



## Administrative Offices

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### MINUTES OF THE SWCCCASE BOARD OF DIRECTOR'S MEETING NOVEMBER 9, 2016

- CALL TO ORDER** A regular meeting of the Board of Directors of the Southwest Cook County Cooperative Association for Special Education was called to order at 12:04 pm on Wednesday, November 9, 2016, by Dr. Jeannie Stachowiak, who presided as Chairman. The meeting was held in the Learning Links Rooms of Southwest Cooperative in Oak Forest, Illinois.  
*Motion was made by Dr. Scarsella, second by Mr. Eagan, that the Board of Directors appoint Dr. Courtney Orzel as the secretary. On roll call, the following voted aye: Orzel, Stachowiak, Scarsella, Sala, Charleston, Alfred and Eagan. Nays, none, whereupon the Chairman declared the motion carried.*
- ROLL CALL** On roll call, the following members were found to be present: Dr. Courtney Orzel (113a), Dr. Jeannie Stachowiak (117), Dr. Anthony Scarsella (118), Dr. Andrea Sala (145), Mr. Jeff Charleston (146), Dr. Mable Alfred (159), and Mr. Jeff Eagan (210). Absent: Dr. Paul McDermott (142), Dr. Sandra Thomas (160), Dr. Bill Kendall (228) and Dr. James Gay (230). Also present: Dr. Gineen O'Neil, Executive Director and Mr. Tage Shumway, Business Manager.
- RECOGNITION OF THE PUBLIC** None.
- CONSENT AGENDA ITEMS** Motion was made by Dr. Scarsella seconded by Dr. Orzel at upon the recommendation of the Executive Director, the following items be considered under a consent agenda, unless otherwise requested by the Board: Approval of the Open and Closed Minutes for the September 14, 2016 Board of Directors Meeting, Approval of Invoices, Payroll and Personnel items, 2016-17 Service Rates and increase in Substitute Rates.  
*On roll call, the following voted aye: Orzel, Stachowiak, Scarsella, Sala, Charleston, Alfred and Eagan. Nays, none, whereupon the Chairman declared the motion carried.*
- CLOSED SESSION** Motion was made by Dr. Scarsella seconded by Dr. Sala that the Board moves to closed session at 12:06 p.m. for the purpose of collective negotiating between the Cooperative and its employees or their representatives, or deliberations concerning salary schedules for the one or more classes of employees. 5 ILC 120/2 (c)(2)  
*On roll call, the following voted aye: Orzel, Stachowiak, Scarsella, Sala, Charleston, Alfred and Eagan. Nays, none, whereupon the Chairman declared the motion carried.*

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OPEN SESSION

*Motion was made by Dr. Orzel, seconded by Dr. Scarsella that the Board members return to open session at 12:26 p.m. On roll call, the following voted aye: Orzel, Stachowiak, Scarsella, Sala, Charleston, Alfred and Eagan. Nays, none, whereupon the Chairman declared the motion carried.*

REPORT OF  
THE BUSINESS  
MANAGER  
FY16 ACTUAL  
TUITION RATES

Mr. Shumway presented the monthly Statement of Position, showing an ending balance of \$5,559,596.95 as of October 31, 2016. He also commented on revenue and expense summaries for the month.

Mr. Shumway provided the actual costs for 2015-16 school year tuitions and services to the Board. The initial tuitions and rates were calculated using the approved August budget and projected student enrollments. The actual 2015-16 tuition/rates are adjusted on each member district's second quarter tuition bill that was sent on October 20, 2016.

APPROVE THE  
CONSENT  
AGENDA

*Motion was made by Dr. Sala seconded by Dr. Scarsella that the following items be approved under the consent agenda:*

APPROVAL OF  
MINUTES

Approved the Minutes of the November 9, 2016 open and closed session meeting of the Board of Directors.

APPROVAL OF  
INVOICES AND  
PAYROLL

The October and November 2016 invoices in the amount of \$931,760.19, the October 2016 payroll in the amount of \$1,463,489.62 and the estimated November 2016 payroll in the amount of \$1,500,000.00.

EMPLOYMENT OF  
PROFESSIONAL  
STAFF

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Start Date</u>	<u>Step/ Col.</u>	<u>Annual Salary</u>	<u>Assignment</u>
Denise Bettenhausen	Consultant	Admin	11/9/16	n/a	\$450 per day	Not to exceed 40 days
Tracy Weber	Teacher	Braun	11/9/16	1/1	\$39,783 prorated to \$35,578.26 for 123 days	Replaces Karen Grady
Diane Gallik	Consultant	Admin	7/1/16	n/a	\$55,130 prorated to \$43,251.16 for 142 dyas	New Position

EMPLOYMENT OF  
EDUCATIONAL  
STAFF

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Start Date</u>	<u>Step/ Col.</u>	<u>Annual Salary</u>	<u>Assignment/ Notes</u>
Kathleen Frazzini	Paraeducator	Transition	10/17/16	1/5	\$17,509 prorated to \$13,604.75 for 140 days	Replaces sub
Laura Zohfeld	Paraeducator	Transition	9/26/16	12/5	\$22,825 prorated to \$18,159.12 for 144 days	Replaces Melissa Kutemeier
Kenneth Ford	Custodian	Building & Grounds	11/7/16	B	\$28,366 prorated to \$18,437.90 for 169 days	Replaces Anthony Piccirillo

RESIGNATION OF  
PROFESSIONAL  
STAFF

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Date Effective</u>
Breanna Ryan	OT	OT/PT	11/10/16

RESIGNATION OF  
EDUCATIONAL  
SUPPORT STAFF

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Date Effective</u>	<u>Notes</u>
Anthony Piccirillo	Custodian	Building & Grounds	10/19/16	
Emily Lewis	Paraeducator	CD Elementary	10/13/16	
Ryan Chorzempa	Paraeducator	Transition	10/07/16	
Brittany Glass	Paraeducator	Transition	11/02/16	Job Abandonment
Joan Green	Paraeducator	Braun	10/26/16	Probationary staff member terminated by the Executive Director

REQUEST FOR  
LEAVE OF  
ABSENCE

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Type of Leave</u>	<u>Effective Date</u>
Erin Kmiecik	School Nurse	Transition	FMLA (Intermittent)	10/27/16 – 06/1/17
Lashanda Williams	Paraeducator	DESTINY HS	Medical Leave	11/1/16 – 12/23/16
Theresa Piccirillo	Social Worker	DESTINY	FMLA	11/4 – 2/17/17
Jennifer Corse	Paraeducator	Transition	FMLA	11/9/16 – 12/5/16

ADDITIONAL APE  
TEACHER

Approved the addition of a 1.0 FTE adaptive physical education teacher due to the increased IEP service minutes.

ADDITIONAL CD  
TEACHER AND  
SLP

Approved the addition of a 1.0 FTE teacher and a SLP for the CD Program.

INCREASE  
SUBSTITUTE  
RATES

Approved the substitute increase rates as presented.

2016-17 SERVICE  
RATES

Approved the 2016-17 service rates as presented.

ACTION ITEMS  
8-PASSENGER  
VAN BID

Approved the Gjovik Ford 8-passenger van bid and trade-in credit.  
*Motion was made by Dr. Orzel seconded by Dr. Sala. On roll call, the following voted aye: Orzel, Stachowiak, Scarsella, Sala, Charleston, Alfred and Eagan. Nays, none, whereupon the Chairman declared the motion carried.*

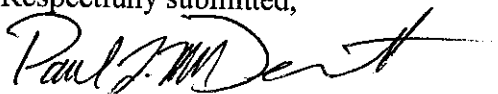
BOARD  
REPORTS

There were no Board reports.

ADJOURNMENT

There being no further business, *motion was made by Dr. Scarsella seconded by Dr. Orzel that the meeting adjourn at 1:05 p.m. On voice vote, the motion carried.*

Respectfully submitted,



Dr. Paul McDermott  
Secretary Protem