered unless the insureds are given at least 30 calendar days' prior written notice of such cancellation or alteration.

Each party to this Lease agrees to indemnify, defend and hold harmless the other party and its Board(s), Board members, employees, volunteers and agents, against and from any and all liabilities, damages, claims, demands, judgements, causes of action, costs, expense (including reasonable attorneys' fees), and losses (collectively "Loss") arising directly or indirectly in connection with or as a result of this Lease, but only to the extent the Loss is caused solely by a negligent act or omission of the indemnifying party or its Board, Board members, employees, volunteers, agents, and students.

13. SUCCESSORS: This Lease shall be binding upon, apply and inure to the benefit of Lessor and Lessee and their respective successors and assignees.

14. SERVICE LEVELS: The rental fees paid to the Lessor shall be based upon the usage needs of the Lessee. The usage needs are defined as follows:

LEVEL I:

Regular classroom or equivalent space, including use of utilities, garbage, snow removal and lawn cutting. This usage is typically associated with usage of the space for storage.

LEVEL II:

Includes all items in LEVEL I plus janitorial service, supplies and general maintenance. This usage is typically associated with usage of the space for general office.

LEVEL III:

Includes all items included in LEVEL I and LEVEL II plus a proportionate share of access to the building principal, building secretary, and other personnel and spaces available to all students in the building such as nurse, librarian, etc. This level indicates that the SASSED staff and students are an integral part of the building. Student fees required by the Lessor for students attending these programs are billed to SASSED. SASSED staff has access to general supplies, copy machine, etc. as do all other staff. Postage can be accumulated by the Lessor and invoiced to SASSED separately. Lessor will provide internet access in sufficient quantity to meet the reasonable needs of SASSED faculty and students. However, Lessor makes no guarantee that its provision of internet access will be uninterrupted, and will not be responsible for any interruptions in internet service. Lessor will provide access to Lessor's technology staff to allow for SASSED's computers to be integrated into the Lessor's network, to access the internet and troubleshoot problems. Lessee and Lessee's employees, agents, volunteers, and students shall be responsible for adhering to Lessor's policies and procedures governing acceptable use of technology and acceptable conduct when accessing Lessor's network. Lessor will not be required to provide technology equipment or trouble shoot technology issues directly related to hardware or software used by SASSED. However, the Lessor's technology staff will be available to assist in resolving network problems that are the result of Lessor's acts or omissions. This assistance shall be communicated to and coordinated with SASSED technology staff except in cases of emergency. SASSED teachers working with students included in Lessor's classroom programs will be allowed to participate in Lessor's staff meetings and activities that relate to those classroom programs. Lessee is solely responsible for its own students and staff during the pendency of this Lease.

15. CHOICE OF LAW/VENUE: This Lease shall be interpreted in accordance with Illinois law, without regard to any conflict of law principles. Both Parties agree that venue for any dispute arising under this Lease is proper in a court of law in the Circuit Courts of DuPage County, Illinois or, if applicable, the United States District Court for the Northern District of Illinois.

16. AUTHORITY: Each Party's signatory to this Lease represents and warrants that it has the legal authority to sign this Lease and bind each Party to its obligations.

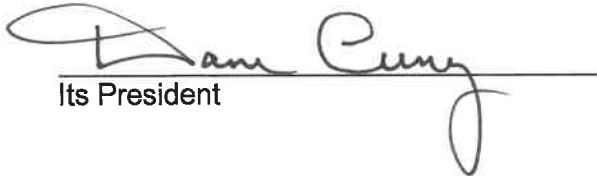
17. NO JOINT VENTURE: The Parties agree that this Lease does not confer joint venture or employer status on either Party. Accordingly, each Party is responsible for their own members, employees, agents, volunteers, and students, and shall not be responsible for the other Party's obligations with respect to collective bargaining and other employment matters, as well as student issues.

IN WITNESS THEREOF, the parties hereto have caused this Lease to be executed by their duly authorized officers as of the 16th day of March, 2022.

THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 48
1110 S. Villa Avenue
Villa Park, IL 60181

SCHOOL ASSOCIATION FOR SPECIAL
EDUCATION IN DUPAGE (SASED)
2900 Ogden Avenue
Lisle, IL 60532

By:



Its President

By:

SASED Executive Director

ATTEST:



Secretary

ATTEST:

SASED Director of Business Services/CSBO

LEASE

1. PARTIES: The parties to this Lease are the Board of Education **Downers Grove School District #58**, DuPage, Illinois, having its principal offices at 2300 Warrenville Rd, Suite 200 NE, Downers Grove, Illinois ("Lessor"), and School Association for Special Education in DuPage County (SASED), having its principal offices at 2900 Ogden Avenue, Lisle, Illinois ("Lessee"), collectively referred to herein as the "Parties." The rights and duties of Lessee and Lessor shall be controlled by the provisions of this Lease.

2. PREMISES: Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the following described premises:

Two MN classrooms at Kingsley School, 6509 Powell, Downers Grove, IL
Two MN classrooms at O'Neill Middle School, 635 – 59th Street, Downers Grove, IL
One MN EC classroom at Hillcrest School, 1435 Jefferson Ave., Downers Grove, IL

including all furnishings and ordinary school equipment present in said five (5) classrooms as of the effective date of this Lease. Lessor shall make available when needed by Lessee on a non-exclusive basis, Lessor's programs, areas and facilities of common benefit (e.g., the gymnasium, playgrounds, parking areas, restrooms etc.). If a situation arises in which Lessor anticipates that Lessee's use of facilities of common benefit will substantially disrupt or conflict with Lessor's use, Lessor will confer with Lessee in advance to make mutually agreeable alternative arrangements.

3. TERM: This Lease shall be for a term of one year commencing on August 11, 2022 and continuing until August 10, 2023. Thereafter, the parties may mutually agree to renew this Lease for an additional consecutive school year term upon the same terms and conditions with rent to be mutually agreed upon by the parties. If the Parties cannot mutually agree on rent for the additional consecutive school year term, this Lease shall immediately terminate at midnight (12:00am) on August 11, 2023. The Lessee shall notify the Lessor of any such renewal request in writing by March 15, 2023 and the Lessor shall accept or decline the renewal request by April 21, 2023 in writing.

4. RENT AND RELATED COSTS: Lessee agrees to pay Lessor rent as determined by the SASED Board of Control. For the initial Lease year (August 11, 2022 through August 10, 2023) it is hereby agreed that the rent amount is as follows:

	Location	
LEVEL #1 (Storage)		
LEVEL #2 (Office Space)		
LEVEL #3 (Classroom)	Two MN classrooms at Kingsley School	\$46,000.00
	Two MN classrooms at O'Neill Middle School	\$46,000.00
	One MN EC classroom at Hillcrest School	\$23,000.00
	TOTAL	\$115,000.00

5. PAYMENT OF RENT: Lessee agrees to pay rent in one lump sum on or before January 1, 2023, to the principal office of Lessor as stated above or at such other address as Lessor may designate.

6. REGULATION OF STUDENTS AND CLASSROOMS: Lessee shall adhere to all of Lessor's policies and procedures and applicable law during the pendency of this Lease and during any consecutive school year terms (if renewed). In addition, Lessor shall adhere to all applicable laws during pendency of this lease and during any consecutive school terms (if renewed). Lessor shall have the right to establish additional, reasonable rules and regulations governing Lessee's use of the premises, including, but not limited to:

- a. The conduct of Lessee, its agents, employees, students, or persons entering or on Lessor's premises, including that which is leased.
- b. Lessee's reasonable use of the classroom

7. ASSIGNMENT SUBLETTING: Lessee shall neither sublet the premises or any part thereof nor assign this Lease or permit by any act or default any transfer of Lessee's interest by operation of law, or offer the premises or any part thereof for lease or sublease, nor permit the use thereof for lease or sublease, nor permit the use thereof for any purpose other than as above mentioned, without in each case, the written consent of Lessor.

8. SURRENDER OF PREMISES: Lessee shall quit and surrender the premises and the school equipment provided by Lessor at the end of the term, with all keys thereto. Lessee shall not make any alterations in the premises without the written consent of Lessor; and all alterations which may be made by either party thereto upon the premises, except movable furniture, fixtures, shelves and bulletin boards put in at the expense of Lessee, shall be the property of Lessor, and shall remain upon and be surrendered with the premises as a part thereof at the termination of this Lease.

9. NO WASTE OR MISUSE: Lessee will use the building utilities in a reasonable manner. Lessee will pay all costs and/or damages to Lessor's premises caused by waste or misuse of facilities. Further, Lessee will reimburse Lessor, or bear its own cost for, repairs and/or damages to any of Lessor's property caused by Lessee or Lessee's members, volunteers, employees, students, and agents.

10. TERMINATION, ABANDONMENT, RE-ENTRY, RELETTING: At the termination of the Lease, by lapse of time or otherwise, Lessee agrees to yield up immediate and peaceable possession to Lessor. If Lessee defaults by failing to pay rent, or any part thereof, or by breaching any of the covenants herein, it shall be lawful for the Lessor to immediately send notice of such failure or breach to Lessee. Within 30 calendar days of the date on which such notice was sent by Lessor, Lessee shall have the right to cure such failure and/or breach. However, if Lessee fails to cure said failure or breach within 30 calendar days of the date on which such notice was sent by Lessor, the Lease will immediately terminate. In the event of such termination, Lessee will remain responsible for rent attributable to the period prior to termination. If Lessor believes that it is entitled to additional damages due to Lessee's breach and the termination, the following procedures will apply: Lessor will provide Lessee with written notice of the alleged damages. Within 14 days after the notice is received, Lessor and Lessee will convene a meeting to confer in

good faith and attempt to reach agreement regarding the dispute. Participants in the meeting will include representatives with decision-making authority for each Party. In the event that the Parties are unable to reach a resolution at the meeting, Lessor may inform Lessee in writing that Lessor reasonably believes that the differences between the Parties are not likely to be resolved through further negotiations. In that event, the Parties may agree to submit the dispute to mediation or arbitration.

11. PROPERTY INSURANCE, UTILITY SERVICE, REPAIRS AND REPLACEMENT:

Lessor assumes full responsibility for providing at its expense adequate insurance to protect the classrooms, including the contents thereof owned by Lessor; from fire, lightning, vandalism, water damage or other perils. Lessee assumes full responsibility for providing at its expense adequate insurance to protect its property within said classrooms. Lessor, at its own cost and expense, shall keep the air-conditioning, heating, electrical, plumbing and all other mechanical equipment in good repair, condition and working order and shall furnish any and all said parts, mechanisms and devices required thereof. Any major repairs or replacements to said mechanical equipment, to the roof, exterior walls and structural portions of the building, shall be made by the Lessor. Lessee shall, at the expiration of the term of the Lease return the leased premises to Lessor in the same condition as received by Lessee at the commencement of the term of this Lease, ordinary wear and tear and acts of God excepted. Any repairs or replacements made necessary by the damage, waste, or misuse of the premises by Lessee, its agents, employees, volunteers, or students, shall be made promptly by the Lessee, at its own expense and in a manner to prevent liens from attaching as a result thereof.

12. LIABILITY INSURANCE AND INDEMNIFICATION: Lessor shall maintain adequate Liability insurance to insure against claims for bodily injury including Sexual Misconduct and property damage resulting from the use of the Lessor's premises. Said Liability insurance shall name SASSED, its Board, Board members, employees, agents, and successors as an additional insured on a primary noncontributory basis. In addition, Lessee shall purchase General Liability coverage with a \$1,000,000 per occurrence limit, \$2,000,000 General Aggregate and \$500,000 Damage to Rented Premises Each Occurrence limit. Said General Liability coverage should name the Lessor and its members, agents, and employees as additional insureds on a primary and non-contributory basis to insure against any claim or claims brought by any party or parties against Lessor for bodily injury, including Sexual Misconduct, resulting from acts occasioned by any negligence or recklessness or willful conduct of Lessee, its agents, employees, students, or other persons on Lessor's premises, including that leased to Lessee, for Lessee's purposes. Certificates of Insurance for both Lessee or Lessor shall be on file at SASSED offices and Lessor's offices. All insurance required of Lessee pursuant to this Lease must not be cancelled or altered unless the insureds are given at least 30 calendar days' prior written notice of such cancellation or alteration.

Each party to this Lease agrees to indemnify, defend and hold harmless the other party and its Board(s), Board members, employees, volunteers and agents, against and from any and all liabilities, damages, claims, demands, judgements, causes of action, costs, expense (including reasonable attorneys' fees), and losses (collectively "Loss") arising directly or indirectly in connection with or as a result of this Lease, but only to the extent the Loss is caused solely by a negligent act or omission of the indemnifying party or its Board, Board members, employees, volunteers, agents, and students.

13. SUCCESSORS: This Lease shall be binding upon, apply and inure to the benefit of Lessor and Lessee and their respective successors and assignees.

14. SERVICE LEVELS: The rental fees paid to the Lessor shall be based upon the usage needs of the Lessee. The usage needs are defined as follows:

LEVEL I:

Regular classroom or equivalent space, including use of utilities, garbage, snow removal and lawn cutting. This usage is typically associated with usage of the space for storage.

LEVEL II:

Includes all items in LEVEL I plus janitorial service, supplies and general maintenance. This usage is typically associated with usage of the space for general office.

LEVEL III:

Includes all items included in LEVEL I and LEVEL II plus a proportionate share of access to the building principal, building secretary, and other personnel and spaces available to all students in the building such as nurse, librarian, etc. This level indicates that the SASED staff and students are an integral part of the building. Student fees required by the Lessor for students attending these programs are billed to SASED. SASED staff has access to general supplies, copy machine, etc. as do all other staff. Postage can be accumulated by the Lessor and invoiced to SASED separately. Lessor will provide internet access in sufficient quantity to meet the reasonable needs of SASED faculty and students. However, Lessor makes no guarantee that its provision of internet access will be uninterrupted, and will not be responsible for any interruptions in internet service. Lessor will provide access to Lessor's technology staff to allow for SASED's computers to be integrated into the Lessor's network, to access the internet and troubleshoot problems. Lessee and Lessee's employees, agents, volunteers, and students shall be responsible for adhering to Lessor's policies and procedures governing acceptable use of technology and acceptable conduct when accessing Lessor's network. Lessor will not be required to provide technology equipment or trouble shoot technology issues directly related to hardware or software used by SASED. However, the Lessor's technology staff will be available to assist in resolving network problems that are the result of Lessor's acts or omissions. This assistance shall be communicated to and coordinated with SASED technology staff except in cases of emergency. SASED teachers working with students included in Lessor's classroom programs will be allowed to participate in Lessor's staff meetings and activities that relate to those classroom programs. Lessee is solely responsible for its own students and staff during the pendency of this Lease.

15. CHOICE OF LAW/VENUE: This Lease shall be interpreted in accordance with Illinois law, without regard to any conflict of law principles. Both Parties agree that venue for any dispute arising under this Lease is proper in a court of law in the Circuit Courts of DuPage County, Illinois or, if applicable, the United States District Court for the Northern District of Illinois.

16. AUTHORITY: Each Party's signatory to this Lease represents and warrants that it has the legal authority to sign this Lease and bind each Party to its obligations.

17. NO JOINT VENTURE: The Parties agree that this Lease does not confer joint venture or employer status on either Party. Accordingly, each Party is responsible for their own members, employees, agents, volunteers, and students, and shall not be responsible for the other Party's obligations with respect to collective bargaining and other employment matters, as well as student issues.

IN WITNESS THEREOF, the parties hereto have caused this Lease to be executed by their duly authorized officers as of the 9th day of March, 2022.

THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. #58
2300 Warrenville Road, Suite 200 NE
Downers Grove, IL 60515

SCHOOL ASSOCIATION FOR SPECIAL
EDUCATION IN DUPAGE (SASED)
2900 Ogden Avenue
Lisle, IL 60532

By:

By:



Its President

SASED Executive Director

ATTEST:

ATTEST:



Secretary

SASED Director of Business Services/CSBO

LEASE

1. PARTIES: The parties to this Lease are the Board of Education **Cass School District #63**, DuPage County, Illinois, having its principal offices at 8502 Bailey Road, Darien, Illinois ("Lessor"), and School Association for Special Education in DuPage County (SASED), having its principal offices at 2900 Ogden Avenue, Lisle, Illinois ("Lessee"), collectively referred to herein as the "Parties." The rights and duties of Lessee and Lessor shall be controlled by the provisions of this Lease.

2. PREMISES: Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the following described premises:

Two Autism classrooms at Cass Jr. High School, 8502 Bailey Road, Darien, IL
Two MN classrooms at Concord Elementary School, 1019 Concord Place, Darien, IL

including all furnishings and ordinary school equipment present in said four (4) classrooms as of the effective date of this Lease. Lessor shall make available when needed by Lessee on a non-exclusive basis, Lessor's programs, areas and facilities of common benefit (e.g., the gymnasium, playgrounds, parking areas, restrooms etc.). If a situation arises in which Lessor anticipates that Lessee's use of facilities of common benefit will substantially disrupt or conflict with Lessor's use, Lessor will confer with Lessee in advance to make mutually agreeable alternative arrangements.

3. TERM: This Lease shall be for a term of one year commencing on August 11, 2022 and continuing until August 10, 2023. Thereafter, the parties may mutually agree to renew this Lease for an additional consecutive school year term upon the same terms and conditions with rent to be mutually agreed upon by the parties. If the Parties cannot mutually agree on rent for the additional consecutive school year term, this Lease shall immediately terminate at midnight (12:00am) on August 11, 2023. The Lessee shall notify the Lessor of any such renewal request in writing by March 15, 2023 and the Lessor shall accept or decline the renewal request by April 21, 2023 in writing.

4. RENT AND RELATED COSTS: Lessee agrees to pay Lessor rent as determined by the SASED Board of Control. For the initial Lease year (August 11, 2022 through August 10, 2023) it is hereby agreed that the rent amount is as follows:

	Location	
LEVEL #1 (Storage)		
LEVEL #2 (Office Space)		
LEVEL #3 (Classroom)	Two Autism classrooms at Cass Jr High School	\$46,000.00
	Two MN classrooms at Concord Elem. School	\$46,000.00
	TOTAL	\$92,000.00

5. PAYMENT OF RENT: Lessee agrees to pay rent in one lump sum on or before January 1, 2023, to the principal office of Lessor as stated above or at such other address as Lessor may designate.

6. REGULATION OF STUDENTS AND CLASSROOMS: Lessee shall adhere to all of Lessor's policies and procedures and applicable law during the pendency of this Lease and during any consecutive school year terms (if renewed). In addition, Lessor shall adhere to all applicable laws during pendency of this lease and during any consecutive school terms (if renewed). Lessor shall have the right to establish additional, reasonable rules and regulations governing Lessee's use of the premises, including, but not limited to:

- a. The conduct of Lessee, its agents, employees, students, or persons entering or on Lessor's premises, including that which is leased.
- b. Lessee's reasonable use of the classroom

7. ASSIGNMENT SUBLETTING: Lessee shall neither sublet the premises or any part thereof nor assign this Lease or permit by any act or default any transfer of Lessee's interest by operation of law, or offer the premises or any part thereof for lease or sublease, nor permit the use thereof for lease or sublease, nor permit the use thereof for any purpose other than as above mentioned, without in each case, the written consent of Lessor.

8. SURRENDER OF PREMISES: Lessee shall quit and surrender the premises and the school equipment provided by Lessor at the end of the term, with all keys thereto. Lessee shall not make any alterations in the premises without the written consent of Lessor; and all alterations which may be made by either party thereto upon the premises, except movable furniture, fixtures, shelves and bulletin boards put in at the expense of Lessee, shall be the property of Lessor, and shall remain upon and be surrendered with the premises as a part thereof at the termination of this Lease.

9. NO WASTE OR MISUSE: Lessee will use the building utilities in a reasonable manner. Lessee will pay all costs and/or damages to Lessor's premises caused by waste or misuse of facilities. Further, Lessee will reimburse Lessor, or bear its own cost for, repairs and/or damages to any of Lessor's property caused by Lessee or Lessee's members, volunteers, employees, students, and agents.

10. TERMINATION, ABANDONMENT, RE-ENTRY, RELETTING: At the termination of the Lease, by lapse of time or otherwise, Lessee agrees to yield up immediate and peaceable possession to Lessor. If Lessee defaults by failing to pay rent, or any part thereof, or by breaching any of the covenants herein, it shall be lawful for the Lessor to immediately send notice of such failure or breach to Lessee. Within 30 calendar days of the date on which such notice was sent by Lessor, Lessee shall have the right to cure such failure and/or breach. However, if Lessee fails to cure said failure or breach within 30 calendar days of the date on which such notice was sent by Lessor, the Lease will immediately terminate. In the event of such termination, Lessee will remain responsible for rent attributable to the period prior to termination. If Lessor believes that it is entitled to additional damages due to Lessee's breach and the termination, the following procedures will apply: Lessor will provide Lessee with written notice of the alleged damages. Within 14 days after the notice is received, Lessor and Lessee will convene a meeting to confer in good faith and attempt to reach agreement regarding the dispute. Participants in the meeting will include representatives with decision-making authority for each Party. In the event that the Parties are unable to reach a resolution at the meeting, Lessor may inform Lessee in writing that Lessor reasonably believes that the differences between the Parties are not likely to be resolved through further negotiations. In that event, the Parties may agree to submit the dispute to mediation or arbitration.

11. PROPERTY INSURANCE, UTILITY SERVICE, REPAIRS AND REPLACEMENT:

Lessor assumes full responsibility for providing at its expense adequate insurance to protect the classrooms, including the contents thereof owned by Lessor; from fire, lightning, vandalism, water damage or other perils. Lessee assumes full responsibility for providing at its expense adequate insurance to protect its property within said classrooms. Lessor, at its own cost and expense, shall keep the air-conditioning, heating, electrical, plumbing and all other mechanical equipment in good repair, condition and working order and shall furnish any and all said parts, mechanisms and devices required thereof. Any major repairs or replacements to said mechanical equipment, to the roof, exterior walls and structural portions of the building, shall be made by the Lessor. Lessee shall, at the expiration of the term of the Lease return the leased premises to Lessor in the same condition as received by Lessee at the commencement of the term of this Lease, ordinary wear and tear and acts of God excepted. Any repairs or replacements made necessary by the damage, waste, or misuse of the premises by Lessee, its agents, employees, volunteers, or students, shall be made promptly by the Lessee, at its own expense and in a manner to prevent liens from attaching as a result thereof.

12. LIABILITY INSURANCE AND INDEMNIFICATION: Lessor shall maintain adequate Liability insurance to insure against claims for bodily injury including Sexual Misconduct and property damage resulting from the use of the Lessor's premises. Said Liability insurance shall name SASSED, its Board, Board members, employees, agents, and successors as an additional insured on a primary noncontributory basis. In addition, Lessee shall purchase General Liability coverage with a \$1,000,000 per occurrence limit, \$2,000,000 General Aggregate and \$500,000 Damage to Rented Premises Each Occurrence limit. Said General Liability coverage should name the Lessor and its members, agents, and employees as additional insureds on a primary and non-contributory basis to insure against any claim or claims brought by any party or parties against Lessor for bodily injury, including Sexual Misconduct, resulting from acts occasioned by any negligence or recklessness or willful conduct of Lessee, its agents, employees, students, or other persons on Lessor's premises, including that leased to Lessee, for Lessee's purposes. Certificates of Insurance for both Lessee or Lessor shall be on file at SASSED offices and Lessor's offices. All insurance required of Lessee pursuant to this Lease must not be cancelled or altered unless the insureds are given at least 30 calendar days' prior written notice of such cancellation or alteration.

Each party to this Lease agrees to indemnify, defend and hold harmless the other party and its Board(s), Board members, employees, volunteers and agents, against and from any and all liabilities, damages, claims, demands, judgements, causes of action, costs, expense (including reasonable attorneys' fees), and losses (collectively "Loss") arising directly or indirectly in connection with or as a result of this Lease, but only to the extent the Loss is caused solely by a negligent act or omission of the indemnifying party or its Board, Board members, employees, volunteers, agents, and students.

13. SUCCESSORS: This Lease shall be binding upon, apply and inure to the benefit of Lessor and Lessee and their respective successors and assignees.

14. SERVICE LEVELS: The rental fees paid to the Lessor shall be based upon the usage needs of the Lessee. The usage needs are defined as follows:

LEVEL I:

Regular classroom or equivalent space, including use of utilities, garbage, snow removal and lawn cutting. This usage is typically associated with usage of the space for storage.

LEVEL II:

Includes all items in LEVEL I plus janitorial service, supplies and general maintenance. This usage is typically associated with usage of the space for general office.

LEVEL III:

Includes all items included in LEVEL I and LEVEL II plus a proportionate share of access to the building principal, building secretary, and other personnel and spaces available to all students in the building such as nurse, librarian, etc. This level indicates that the SASSED staff and students are an integral part of the building. Student fees required by the Lessor for students attending these programs are billed to SASSED. SASSED staff has access to general supplies, copy machine, etc. as do all other staff. Postage can be accumulated by the Lessor and invoiced to SASSED separately. Lessor will provide internet access in sufficient quantity to meet the reasonable needs of SASSED faculty and students. However, Lessor makes no guarantee that its provision of internet access will be uninterrupted, and will not be responsible for any interruptions in internet service. Lessor will provide access to Lessor's technology staff to allow for SASSED's computers to be integrated into the Lessor's network, to access the internet and troubleshoot problems. Lessee and Lessee's employees, agents, volunteers, and students shall be responsible for adhering to Lessor's policies and procedures governing acceptable use of technology and acceptable conduct when accessing Lessor's network. Lessor will not be required to provide technology equipment or trouble shoot technology issues directly related to hardware or software used by SASSED. However, the Lessor's technology staff will be available to assist in resolving network problems that are the result of Lessor's acts or omissions. This assistance shall be communicated to and coordinated with SASSED technology staff except in cases of emergency. SASSED teachers working with students included in Lessor's classroom programs will be allowed to participate in Lessor's staff meetings and activities that relate to those classroom programs. Lessee is solely responsible for its own students and staff during the pendency of this Lease.

15. CHOICE OF LAW/VENUE: This Lease shall be interpreted in accordance with Illinois law, without regard to any conflict of law principles. Both Parties agree that venue for any dispute arising under this Lease is proper in a court of law in the Circuit Courts of DuPage County, Illinois or, if applicable, the United States District Court for the Northern District of Illinois.

16. AUTHORITY: Each Party's signatory to this Lease represents and warrants that it has the legal authority to sign this Lease and bind each Party to its obligations.

17. NO JOINT VENTURE: The Parties agree that this Lease does not confer joint venture or employer status on either Party. Accordingly, each Party is responsible for their own members, employees, agents, volunteers, and students, and shall not be responsible for the other Party's obligations with respect to collective bargaining and other employment matters, as well as student issues.

IN WITNESS THEREOF, the parties hereto have caused this Lease to be executed by their duly authorized officers as of the 9th day of March, 2022.

THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 63
8502 Bailey Road
Darien, IL 60561

SCHOOL ASSOCIATION FOR SPECIAL
EDUCATION IN DUPAGE (SASED)
2900 Ogden Avenue
Lisle, IL 60532

By:

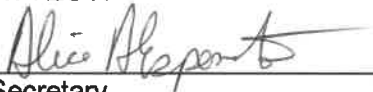


Its President

By:

SASED Executive Director

ATTEST:



Secretary

ATTEST:

SASED ~~Interim~~ Dir. of Business Svs/CSBO

LEASE

1. PARTIES: The parties to this Lease are the Board of Education **Center Cass School District #66**, DuPage County, Illinois, having its principal offices at 699 Plainfield Road, Downers Grove, Illinois ("Lessor"), and School Association for Special Education in DuPage County (SASED), having its principal offices at 2900 Ogden Avenue, Lisle, Illinois ("Lessee"), collectively referred to herein as the "Parties." The rights and duties of Lessee and Lessor shall be controlled by the provisions of this Lease.

2. PREMISES: Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the following described premises:

Three MN classrooms at Prairieview School, 19W231 Plainfield Road, Downers Grove, IL

including all furnishings and ordinary school equipment present in said ~~two~~ ^{three 3 qtrs} (2) classrooms as of the effective date of this Lease. Lessor shall make available when needed by Lessee on a non-exclusive basis, Lessor's programs, areas and facilities of common benefit (e.g., the gymnasium, playgrounds, parking areas, restrooms etc.). If a situation arises in which Lessor anticipates that Lessee's use of facilities of common benefit will substantially disrupt or conflict with Lessor's use, Lessor will confer with Lessee in advance to make mutually agreeable alternative arrangements.

3. TERM: This Lease shall be for a term of one year commencing on August 11, 2022 and continuing until August 10, 2023. Thereafter, the parties may mutually agree to renew this Lease for an additional consecutive school year term upon the same terms and conditions with rent to be mutually agreed upon by the parties. If the Parties cannot mutually agree on rent for the additional consecutive school year term, this Lease shall immediately terminate at midnight (12:00am) on August 11, 2023. The Lessee shall notify the Lessor of any such renewal request in writing by March 15, 2023 and the Lessor shall accept or decline the renewal request by April 21, 2023 in writing.

4. RENT AND RELATED COSTS: Lessee agrees to pay Lessor rent as determined by the SASED Board of Control. For the initial Lease year (August 11, 2022 through August 10, 2023) it is hereby agreed that the rent amount is as follows:

	Location	
LEVEL #1 (Storage)		
LEVEL #2 (Office Space)		
LEVEL #3 (Classroom)	Three MN classrooms at Prairieview School	\$69,000.00
	TOTAL	\$69,000.00

5. PAYMENT OF RENT: Lessee agrees to pay rent in one lump sum on or before January 1, 2023, to the principal office of Lessor as stated above or at such other address as Lessor may designate.

6. REGULATION OF STUDENTS AND CLASSROOMS: Lessee shall adhere to all of Lessor's policies and procedures and applicable law during the pendency of this Lease and during any consecutive school year terms (if renewed). In addition, Lessor shall adhere to all applicable laws during pendency of this lease and during any consecutive school terms (if renewed). Lessor shall have the right to establish additional, reasonable rules and regulations governing Lessee's use of the premises, including, but not limited to:

- a. The conduct of Lessee, its agents, employees, students, or persons entering or on Lessor's premises, including that which is leased.
- b. Lessee's reasonable use of the classroom

7. ASSIGNMENT SUBLETTING: Lessee shall neither sublet the premises or any part thereof nor assign this Lease or permit by any act or default any transfer of Lessee's interest by operation of law, or offer the premises or any part thereof for lease or sublease, nor permit the use thereof for lease or sublease, nor permit the use thereof for any purpose other than as above mentioned, without in each case, the written consent of Lessor.

8. SURRENDER OF PREMISES: Lessee shall quit and surrender the premises and the school equipment provided by Lessor at the end of the term, with all keys thereto. Lessee shall not make any alterations in the premises without the written consent of Lessor; and all alterations which may be made by either party thereto upon the premises, except movable furniture, fixtures, shelves and bulletin boards put in at the expense of Lessee, shall be the property of Lessor, and shall remain upon and be surrendered with the premises as a part thereof at the termination of this Lease.

9. NO WASTE OR MISUSE: Lessee will use the building utilities in a reasonable manner. Lessee will pay all costs and/or damages to Lessor's premises caused by waste or misuse of facilities. Further, Lessee will reimburse Lessor, or bear its own cost for, repairs and/or damages to any of Lessor's property caused by Lessee or Lessee's members, volunteers, employees, students, and agents.

10. TERMINATION, ABANDONMENT, RE-ENTRY, RELETTING: At the termination of the Lease, by lapse of time or otherwise, Lessee agrees to yield up immediate and peaceable possession to Lessor. If Lessee defaults by failing to pay rent, or any part thereof, or by breaching any of the covenants herein, it shall be lawful for the Lessor to immediately send notice of such failure or breach to Lessee. Within 30 calendar days of the date on which such notice was sent by Lessor, Lessee shall have the right to cure such failure and/or breach. However, if Lessee fails to cure said failure or breach within 30 calendar days of the date on which such notice was sent by Lessor, the Lease will immediately terminate. In the event of such termination, Lessee will remain responsible for rent attributable to the period prior to termination. If Lessor believes that it is entitled to additional damages due to Lessee's breach and the termination, the following procedures will apply: Lessor will provide Lessee with written notice of the alleged damages. Within 14 days after the notice is received, Lessor and Lessee will convene a meeting to confer in good faith and attempt to reach agreement regarding the dispute. Participants in the meeting will include representatives with decision-making authority for each Party. In the event that the Parties are unable to reach a resolution at the meeting, Lessor may inform Lessee in writing that Lessor reasonably believes that the differences between the Parties are not likely to be resolved through further negotiations. In that event, the Parties may agree to submit the dispute to mediation or arbitration.

11. PROPERTY INSURANCE, UTILITY SERVICE, REPAIRS AND REPLACEMENT:

Lessor assumes full responsibility for providing at its expense adequate insurance to protect the classrooms, including the contents thereof owned by Lessor; from fire, lightning, vandalism, water damage or other perils. Lessee assumes full responsibility for providing at its expense adequate insurance to protect its property within said classrooms. Lessor, at its own cost and expense, shall keep the air-conditioning, heating, electrical, plumbing and all other mechanical equipment in good repair, condition and working order and shall furnish any and all said parts, mechanisms and devices required thereof. Any major repairs or replacements to said mechanical equipment, to the roof, exterior walls and structural portions of the building, shall be made by the Lessor. Lessee shall, at the expiration of the term of the Lease return the leased premises to Lessor in the same condition as received by Lessee at the commencement of the term of this Lease, ordinary wear and tear and acts of God excepted. Any repairs or replacements made necessary by the damage, waste, or misuse of the premises by Lessee, its agents, employees, volunteers, or students, shall be made promptly by the Lessee, at its own expense and in a manner to prevent liens from attaching as a result thereof.

12. LIABILITY INSURANCE AND INDEMNIFICATION: Lessor shall maintain adequate Liability insurance to insure against claims for bodily injury including Sexual Misconduct and property damage resulting from the use of the Lessor's premises. Said Liability insurance shall name SASSED, its Board, Board members, employees, agents, and successors as an additional insured on a primary noncontributory basis. In addition, Lessee shall purchase General Liability coverage with a \$1,000,000 per occurrence limit, \$2,000,000 General Aggregate and \$500,000 Damage to Rented Premises Each Occurrence limit. Said General Liability coverage should name the Lessor and its members, agents, and employees as additional insureds on a primary and non-contributory basis to insure against any claim or claims brought by any party or parties against Lessor for bodily injury, including Sexual Misconduct, resulting from acts occasioned by any negligence or recklessness or willful conduct of Lessee, its agents, employees, students, or other persons on Lessor's premises, including that leased to Lessee, for Lessee's purposes. Certificates of Insurance for both Lessee or Lessor shall be on file at SASSED offices and Lessor's offices. All insurance required of Lessee pursuant to this Lease must not be cancelled or altered unless the insureds are given at least 30 calendar days' prior written notice of such cancellation or alteration.

Each party to this Lease agrees to indemnify, defend and hold harmless the other party and its Board(s), Board members, employees, volunteers and agents, against and from any and all liabilities, damages, claims, demands, judgements, causes of action, costs, expense (including reasonable attorneys' fees), and losses (collectively "Loss") arising directly or indirectly in connection with or as a result of this Lease, but only to the extent the Loss is caused solely by a negligent act or omission of the indemnifying party or its Board, Board members, employees, volunteers, agents, and students.

13. SUCCESSORS: This Lease shall be binding upon, apply and inure to the benefit of Lessor and Lessee and their respective successors and assignees.

14. SERVICE LEVELS: The rental fees paid to the Lessor shall be based upon the usage needs of the Lessee. The usage needs are defined as follows:

LEVEL I:

Regular classroom or equivalent space, including use of utilities, garbage, snow removal and lawn cutting. This usage is typically associated with usage of the space for storage.

LEVEL II:

Includes all items in LEVEL I plus janitorial service, supplies and general maintenance. This usage is typically associated with usage of the space for general office.

LEVEL III:

Includes all items included in LEVEL I and LEVEL II plus a proportionate share of access to the building principal, building secretary, and other personnel and spaces available to all students in the building such as nurse, librarian, etc. This level indicates that the SASSED staff and students are an integral part of the building. Student fees required by the Lessor for students attending these programs are billed to SASSED. SASSED staff has access to general supplies, copy machine, etc. as do all other staff. Postage can be accumulated by the Lessor and invoiced to SASSED separately. Lessor will provide internet access in sufficient quantity to meet the reasonable needs of SASSED faculty and students. However, Lessor makes no guarantee that its provision of internet access will be uninterrupted, and will not be responsible for any interruptions in internet service. Lessor will provide access to Lessor's technology staff to allow for SASSED's computers to be integrated into the Lessor's network, to access the internet and troubleshoot problems. Lessee and Lessee's employees, agents, volunteers, and students shall be responsible for adhering to Lessor's policies and procedures governing acceptable use of technology and acceptable conduct when accessing Lessor's network. Lessor will not be required to provide technology equipment or trouble shoot technology issues directly related to hardware or software used by SASSED. However, the Lessor's technology staff will be available to assist in resolving network problems that are the result of Lessor's acts or omissions. This assistance shall be communicated to and coordinated with SASSED technology staff except in cases of emergency. SASSED teachers working with students included in Lessor's classroom programs will be allowed to participate in Lessor's staff meetings and activities that relate to those classroom programs. Lessee is solely responsible for its own students and staff during the pendency of this Lease.

15. CHOICE OF LAW/VENUE: This Lease shall be interpreted in accordance with Illinois law, without regard to any conflict of law principles. Both Parties agree that venue for any dispute arising under this Lease is proper in a court of law in the Circuit Courts of DuPage County, Illinois or, if applicable, the United States District Court for the Northern District of Illinois.

16. AUTHORITY: Each Party's signatory to this Lease represents and warrants that it has the legal authority to sign this Lease and bind each Party to its obligations.

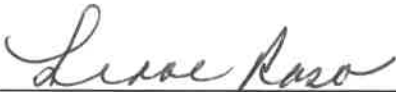
17. NO JOINT VENTURE: The Parties agree that this Lease does not confer joint venture or employer status on either Party. Accordingly, each Party is responsible for their own members, employees, agents, volunteers, and students, and shall not be responsible for the other Party's obligations with respect to collective bargaining and other employment matters, as well as student issues.

IN WITNESS THEREOF, the parties hereto have caused this Lease to be executed by their duly authorized officers as of the 9th day of March, 2022.

THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 66
699 Plainfield Road
Downers Grove, IL 60516

SCHOOL ASSOCIATION FOR SPECIAL
EDUCATION IN DUPAGE (SASED)
2900 Ogden Avenue
Lisle, IL 60532

By:

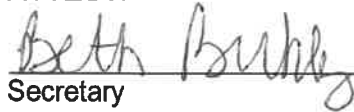


Its President

By:

SASED Executive Director

ATTEST:



Secretary

ATTEST:

SASED Director of Business Services/CSBO

LEASE

1. PARTIES: The parties to this Lease are the Board of Education **DuPage High School District #88**, DuPage County, Illinois, having its principal offices at 2 Friendship Plaza, Addison, Illinois ("Lessor"), and School Association for Special Education in DuPage County (SASED), having its principal offices at 2900 Ogden Avenue, Lisle, Illinois ("Lessee"), collectively referred to herein as the "Parties." The rights and duties of Lessee and Lessor shall be controlled by the provisions of this Lease.

2. PREMISES: Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the following described premises:

Three MN classrooms at Willowbrook High School, 1250 S. Ardmore, Villa Park, IL
Three VI classrooms at Addison Trail High School, 213 N. Lombard Rd., Addison, IL

including all furnishings and ordinary school equipment present in said six (6) classrooms as of the effective date of this Lease. Lessor shall make available when needed by Lessee on a non-exclusive basis, Lessor's programs, areas and facilities of common benefit (e.g., the gymnasium, playgrounds, parking areas, restrooms etc.). If a situation arises in which Lessor anticipates that Lessee's use of facilities of common benefit will substantially disrupt or conflict with Lessor's use, Lessor will confer with Lessee in advance to make mutually agreeable alternative arrangements.

3. TERM: This Lease shall be for a term of one year commencing on August 11, 2022 and continuing until August 10, 2023. Thereafter, the parties may mutually agree to renew this Lease for an additional consecutive school year term upon the same terms and conditions with rent to be mutually agreed upon by the parties. If the Parties cannot mutually agree on rent for the additional consecutive school year term, this Lease shall immediately terminate at midnight (12:00am) on August 11, 2023. The Lessee shall notify the Lessor of any such renewal request in writing by March 15, 2023 and the Lessor shall accept or decline the renewal request by April 21, 2023 in writing.

4. RENT AND RELATED COSTS: Lessee agrees to pay Lessor rent as determined by the SASED Board of Control. For the initial Lease year (August 11, 2022 through August 10, 2023) it is hereby agreed that the rent amount is as follows:

	Location	
LEVEL #1 (Storage)		
LEVEL #2 (Office Space)		
LEVEL #3 (Classroom)	Three MN classrooms at Willowbrook High School	\$75,000.00
	Three VI classrooms at Addison Trail High School	\$75,000.00
	TOTAL	\$150,000.00

5. PAYMENT OF RENT: Lessee agrees to pay rent in one lump sum on or before January 1, 2023, to the principal office of Lessor as stated above or at such other address as Lessor may designate.

6. REGULATION OF STUDENTS AND CLASSROOMS: Lessee shall adhere to all of Lessor's policies and procedures and applicable law during the pendency of this Lease and during any consecutive school year terms (if renewed). In addition, Lessor shall adhere to all applicable laws during pendency of this lease and during any consecutive school terms (if renewed). Lessor shall have the right to establish additional, reasonable rules and regulations governing Lessee's use of the premises, including, but not limited to:

- a. The conduct of Lessee, its agents, employees, students, or persons entering or on Lessor's premises, including that which is leased.
- b. Lessee's reasonable use of the classroom

7. ASSIGNMENT SUBLETTING: Lessee shall neither sublet the premises or any part thereof nor assign this Lease or permit by any act or default any transfer of Lessee's interest by operation of law, or offer the premises or any part thereof for lease or sublease, nor permit the use thereof for lease or sublease, nor permit the use thereof for any purpose other than as above mentioned, without in each case, the written consent of Lessor.

8. SURRENDER OF PREMISES: Lessee shall quit and surrender the premises and the school equipment provided by Lessor at the end of the term, with all keys thereto. Lessee shall not make any alterations in the premises without the written consent of Lessor; and all alterations which may be made by either party thereto upon the premises, except movable furniture, fixtures, shelves and bulletin boards put in at the expense of Lessee, shall be the property of Lessor, and shall remain upon and be surrendered with the premises as a part thereof at the termination of this Lease.

9. NO WASTE OR MISUSE: Lessee will use the building utilities in a reasonable manner. Lessee will pay all costs and/or damages to Lessor's premises caused by waste or misuse of facilities. Further, Lessee will reimburse Lessor, or bear its own cost for, repairs and/or damages to any of Lessor's property caused by Lessee or Lessee's members, volunteers, employees, students, and agents.

10. TERMINATION, ABANDONMENT, RE-ENTRY, RELETTING: At the termination of the Lease, by lapse of time or otherwise, Lessee agrees to yield up immediate and peaceable possession to Lessor. If Lessee defaults by failing to pay rent, or any part thereof, or by breaching any of the covenants herein, it shall be lawful for the Lessor to immediately send notice of such failure or breach to Lessee. Within 30 calendar days of the date on which such notice was sent by Lessor, Lessee shall have the right to cure such failure and/or breach. However, if Lessee fails to cure said failure or breach within 30 calendar days of the date on which such notice was sent by Lessor, the Lease will immediately terminate. In the event of such termination, Lessee will remain responsible for rent attributable to the period prior to termination. If Lessor believes that it is entitled to additional damages due to Lessee's breach and the termination, the following procedures will apply: Lessor will provide Lessee with written notice of the alleged damages. Within 14 days after the notice is received, Lessor and Lessee will convene a meeting to confer in good faith and attempt to reach agreement regarding the dispute. Participants in the meeting will include representatives with decision-making authority for each Party. In the event that the Parties are unable to reach a resolution at the meeting, Lessor may inform Lessee in writing that Lessor reasonably believes that the differences between the Parties are not likely to be resolved through further negotiations. In that event, the Parties may agree to submit the dispute to mediation or arbitration.

11. PROPERTY INSURANCE, UTILITY SERVICE, REPAIRS AND REPLACEMENT:

Lessor assumes full responsibility for providing at its expense adequate insurance to protect the classrooms, including the contents thereof owned by Lessor; from fire, lightning, vandalism, water damage or other perils. Lessee assumes full responsibility for providing at its expense adequate insurance to protect its property within said classrooms. Lessor, at its own cost and expense, shall keep the air-conditioning, heating, electrical, plumbing and all other mechanical equipment in good repair, condition and working order and shall furnish any and all said parts, mechanisms and devices required thereof. Any major repairs or replacements to said mechanical equipment, to the roof, exterior walls and structural portions of the building, shall be made by the Lessor. Lessee shall, at the expiration of the term of the Lease return the leased premises to Lessor in the same condition as received by Lessee at the commencement of the term of this Lease, ordinary wear and tear and acts of God excepted. Any repairs or replacements made necessary by the damage, waste, or misuse of the premises by Lessee, its agents, employees, volunteers, or students, shall be made promptly by the Lessee, at its own expense and in a manner to prevent liens from attaching as a result thereof.

12. LIABILITY INSURANCE AND INDEMNIFICATION: Lessor shall maintain adequate Liability insurance to insure against claims for bodily injury including Sexual Misconduct and property damage resulting from the use of the Lessor's premises. Said Liability insurance shall name SASSED, its Board, Board members, employees, agents, and successors as an additional insured on a primary noncontributory basis. In addition, Lessee shall purchase General Liability coverage with a \$1,000,000 per occurrence limit, \$2,000,000 General Aggregate and \$500,000 Damage to Rented Premises Each Occurrence limit. Said General Liability coverage should name the Lessor and its members, agents, and employees as additional insureds on a primary and non-contributory basis to insure against any claim or claims brought by any party or parties against Lessor for bodily injury, including Sexual Misconduct, resulting from acts occasioned by any negligence or recklessness or willful conduct of Lessee, its agents, employees, students, or other persons on Lessor's premises, including that leased to Lessee, for Lessee's purposes. Certificates of Insurance for both Lessee or Lessor shall be on file at SASSED offices and Lessor's offices. All insurance required of Lessee pursuant to this Lease must not be cancelled or altered unless the insureds are given at least 30 calendar days' prior written notice of such cancellation or alteration.

Each party to this Lease agrees to indemnify, defend and hold harmless the other party and its Board(s), Board members, employees, volunteers and agents, against and from any and all liabilities, damages, claims, demands, judgements, causes of action, costs, expense (including reasonable attorneys' fees), and losses (collectively "Loss") arising directly or indirectly in connection with or as a result of this Lease, but only to the extent the Loss is caused solely by a negligent act or omission of the indemnifying party or its Board, Board members, employees, volunteers, agents, and students.

13. SUCCESSORS: This Lease shall be binding upon, apply and inure to the benefit of Lessor and Lessee and their respective successors and assignees.

14. SERVICE LEVELS: The rental fees paid to the Lessor shall be based upon the usage needs of the Lessee. The usage needs are defined as follows:

LEVEL I:

Regular classroom or equivalent space, including use of utilities, garbage, snow removal and lawn cutting. This usage is typically associated with usage of the space for storage.

LEVEL II:

Includes all items in LEVEL I plus janitorial service, supplies and general maintenance. This usage is typically associated with usage of the space for general office.

LEVEL III:

Includes all items included in LEVEL I and LEVEL II plus a proportionate share of access to the building principal, building secretary, and other personnel and spaces available to all students in the building such as nurse, librarian, etc. This level indicates that the SASSED staff and students are an integral part of the building. Student fees required by the Lessor for students attending these programs are billed to SASSED. SASSED staff has access to general supplies, copy machine, etc. as do all other staff. Postage can be accumulated by the Lessor and invoiced to SASSED separately. Lessor will provide internet access in sufficient quantity to meet the reasonable needs of SASSED faculty and students. However, Lessor makes no guarantee that its provision of internet access will be uninterrupted, and will not be responsible for any interruptions in internet service. Lessor will provide access to Lessor's technology staff to allow for SASSED's computers to be integrated into the Lessor's network, to access the internet and troubleshoot problems. Lessee and Lessee's employees, agents, volunteers, and students shall be responsible for adhering to Lessor's policies and procedures governing acceptable use of technology and acceptable conduct when accessing Lessor's network. Lessor will not be required to provide technology equipment or trouble shoot technology issues directly related to hardware or software used by SASSED. However, the Lessor's technology staff will be available to assist in resolving network problems that are the result of Lessor's acts or omissions. This assistance shall be communicated to and coordinated with SASSED technology staff except in cases of emergency. SASSED teachers working with students included in Lessor's classroom programs will be allowed to participate in Lessor's staff meetings and activities that relate to those classroom programs. Lessee is solely responsible for its own students and staff during the pendency of this Lease.

15. CHOICE OF LAW/VENUE: This Lease shall be interpreted in accordance with Illinois law, without regard to any conflict of law principles. Both Parties agree that venue for any dispute arising under this Lease is proper in a court of law in the Circuit Courts of DuPage County, Illinois or, if applicable, the United States District Court for the Northern District of Illinois.

16. AUTHORITY: Each Party's signatory to this Lease represents and warrants that it has the legal authority to sign this Lease and bind each Party to its obligations.

17. NO JOINT VENTURE: The Parties agree that this Lease does not confer joint venture or employer status on either Party. Accordingly, each Party is responsible for their own members, employees, agents, volunteers, and students, and shall not be responsible for the other Party's obligations with respect to collective bargaining and other employment matters, as well as student issues.

IN WITNESS THEREOF, the parties hereto have caused this Lease to be executed by their duly authorized officers as of the 1st day of March, 2022.

THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 88
2 Friendship Plaza
Addison, IL 60101

SCHOOL ASSOCIATION FOR SPECIAL
EDUCATION IN DUPAGE (SASED)
2900 Ogden Avenue
Lisle, IL 60532

By:



Its President

By:

SASED Executive Director

ATTEST:



Secretary

ATTEST:

SASED Director of Business Services/CSBO

LEASE

1. PARTIES: The parties to this Lease are the Board of Education **Westmont School District #201**, DuPage County, Illinois, having its principal offices at 133 S. Grant St., Westmont, Illinois ("Lessor"), and School Association for Special Education in DuPage County (SASED), having its principal offices at 2900 Ogden Avenue, Lisle, Illinois ("Lessee"), collectively referred to herein as the "Parties." The rights and duties of Lessee and Lessor shall be controlled by the provisions of this Lease.

2. PREMISES: Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the following described premises:

One DHH classroom at Westmont Jr. High School, 944 N. Oakwood Dr., Westmont, IL
One classroom at Westmont Jr. High School, 944 N. Oakwood Dr., Westmont, IL

including all furnishings and ordinary school equipment present in said two (2) classrooms as of the effective date of this Lease. Lessor shall make available when needed by Lessee on a non-exclusive basis, Lessor's programs, areas and facilities of common benefit (e.g., the gymnasium, playgrounds, parking areas, restrooms etc.). If a situation arises in which Lessor anticipates that Lessee's use of facilities of common benefit will substantially disrupt or conflict with Lessor's use, Lessor will confer with Lessee in advance to make mutually agreeable alternative arrangements.

3. TERM: This Lease shall be for a term of one year commencing on August 11, 2022 and continuing until August 10, 2023. Thereafter, the parties may mutually agree to renew this Lease for an additional consecutive school year term upon the same terms and conditions with rent to be mutually agreed upon by the parties. If the Parties cannot mutually agree on rent for the additional consecutive school year term, this Lease shall immediately terminate at midnight (12:00am) on August 11, 2023. The Lessee shall notify the Lessor of any such renewal request in writing by March 15, 2023 and the Lessor shall accept or decline the renewal request by April 21, 2023 in writing.

4. RENT AND RELATED COSTS: Lessee agrees to pay Lessor rent as determined by the SASED Board of Control. For the initial Lease year (August 11, 2022 through August 10, 2023) it is hereby agreed that the rent amount is as follows:

	Location	
LEVEL #1 (Storage)		
LEVEL #2 (Office Space)		
LEVEL #3 (Classroom)	One DHH classroom at Westmont Jr. High School	\$23,000.00
	One classroom at Westmont Jr. High School	\$23,000.00
	TOTAL	\$46,000.00

5. PAYMENT OF RENT: Lessee agrees to pay rent in one lump sum on or before January 1, 2023, to the principal office of Lessor as stated above or at such other address

as Lessor may designate.

6. REGULATION OF STUDENTS AND CLASSROOMS: Lessee shall adhere to all of Lessor's policies and procedures and applicable law during the pendency of this Lease and during any consecutive school year terms (if renewed). In addition, Lessor shall adhere to all applicable laws during pendency of this lease and during any consecutive school terms (if renewed). Lessor shall have the right to establish additional, reasonable rules and regulations governing Lessee's use of the premises, including, but not limited to:

- a. The conduct of Lessee, its agents, employees, students, or persons entering or on Lessor's premises, including that which is leased.
- b. Lessee's reasonable use of the classroom

7. ASSIGNMENT SUBLETTING: Lessee shall neither sublet the premises or any part thereof nor assign this Lease or permit by any act or default any transfer of Lessee's interest by operation of law, or offer the premises or any part thereof for lease or sublease, nor permit the use thereof for lease or sublease, nor permit the use thereof for any purpose other than as above mentioned, without in each case, the written consent of Lessor.

8. SURRENDER OF PREMISES: Lessee shall quit and surrender the premises and the school equipment provided by Lessor at the end of the term, with all keys thereto. Lessee shall not make any alterations in the premises without the written consent of Lessor; and all alterations which may be made by either party thereto upon the premises, except movable furniture, fixtures, shelves and bulletin boards put in at the expense of Lessee, shall be the property of Lessor, and shall remain upon and be surrendered with the premises as a part thereof at the termination of this Lease.

9. NO WASTE OR MISUSE: Lessee will use the building utilities in a reasonable manner. Lessee will pay all costs and/or damages to Lessor's premises caused by waste or misuse of facilities. Further, Lessee will reimburse Lessor, or bear its own cost for, repairs and/or damages to any of Lessor's property caused by Lessee or Lessee's members, volunteers, employees, students, and agents.

10. TERMINATION, ABANDONMENT, RE-ENTRY, RELETTING: At the termination of the Lease, by lapse of time or otherwise, Lessee agrees to yield up immediate and peaceable possession to Lessor. If Lessee defaults by failing to pay rent, or any part thereof, or by breaching any of the covenants herein, it shall be lawful for the Lessor to immediately send notice of such failure or breach to Lessee. Within 30 calendar days of the date on which such notice was sent by Lessor, Lessee shall have the right to cure such failure and/or breach. However, if Lessee fails to cure said failure or breach within 30 calendar days of the date on which such notice was sent by Lessor, the Lease will immediately terminate. In the event of such termination, Lessee will remain responsible for rent attributable to the period prior to termination. If Lessor believes that it is entitled to additional damages due to Lessee's breach and the termination, the following procedures will apply: Lessor will provide Lessee with written notice of the alleged damages. Within 14 days after the notice is received, Lessor and Lessee will convene a meeting to confer in good faith and attempt to reach agreement regarding the dispute. Participants in the meeting will include representatives with decision-making authority for each Party. In the event that the Parties are unable to reach a resolution at the meeting, Lessor may inform Lessee in writing that Lessor reasonably believes that the differences between the Parties are not likely to be resolved through further negotiations. In that event,

the Parties may agree to submit the dispute to mediation or arbitration.

11. PROPERTY INSURANCE, UTILITY SERVICE, REPAIRS AND REPLACEMENT:

Lessor assumes full responsibility for providing at its expense adequate insurance to protect the classrooms, including the contents thereof owned by Lessor; from fire, lightning, vandalism, water damage or other perils. Lessee assumes full responsibility for providing at its expense adequate insurance to protect its property within said classrooms. Lessor, at its own cost and expense, shall keep the air-conditioning, heating, electrical, plumbing and all other mechanical equipment in good repair, condition and working order and shall furnish any and all said parts, mechanisms and devices required thereof. Any major repairs or replacements to said mechanical equipment, to the roof, exterior walls and structural portions of the building, shall be made by the Lessor. Lessee shall, at the expiration of the term of the Lease return the leased premises to Lessor in the same condition as received by Lessee at the commencement of the term of this Lease, ordinary wear and tear and acts of God excepted. Any repairs or replacements made necessary by the damage, waste, or misuse of the premises by Lessee, its agents, employees, volunteers, or students, shall be made promptly by the Lessee, at its own expense and in a manner to prevent liens from attaching as a result thereof.

12. LIABILITY INSURANCE AND INDEMNIFICATION: Lessor shall maintain adequate Liability insurance to insure against claims for bodily injury including Sexual Misconduct and property damage resulting from the use of the Lessor's premises. Said Liability insurance shall name SASSED, its Board, Board members, employees, agents, and successors as an additional insured on a primary noncontributory basis. In addition, Lessee shall purchase General Liability coverage with a \$1,000,000 per occurrence limit, \$2,000,000 General Aggregate and \$500,000 Damage to Rented Premises Each Occurrence limit. Said General Liability coverage should name the Lessor and its members, agents, and employees as additional insureds on a primary and non-contributory basis to insure against any claim or claims brought by any party or parties against Lessor for bodily injury, including Sexual Misconduct, resulting from acts occasioned by any negligence or recklessness or willful conduct of Lessee, its agents, employees, students, or other persons on Lessor's premises, including that leased to Lessee, for Lessee's purposes. Certificates of Insurance for both Lessee or Lessor shall be on file at SASSED offices and Lessor's offices. All insurance required of Lessee pursuant to this Lease must not be cancelled or altered unless the insureds are given at least 30 calendar days' prior written notice of such cancellation or alteration.

Each party to this Lease agrees to indemnify, defend and hold harmless the other party and its Board(s), Board members, employees, volunteers and agents, against and from any and all liabilities, damages, claims, demands, judgements, causes of action, costs, expense (including reasonable attorneys' fees), and losses (collectively "Loss") arising directly or indirectly in connection with or as a result of this Lease, but only to the extent the Loss is caused solely by a negligent act or omission of the indemnifying party or its Board, Board members, employees, volunteers, agents, and students.

13. SUCCESSORS: This Lease shall be binding upon, apply and inure to the benefit of Lessor and Lessee and their respective successors and assignees.

14. SERVICE LEVELS: The rental fees paid to the Lessor shall be based upon the usage needs of the Lessee. The usage needs are defined as follows:

LEVEL I:

Regular classroom or equivalent space, including use of utilities, garbage, snow removal and lawn cutting. This usage is typically associated with usage of the space for storage.

LEVEL II:

Includes all items in LEVEL I plus janitorial service, supplies and general maintenance. This usage is typically associated with usage of the space for general office.

LEVEL III:

Includes all items included in LEVEL I and LEVEL II plus a proportionate share of access to the building principal, building secretary, and other personnel and spaces available to all students in the building such as nurse, librarian, etc. This level indicates that the SASED staff and students are an integral part of the building. Student fees required by the Lessor for students attending these programs are billed to SASED. SASED staff has access to general supplies, copy machine, etc. as do all other staff. Postage can be accumulated by the Lessor and invoiced to SASED separately. Lessor will provide internet access in sufficient quantity to meet the reasonable needs of SASED faculty and students. However, Lessor makes no guarantee that its provision of internet access will be uninterrupted, and will not be responsible for any interruptions in internet service. Lessor will provide access to Lessor's technology staff to allow for SASED's computers to be integrated into the Lessor's network, to access the internet and troubleshoot problems. Lessee and Lessee's employees, agents, volunteers, and students shall be responsible for adhering to Lessor's policies and procedures governing acceptable use of technology and acceptable conduct when accessing Lessor's network. Lessor will not be required to provide technology equipment or trouble shoot technology issues directly related to hardware or software used by SASED. However, the Lessor's technology staff will be available to assist in resolving network problems that are the result of Lessor's acts or omissions. This assistance shall be communicated to and coordinated with SASED technology staff except in cases of emergency. SASED teachers working with students included in Lessor's classroom programs will be allowed to participate in Lessor's staff meetings and activities that relate to those classroom programs. Lessee is solely responsible for its own students and staff during the pendency of this Lease.

15. CHOICE OF LAW/VENUE: This Lease shall be interpreted in accordance with Illinois law, without regard to any conflict of law principles. Both Parties agree that venue for any dispute arising under this Lease is proper in a court of law in the Circuit Courts of DuPage County, Illinois or, if applicable, the United States District Court for the Northern District of Illinois.

16. AUTHORITY: Each Party's signatory to this Lease represents and warrants that it has the legal authority to sign this Lease and bind each Party to its obligations.

17. NO JOINT VENTURE: The Parties agree that this Lease does not confer joint venture or employer status on either Party. Accordingly, each Party is responsible for their own members, employees, agents, volunteers, and students, and shall not be responsible for the other Party's obligations with respect to collective bargaining and other employment matters, as well as student issues.

IN WITNESS THEREOF, the parties hereto have caused this Lease to be executed by their duly authorized officers as of the 22nd day of April, 2022.

THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 201
133 S. Grant St.
Westmont, IL 60559

SCHOOL ASSOCIATION FOR SPECIAL
EDUCATION IN DUPAGE (SASED)
2900 Ogden Avenue
Lisle, IL 60532

By:

By:

Its President

SASED Executive Director

ATTEST:

ATTEST:

Secretary

SASED Director of Business Services/CSBO

To: Board of Control
From: Melinda McGuffin, Executive Director
Date: April 27, 2022
Re: Ridge Training with Mr. Jim Bolton

Purpose: The purpose of this memo is to provide information for the action agenda regarding the Ridge training with Mr. Jim Bolton.

Background: On April 21, 2022, SASED held a professional development event with staff from Salt Creek District #48 and the SASED School Improvement Instructional Support Team -Assistive Technology.

Communication Skills for Adult Social Emotional Learning

Morning Session: People Styles

Research has shown that $\frac{3}{4}$ of the people you work with have a different working “style” than you do. They communicate differently, use time differently, and make decisions differently. Once you know what to look for, you’ll be able to recognize others’ interpersonal preferences and work more effectively with them. In this session you will also receive insights into your own style, courtesy of an online survey about your behavioral preferences that is completed by 5 of your colleagues (you get to pick who they are).

Afternoon Session: People Skills

Building on the morning’s insights, the afternoon is about engaging with people of all styles using a suite of SEL skills. This session overviews ways to listen more deeply, speak more skillfully, facilitate problem-solving when others are stuck, and turn expectations of others into up-front, win-win agreements. You’ll learn to give feedback in ways that minimize defensiveness and manage high emotions when they arise. You’ll leave with deeper knowledge of skills.

Next Steps: Approval of the contract for Ridge Training with Mr. Jim Bolton in the amount of \$8,520 (\$6,000 fee plus 21 participants with a \$120.00 assessment each \$2,520.)

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is made by and between The School Association for Special Education in DuPage County ("SASED"), and Ridge Training / presenter James Bolton ("Contractor") (collectively referred to as "the Parties").

The Parties agree as follows:

1. **SERVICES.** SASED shall engage Contractor to provide the following services as agreed to by SASED and Contractor Appendix A
2. **TERM.** Contractor shall provide services to SASED pursuant to this Agreement during the period from April 21, 2022 ("Agreement Term").
3. **COMPENSATION.** In exchange for the services provided pursuant to Paragraph 1, SASED shall pay Contractor for services as outlined in Appendix A of this agreement. Contractor must submit a signed "Contractor Request for Payment" form or invoice to SASED to initiate payment. Contractor will be issued a Form 1099 and shall be solely responsible for paying all applicable payroll or employment taxes, including but not limited to FICA, federal personal income tax, state personal income tax, and state disability tax.
4. **EXPENSES.** Contractor shall bear all other expenses incurred in the performance of this Agreement unless pre-approved in writing by SASED's Executive Director or designee.
5. **INDEPENDENT CONTRACTOR.** Contractor is an independent contractor and not an employee of SASED. Nothing in this Agreement shall be construed to create the relationship of employer and employee, principal and agent, or any relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the terms of this Agreement. Unless otherwise stated in this Agreement, Contractor is not entitled to any of the benefits normally provided to employees of SASED.
6. **CONFIDENTIALITY.** Contractor acknowledges that she/he may have access to information that constitutes "school student records" as defined in the *Illinois School Student Records Act* (105 ILCS 10/1, et seq.) and/or "education records" as defined in the *Family Educational Rights and Privacy Act* ("FERPA," 20 U.S.C. §1232g) and/or "personally identifiable information" as defined in FERPA's implementing regulations (34 CFR §99.3), which information is collectively referred to as "Student Data." With regard to Student Data, Contractor certifies that she/he will comply with all applicable laws, regulations and SASED policies relating to confidentiality, privacy, disclosure and data security. At the conclusion of the Agreement Term, Contractor agrees to return all Student Data to SASED.
7. **OTHER RULES AND POLICIES.** Contractor agrees to abide by any other rules, policies, and procedures as communicated by SASED.

1. **TERMINATION.** This Agreement may be terminated early for the following reasons:
 - a. Mutual agreement, with fourteen (14) days' notice;
 - b. Permanent disability (inability to perform essential job functions with or without accommodation);
 - c. Death; or
 - d. Cause.

Termination for cause during the term of this Agreement shall be for any conduct, act, or failure to act by the Contractor, which, at the sole discretion of SASSED, is deemed detrimental to the best interests of SASSED.

2. **RETURN OF PROPERTY.** Upon termination or completion of the Agreement Term, Contractor will promptly return to SASSED all property belonging to SASSED, including without limitation: all computers, technology, office supplies, keys and any other property in any form.

3. **CONTINUING OBLIGATIONS.** Notwithstanding the termination of this Agreement for any reason, the provisions of Paragraph 6 of this Agreement will continue in full force and effect following such termination.

4. **NON-DISCRIMINATION.** Contractor agrees that she/he shall not discriminate on the basis of an individual's actual or perceived race, color, creed, religion, religious practice, national origin, ethnic group, sex, gender identity, sexual orientation, political affiliation, age, marital status, military status, veteran status, disability, domestic violence victim status, arrest or conviction record, genetic information or any other status protected by law in its programs and/or activities.

5. **LIABILITY.** Contractor agrees to indemnify and hold harmless SASSED, its employees and agents, against any and all claims, damages, costs, losses, and/or expenses arising from or related to the performance of this Agreement. This includes but is not limited to reasonable attorney's fees.

6. **WAIVER.** The failure of either party to enforce any provisions of this Agreement shall not be deemed a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

7. **SEVERABILITY.** If any part or parts of this Agreement shall be held unenforceable for any reason, the remainder of this Agreement shall continue in full force and effect. If any provision of this Agreement is deemed invalid or unenforceable by any court of competent jurisdiction, and if limiting such provision would make the provision valid, then such provision shall be deemed to be construed as so limited.

8. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement between the Parties and supersedes any prior understanding or representation of any kind preceding the date of this Agreement. There are no other promises, conditions, understandings or other agreements,

whether oral or written, relating to the subject matter of this Agreement. This Agreement may be modified in writing and must be signed by both SASED and Contractor.

9. **NOTICE.** Any notice required or otherwise given pursuant to this Agreement shall be in writing and mailed certified return receipt requested, postage prepaid, or delivered by overnight delivery service, addressed as follows:

For Contractor: Ridge Training
c/o James Bolton
5628 Emerson Ave S
Minneapolis, MN 55419

For SASED: Dr. Mindy McGuffin, Executive Director
School Association for Special Education in DuPage County
2900 Ogden Avenue
Lisle, Illinois 60532

10. **GOVERNING LAW.** The laws and regulations of the State of Illinois shall govern the validity of this Agreement, the construction of its terms and the interpretation of the rights and duties of the Parties.

11. **BOARD APPROVAL.** This Agreement is subject to the approval of the SASED Board of Control.

THEREFORE, SASED and Contractor now voluntarily and knowingly execute this Agreement.

SASED

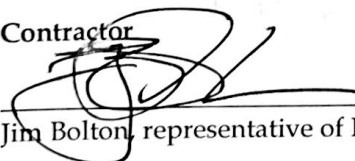
By: _____
Executive Director

Date: _____

By: _____
Director of Business Operations

Date: _____

Contractor



Jim Bolton, representative of Ridge Training

Date: April 11, 2022



Independent Contractor Agreement - Professional Development
Appendix A

Contractor/Consultant	Ridge Training/ James Bolton
Address	5628 Emerson Ave S, Minneapolis, MN 55419
Email Address	jwbolton@ridgetraining.com
Phone #	651.767.2616

I agree to enter into a contract with SASED in return for a payment in the amount of \$6000.00 plus \$120.00 for a multi-rater profile for each enrollee up to 20 participants for the following services: Ridge Training outlined below :

- Date: April 21, 2022 - "Ridge Training-Communication Skills for Adult SEL"
Time: 8:30 AM - 3:30 PM CST
- Location: SASED Administrative Center, 2100 Ogden Ave., Lisle, IL 60532

Estimated expenses for travel, meals (meals up to \$50.00 per day), etc. \$ N/A

Lodging requested: Yes No N/A

If lodging is needed, SASED will handle reservations and payment (Must be pre-approved on contract).

Would you be willing to have participants contact you electronically after your presentation with follow up questions (e.g., listserv; email)? Yes No

Agreements:

I agree to submit all handouts for said presentation no less than ten (10) business days prior to the workshop/seminar/event.

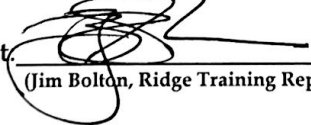
I agree to have the sessions recorded and available on the SASED website. N/A

I agree to indemnify and hold harmless, SASED, from all claims, suit, damages, costs, losses, and expenses in any manner arising from, arising out of, or connected with the performance of this agreement.

I agree that I shall not discriminate against any person in regard to this agreement or in the performance of this agreement because of sex, race, creed, color, age, religion, handicap or natural origin.

I understand that I must submit an invoice including the appropriate purchase order number to SASED in order to initiate payment of this contract, and I understand payment will be made only after Board approval.

This agreement may be terminated/cancelled by either party upon giving the other party fourteen (14) calendar days, written or verbal, notice of said termination/cancellation unless the termination/cancellation is due to an act of nature or a life-threatening emergency.

Contractor/Consultant:  Date: 4/11/2022
(Jim Bolton, Ridge Training Representative)

SASED Admin Signature	Date
SASED Executive Director	Date
Account Code: 10E605 2210 3112 01 462000	PO#3062200035

To: Board of Control
From: Melinda McGuffin, Executive Director
Date: April 27, 2022
Re: SASED Return to Learn 2022 Update

Purpose:

The purpose of this memo is discussion with action regarding a change in mitigation measures as part of SASEDs return to learn plan. A draft Return to Learn at a Glance page is attached.

Background:

The latest review of the Return to Learn plan with the Board of Control was at the February 23, 2022, meeting. Since that time updates were made on March 22, 2022, and April 14, 2022, per ISBE and IDPH communications. Since the February 23, 2022, meeting SASED masking requirements included:

- Staff will also be required to mask at SASED preschool programs where students are not currently age eligible to be vaccinated.
- SASED Staff at the SASED Administration Center, Transition Program, and the following classrooms will be required to mask: 3 MN classrooms at Willowbrook, 1 Addison Trail classroom, Kingsley, O'Neill, Hillcrest, Willow Creek and El Sierra classrooms. These are locations where there are medically fragile students as defined as: *students who have a chronic and complex physical condition which results in prolonged dependency on specialized medical care that requires frequent daily skilled nursing interventions.*

SASED case number continues to be low. Less than 6 student or staff cases per week across the program, service, and SASED administrative office locations combined.

Recommendation:

- **Masking:** All staff in SASED offices, program locations, and services staff will be mask recommended for students and staff in classrooms, offices, and meeting spaces. This is subject to change depending on case transmission activity, additional guidance or requirements and may vary by member district location. Staff will follow the more stringent of the two requirements.
- **Social Distancing:** Classrooms and programs will continue with their current spacing for the duration of the 2022-2023 school year.
- **In-Person Meetings:** In-person meetings and professional development activities will resume at the SASED Administrative Center.

Return to Learn Plan 2021-22 at a Glance

April 27, 2022 (3.22.22)

Masks

- Masks are strongly encouraged and recommended to be worn on school transportation and inside school buildings by all individuals regardless of their vaccination status unless the individual has a physician-documented mask exemption.
- All SASSED office and program locations and services staff will be mask recommended for students and staff in classrooms, offices and meeting spaces.

Preventative Hygiene

- Individuals should wash their hands often, avoid touching their faces, and cover coughs and sneezes.

Social Distancing

- 3 feet distance between one another is strongly recommended when possible. Classrooms and programs will continue with their current spacing for the duration of the 2022-2023 school year. In-Person meetings and professional development activities will resume at the SASSED Administration Center.

Vaccinations/Testing

- Vaccination is strongly recommended for any staff and students who are eligible. Vaccination is currently the leading public health prevention strategy to end the COVID-19 pandemic.
- Parents are strongly encouraged to share the vaccination status of their child with school health personnel.
- Staff need to share their vaccination status with the SASSED human resources department.
- SASSED still requires and recommends weekly testing for unvaccinated staff.
- Employees are responsible for getting weekly COVID tests and submitting to Julie Grohn, Human Resources, if not vaccinated.

You can also test at a place of your choice:

- You are responsible for the cost
- You must test before or after work hours

Symptoms/Illness

- If staff, students, or visitors have a fever of 100.4, other COVID-19 symptoms, or other communicable illness, they should stay home until fever free for at least 24 hours without fever-reducing medication, 24 hours after diarrhea/vomiting have ceased, and symptoms have improved.
- Positive COVID cases and symptomatic staff and students will be required to follow all current quarantine protocols. Students will continue to receive remote instruction.
- Positive COVID cases who return on Day 6 will still be required to wear a mask for the next 5 days
- [Current IDPH Decision Tree](#)

What to do when you have symptoms or are COVID positive

Contact covid@sased.org and your administrator.

Enter Sick>Sick Day into AESOP/Frontline.

Check out the information on this document - [SASED COVID Symptoms-Positive Case-Close Contact Protocols](#)

Positive COVID cases will be excluded from school/work until at least 5 days have passed since symptom onset date (or date of specimen collection from the positive test if asymptomatic), they have been fever-free for 24 hours without fever-reducing medication, 24 hours from diarrhea or vomiting ceasing, and their other symptoms, such as sore throat or cough have improved, and they continue to wear a mask around others for five more days.

Close Contacts

If a student or staff member is a close contact of someone who tested positive for COVID-19 in the school, they will be notified.

Regardless of vaccination status, all close contacts should monitor for symptoms and [wear a well-fitting mask](#) around others for 10 days after the last close contact.

3.22.22, 4.14.22, 4.27.22

Refer to the current [IDPH Decision Tree](#) to determine isolation and quarantine requirements.

If a close contact develops [any COVID-19 symptoms](#), they should [isolate](#), get tested immediately, and continue to isolate if they test positive.

[See also SASSED COVID Symptoms-Positive Case-Close Contact Protocols](#)

Quarantine/Isolation Requirements

- Refer to the current guidance below.
 - [Decision Tree 3.22.22](#)
 - [Interim Guidance Addressing COVID in Schools - 3.30.22](#)

Remote Learning

In the event a student is excluded for a COVID-19 reason, SASSED will offer remote learning to the student.

CDC

- [COVID-19 Community Levels & Suggested Mitigation Strategies by Level](#)

ISBE/IDPH

- [Governor Pritzker Lists Masking Requirement in Schools, beginning Monday, February 25, 2022](#)
- [IDPH and ISBE Joint guidance 3.22.22](#)
- [Covid 19 school guidance Faq 3.22.22](#)
- [Decision Tree 3.22.22](#)
- [Interim Guidance Addressing COVID in Schools - 3.30.22](#)
- [Preparing for future surges 4.5.2022](#)

To: Board of Control
From: Melinda McGuffin, Executive Director
Date: April 27, 2022
Re: Microsoft License purchase for 2022-2023

Purpose: To provide information for discussion with action for renewal of the Microsoft Office licensing for the upcoming 2022-2023 school year.

Background:

- The Microsoft Office and Teams licensing is up for renewal at the end of April.
- Microsoft Defender for Endpoint (MDE) has been added to the license this year for security purposes.
- Total license cost: \$45,422.32

Next Steps: Approve purchase of Microsoft license purchase for 2022-2023 in the amount of \$45,422.32



Mindy McGuffin <mmcguffin@sased.org>

CDW-G Quote Confirmation: Quote #MSMS316/P.O. Ref. 3092100064

1 message

Matt Eisfelder <matteis@cdwg.com>
 Reply-To: Matt Eisfelder <matteis@cdwg.com>
 To: mmcguffin@sased.org

Mon, Apr 25, 2022 at 8:08 AM

Thank you for choosing CDW-G. We have received your quote. | [View in browser](#)
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Review and Complete Purchase

Mindy McGuffin,

Thank you for considering CDW-G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order



Shipping Delays:

While CDW is processing orders normally without disruption and our Distribution Centers are operating as expected, **ongoing global supply chain challenges may cause order delivery delays.**

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Quote #	Quote Date	Quote Reference	Customer #
MSMS316	04/25/2022	3092100064	2926678

IMPORTANT — PLEASE READ:

Account Manager Notes: Here it is

Thanks

Matt

Order Details					
Item	Qty	CDW #	Unit Price	Ext. Price	


Microsoft Windows Server Datacenter Edition - license & software assurance Mfg. Part#: 9EA-00039	64	4325198	\$44.00	\$2,816.00	
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UNSPSC: 43233004
 Electronic distribution - NO MEDIA
 Contract: MARKET




	Microsoft Windows Server - External Connector License & Software Assurance	2	2379801	\$189.00	\$378.00
	Mfg. Part#: R39-00374 UNSPSC: 43233004 Electronic distribution - NO MEDIA Contract: MARKET				

	Microsoft Windows Server Standard Edition - License & Software Assurance	16	4325202	\$6.77	\$108.32
	Mfg. Part#: 9EM-00562 UNSPSC: 43233004 Electronic distribution - NO MEDIA Contract: MARKET				

	Microsoft 365 A3 - subscription license (1 month) - 1 user	430	5419408	\$55.00	\$23,650.00
	Mfg. Part#: AAD-38392-12mo UNSPSC: 43231513 Electronic distribution - NO MEDIA Contract: MARKET				

	Microsoft 365 A3 - subscription license - 1 user	800	5419375	\$0.00	\$0.00
	Mfg. Part#: AAD-38397-A-12mo UNSPSC: 43231513 Electronic distribution - NO MEDIA Contract: MARKET				

	Microsoft 365 A5 Security - subscription license - 1 user	430	5809870	\$39.00	\$16,770.00
	Mfg. Part#: PYQ-00001-12MO Electronic distribution - NO MEDIA Contract: MARKET				

	MS EES DEFENDER F SVR	20	6927088	\$85.00	\$1,700.00
	Mfg. Part#: 1O1-00003-14MO Electronic distribution - NO MEDIA Contract: MARKET				

Subtotal	\$45,422.32
Sales Tax	\$0.00
Grand Total	\$45,422.32

Shipping Details

Shipped To:
 School Assoc For Special Education ATTN: Mindy Mcguffin
 2900 Ogden Ave, Lisle, IL 60532-1631

Shipping Method ELECTRONIC DISTRIBUTION

Payment Terms NET 30 Days-Govt/Ed



Sales Contact Info

Matt Eisfelder
| (877) 246-8022 | matteis@cdwg.com

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