



Administrative Offices

MINUTES OF THE SWCCCASE BOARD OF DIRECTOR'S MEETING NOVEMBER 12, 2014

- 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 12:00 pm on Wednesday, November 12, 2014, by Dr. James Gay, who presided as Chairman. The meeting was held in the Learning Links Rooms of Southwest Cooperative in Oak Forest, Illinois.
- ROLL CALL** On roll call, the following members were found to be present: Dr. Courtney Orzel (113a), Dr. Jeannie Stachowiak (117) arrived at 12:12 pm, Mr. Anthony Scarsella (118), Dr. Paul McDermott (142), Mr. Allen Jebens (145), Dr. Jeff Stawick (146) arrived at 12:03 pm, Mrs. Barbara Mason (159) arrived at 12:13 pm, Dr. Sandra Thomas (160), Dr. Bill Kendall (228) and Dr. James Gay (230). Absent: Dr. Mary Ticknor (210) and Dr. Christina Sepiol, Assistant Executive Director. 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. Stawick seconded by Mr. Jebens that upon the recommendation of the Executive Director, the following items be considered under a consent agenda, unless otherwise requested by the Board: Approval of Minutes of November 12, 2014 Board of Directors Meeting and Closed Session, Approval of Invoices and Payroll, Personnel items, FY14 Audit, Administrations Building Carpet replacement, Facility Closing, Scope Intergovernmental Agreement and the Summer 2015 Life Safety work at Braun – Architectural Services.*
On roll call, the following voted aye: Orzel, Stachowiak, Scarsella, McDermott, Jebens, Stawick, Mason, Thomas, Kendall and Gay. Nays, none, whereupon the Chairman declared the motion carried.
- CLOSED SESSION** *Motion was made by Dr. Stachowiak seconded by Dr. Orzel that the Board move to closed session at 12:18 p.m. for the purpose of discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Cooperative or legal counsel for the Cooperative, including hearing testimony on a complaint lodged against an employee or against legal counsel for the Cooperative to determine its validity. 5 ILCS 120/2(c)(1), as amended by P.A. 93-0057.*
On roll call, the following voted aye: Orzel, Stachowiak, Scarsella, McDermott, Jebens, Stawick, Mason, Thomas, Kendall and Gay. Nays, none, whereupon the Chairman declared the motion carried.

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OPEN
SESSION
REPORT OF
THE
BUSINESS
MANAGER
FY14 ACTUAL
TUITION/RATES

Motion was made by Mrs. Mason, seconded by Dr. Thomas that the Board members return to open session at 12:27 p.m. On voice vote the motion carried.

Mr. Shumway presented the monthly Statement of Position, showing an ending balance of \$8,573,423.02 as of November 30, 2014. He also commented on revenue and expense summaries for the month.

Mr. Shumway provided the Board with the costs for 2013-14 school year tuitions and service. The initial tuitions and rates were calculated using the approved August budget and projected student enrollments. Mr. Shumway shared that the actual 2013-14 tuition/rates are adjusted on each member district's second quarter tuition bill (October 22nd).

IDEA EXCESS
COST

Mr. Shumway reported that according to Federal law, IDEA funds are to be used to meet the excess cost of educating students with disabilities. Previously, ISBE has relied on districts providing a written assurance that they were meeting excess cost requirements. The Office of Special Education Programs (OSEP) has determined that written assurances are insufficient. As a result, ISBE has recently released an excess cost worksheet that will need to be submitted by January 30, 2015. The worksheet will require Fall Enrollment count, IDEA Child Count, Annual Financial Report, Financial Reimbursement Information System and local financial records from FY14.

The Southwest Cooperative will be working closely with member districts to complete their excess cost worksheets. This worksheet will calculate the district's excess cost threshold for FY15. A district will then need to spend at least this amount of FY15 local or state funds to educate students with disabilities.

REPORT OF THE
ASSISTANT
DIRECTOR
SPECIAL OLYMPICS

Dr. O'Neil shared that on November 5, 2014, approximately 57 SWCCCASE student athletes participated in the M.A.T.P. Special Olympics held at Moraine Valley Community College. Athletes competed in such activities as weightlifting, soccer, bags, ring toss, hockey and wheelchair races. All participants received medals for their outstanding performances.

APPROVE THE
CONSENT AGENDA

Motion was made by Mr. Jebens seconded by Dr. Stachowiak that the following items be approved under the consent agenda:

APPROVAL OF
MINUTES

Minutes of the November 12, 2014 regular meeting of the Board of Directors, as well as the closed session minutes of the same date.

APPROVAL OF
INVOICES AND
PAYROLL

The November 2014 invoices in the amount of \$486,665.96, the October 2014 payroll in the amount of \$1,117,822.14 and the estimated November payroll in the amount of \$1,118,000.

FY14 AUDIT

Approved the FY14 audit as presented.

ADMINISTRATION
BUILDING – CARPET
REPLACEMENT

Authorized the Business Manager, Mr. Tage Shumway, to sign a contract for the Administration Building carpet replacement at a cost not to exceed \$25,000.

SUMMER 2015 LIFE
SAFETY WORK AT
BRAUN

Authorized the Business Manager, Mr. Tage Shumway, to sign a contract for summer 2015 architectural services with Wight & Company for the amount of \$65,500.

FACILITY CLOSING

Authorized the Executive Director, Dr. Gineen O'Neil, to close SWCCCASE facilities and designate as non-work days: December 26th, 29th and 30th 2014.

SCOPE
INTERGOVERNMENTAL
AGREEMENT
EMPLOYMENT
OF EDUCATIONAL
STAFF

Approved the SCOPE Intergovernmental Agreement as presented.

Name	Position	Program	Start Date	Step/ Col.	Annual Salary	Assignment/ Notes
Amanda Kenney-Lett	Para	CD Elem	10/20/14	2/4	\$16,574 prorated to \$12,361.82 for 135 days	Replaces Shayna Buckley
John Farrell	Part time Custodian	Building & Grounds	11/3/14	n/a	\$10 per hour	Replaces Anthony Gianares

REQUEST FOR
LEAVE OF
ABSENCE

Name	Position	Program	Type of Leave	Effective Date
Matt Bumber	Custodian	Building & Grounds	FMLA	11/14 – 11/28/14
Yolunda Pearson	Paraprofessional	CD Elem	FMLA	10/28/14 – 1/9/15
Dawn Dorian	Paraprofessional	CD Elem	FMLA	11/06 – 12/5/14
Joanna Srama	Paraprofessional	TEP	Medical Leave	9/30 – 12/19/14
Denise Tetter-Wimberly	Interpreter	Transition	FMLA	11/06/14-2/13/15
Danielle DeGuzman	Teacher	DHH HS	FMLA	3/2 – 5/20/15
Danielle DeGuzman	Teacher	DHH HS	Child rearing leave	8/2015-6/2016

REQUEST FOR
ADDITIONAL DHH
STAFF – FY15
REQUEST FOR
ADDITIONAL
PROJECT
CHALLENGE
STAFF – FY15
ACTION AS RESULT
OF CLOSED SESSION
IMRF CREDIT

Approved the request for an additional teacher, paraprofessional and a .5 FTE speech/language pathologist for the DHH program for the 2014-15 school year.

Approved the request for an additional .5 FTE special education teacher for the Project Challenge program.

Denied the request by Lisa Johnson to pay IMRF funds for two months of service when she did not work for Southwest Cooperative.

Motion was made by Dr. McDermott, seconded by Dr. Stawick. On roll call, the following voted aye: Orzel, Stachowiak, Scarsella, McDermott, Jebens, Stawick Mason, Thomas, Kendall and Gay. Nayes, none. Whereupon the Chairman declared the motion carried.

BOARD REPORTS

Dr. O'Neil shared with the Board information regarding Senate Bill 16. Dr. Stawick reminded the Board of the IASA meeting being held on Thursday, November 13, 2014 at the Midlothian Country Club.

ADJOURNMENT

There being no further business, *motion was made by Mrs. Mason, seconded by Dr. Orzel that the meeting adjourn at 12:50 p.m. On voice vote, the motion carried.*

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Allen Jebens". The signature is written in a cursive style with a large, stylized initial "A".

Mr. Allen Jebens
Secretary Protem