

Regular Board of Education Meeting

Monday, February 9, 2026 6:15 PM

Administration Center - Joanne H. Osmond Boardroom, 131 McKinley Ave., Lake Villa, Illinois 60046

1. **Call to Order**
2. **Roll Call**
3. **Electronic Participation of a Board Member (Roll Call Vote)**
4. **Closed Session (Roll Call Vote)**
 - *Student Disciplinary Matters. 5 ILCS 120/2(c) (9).*
 - *Personnel – Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of Lake Villa District #41. 5 ILCS 120/2(c) (1).*
5. **Resume Open Session at 7:00 p.m. (Voice Vote)**
6. **Approval of Agenda (Roll Call Vote)**
7. **Pledge of Allegiance**
8. **Communications**
 - 8.1. PTO Report
 - 8.2. Martin Elementary School Student Presentation
9. **Special Resolution Honoring Board of Education Member – Joanne H. Osmond**
10. **Recess Meeting for Celebration**
11. **Board Meeting Resumes**
12. **Public Comments**
13. **Consent Agenda A (Roll Call Vote)**
 - 13.1. Regular Board Meeting Minutes – *January 26, 2026*
 - 13.2. Closed Session Meeting Minutes – *January 26, 2026*
 - 13.3. Special Meeting Minutes – *January 29, 2026*
 - 13.4. Policy Committee Meeting Minutes – *February 2, 2026*
 - 13.5. Resignation of Staff Plus Others as Needed – *Faith McMahon, Paraprofessional; Brenda Burdette, Hallway Monitor*
 - 13.6. Employment of Staff Plus Others as Needed
 - 13.7. Notification of Retirement – *Shonda Doty, Teacher; Yvonne Martinez, Teacher; Wendy Loveless, Teacher*

- 13.8. Freedom of Information Act Requests
- 13.9. Electronic Communication Received by the Board
- 13.10. Student Enrollment Report
- 13.11. 2026 Impact Fees Schedule
- 13.12. Occupational Therapist and Physical Therapist Stipend
- 14. **Consent Agenda B (Roll Call Vote)**
- 14.1. Accounts Payable General Checking
- 14.2. Accounts Payable Revolving Checking
- 15. **Consent Agenda C (Roll Call Vote)**
- 15.1. Accounts Payable and Payroll Totals
- 16. **Consent Agenda D (Roll Call Vote)**
- 16.1. Leave of Absence Extension Requests – *Dana Garwood, Teacher*
- 17. **Reports**
- 17.1. Superintendent's Report
- 17.2. Compliance Policy Report Review Process Update Presentation
- 18. **Old Business**
- 18.1. 2026-2027 School Calendar Adoption (Roll Call Vote) **Presenter:** Dr. Vic Wight
- 18.2. Student Registration and Extracurricular Activities Fees for 2026-2027 School Year (Roll Call Vote) **Presenter:** Anna Kasprzyk
- 18.3. VMWare to Hyper-V Server Migration (Roll Call Vote) **Presenter:** Jon Chase
- 18.4. Illinois Association of School Boards (IASB) Summer Workshop Date and Subject Confirmation (Discussion)
- 19. **New Business**
- 19.1. Bulletin Board Article for Newsletter (Discussion)
 - *Honoring Joanne Osmond for her 31 years of service*
- 19.2. Landscaping Services Bid Award (Roll Call Vote) **Presenter:** Anna Kasprzyk
- 19.3. Student Chromebook Purchase (Discussion) **Presenter:** Jon Chase
- 19.4. Staff Chromebook Purchase (Discussion) **Presenter:** Jon Chase
- 19.5. PRESS Suggested Policy Deletion (Discussion)
 - *Policy 6:220 Instructional Materials Selection and Adoption*

19.6. Student Disciplinary Decision / Action
(Roll Call Vote)

- Student 2026-01

19.7. Student Disciplinary Decision / Action
(Roll Call Vote)

- Student 2026-02

20. **Calendar Review**

21. **Public Comments**

22. **Adjourn**



OLIVE C. MARTIN SCHOOL



A Presentation by: Isabel, Colton, Emery,
Jackson, Ninu, Galilea, Charlotte, Reagan,
Sophie, Nini, Kinzie, Elvis, and Gunnar

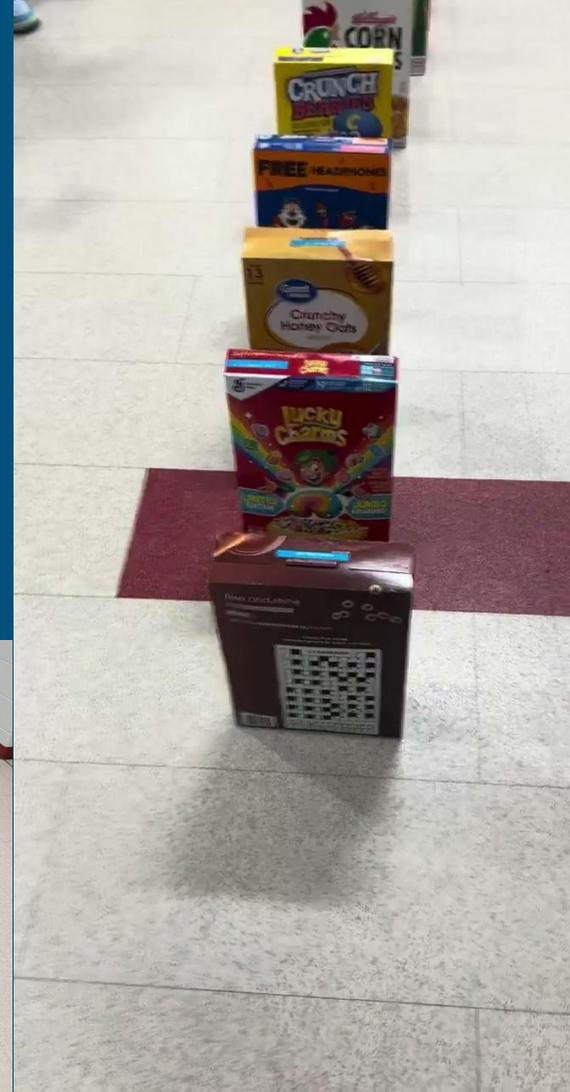


Mustangs Make it Happen!

- Cereal Drive
 - Candy Cane Sales
 - Feed My Starving Children
 - Victory Lakes
 - Spirit Club
 - Paparazzi
 - Nurse Office Helpers
 - Helping in another classroom
-

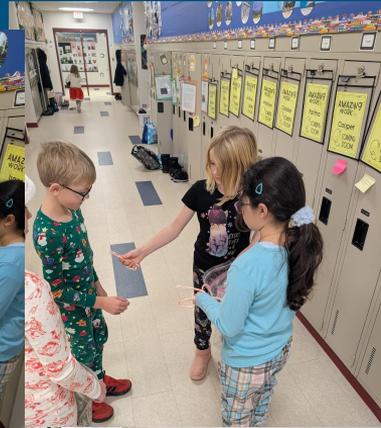
Cereal Drive

2nd and 5th grade helped collect and put up the cereal boxes, then the other grades helped as we let it go. The whole school raised about 450 boxes.



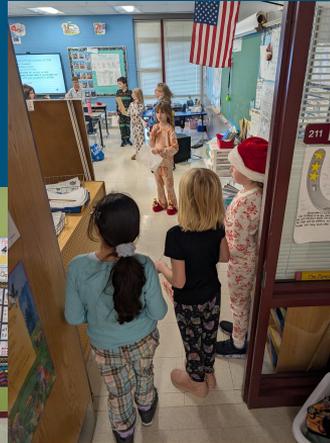
Candy Cane Sales

The candy cane sale was to sell each candy cane individually for \$1 each during the day. Each dollar would go toward charity.



Candy Cane Sales

The money was donated to the Lake Villa Food Pantry and Avon Food Pantry.



Feed My Starving Children

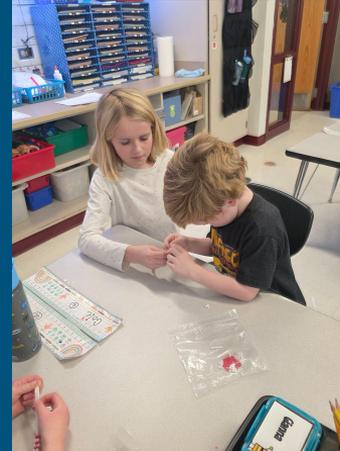
The 5th grade students went to Feed My Starving Children and packed food and labeled the Manna Packs. The students did a lot of work.

Martin School also had a family night at Feed my Starving Children in the Fall.



Lead Day for Victory Lakes Projects

At Olive C. Martin Elementary, we made crafts for residents of Victory Lakes!



Victory Lakes Visit

We took a trip to Victory Lakes Memory Care Center to sing to them and give them gifts that Martin Mustangs made.

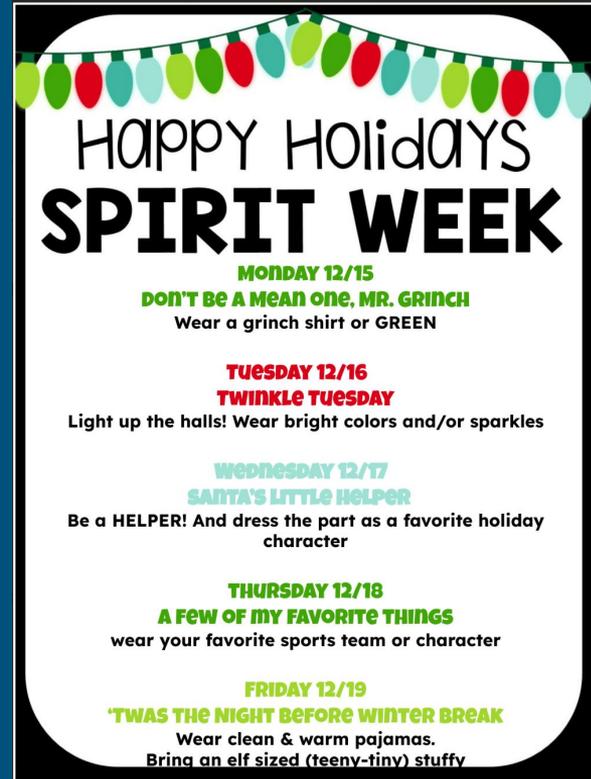


Resource Slide



Spirit Club

The spirit week was awesome! We had a hat day, a neon day, and more. The spirit club helps raise spirit at Martin Elementary School.



HAPPY HOLIDAYS
SPIRIT WEEK

MONDAY 12/15
DON'T BE A MEAN ONE, MR. GRINCH
Wear a grinch shirt or GREEN

TUESDAY 12/16
TWINKLE TUESDAY
Light up the halls! Wear bright colors and/or sparkles

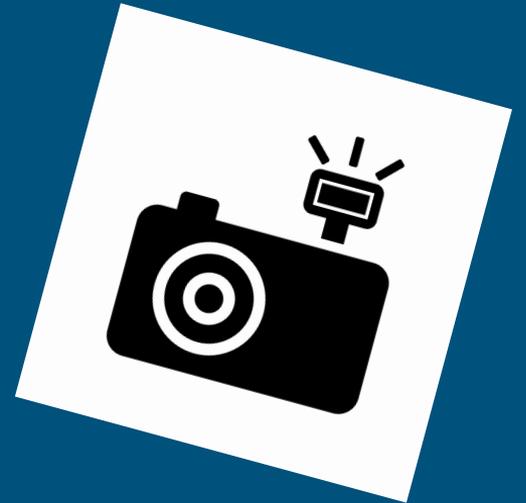
WEDNESDAY 12/17
SANTA'S LITTLE HELPER
Be a HELPER! And dress the part as a favorite holiday character

THURSDAY 12/18
A FEW OF MY FAVORITE THINGS
wear your favorite sports team or character

FRIDAY 12/19
'T WAS THE NIGHT BEFORE WINTER BREAK
Wear clean & warm pajamas.
Bring an elf sized (teeny-tiny) stuffy

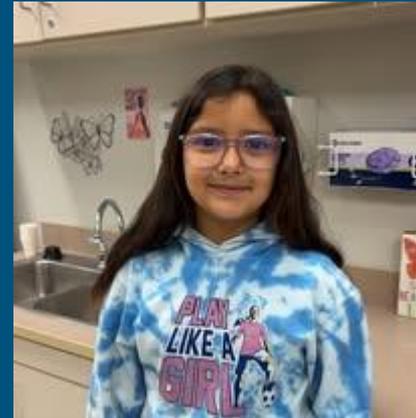
Paparazzi

The paparazzi club helps us take pictures of assemblies, some different events like the cereal drive, and more! They work with Mr. Johnson!



Nurse Office Helpers

The Health office helpers make ice packs and help make necklaces for lost teeth! Sometimes they even help fill the treasure chest.



Classroom Helpers

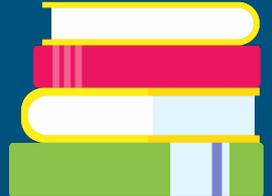
Classroom helpers help students in younger classrooms on projects and work. Sometimes helpers read to students, and other times they may help them on their school work.

Daily Herald Article

Lake Villa Dist. 41 students champion community service



The hallways at Martin Elementary School turned into a powerful display of kindness as students lined up to celebrate their cereal box drive, showing how small acts add up to a big impact for the community.



FOIA REQUEST REPORT 02-09-26

Request Date	Name / Company	Records Requested	Status	Status Date
1/1/2026	Owen Wang, Lake County Gazette	"(...)Copies of all vendor contracts over \$1,000 for the current school fiscal year."	Verification Requested	2/9/26
1/2/2026	Max Binnington Judiciocracy LLC	<ol style="list-style-type: none"> 1) "All bills from external attorneys or law firms for the year 2024, and through July 18, 2025 for 2025. 2) All engagement agreements with attorneys or law firms affiliated with any of the legal bills for the time period in item #1. 3) All other engagement agreements with attorneys or law firms executed in 2024 and in 2025 through July 18, 2025 not affiliated with any legal bills produced in item #1. 4) Documents showing any and all attorneys or legal professionals (attorneys, law firms, law clerks, paralegals and the like) who appeared on behalf of, represented, advised, or otherwise counseled the entity in 2024, and for 2025 through July 18, 2025 . . ." 	Response Made	
1/30/2026	Eden Ding The Data Branch Research Team	<p>"(...)contractual or purchasing relationship with BoxCast conducted by any school, department, office, division, or administrative unit within your institution.</p> <p>If a single consolidated contract or purchasing report is not maintained, we are fully willing to accept: School-level or department-level purchasing data related to BoxCast; Individual contract documents or amendments; Purchase orders or payment records for BoxCast services; Any readily available reports from your financial or ERP system that include BoxCast transactions; Records grouped by individual schools, departments, or cost centers; Requested. Details (if readily accessible): Vendor name (BoxCast); Contract or PO number; Contract/PO amount; Execution/signature date; Contract term and renewal dates; Issuing school, department, or office; Service description; Payment amounts and dates.</p> <p>If contracts or POs are not centrally tracked: We are happy to accept any readily available records that capture your relationship with BoxCast, such as: Contract register or purchase order records; Accounts payable records showing payments to BoxCast; Subscription or licensing agreements; Any expenditure summaries that reference BoxCast"</p>	Response Made	2/9/26
2/5/2026	Michael F. Henry	"(...)the background reports as Required under Illinois Law for each School Board elected in the State Of Illinois from 2010 Present, Performed by Each of the Government Entities in this Email."	Response Pending	2/9/26
2/6/2026	Sheri Reid SmartProcure	<p>"(...)commercial FOIA request to the Lake Villa Community Consolidated School District No. 41 for any and all purchasing records from 11/8/2025 to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.</p> <p>The specific information requested from your record keeping system i</p> <ol style="list-style-type: none"> 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number 2. Purchase date 3. Line item details (Detailed description of the purchase) 4. Line item quantity 5. Line item price 6. Vendor ID number, name, address, contact person and their email address." 	Response Pending	2/9/26

Entries below submitted for BOE Meeting Packet on 02/09/26

Sender	Date & Time	Communication Received by the Board
Marqueeta Moore marqueetamoore20@gmail.com	01-26-26 at 3:31 pm	Comment - Response made on 1-27-26
Sandra Keim-Bounds skeim@district41.org	01-27-26 at 4:43 pm	Student Disciplinary Matter
Sandra Keim-Bounds skeim@district41.org	01-27-26 at 4:46 pm	Student Disciplinary Matter
traymoore4@gmail.com	02-4-26 at 3:31 pm	Comment - Response made on 02-05-05
Sean Goheen goheen.sean@gmail.com	02-6-26 at 4:35 pm	Comment - Response made on 02-09-06

Monthly Student Enrollment Report - February 2026

GRADE	Hooper	Cross-Categorical	Number of Sections	Martin	Cross-Categorical	* Bi-Lingual	** Number of Sections	Thompson	*** LASSO	Number of Sections	Grade Level Total	SPED Off-Site	Total
ECE	27	0	2	5	0	0	0	85	8	6	117	4	121
Kindergarten	66	1	4	77	0	10	4	59	5	3	202	3	205
1st Grade	68	6	4	68	4	16	3	55	4	3	191	2	193
2nd Grade	75	2	4	87	5	19	4	68	1	4	230	5	235
3rd Grade	91	6	4	83	3	17	4	67	0	3	241	8	249
4th Grade	88	5	4	91	5	0	4	76	0	3	255	5	260
5th Grade	90	4	4	88	8	0	4	66	0	3	244	7	251
Elementary Total	505			499				476			1480		1514
GRADE	PALOMBI												
6th Grade	262	6									262	7	269
7th Grade	260	9									260	19	279
8th Grade	270	6									270	12	282
Middle School Total	792										2272	72	2344

* Included in Martin Total

** English / Bi-Lingual

*** Included in Thompson Total

Note: Cross-Cat numbers are included in grade totals

End of Year Enrollment

***Enrollment Total Highpoint Yr 2009: 3277 (corrected)

Year	Grade Level Total	SPED Off-Site	Total	Difference
June 2025	2309	78	2387	-90
June 2024	2399	81	2480	40
June 2023	2359	78	2437	-59
June 2022	2418	79	2497	71
* June 2021*	2347	75	2422	-168
* June 2020*	2515	88	2603	-27
June 2019	2542	90	2632	-21
June 2018	2563	96	2659	-61
June 2017	2624	71	2695	-56
June 2016	2680	76	2756	-70
June 2015	2750	74	2824	-126
June 2014	2876	67	2943	-52
June 2013	2928	57	2985	

6th Day Enrollment

Year	Hooper	Martin	Thompson	Palombi	SPED Off-Site	Pupil Enrollment
August 2025	500	497	456	790	60	2313
2024	533	497	482	798	76	2386
2023	558	514	469	817	72	2358
2022	578	526	464	800	58	2368
*2021	586	491	494	828	71	2399
*2020	644	503	556	561	72	2264
2019	679	595	594	617	83	2485
2018	683	616	611	613	83	2523
2017	672	604	638	639	60	2553
2016	649	623	627	678	57	2577
2015	674	652	661	692	70	2679
2014	713	687	673	687	63	2760

Total includes 10 outstanding registrations: 1 returning but not registered and 9 new pending approval

MEMO

DATE: February 9, 2026

TO: Dr. Sandra Keim-Bounds, Superintendent
Members of the Board of Education

FROM: Anna Kasprzyk, Chief School Business Official

RE: Impact Fees for 2026

Impact Fees (also known as Developer Fees) are one-time fees collected by school districts and are used to help pay for infrastructure that might be required for new housing development. These fees are assessed based on the type of housing being developed and are paid by the developer.

Annually, the impact fees are recalculated using the current CPI. The CPI used to increase impact fees for 2026 is 2.7%.

Attached is a new Impact Fees schedule for 2026 along with historical collection data.

If you have any questions, please do not hesitate to contact me.

**LAKE VILLA COMMUNITY CONSOLIDATED SCHOOL DISTRICT #41
IMPACT FEE TABLE
2026**

Home Styles	
Detached	
2 Bedroom	\$2,184.55
3 Bedroom	\$6,515.69
4 Bedroom	\$9,987.55
5 Bedroom	\$7,278.85
Attached	
2 Bedroom	\$1,646.69
3 Bedroom	\$3,470.89
4 Bedroom	\$5,727.55
Apartment	
1 Bedroom	\$36.20
2 Bedroom	\$1,541.73
3 Bedroom	\$4,314.43

New figures are based on CPI growth of 2.7%

This new fee schedule shall be in effect from February 1, 2026 through January 31, 2027

10-year historical Impact Fees Collected as reported on June 30 per the audit report:

2024-2025		
2023-2024	\$	357,900
2022-2023	\$	13,715
2021-2022	\$	19,067
2020-2021	\$	-
2019-2020	\$	8,021
2018-2019	\$	-
2017-2018	\$	-
2016-2017	\$	-
2015-2016	\$	144
2014-2015	\$	30,363

CHECK NUMBER	CHECK FD	CHECK DATE	CHE TYP	VENDOR	INVOICE DESCRIPTION	AMOUNT
352465	15	01/29/2026	R	APPLE INC	TouchChat HD App	299.99
352465	10	01/29/2026	R	CONSTANT CONTACT INC	Yearly Membership- Hooper	42.00
352465	20	01/29/2026	R	STAMPS.COM	Monthly Fees- Postage	20.99
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	District Office Supplies	6.21
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	District Office Supplies	20.00
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	District Office Supplies	4.83
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	District Office Supplies	6.22
352473	20	02/09/2026	R	AMAZON CAPITAL SERVI	District Office Supplies	1.31
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	District Office Supplies	10.86
352473	15	02/09/2026	R	AMAZON CAPITAL SERVI	District Office Supplies	9.33
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	District Office Supplies	6.22
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	District Office Supplies	29.99
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Forgotten Girl - 30 Books for Thompson 5th Grade Section	188.70
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Toner for DO Printer and Supplies	5.10
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Toner for DO Printer and Supplies	7.64
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Toner for DO Printer and Supplies	2.55
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Toner for DO Printer and Supplies	5.10
352473	20	02/09/2026	R	AMAZON CAPITAL SERVI	Toner for DO Printer and Supplies	2.55
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Toner for DO Printer and Supplies	107.03
352473	15	02/09/2026	R	AMAZON CAPITAL SERVI	Toner for DO Printer and Supplies	7.64
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Toner for DO Printer and Supplies	5.10
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	keyboard and mouse pad	33.97
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	ACCESS Incentives for students	235.47
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Thinking Tasks for K-5 2 copies per elementary for instructional coaches	191.76
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Technology Supplies	182.66
352473	20	02/09/2026	R	AMAZON CAPITAL SERVI	Snow Shovels	103.80
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	books for library	23.78
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	PE Equipment	38.04
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Art Supplies 25/26	179.90
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	office and testing supplies	288.96
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Books for Solo and ensemble	67.96
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Classroom supplies	43.34
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Supplies	237.30
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Supplies	26.85
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Books for library	208.71
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	25 white boards + mini erasers + Expo markers	84.86
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	ATD Curriculum Supplies	411.11
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	7th grade model materials	57.69
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Uno Tournament Cards and Prizes	228.36
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	LIM Action Team Supplies.	9.59
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Refund for PO 5002026115- White Board	-169.95

CHECK NUMBER	CHECK FD	CHECK DATE	CHE TYP	VENDOR	INVOICE DESCRIPTION	AMOUNT
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Art Supplies	92.68
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	PE & EC replacement equipment	199.96
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	LIM supplies	25.91
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Books for Thompson Library	124.63
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Privacy Folders, 2025-2026 Supply	47.49
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	resource room supplies/books	53.97
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Art Supplies	527.35
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Velcro and laminating sheets, glue sticks,	33.64
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	office stamp	24.99
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	velcro dots-curriculum	31.55
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Roggy Reading Intervention	29.99
352473	15	02/09/2026	R	AMAZON CAPITAL SERVI	New EC Classroom Setup Supplies	11.87
352473	15	02/09/2026	R	AMAZON CAPITAL SERVI	Classroom replacement items	14.38
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Soap dispensers for PFA classrooms	57.58
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	Classroom supplies-PFA	344.57
352473	10	02/09/2026	R	AMAZON CAPITAL SERVI	PFA Classroom supplies (gloves) for Wolter	16.98
352473	15	02/09/2026	R	AMAZON CAPITAL SERVI	Batteries for classroom toys/games	59.96
352474	10	02/09/2026	R	22VETS LLC	Audio Expansion Project- Palombi Gym	7,197.26
352475	20	02/09/2026	R	ABM	Custodial services - January 2026	64,440.08
352476	20	02/09/2026	R	ACE HARDWARE OF LIBE	supplies	15.98
352477	15	02/09/2026	R	ALEXANDER LEIGH CENT	January tuition	18,975.96
352478	15	02/09/2026	R	AMERGIS HEALTHCARE S	I Balici, RN services 1/12-1/16/26	1,035.00
352478	15	02/09/2026	R	AMERGIS HEALTHCARE S	I Balici, RN services 1/21-1/24/26	1,035.00
352479	15	02/09/2026	R	AMPERSAND THERAPY LL	E Morris, OT services 1/12-1/16/26	1,470.00
352479	15	02/09/2026	R	AMPERSAND THERAPY LL	E Morris, OT services 1/20-1/23/26	2,940.00
352480	15	02/09/2026	R	ASSURED HEALTHCARE S	WLT nursing services 1/18/26	409.83
352481	15	02/09/2026	R	AUKERMAN, DEBORAH	D Aukerman, PJP psych 1/20-1/22/26	1,600.00
352481	15	02/09/2026	R	AUKERMAN, DEBORAH	D Aukerman, PJP psych 1/12-1/15/26	1,900.00
352482	20	02/09/2026	R	BELFOR USA GROUP, IN	Pleviak - CLIC claim# 010003-017581-RB-01	2,500.00
352483	10	02/09/2026	R	BLICK ART MATERIALS,	25/26 Art Supplies	324.75
352484	15	02/09/2026	R	BROOKES PUBLISHING C	Bilingual Assessments English-Spanish	881.40
352485	40	02/09/2026	R	CHAIN O LAKES TRANSP	SpEd transportation 1/19-1/30/26	540.00
352486	15	02/09/2026	R	CONNECTIONS ACADEMY	January tuition	6,970.50
352486	15	02/09/2026	R	CONNECTIONS ACADEMY	January tuition	6,970.50
352487	15	02/09/2026	R	CONNECTION'S DAY SCH	January tuition	6,394.68
352487	15	02/09/2026	R	CONNECTION'S DAY SCH	January tuition	6,394.68
352487	15	02/09/2026	R	CONNECTION'S DAY SCH	January tuition	6,394.68
352487	15	02/09/2026	R	CONNECTION'S DAY SCH	January tuition	6,394.68
352487	15	02/09/2026	R	CONNECTION'S DAY SCH	January tuition	6,394.68
352488	20	02/09/2026	R	CONSERV FS, INC.	ice heat	906.50

CHECK NUMBER	CHECK FD	CHECK DATE	CHE TYP	VENDOR	INVOICE DESCRIPTION	AMOUNT
352489	20	02/09/2026	R	CONSTELLATION NEW EN	Pleviak electric service 11/19/25-12/18/25	2,245.49
352489	20	02/09/2026	R	CONSTELLATION NEW EN	BJH electric service 12/15/25-1/16/26	4,157.84
352490	20	02/09/2026	R	CONVERGINT	repairs	465.30
352491	10	02/09/2026	R	CYBER ADVISORS	EBA backup - February	1,350.00
352492	15	02/09/2026	R	DALTON MOFFIT, BETH	Speech/language services Prince of Peace 1/15-1/23/26	340.00
352493	15	02/09/2026	R	EMBRACE EDUCATION	direct service percentage billing 1/29/26	152.28
352494	20	02/09/2026	R	HD SUPPLY INC	supplies	303.96
352494	20	02/09/2026	R	HD SUPPLY INC	supplies	434.57
352494	20	02/09/2026	R	HD SUPPLY INC	supplies	302.99
352494	20	02/09/2026	R	HD SUPPLY INC	supplies	464.00
352494	20	02/09/2026	R	HD SUPPLY INC	supplies	502.09
352494	20	02/09/2026	R	HD SUPPLY INC	supplies	645.12
352495	10	02/09/2026	R	HERNANDEZ, BELEN	lunch refund	26.70
352496	10	02/09/2026	R	HODGES, LOIZZI, EISE	December legal services	12,512.77
352497	10	02/09/2026	R	ILLINOIS ASSOC OF SC A	Kasprzyk IASBO Dues March 2026-March 2027	340.00
352497	10	02/09/2026	R	ILLINOIS ASSOC OF SC A	Kasprzyk IASBO Dues March 2026-March 2027	905.00
352498	10	02/09/2026	R	ILLINOIS DEPARTMENT	Vision/Hearing training registration - Elaine De Leon attending 1/21 and 2/18/26	400.00
352499	10	02/09/2026	R	ILLINOIS VIRTUAL SCH	Full-time Academy Enrollment for Palombi student	4,000.00
352500	10	02/09/2026	R	KAMM SOLUTIONS	Professional Development Workshop - February 3, 2026 (Full Day)	2,800.00
352501	10	02/09/2026	R	KANE COUNTY REGIONAL	website ADA Seminar- JZeien	60.00
352502	10	02/09/2026	R	LOVE YOUR CLASSROOM	BCBA Consultation 1/6-1/29/26	3,872.94
352503	10	02/09/2026	R	MAGRANE CONSULTING L	Leadership coaching 1/22	1,000.00
352504	10	02/09/2026	R	MASTER TEACHER, THE	Paraprofessional online training	99.00
352505	15	02/09/2026	R	NORTHWESTERN ILLINOI	All Brains Welcome SLP course for Ann Scully	67.29
352505	15	02/09/2026	R	NORTHWESTERN ILLINOI	FY26 Q3 quarterly services	1,079.38
352506	20	02/09/2026	R	OPENTEXT INC	Fax services 1/1-1/31/26	135.97
352507	10	02/09/2026	R	OSEI, NANA	lunch refund	152.25
352508	10	02/09/2026	R	POWERSCHOOL GROUP LL	PowerSchool University- R Clark	2,500.00
352509	10	02/09/2026	R	REINSTEIN QUIZBOWL	Scholastic Bowl Questions	195.00
352510	10	02/09/2026	R	RELEVANT SPEAKERS NE	Charles Opio speaking engagement	200.00
352511	10	02/09/2026	R	ROTARY CLUB OF ANTIO	Quarterly dues	200.00
352512	15	02/09/2026	R	SAFE HAVEN SCHOOL	January tuition	4,860.01
352513	40	02/09/2026	R	SHERMAN, KIRK	McKinney Vento transportation 11/17/25-1/30/26	873.44
352514	15	02/09/2026	R	SOCIAL THINKING.COM	Teaching the We Thinkers conference	54.00
352514	15	02/09/2026	R	SOCIAL THINKING.COM	Teaching the We Thinkers Conference	54.00
352515	15	02/09/2026	R	SPECIAL EDUCATION SE	January tuition	9,989.00
352515	15	02/09/2026	R	SPECIAL EDUCATION SE	January intensive tuition	13,289.74
352516	15	02/09/2026	R	SUNBELT STAFFING	F Avalos-Delcid, social	1,803.75

CHECK NUMBER	CHECK FD	CHECK DATE	CHE TYP	VENDOR	INVOICE DESCRIPTION	AMOUNT
					worker 1/5-1/9/26	
352516	15	02/09/2026	R	SUNBELT STAFFING	F Avalos-Delcid, social	1,803.75
					worker 1/5-1/9/26	
352516	15	02/09/2026	R	SUNBELT STAFFING	F Avalos-Delcid, social	1,443.00
					worker 1/12-1/16/26	
352516	15	02/09/2026	R	SUNBELT STAFFING	F Avalos-Delcid, social	1,443.00
					worker 1/12-1/16/26	
352516	15	02/09/2026	R	SUNBELT STAFFING	M Palella, speech/language	2,308.95
					1/12-1/15/26	
352517	20	02/09/2026	R	THERMOSYSTEMS, LLC	repairs	928.00
352518	20	02/09/2026	R	VILLAGE OF LAKE VILL	310 E Grand - water/sewer	119.77
					service 11/14/25-1/15/26	
352518	20	02/09/2026	R	VILLAGE OF LAKE VILL	304 E Grand - water/sewer	115.74
					service 11/14/25-1/15/26	
352518	20	02/09/2026	R	VILLAGE OF LAKE VILL	515 Thompson Ln - Water/Sewer	1,595.20
					11/14/25-1/15/26	
352518	20	02/09/2026	R	VILLAGE OF LAKE VILL	133 McKinley Ave -	2,109.60
					water/sewer 11/14/25-1/15/26	
352519	10	02/09/2026	R	WHITSONS CULINARY GR	PFA snacks - January	2,633.75
352520	10	02/09/2026	R	XEROX IT SOLUTIONS L	repairs	50.00
352521	10	02/09/2026	R	ZWICKE, HEATHER	lunch refund	54.00
202500126	20	02/09/2026	W	BANNERVILLE USA INC	mural wall repairs	250.00
202500127	20	02/09/2026	W	BROOKS ALLAN	new employee bundle	388.96
202500128	10	02/09/2026	W	GARVEY'S OFFICE	PROD Hooper- Copy Paper Order	5,218.60
202500128	10	02/09/2026	W	GARVEY'S OFFICE	PROD Hooper- Copy Paper Order	161.40
202500128	10	02/09/2026	W	GARVEY'S OFFICE	PROD District Office- Copy Paper	174.85
					Order	
202500128	10	02/09/2026	W	GARVEY'S OFFICE	PROD District Office- Copy Paper	269.00
					Order	
202500128	10	02/09/2026	W	GARVEY'S OFFICE	PROD District Office- Copy Paper	94.15
					Order	
202500128	10	02/09/2026	W	GARVEY'S OFFICE	PROD District Office- Copy Paper	94.15
					Order	
202500128	20	02/09/2026	W	GARVEY'S OFFICE	PROD District Office- Copy Paper	94.15
					Order	
202500128	10	02/09/2026	W	GARVEY'S OFFICE	PROD District Office- Copy Paper	174.85
					Order	
202500128	15	02/09/2026	W	GARVEY'S OFFICE	PROD District Office- Copy Paper	269.00
					Order	
202500128	10	02/09/2026	W	GARVEY'S OFFICE	PROD District Office- Copy Paper	174.85
					Order	
202500128	10	02/09/2026	W	GARVEY'S OFFICE	PROD Thompson- Copy Paper Order	2,152.00
202500128	10	02/09/2026	W	GARVEY'S OFFICE	PROD Martin- Copy Paper Order	2,152.00
202500128	10	02/09/2026	W	GARVEY'S OFFICE	PROD Palombi- Copy Paper Order	365.84
202500128	10	02/09/2026	W	GARVEY'S OFFICE	PROD Palombi- Copy Paper Order	328.18
202500129	20	02/09/2026	W	GRAINGER	boiler repairs	691.37
202500130	20	02/09/2026	W	LAKE COUNTY DEPART O	OCM water/sewer	11,309.95
					11/25/25-1/29/26	
202500131	10	02/09/2026	W	STERICYCLE, INC	shredding	1,126.01
202500132	20	02/09/2026	W	TERMINIX-ANDERSON	BJH pest control 1/23/26	49.87
202500133	10	02/09/2026	W	THOMSON REUTERS- WES	Online Software Subscription-	1,066.16
					Monthly SY25-26	
202500134	20	02/09/2026	W	VERIZON WIRELESS	hot spots 12/20/25-1/19/26	150.20
252600237	10	02/09/2026	A	BAKER, ALLISON	classroom supplies	132.62
252600237	10	02/09/2026	A	BAKER, ALLISON	classroom supplies	194.35
252600238	10	02/09/2026	A	BROWN, RENEE	Midwest Band & Orchestra	160.62

CHECK NUMBER	CHECK FD	CHECK DATE	CHE TYP	VENDOR	INVOICE DESCRIPTION	AMOUNT
					Clinic 12/17-12/19/25	
252600239	10	02/09/2026	A	BROZ-ANDREOU, NATALI	art supplies	89.02
252600240	10	02/09/2026	A	DE LEON, ELAINE	Mileage - vision workshop 1/21	62.78
252600241	40	02/09/2026	A	DURHAM SCHOOL SERVIC	January transportation	256,919.87
252600241	40	02/09/2026	A	DURHAM SCHOOL SERVIC	January transportation	153,121.77
252600241	40	02/09/2026	A	DURHAM SCHOOL SERVIC	January transportation	3,377.32
252600242	10	02/09/2026	A	GEIGER, ERICH	Mileage 1/8-2/3/26	59.60
252600243	15	02/09/2026	A	GOODALE, RACHEL	Mileage 1/7-1/30/26	41.91
252600244	10	02/09/2026	A	HORN, ASHLEY	ITCCCA Clinic Registration - Gama and Horn attending	226.00
252600245	10	02/09/2026	A	JACOBS, HENRY	Kagan Cooperative Learning Day 1 registration	249.00
252600246	10	02/09/2026	A	KENDALL, JOYCE	Course Reimbursement	284.00
252600247	10	02/09/2026	A	KITTLE, ABIGAIL	Course Reimbursement	845.85
252600248	10	02/09/2026	A	KLENE, SCOTT	LIM presentation	56.53
252600248	10	02/09/2026	A	KLENE, SCOTT	Popcorn for student awards	67.54
252600249	10	02/09/2026	A	KOBESKI, HAILEY	Course Reimbursement	580.50
252600249	10	02/09/2026	A	KOBESKI, HAILEY	Art Club supplies	151.63
252600249	10	02/09/2026	A	KOBESKI, HAILEY	GSA Club supplies	7.66
252600250	10	02/09/2026	A	LAWRENCE, JENNIFER	Course Reimbursement	1,218.00
252600251	15	02/09/2026	A	LIND, KATHRYN	Mileage 8/18-12/15/25	32.06
252600252	10	02/09/2026	A	MATTSON, JENNIFER	Course Reimbursement	840.00
252600253	20	02/09/2026	A	MCCAFFREY, BAILEY	In-district mileage 1/5-1/30/26	184.88
252600254	20	02/09/2026	A	MENARDS - ANTIOCH	supplies	135.90
252600254	20	02/09/2026	A	MENARDS - ANTIOCH	supplies	-126.46
252600254	20	02/09/2026	A	MENARDS - ANTIOCH	supplies	56.93
252600254	20	02/09/2026	A	MENARDS - ANTIOCH	supplies	99.99
252600255	10	02/09/2026	A	NEZIRI, GRETCHEN	Course Reimbursement	825.00
252600255	10	02/09/2026	A	NEZIRI, GRETCHEN	Course Reimbursement	825.00
252600256	10	02/09/2026	A	SARCINELLI, CECILY	Course Reimbursement	165.00
252600257	10	02/09/2026	A	TILTON, ALEKSANDRA	dry cleaning tablecloths	72.00
Totals for checks						685,813.55

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATION	0.00	232.95	65,744.41	65,977.36
15	SPECIAL EDUCATION	0.00	0.00	109,201.20	109,201.20
20	OPERATIONS AND MAINTENANCE	0.00	-126.46	95,929.05	95,802.59
40	TRANSPORTATION	0.00	0.00	414,832.40	414,832.40
***	Fund Summary Totals ***	0.00	106.49	685,707.06	685,813.55

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

CHECK		CHECK		CHE		INVOICE	
NUMBER	FD	DATE	TYP	VENDOR	DESCRIPTION	AMOUNT	
12881	10	01/27/2026	V	SCHOLLE, KEVIN	Wrestling Referee 1/13/26	-75.00	
12884	10	01/27/2026	S	CARTER, SHAUN	Wrestling Referee 1/13/26	75.00	
12885	10	01/27/2026	S	CORD, LES	Volleyball Referee 2/5/26	75.00	
12885	10	01/28/2026	V	CORD, LES	Volleyball Referee 2/5/26	-75.00	
12886	10	01/27/2026	S	GROGAN, KYLE	Wrestling Referee 2/9/26	75.00	
12887	10	01/27/2026	S	NESTER, NANCY	Volleyball Referee 1/28/26	75.00	
12887	10	01/29/2026	V	NESTER, NANCY	Volleyball Referee 1/28/26	-75.00	
12888	10	01/27/2026	S	POLICH, ROD	Volleyball Referee 2/4/26	75.00	
12889	10	01/27/2026	S	ROTHSTEIN, DANIEL	Wrestling Referee 2/9/26	75.00	
12890	10	01/27/2026	S	SCHOENFELDER, STEVE	Wrestling Referee 1/27/26	75.00	
12891	10	01/27/2026	S	SCHOENFELDER, STEVE	Wrestling Referee 2/3/26	75.00	
12892	10	01/27/2026	S	SCHOLLE, KEVIN	Wrestling Referee 2/3/26	75.00	
12893	10	01/27/2026	S	SELF, BRYAN	Wrestling Referee 1/27/26	75.00	
Totals for checks						525.00	

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATION	0.00	0.00	525.00	525.00
***	Fund Summary Totals ***	0.00	0.00	525.00	525.00

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

Systematic Policy Review for Lake Villa CC School District 41

Collaboration, transparency, and consistency
in board governance





Agenda

- The Importance of Board Policy in School District Governance
- Lake Villa CCSD District #41 Policy Structure
- Systematic Policy Review Process
- Monitoring, Auditing, and Reporting Compliance
- Collaborative Approaches and Continuous Improvement

Foundational Principles of Effective Governance



#1

The Board Clarifies the District Purpose



#2

The Board Connects with the Community



#3

The Board Employs a Superintendent



#4

The Board Delegates Authority



#5

The Board Monitors Performance



#6

The Board Takes Responsibility for Itself



Role of Board Policy in Effective School Management

The board constantly monitors progress toward district ends and compliance with written board policies using data as the basis for assessment.

Overview of Policy Sections



1. School District Organization

Legal Status, Operations, Philosophy



2. Board of Education

Duties of Board, Ethics, Board Operations, Oath



3. General School Administration

Goals and Objectives, Chain of Command, Superintendent, Succession



4. Operational Services

Fiscal / Business Management, Purchases, Resources, Safety, Pandemic, Facility



5. Personnel

Employment, Hiring, Staff Development, Staff Development, Professional, Support Personnel



6. Instruction

Framework for curriculum development, teaching methods, and assessment



7. Students

Equal Education, Residence, Attendance, Student Rights, Behavior, Student Support, Medicine



8. Community Relations

Connection, Advertising, Gifts, Parental Involvement, Public Communication



Alignment with State and Federal Regulations

1. IDEA Compliance

Ensures special education services and procedural safeguards, supporting equitable access and funding eligibility.

2. Title IX Protections

Prevents sex-based discrimination, reinforcing safe, inclusive learning environments across programs and activities.

3. ESSA Accountability

Aligns assessments and reporting to elevate outcomes and maintain state and federal compliance.

Transparent Reporting to the Community

Publish Clear Results

Share audit outcomes and compliance status via newsletters and district websites.

Track Corrective Actions

Report progress in accessible formats so families can follow improvements.

Show Transparency in Action

Pair reports with visuals—like charts or community meeting photos—to build trust and invite participation.





Board and Administration Teamwork in Policy Management

Collaborative Oversight

Ongoing board–administration dialogue keeps policies aligned and consistently applied.

Relevance & Feasibility

Joint input ensures policies reflect classroom realities and operational constraints.

Policies & Procedures

IASB Press Plus – Quarterly Publications

Observations

- 1 The Board governs through policies while Administration manages
Board is not involved in daily operations (stay off the dance floor)
- 2 Board detects through data provided by Administration
Approvals is in 'Board approved Meeting Minutes'
- 3 Additional Groupings – Superintendent and Ends
Use Superintendent in evaluation and Ends in Board evaluation
- 4 Annual Calendar correlates management with policies
Review of policies improves board decision making
- 5 Maintain the Number in the Policy Manual
Changes and new Policies are not lost in the Process

Driving Excellence Through Transparent, Collaborative Review

A systematic, transparent policy review enables effective governance in Lake Villa District 41. Align policies with regulations, involve stakeholders, and monitor compliance to build accountability and trust.

Sustained board–administration collaboration drives continuous improvement that supports educational excellence and community confidence.

MEMO

Date: February 9, 2026
To: Dr. Sandra Keim-Bounds, Superintendent
Members of the Board of Education
From: Dr. Vic Wight, Assistant Superintendent
RE: 2026 - 2027 School Calendar

Background:

The Calendar Committee met on one occasion to discuss the school calendar. It was also presented to the staff and feedback was provided to the committee. The committee reviewed the Lake County Regional Office Recommended Calendar and Grant, Grayslake, and Lakes Community High School Calendars. Our start date is scheduled for August 19th, 2026. Winter and Spring Breaks align with Lake County Regional Office Recommended Calendar and Grant, Grayslake, and Lakes Community High School Calendars.

Since 2009, districts have been permitted—without a waiver—to observe, hold school, or schedule activities such as teacher institutes, parent-teacher conferences, or staff development on the following holidays: Dr. Martin Luther King, Jr. Day, Presidents’ Day, Casimir Pulaski Day, Columbus Day, and Veterans Day.

During the 2026–2027 school year, school **will be in session** on **Veterans Day** and **Casimir Pulaski Day**.

The committee collaboratively determined the 2026-2027 School Calendar as presented.

Recommendation:

It is recommended that the Board of Education approve the 2026-2027 School Calendar as presented.

Lake Villa School District #41

2026-2027 -DRAFT

AUGUST	<p>Monday, 17th - Teachers' Institute - No School Tuesday, 18th - Teachers' Institute - No School Wednesday, 19th - First Day of School 1st - 8th Grades (Half Day) Wednesday, 19th to Friday, 21st - Kindergarten Round-Up Thursday, 20th - First Day of School Early Childhood Education (ECE) - AM/PM Monday, 24th - First Day of School for Kindergarten</p>
SEPTEMBER	<p>Friday, 4th - Teachers' Institute Day - No School Monday, 7th - Labor Day - No School</p>
OCTOBER	<p>Thursday, 8th - Parent Teacher Conferences - No School Friday, 9th - Parent Teacher Conferences - No School Monday, 12th - Columbus Day - No School</p>
NOVEMBER	<p>Tuesday, 3rd - Non Attendance Day - No School Friday, 13th - First Trimester Ends Friday, 20th - First Trimester Report Cards are Available Monday, 23rd - Wednesday 25th - Non Attendance Day - No School Thursday, 26th - Thanksgiving Day - No School Friday, 27th - Non-Attendance Day - No School</p>
DECEMBER	<p>WINTER BREAK - Monday, December 21st - Friday, January 1st</p>
JANUARY	<p>Monday, 4th - School Resumes Monday, 18th - Dr. Martin Luther King Jr. Day - No School</p>
FEBRUARY	<p>Friday, 12th - Teachers' Institute - No School Monday, 15th - Presidents' Day - No School Friday, 26th - Second Trimester Ends</p>
MARCH	<p>Friday, 5th - Second Trimester Report Cards are Available SPRING BREAK - Monday, March 22nd - Monday, March 29th Tuesday, 30th - School Resumes</p>
MAY	<p>Monday, 31st - Memorial Day - No School</p>
June	<p>Wednesday, 2nd - Last day of School for Early Childhood Education Thursday, 3rd - Last day of School (if we do not take June 4th-June 10th Emergency Days) Half Day of School/Half Day Teachers' Institute Day/Third Trimester Ends/Report Cards are available</p>

***The calendar will include an early release day every Friday throughout the school year.
Starting and dismissal times for the school year are listed on the back.***

LAKE VILLA SCHOOL DISTRICT 41

2026-2027

TI	Teachers' Institute Day - No School	TRI	Trimester Ends	WB	Winter Break
FD	First Day of School 1st-8th Grades (half day) Teachers' Institute	RA	Report Cards Available	SB	Spring Break
KR	Kindergarten Round-Up August 19th - August 21st	PTC	Parent Teacher Conferences	SR	School Resumes
FDEC	First Day of School for Early Childhood (ECE) AM/PM	NA	Non-Attendance Day		
FDK	First Day of Kindergarten	LD	Last Day of School if we do not take June 4-June 10th Emergency Days - Half Day - Teachers' Institute		
HOL	Holiday - No School	LDEC	Last Day of School Early Childhood AM/PM		

AUGUST 2026

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
TI	TI	FD/KR	FDEC/KR	KR
FDK	26	27	28	29
31				

SEPTEMBER 2026

M	T	W	TH	F
	1	2	3	TI
HOL	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

OCTOBER 2026

M	T	W	TH	F
			1	2
5	6	7	PTC	PTC
HOL	13	14	15	16
19	20	21	22	23
26	27	28	29	30

NOVEMBER 2026

M	T	W	TH	F
2	NA	4	5	6
9	10	11	12	TRI
16	17	18	19	RA
NA	NA	NA	HOL	NA
30				

DECEMBER 2026

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
WB	WB	WB	WB	WB
WB	WB	WB	WB	

JANUARY 2027

M	T	W	TH	F
				WB
SR	5	6	7	8
11	12	13	14	15
HOL	19	20	21	22
25	26	27	28	29

FEBRUARY 2027

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	TI
HOL	16	17	18	19
22	23	24	25	TRI

MARCH 2027

M	T	W	TH	F
1	2	3	4	RA
8	9	10	11	12
15	16	17	18	19
SB	SB	SB	SB	SB
SB	30	31		

APRIL 2027

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

MAY 2027

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
HOL				

JUNE 2027

M	T	W	TH	F
	1	LDEC	LD	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

This calendar will include an early release day every Friday throughout the school year.

Starting and dismissal times are listed on the back.



STARTING AND DISMISSAL TIMES FOR 2026-2027 SCHOOL YEAR:

REGULAR CLASS DAYS:

HOOPER SCHOOL	9:00 A.M. to 3:40 P.M. 9:05 A.M. to 11:45 A.M. Early Childhood Education (ECE) A.M. 1:00 P.M. to 3:40 P.M. Early Childhood Education (ECE) P.M.
THOMPSON SCHOOL	8:15 A.M. to 2:55 P.M. 8:20 A.M. to 11:00 A.M. Early Childhood Education (ECE) A.M. 12:15 P.M. to 2:55 P.M. Early Childhood Education (ECE) P.M.
MARTIN SCHOOL	8:15 A.M. to 2:55 P.M. 8:20 A.M. to 11:00 A.M. Early Childhood Education (ECE) A.M. 12:15 P.M. to 2:55 P.M. Early Childhood Education (ECE) P.M.
PALOMBI MIDDLE SCHOOL	7:32 A.M. to 2:17 P.M.
HALF DAY OF CLASSES August 19, 2026 June 3, 2027	<i>No Early Childhood Classes</i> Hooper School 9:00 A.M. to 12:00 P.M. Thompson and Martin School 8:15 A.M. to 11:15 A.M. Palombi Middle School 7:32 A.M. to 10:30 A.M.

EARLY DISMISSAL DATES AND TIMES

Weekly every Friday

HOOPER SCHOOL	9:00 A.M. to 2:40 P.M. 9:05 A.M. to 11:10 A.M. Early Childhood Education (ECE) A.M. 12:35 P.M. to 2:40 P.M. Early Childhood Education (ECE) P.M.
THOMPSON SCHOOL	8:15 A.M. to 1:55 P.M. 8:20 A.M. to 10:25 A.M. Early Childhood Education (ECE) A.M. 11:50 A.M. to 1:55 P.M. Early Childhood Education (ECE) P.M.
MARTIN SCHOOL	8:15 A.M. to 1:55 P.M. 8:20 A.M. to 10:25 A.M. Early Childhood Education (ECE) A.M. 11:50 A.M. to 1:55 P.M. Early Childhood Education (ECE) P.M.
PALOMBI MIDDLE SCHOOL	7:32 A.M. to 1:00 P.M.

MEMO

DATE: February 9, 2026

TO: Dr. Sandra Keim-Bounds, Superintendent
Members of the Board of Education

FROM: Anna Kasprzyk, Chief School Business Official

RE: Student Registration and Extracurricular Fees for SY26-27 –Approval

Background:

On an annual basis, the Board of Education reviews and makes decisions on recommended changes for PreK-8 student registration and extracurricular activities fees. Information on the Student Registration and Extracurricular Fees for SY2026-2027 was presented to the Board of Education for initial discussion on January 26, 2026. No increase in fees has been recommended.

Recommendation:

It is recommended that the Board of Education approve the Student Registration and Extracurricular Fees for SY2026-2027 as presented.

If you have any questions, please do not hesitate to contact me.

MEMO

DATE: February 9, 2026
TO: Dr. Sandra Keim-Bounds, Superintendent
Members of the Board of Education
FROM: Mr. Jonathan Chase, Director of Technology
RE: VMWare to Hyper-V Server Migration

Background:

Lake Villa 41 has used VMware for years to create virtual servers. This has been key to running many virtual computers on less physical equipment, which helps move data across our cloud and local systems.

Discussion:

We are planning a strategic transition from VMware to Microsoft Hyper-V during the 2025–2026 school year due to the recent takeover of VMware by Broadcom accompanied by exorbitant renewal costs and contract minimums. This migration process is complicated and requires significant coordination to ensure a successful pivot.

The move to Hyper-V offers two key advantages:

1. **Cost Savings:** Hyper-V is included in our existing Microsoft server licensing, providing significant long-term cost savings compared to the rising VMware expenses.
2. **Integration:** It allows for deeper integration with our current Microsoft infrastructure.

The migration will utilize Microsoft-native tools, such as the Windows Admin Center, which is expected to allow us to transition virtual machines with minimal downtime while preserving all configurations and security settings.

Impact and Timeline:

- The transition is tentatively scheduled for Spring Break this year when most users are absent. There will be a significant impact during the process.
- A new storage server must be purchased for Palombi but will otherwise re-use existing hardware.

Cost:

- Based on initial evaluations & discussions, the scope of work is estimated at approximately 80 hours of professional services from 22Vets, at a cost of **\$15,200**. If additional hours are required, services would be billed at \$190 per hour.
- The cost for the new storage server from 22Vets is **\$24,844.71**.
- The phone system migration will require professional services from Meridian IT for a cost **\$7,500**.
- Total estimated cost: **\$47,544.71**.

Recommendation:

It is the recommendation that the Board of Education approve the expenditure of **\$47,544.71** for the server migration project as presented.

MEMO

DATE: February 9, 2026

TO: Dr. Sandra Keim-Bounds, Superintendent
Members of the Board of Education

FROM: Anna Kasprzyk, Chief School Business Official

RE: Landscaping Services Bid Award

Background:

On January 28, 2026, the District held a bid opening for the landscaping services. Two companies responded to the bid and below are the bid results for annual cost of the services based on the rates submitted.

BIDDER	ANNUAL COST (\$)
Apex Landscaping, Inc.	69,798
Langton Group	79,076

Landscaping services included in the scope are lawn maintenance, weekly mowing with trimming and edging, pruning, weeding and ground cover care and optional services such as fall and spring cleanup and fertilization.

The current annual cost for landscaping services is about \$80,000 and Apex Landscaping is our current vendor.

Recommendation:

It is recommended that the Board of Education approve the landscaping bid and award one year contract to Apex Landscaping as presented.

If you have any questions, please do not hesitate to contact me.

LANDSCAPING SERVICES AGREEMENT

THIS AGREEMENT is made and entered into this 9th day of February, 2026, by and between the Board of Education of Lake Villa Community Consolidated School District No. 41, Lake County, Illinois (“Board”), and Apex Landscaping, Inc. (“Contractor”) (collectively, the “Parties”).

WITNESSETH

WHEREAS, the Board has requested public bids for the landscaping services for its four school buildings (“Services”); and

WHEREAS, the Contractor has submitted a bid for provision of Services; and

WHEREAS, the Board has awarded this Agreement to the Contractor to provide Services in accordance with the bid specifications, as defined below.

NOW, THEREFORE, in consideration of the terms and conditions herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **BID SPECIFICATIONS.** The Contractor shall provide Services to the Board in accordance with the bid packet attached hereto as Exhibit A and incorporated herein (“Bid Specifications”). The advertisement for bid, bid terms and specifications, addenda, the Contractor’s bid proposal and any other bid documents, and this Agreement (collectively, the “Contract Documents”) shall constitute the full and entire Agreement for the services contemplated hereunder.

2. **TERM OF AGREEMENT.** The Agreement shall be effective from March 1, 2026, and shall continue in force and effect through February 28, 2027, without written notice by either party. Either party wishing to extend the term of this Agreement shall so notify the other party, and any agreed-upon extension shall be memorialized in a new, written Agreement.

3. **COMPENSATION.** In consideration for the Services provided pursuant to the Contract Documents, the Board shall pay to the Contractor, for services in the amount stated in the Contractor’s bid proposal for the applicable year, plus any sums due and owing for additional services, which shall be invoiced monthly and calculated in accordance with the rates set forth on the Contractor’s bid proposal.

4. **INDEMNIFICATION.** The Contractor shall protect, defend, hold harmless and indemnify the Board and the District, its Board members, officers, agents, employees, representatives, successors, and assigns from and against any and all claims, actions, liabilities, losses and expenses, including court costs and attorney’s fees, relating to any and all losses and/or damages, including injury or death to persons and damage to property, allegedly or actually arising out of or incidental to a breach of this Agreement or the

Contractor's performance of the work, services, or activities pursuant to this Agreement.

5. **ASSIGNMENT.** The Services contemplated under this Agreement are deemed to be in the nature of personal services. The Contractor shall not assign this Agreement without prior written consent of the Board. The Parties agree that assignment by the Contractor of any sums due and owing the Contractor under this Agreement shall not constitute an assignment of the Agreement.

6. **CONFLICT OF TERMS.** In the event any term or provision of the Contract Documents conflicts with a term or provision of another, the term or provision providing greatest protection and discretion to the Board shall control.

7. **COMPLETE UNDERSTANDING.** This Agreement sets forth all of the promises, agreements, conditions, and understandings between the Parties relative to the subject matter hereof, and no other promises, agreements, or understandings, whether oral or written, expressed or implied, exist between the Parties.

8. **AMENDMENTS.** No subsequent alteration, amendment, change, addition, deletion, or modification to this Agreement shall be binding upon the Parties hereto unless reduced to writing and duly authorized and signed by each of them.

9. **SAVINGS CLAUSE.** In the event any provision specified herein is determined by a court of competent jurisdiction to be illegal, void, or in contravention of any applicable law, the remainder of the Agreement shall remain in full force and effect.

10. **COMPLIANCE WITH LAWS/NONDISCRIMINATION.** Contractor shall comply with all federal, state, and local laws, rules, regulations, and ordinances applicable to its performance of the Services hereunder. Without limiting the foregoing, Contractor shall comply with all nondiscrimination and equal employment opportunity provisions set forth in the Contract Documents.

11. **ALCOHOL AND TOBACCO USE PROHIBITED.** In accordance with state and federal law and Board policy, the use of alcohol and any tobacco products on school property is prohibited.

12. **TERMINATION.** The Board reserves the right to terminate this Agreement with or without cause at any time during any contract period by giving the Contractor not less than thirty (15) calendar days' prior written notice. Furthermore, the Board may immediately terminate this Agreement if, upon seven (7) calendar days' written notice, Contractor fails to cure its breach of this Agreement. In the event that this Agreement is terminated, the Contractor shall only be entitled to fees for services provided up to the date of termination. In no event shall the Contractor be entitled to consequential or incidental damages or lost profits as a result of the termination of this Agreement.

13. **RIGHT TO EXCLUDE.** The Board retains the sole right to exclude any employee of the Contractor for any reason at any time from school property.

14. **ILLINOIS USE TAX.** As required by the Illinois *School Code* (105 ILCS 5/10-20.21), a condition of this Agreement is that the Contractor and its affiliates collect and remit Illinois use tax on all sales of tangible personal property into the State of Illinois in accordance with the provisions of the Illinois *Use Tax Act*, regardless of whether the Contractor or its affiliate is a “retailer maintaining a place of business within this State” as defined in Section 2 of the *Use Tax Act*.

16. **STATUS OF EMPLOYEES.** Employees of the Contractor shall not be deemed to be employees of Board, but shall remain employees of the Contractor. The Board does not plan to terminate any of its current employees as a result of this Contract. However, to the extent any qualified Board employees are terminated as a result of this Contract, Contractor shall offer available positions to qualified Board employees whose employment is terminated, as required under 105 ILCS 5/10-22.34c.

IN WITNESS WHEREOF, the parties have signed two copies of this Agreement on the date(s) written below.

Contractor

By: Sam [Signature]

Its: Client Rep.

Date: 1/26/26

Board of Education of Lake Villa Community Consolidated School District No. 41, Lake County, Illinois

By: _____
Board President

Date: _____

Attest

By: _____
Board Secretary

Date: _____

SECTION 1
BID SPECIFICATIONS AND CONDITIONS

Lake Villa Community Consolidated School District No. 41 is accepting bids for Landscaping Services.

DEFINITIONS

Board or District:

The Board of Education of Lake Villa Community Consolidated School District No. 41, Lake County, Illinois.

Bid Documents include:

1. Advertisement
2. Bid Specifications and Conditions
3. Scope of Services
4. Bid Proposal Form
5. Bid Form
6. Contractor's Certification
7. Statement of Nondiscrimination
8. Prior Customer List
9. Reference List
10. Equipment Inventory
11. Landscaping Services Agreement

Seller or Contractor:

The successful bidder.

Pre-Bid Conference:

A pre-bid conference and walkthrough is scheduled for Wednesday, January 14, 2026, at 1:00 p.m. at the District Office located at 131 McKinley Avenue, Lake Villa IL 60046. Although it is not mandatory to attend the pre-bid conference, it is highly recommended that the contractor attends this meeting before bidding on this work. Any questions should be submitted in writing to Director of Facilities, and will be addressed and communicated in writing to bidders who attend the Pre-Bid conference.

Bid Opening and Bid Award

Sealed bids will be accepted on the forms provided at the following location until 3:00 p.m., on Wednesday, January 28, 2026, and should be clearly marked as:

Lake Villa School District #41
Attn: Blaine Sears
Director of Facilities
Landscaping Services Sealed Bid
131 McKinley Avenue
Lake Villa, IL 60046

The recommendation to provide the contracted Landscaping Services for Lake Villa School District #41 will be submitted to the Lake Villa School District #41 Board of Education at the regularly scheduled board meeting to be held on Monday, February 9, 2026.

Lake Villa School District #41 reserves the right to reject any and all sections of the proposals, waive irregularities, and to make an award on the proposal that in its opinion is the most advantageous to the school district.

All Communications in Writing:

From the issue date of the Bid specifications until the Contract is awarded, Bidders shall not communicate about the subject of the bid with the District, its Board of Education members, administrators or other employees except for written requests for clarification or other written communications authorized under the Bid Documents.

Alternative Bids:

Alternate bids shall not be considered unless requested by the Board. An alternate bid shall not become a part of the Contract unless approved by the Board in writing upon the award of the bid.

Bid Deposit:

No bid deposit is required for this Bid.

Delivered Price:

The bid price must be as illustrated on the Bid Form and must be firm for at least sixty (60) days after the latest date for submission of bids.

Unit and Total Prices:

The price for the scope of services should be clearly shown for each separate item in the space provided on the Bid Proposal Form.

Qualification:

The bidder shall submit fully completed Bid Proposal Form with all forms contained in the Bid Documents Section 3.

Performance Bond:

If a Performance Bond is required for the successful bidder, it will be designated on the Bid Proposal Form. The Bond shall be in the amount stated in the Bid Proposal Form and with a surety acceptable to the Board.

Modification, Withdrawal, or Cancellation of Bid:

A bidder may withdraw or modify a bid if written notice of the withdrawal or modification is received by the Board before the date and time specified in the Bid Documents for submission of bids. However, after the closing time for the receipt of bids, no bidder shall

modify, withdraw, or cancel a bid for a period of sixty (60) calendar days after said closing time, nor shall the successful bidder modify, withdraw, or cancel a bid after having been notified by the Superintendent or designee that said bid has been accepted by the Board. Any bidder that modifies, withdraws, or cancels a bid within said sixty (60) day period shall forfeit any Bid Deposit.

Late Bids:

Bids received after the time specified in the Bid Documents will not be considered.

BIDDER REPRESENTATIONS

Complete Understanding:

Each bidder warrants and represents that he or she has read and understands the Bid Documents in their entirety.

Project Familiarity:

Each bidder warrants and represents that he or she has visited the site for the project and is familiar with the conditions under which the work will be performed.

Specifications:

Each bidder warrants and represents that the bid is based on the specifications and terms and conditions contained in the Bid Documents.

Authorized Representative:

Each bidder warrants and represents that he or she is the authorized representative of the bidder and has the authority to bind the bidder under the terms and conditions contained in the Bid Form.

Award of Bids:

The Board reserves the right to reject any and all bids, to accept bids in whole or in part, to waive any irregularities or defects in any bid, and to waive technicalities in the bidding should it deem such action be in the best interest of the District. The contract shall be awarded to the lowest responsible bidder, as determined by the Board.

Interpretation of Bid Documents:

If any person contemplating submitting a proposal is in doubt as to the true meaning of any part of the Bid Documents, he or she may submit to the Superintendent or designee a written request for an interpretation. The person submitting the request will be responsible for its prompt delivery. Any interpretation of the Bid Documents will be made only by addendum duly issued by the Superintendent or designee. A copy of such addendum will be mailed or delivered to each person receiving a set of such Bid Documents and to such other prospective bidders as shall have requested that they be furnished with a copy of

each addendum. Failure on the part of the prospective bidder to receive a written interpretation prior to the time of the opening of bids will not be grounds for withdrawal of his or her proposal. Oral explanations or representations will not be binding.

Contract:

Upon award of the contract, the Contractor and District shall be deemed to have entered a binding contract with the terms and conditions stated in the Bid Documents. Any exceptions must be stated in writing and submitted with Contractor's bid. No such exceptions shall be deemed part of the contract unless approved by the Board in writing upon the award of the bid. Where conflicts exist between parts of the Bid Documents, or between the Bid Documents and applicable standards, codes and ordinances, the more stringent, or higher quality or greater quantity requirements shall apply.

Term/Termination:

The contract shall become effective upon award and shall continue in force and effect for one (1) year therefrom, unless terminated sooner. The District and Contractor may mutually agree to extend this Contract in writing prior to the expiration of the contract or any extension thereof. Any extension of the contract shall be on the same terms and conditions as the original term. The District reserves the right to terminate the contract with or without cause at any time during any contract period by giving the Contractor not less than thirty (15) days prior written notice. In the event that the contract is terminated, the Contractor shall only be entitled to fees for services provided up to the date of termination. In no event shall the Contractor be entitled to consequential or incidental damages or lost profits as a result of the termination of the contract.

QUALITY OF WORK

Inspection:

All material and workmanship shall be subject to inspection and test by the Board. The Board reserves the right to reject any goods or services which contain defects in material or workmanship, or which fail to meet the Project Bid Specifications contained herein or the Seller's warranties (express or implied). Upon rejection, the Seller shall immediately return full purchase price to the Board.

Payment and Price:

Payment by the Board for goods or services supplied hereunder shall not constitute acceptance thereof if subsequent inspection discloses defects in material or workmanship or a failure to meet the specifications contained herein.

Warranties:

The Seller makes the following warranties to the Board and users of the goods/services herein described: (a) it will, at the date of delivery, have good title to any and all

goods/services supplied hereunder, and said goods/services will be free and clear of any and all liens and encumbrances; (b) any and all goods/services supplied hereunder will be of merchantable quality; (c) any and all goods/services supplied hereunder will be fit for the particular use intended, will be free from defects, whether patent or latent, in material or workmanship, and will be in full conformity with the specifications contained herein. The Seller agrees that the foregoing warranties shall survive acceptance of the goods/services, and that said warranties shall be in addition to any warranties of additional scope given to the Board by the Seller.

Rejection and Cancellation:

The Board reserves the right to reject any goods and services remaining under the Contract and to cancel all or any part of this sale if the Seller fails to deliver all or any part of the goods or services described in the invitation to bid in accordance with the terms, conditions, and the Project Bid Specifications contained herein. Acceptance of any part of the goods or services covered by the invitation to bid shall not obligate the Board to accept future goods or services nor deprive it of its right to revoke any acceptance given. If the Bidder ceases to conduct its operations in the ordinary course of business (including inability to meet its obligations as they mature), or if any proceeding under bankruptcy or insolvency laws is brought by or against the Bidder, or if a receiver for the Bidder is appointed or applied for, or if an assignment of or for the benefit of creditors is made by the Bidder, the Board may cancel this order without liability except for deliveries previously made or for goods/services covered by the Bid Documents then completed and subsequently delivered in accordance with the terms, conditions, and specifications contained herein.

MISCELLANEOUS

Taxes:

The Board is exempt from paying Illinois Use Tax, Illinois Retailer's Occupation Tax, Federal Excise Taxes, and any federal transportation tax.

Waivers:

A waiver by the Board of any breach or failure to enforce any of the terms, conditions, or specifications of the Bid Documents shall not in any way affect, limit, or waive the Board's right thereafter to enforce and compel strict compliance with every term, condition, and specification thereof.

Default:

If any bidder fails to fulfill any or all terms and conditions of the Bid Documents, said bidder shall be declared to be in default, shall forfeit the Bid Deposit (if one is required), and shall be subject to any and all other remedies available to the Board.

Compliance with Applicable Law:

The bidder shall at all times observe and comply with all laws, ordinances, regulations, and codes of the Federal, State, County, and other local government agencies, which may in any manner affect the preparation of proposals or the performance of the Contract including, but not limited to, the *Illinois Prevailing Wage Act*, the *Illinois Human Rights Act*, the *Equal Employment Opportunity Act*, and the *Illinois Criminal Code*. Notwithstanding the generality of the foregoing, Bidder represents and warrants that none of its employees are prohibited by law from being present on school grounds. District reserves the right to direct Contractor at any time to remove any employee that District determines in its sole discretion to be unsatisfactory. Contractor shall obtain criminal background investigations of all of its employees who are or will be performing work in or around a building when students are or will be present, to ascertain whether such employees have been convicted of any of the offenses enumerated in 105 ILCS 5/10-21.9. Such criminal background checks will be performed at Contractor's expense and at no cost to District. In the event any employee of Contractor has been convicted of any prohibited offense set forth in 105 ILCS 5/10-21.9, said employee shall be promptly removed and replaced by another individual. Contractor further acknowledges that, pursuant to the *Illinois Criminal Code* (720 ILCS 5/11-9.3), it is unlawful for a child sex offender to knowingly be present on school property when persons under the age of 18 are present without the specific notification to and permission of the Superintendent of Schools. Child sex offenders found to be present on school property without permission will be considered trespassers and will be prosecuted in accordance with Illinois law. Contractor further acknowledges that no smoking, liquor or gambling are allowed on school grounds, and agrees to require all employees to follow all applicable policies and administrative procedures concerning appropriate behavior of persons in and around schools and other School District facilities. To the extent applicable, Contractor certifies that it will provide a drug free workplace as required by the *Illinois Drug Free Workplace Act* (30 ILCS 580/1 *et seq.*) and certifies that it and all its affiliates will collect and remit Illinois Use Tax on all sales of tangible personal property into the State of Illinois in accordance with the provisions of the *Illinois Use Tax Act* (35 ILCS 105/1 *et seq.*) regardless of whether the Contractor or its affiliate is a "retailer maintaining a place of business within this State" as defined in Section 2 of the *Use Tax Act* (35 ILCS 105/2). Finally, to the extent applicable, Contractor shall comply with the Equal Employment Opportunity Clause attached hereto as Exhibit A.

Assignment: The bidder shall not delegate, assign, or subcontract the performance of any obligation hereunder to any third party without the prior written consent of the Board.

Indemnification and Insurance:

Contractor shall indemnify, defend, and hold harmless the District, its individual Board members, agents, consultants and employees from and against all claims for death or injury to persons or damage or loss to property, including claims of District, third parties, and Contractor's or any subcontractor's employees, and any other claims, losses, damages, or expenses, including attorneys' fees, arising out of the performance of the

work by Contractor. Prior to the commencement of work, the Contractor shall provide the District satisfactory evidence of insurance coverage. A Certificate of Insurance and any contract stating the District, its employees and officials as additional named insureds will be required and will also denote the description of the job. A Certificate of Insurance must be submitted to the Director of Facilities, Blaine Sears.

The following types of insurance in the amounts indicated will be required:

- General Liability – the contractor will carry, in its own name, a comprehensive policy for its operations other than automobile with limits of at least \$1,000,000 for each occurrence for bodily injury liability and \$1,000,000 for each accident for property damage liability.
- Motor Vehicle Insurance – the contractor will carry, in its own name, a policy under a comprehensive form to insure the entire automobile liability for this operation with limits of not less than \$1,000,000 for each person and \$1,000,000 for each accident for property damage liability.
- Workers’ Compensation Insurance – the contractor will carry, with a company authorized under the laws of the State of Illinois, a policy to protect himself and the school district against liability in accordance with the laws of the State of Illinois.

All insurance coverage should be placed with a solid carrier who has no less than an A-VIII Best’s Rating. The Contractor’s program shall hold the District, its employees and officials harmless from and against all loss, cost, expense, damage, liability or claims, whether groundless or not, arising out of the bodily injury, sickness or disease (including death resulting at any time therefrom).

Working Conditions

The contractor must notify the Director of Facilities, a minimum of twenty-four (24) hours before starting mowing operations. The contractor must respond within forty-eight (48) hours to a request made by the school district to complete landscaping maintenance operation within a specific area.

Equipment (forms provided)

The contractor will submit a list and description of the equipment that will be used as a part of this contract. The bid price shall include the cost for any maintenance and fuel that will be required or rented equipment as needed.

Equipment guarding:

- All safety features on equipment must remain intact.
- All guards must be in place and operational.
- Curbing and other obstructions.

References (forms provided)

The contractor will furnish a list of five (5) current clients with contacts and phone numbers. A listing of three (3) clients that the contractor has provided service during the past five years but no longer provides service should also be submitted.

In addition, bidder agrees that it will indemnify and hold harmless, the School District from any and all claims arising out of or alleged to arise out of the activity, conduct, actions or the material, merchandise or product furnished by bidder.

Billing & Payment

Invoices should be submitted after each service is completed to the Director of Facilities, Blaine Sears listing the services, location and dates the services that were performed.

Payment will be released by the school district the morning after the regularly scheduled Board of Education meeting. Billing and payment of invoices for extra services the district requested and approved before work being completed should follow the same format as the contract billing.

SECTION 2 SCOPE OF SERVICES

The board may request any, or all the services indicated in the Section 2 based on the needs of the district/each school.

All services listed in this section will be done upon request by the Director of Facilities, unless otherwise specified.

Site Locations

OC Martin Elementary School
24750 W. Dering Lane
Lake Villa, Illinois 60046

WL Thompson Elementary School
515 Thompson Lane
Lake Villa, Illinois 60046

BJ Hooper Elementary School
2400 Sand Lake Road
Lindenhurst, Illinois 60046

PJ Palombi Middle School
133 McKinley Avenue
Lake Villa, Illinois 60046

Spring Cleanup

A general clean up of all landscaped areas will occur in April. Organic debris will be removed from all turf, ground cover, flower and shrub beds. Minor damage to turf caused by snowplows will be set back in place and repaired. Broken or crushed plant material will be pruned and shaped. Any sod replacement or over seeding will be quoted on an individual basis. All shrubs and flowerbeds will be edged with a flat blade shovel.

Mowing

Lawn areas will be mowed once (1) a week as necessary. The grass will be maintained at a length of not less than two (2) inches or no more than three (3) inches. During months of June and July, the grass will be maintained at the 3" height. Lawn clippings will be recycled into lawn areas. The maintenance crew will remove any paper or trash that may have blown onto the lawn prior to cutting. To avoid tearing of the individual blades of grass, all mower blades will be kept clean and sharp. All adjacent areas, whether paved

or landscaped, shall be left free of grass clippings. All entrances and adjacent paved areas will be blown out after mowing.

Special instruction for Palombi Middle School soccer field: during soccer season the grass will be maintained at specific height per Director of Facilities request.

Scheduling & Safety Requirements for Mowing Services:

All mowing work must be performed *outside of the normal school day* to ensure student and staff safety. Any exceptions to the above must be pre-communicated to the Director of Facilities prior to beginning the mowing operations.

Under no circumstance may mowing occur when students are present in or around outdoor areas.

Contractors must schedule work to avoid student arrival, dismissal, recess, physical education classes, after-school activities, and any other student use of outdoor spaces. Usage of protective shields, discharge chutes pointing downward (to avoid debris being thrown toward walkways/play areas), and proper maintenance of mower guards is required.

To support proper planning, the District school calendar and daily bell schedules are available upon request if not included within the bid document. Contractors are responsible for reviewing these schedules and coordinating work accordingly.

The District reserves the right to stop any work that poses a safety concern or violates this requirement. Repeated violations may result in contract termination.

The contractor must notify the Director of Facilities, a minimum of twenty-four (24) hours before starting mowing operations. The contractor must respond within forth-eight (48) hours to a request made by the school district to complete a mowing operation within a specific area.

Trimming and Edging:

Turf adjacent to curbs and walks will be edged and swept. A string line trimmer will be used on all areas inaccessible to mowers. All trimmings will be done in a manner that cuts the grass blades approximately to the same height as the mower operations. All existing shrub beds and tree rings will be edged using a straight blade or round-blade edging tool. A clean edge no more than two (2) inches in depth will be maintained once a month.

All grass adjacent to buildings, fences, trees, poles, etc. will be trimmed with a mechanical string trimmer. To reduce the amount of trimming needed, the contractor may be allowed to apply a soil sterilant within 6 inches of areas that require weed eating regularly, i.e.:

- Baseball backstops
- Telephone poles and guide wires

- Light poles
- Curbing and other obstructions.

Applications of sterilant does not relieve contractor from trimming areas during such time as it takes for chemicals to work.

Spraying of sterilant may only be done:

- With permission of the Director of Facilities
- By a properly licensed applicator
- In such a manner as to not harm surrounding vegetation
- According to all safety precautions on labels of materials
- On calm days where drift of spray is not a problem
- In compliance with all applicable laws

Spraying of sterilant is at contractor's expense.

Any damage to buildings, trees, shrubs, fences, etc. incurred in the mowing process will be replaced at full value by the contractor.

Perennials and Groundcovers

Planting beds that contain groundcovers and perennials will be edged using a straight blade or round-blade edging tool. These beds will be cultivated and maintained once in the middle of August. Maintenance of groundcovers and perennials will consist of removal of trash and minimal trimming to keep plants within their intended planting areas.

Pruning

Shrubs will be pruned once in August, prior to the start of the school year. A combination of shearing and selective hand pruning will be performed during this time. All shrubs will be pruned to maintain a neat, uniform and natural shape, enhancing their appearance. All pruning of trees, shrubs and evergreens shall be in accordance with the accepted standards of horticultural practice.

Cultivation and Weeding

Tree rings, groundcover, shrubs, and flowerbeds shall be cultivated and maintained. Beds will be hand weeded or chemically treated to provide a weed free appearance. All planting beds and tree rings will be raked as necessary to level out existing mulch and create a fresh appearance.

Accidental Damage

All accidental damage to plants occurring during the course of maintenance operations, not requiring branch removal or plant replacement, shall be communicated to the Director of Facilities and promptly treated in accordance with required horticultural practice.

Fertilization and Herbicides

All lawn areas will have fertilizer and chemical weed control applied two (2) times per season as follows:

1. A spring application of pre-emergence herbicide to control crabgrass and perennial weeds, with a fertilizer to stimulate growth completed the weekend of Memorial Day.

2. Fall application will consist of a formula to establish a hearty root system for winter. This application shall be completed on the weekend with any futures years agreed upon between the district and the contractor.

The school district will be notified seventy-two (72) hours before the application of chemicals. All chemicals and herbicides must follow the requirements of the school districts Integrated Pest Management Program.

Fall Cleanup

Once (1) in the fall all leaves and other existing debris that has accumulated on the turf and in planting beds will be removed. All spent annual flowers will be removed and the bed raked smooth. All debris will be disposed of in accordance with state, county, and municipal codes. Fall clean up will be completed by November 15.

Integrated Pest Management Program

Lake Villa School District #41 has adopted an Integrated Pest Management Program that requires the following information to be filed with the district before any fertilization and/or herbicide applications are completed.

- The brand or common name of each lawn care product applied
- The type of fertilizer or pesticide contained in the lawn care product applied
- The reason for use of each lawn care product applied
- The range of concentration of end use product applied to the lawn and amount of material applied
- Any special instructions appearing on the label of the lawn care product applicable to the customer's use of the lawn following application
- The business name of the applicator for hire, proof that the contractor or sub-contractor is licensed by the State of Illinois to apply fertilization and herbicides, as well as the name of the person actually applying the lawn care products
- Dates of application must be provided to the school district.
- SDS sheets are required to be submitted to the district for all chemicals used on the grounds.

MEMO

DATE: February 9, 2026

TO: Dr. Sandra Keim-Bounds, Superintendent
Members of the Board of Education

FROM: Jonathan Chase, Director of Technology

RE: Student Chromebook 4-yr lease

Background:

Each year, District 41 purchases Chromebooks according to our 4 year replacement cycle. Some years we need to purchase more than 1 grade level with how the logistics are laid out. Next fiscal year, we are acquiring Chromebooks for 3rd & 7th Grade as part of our normal replacement cycle.

Discussion:

District 41 proposes to finance a purchase with a 4-yr lease of (550) Lenovo G4 Chromebooks, along with a 4Y accidental warranty and the required Google management licensing for each unit per our standard lifecycle purchasing. The 4-year lease cost is **\$223,244.84** with the annual payment of **\$55,811.21**. The chromebook purchase price was quoted at: **\$201,850**.

Recommendation:

A recommendation for lease approval will come at an upcoming Board of Education meeting.

MEMO

DATE: February 9, 2026

TO: Dr. Sandra Keim-Bounds, Superintendent
Members of the Board of Education

FROM: Jonathan Chase, Director of Technology

RE: Non-Certified Staff Chromebooks

Background:

Lake Villa SD 41 typically operates on a 4-year refresh cycle for all staff & student Chromebooks. The cycle for non-certified staff (aides, paras & Instructional support staff) devices was offset from the main teaching staff. These devices are now entering their 6th year of use. Furthermore, global technology shortages have caused pricing uncertainty for new & current Chromebooks.

Discussion:

District 41 proposes to finance a purchase with a 4-year lease of (110) Acer Spin 714 Chromebooks, along with the required Google management licensing for each unit. This purchase will replace the current aging fleet and will:

- Align all non-certified staff with the same modern unit.
- Streamline technology support and repair processes.

The 4-year lease cost quoted by American Capital would be **\$87,594.72** with annual payments of **\$21,898.68**. The chromebook purchase price was quoted at: **\$79,200**.

Recommendation:

A formal recommendation to approve this 4-year lease will be presented at a future Board of Education (BOE) meeting.

9	FEB, MON	● 7 – 9pm	BOE Meeting - Martin Culture Presentation
13	FEB, FRI	● All day	Teachers' Institute - No School
16	FEB, MON	● All day	Presidents' Day - No School
17	FEB, TUE	● 6 – 8pm	PTO Meeting Lake Villa District Library
19	FEB, THU	● 4:30 – 5:30pm	Martin Building Tour
		● 6 – 7:30pm	District-Wide Leadership Event Palombi Middle School
		● 6 – 7pm	WL Thompson 1st Grade Music Concert
21	FEB, SAT	● 5 – 10pm	PTO Event: Mardi Gras Date Night Harbor Brewing, Lake Villa
26	FEB, THU	● 6:30 – 7:30pm	OC Martin - 3rd Grade Music Concert
27	FEB, FRI	● All day	Second Trimester Ends
2	MAR, MON	● 7 – 9pm	BOE Meeting - Thompson Culture Presentation
5	MAR, THU	● 4:30 – 5:30pm	Thompson Building Tour
12	MAR, THU	● All day	Evening Parent Teacher Conferences - Early Dismissal
13	MAR, FRI	● All day	No School - Non-Attendance Day
16	MAR, MON	● 6:30 – 9pm	BOE Meeting
17	MAR, TUE	● 6 – 8pm	PTO Meeting Lake Villa District Library
19	MAR, THU	● 6 – 7pm	WL Thompson Kindergarten Music Concert
23	MAR, MON	● All day	Spring Break
24	MAR, TUE	● All day	Spring Break
25	MAR, WED	● All day	Spring Break
26	MAR, THU	● All day	Spring Break

27	MAR, FRI	● All day	Spring Break
6	APR, MON	● All day ● 6:30 – 9pm	No School BOE Meeting
8	APR, WED	● 8:15am – 12pm	Leader in Me Site Visit Peter J Palombi
15	APR, WED	● 6 – 8pm	IASB Lake Division Meeting
16	APR, THU	● 4:30 – 5:30pm	Palombi Building Tour
20	APR, MON	● 6:30 – 9pm	BOE Meeting
21	APR, TUE	● 6 – 8pm	PTO Meeting Lake Villa District Library
28	APR, TUE	● 6 – 7pm ● 6 – 7pm ● 6 – 7pm	BJ Hooper Open House - EC - 2nd Grade OC Martin School - Open House Kindergarten - 2nd Grade WL Thompson Open House PreK - 2nd Grade
29	APR, WED	● 6 – 7pm	OC Martin School - Open House Grades 3 - 5
30	APR, THU	● 6 – 7pm ● 6 – 7pm	BJ Hooper Open House 3rd - 5th Grade WL Thompson 3rd - 5th Grade Open House
4	MAY, MON	● 6:30 – 9pm	BOE Meeting
6	MAY, WED	● 6 – 9pm	Educator of the Year Ceremony Lake County Fairgrounds
14	MAY, THU	● 6:30 – 7:30pm	OC Martin - Kindergarten Music Concert
18	MAY, MON	● 6:30 – 9pm	BOE Meeting
19	MAY, TUE	● 6 – 8pm	PTO Meeting Lake Villa District Library
20	MAY, WED	● 11:30am – 1pm	Policy Committee Meeting - Compliance Review
25	MAY, MON	● All day	Memorial Day - No School