



Administrative Offices

MINUTES OF THE SWCCCASE BOARD OF DIRECTOR'S MEETING DECEMBER 14, 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 12:11 pm on Wednesday, December 14, 2016, by Dr. Jeannie Stachowiak, who presided as Chairman. The meeting was held in the conference room of the Transition Building in Orland Park Illinois.

Motion was made by Dr. Scarsella, second by Dr. Stawick, that the Board of Directors appoint Dr. McDermott as the secretary. On roll call, the following voted aye: Orzel, Stachowiak, Scarsella, McDermott, Sala, Stawick, Eagan, Kendall and Gay. 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. Paul McDermott (142), Dr. Andrea Sala (145), Dr. Jeff Stawick (146), Dr. Sandra Thomas (160) arrived at 12:14 pm, Mr. Jeff Eagan (210), Dr. Bill Kendall (228) and Dr. James Gay (230). Absent: Dr. Mable Alfred (159).

Also present: Dr. Gineen O'Neil, Executive Director and Mr. Tage Shumway, Business Manager.

RECOGNITION OF THE PUBLIC

Mr. Ed McCormick of Mulcahy, Pauritsch, Salvador & Co., LTD. for the discussion of the SWCCCASE audit, Union Vice President Brandon Wigboldy and Union President Karyn Kempke.

CONSENT AGENDA ITEMS

Motion was made by Dr. McDermott seconded by Dr. Scarsella 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 November 9, 2016 Board of Directors Meeting, Approval of Invoices, Payroll and Personnel items, 2016-17 Classroom Leases, Amendment and Restatement to 403(B) Plan Document, Board Policies – First Reading and the Reciprocal Agreement.

On roll call, the following voted aye: Orzel, Stachowiak, Scarsella, McDermott, Sala, Stawick, Eagan, Kendall and Gay. Nays, none, whereupon the Chairman declared the motion carried.

CLOSED SESSION

None.

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REPORT OF THE
 BUSINESS
 MANAGER

Mr. Shumway presented the monthly Statement of Position, showing an ending balance of \$5,826,251.92 as of November 30, 2016. He also commented on revenue and expense summaries for the month.

REPORT OF THE
 DIRECTOR
 SWCCCASE
 SERVICES/PROGRAM
 PARTICIPATION

Dr. O'Neil discussed that SWCCCASE will be sending Superintendents the projection form for services and programs provided by SWCCCASE for FY18. She stated that the Articles of Joint Agreement (AJA) indicate that "all districts are expected to provide programs locally whenever possible." Several districts have discussed the desire to provide certain services and programs in their districts. Dr. O'Neil asked the Board that when making decisions on behalf of your district, please be mindful of the following provisions and subsequent implications of the AJA:

Article IV Section 5(a) regarding Services Participation states:

"Any member district electing to alter its participation in Cooperative services must notify the Executive Director in writing no later than February 1 of the school year preceding the change. The proposed change will be presented to the Board of Directors no later than its annual March meeting, which must grant approval by a two-thirds vote."

Article IV Section 6(a) regarding Program Participation states:

"Any member district electing to alter its participation in Cooperative programs must notify the Executive Director in writing no later than February 1 of the school year preceding the change. The proposed change will be presented to the Board of Directors no later than its annual March meeting, which must grant approval by a two-thirds vote."

Motion was made by Dr. Orzel seconded by Dr. Gay that the following items be approved under the consent agenda:

APPROVE THE
 CONSENT AGENDA
 APPROVAL OF
 MINUTES
 APPROVAL OF
 INVOICES AND
 PAYROLL
 EMPLOYMENT OF
 PROFESSIONAL
 STAFF

Approved the Minutes of the December 14, 2016 regular session meeting of the Board of Directors.

The December 2016 invoices in the amount of \$1,455,519.54, the November 2016 payroll in the amount of \$1,460,914.36 and the estimated December 2016 payroll in the amount of \$1,500,000.00.

Name	Position	Program	Start Date	Step/Col.	Salary	Notes
Gina Abrams	Teacher	CD Elem	11/28/16	4/1	\$42,495 prorated to \$26,503.03 for 113 days	New Position
Laura Mikl	APE Teacher	Services	11/30/16	1/1	\$40,380 prorated to \$24,763.43 for 111 days	New position
Kelly Mittlestadt	Program Sub Teacher	Braun	11/14/16	1/1	\$30,633 prorated to \$20,478.41 for 121 days	Replaces Tracy Weber
Deidre Pentek	SLP	CD Elem	12/19/16	1/4	\$44,968 prorated to \$25,092.64 for 101 days	New Position
Peggi Schied	OT	OT/PT	11/18/16	19/4	\$66,748 prorated to \$43,884.04 for 119 days	Replaces Breanna Ryan
Angella Stavarakis	Program Sub Teacher	Transiti on	12/14/16	1/1	\$31,092 prorated to \$17,349.68 for 101 days	Replaces Sheila Naylor

EMPLOYMENT OF
EDUCATIONAL
SUPPORT STAFF

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Start Date</u>	<u>Step/ Col.</u>	<u>Salary</u>	<u>Notes</u>
Sheri McCabe	Paraeducator	Transition	11/14/16	11/1	\$17,855 prorated to \$12,115.88 for 121 days	Replaces Melissa Kutemeier
Angelo Jones	Paraeducator	Transition	11/30/16	1/5	\$17,853 prorated to \$10,948.52 for 111 days	New position
Kimberly Merichko	Paraeducator	CD-Elem	12/12/16	3/5	\$18,744 prorated to \$10,666.48 for 103 days	New position

RESIGNATION OF
EDUCATIONAL
SUPPORT STAFF

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Date Effective</u>	<u>Notes</u>
Michelle Martin	Paraeducator	DESTINY	12/23/16	
Amy Brubaker	Paraeducator	Transition	12/14/16	Probationary staff member terminated by the Executive Director

ACTION ITEMS -
CLASSROOM
LEASES

Approved the 2016-17 classroom leases.

AMENDMENT AND
RESTATEMENT TO
403(B) PLAN
DOCUMENT
FY16 AUDIT

Authorized the Business Manager to sign the amended and restated 403(b) plan document to allow for transfers and roll-overs.

Accepted the FY16 Audit as presented by Mr. Ed McCormick of Mulcahy of Pauritsch, Salvador & Co., LTD.

BOARD POLICIES –
FIRST READING
RECIPROCAL
AGREEMENT
BOARD
REPORTS

Approved the first reading of the policies as presented.


Approved the reciprocal agreement as presented.

None.

ADJOURNMENT

There being no further business, *motion was made by Dr. Gay, seconded by Dr. Sala that the meeting adjourn at 12:32 p.m. On voice vote, the motion carried.*

Respectfully submitted,


Dr. Paul McDermott
Secretary Protem