



Administrative Offices

MINUTES OF THE SWCCCASE BOARD OF DIRECTOR'S MEETING NOVEMBER 10, 2015

- 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 12:13 pm on Wednesday, November 10, 2015, by Dr. Jeannie Stachowiak, 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), Mr. Anthony Scarsella (118), Mr. Allen Jebens (145), Dr. Jeff Stawick (146), Mrs. Barbara Mason (159), Dr. Mary Ticknor (210) arrived at 12:20 pm and Dr. James Gay (230). Absent: Dr. Paul McDermott (142), Dr. Sandra Thomas (160) and Dr. Bill Kendall (228). Also present: Dr. Gineen O'Neil, Executive Director and Mr. Tage Shumway, Business Manager.
- RECOGNITION OF THE PUBLIC** Karyn Kempke, union president.
- CONSENT AGENDA ITEMS** *Motion was made by Dr. Gay 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 Minutes for October 14, 2015 Board of Directors Meeting and closed session, Approval of Invoices and Payroll and Personnel items, 2015-16 Service Rates and Facility Closing.*
On roll call, the following voted aye: Orzel, Stachowiak, Scarsella, McDermott, Jebens, Stawick, Mason and Gay. Nays, none, whereupon the Chairman declared the motion carried.
- CLOSED SESSION** *Motion was made by Mr. Jebens seconded by Mrs. Mason that the Board move to closed session at 12:15 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 and 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, McDermott, Jebens, Stawick, Mason and Gay. Nays, none, whereupon the Chairman declared the motion carried.

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REPORT OF
THE
BUSINESS
MANAGER

Mr. Shumway presented the monthly Statement of Position, showing an ending balance of \$5,865,474.88 as of October 31, 2015. He also commented on revenue and expense summaries for the month.

FY15 ACTUAL
TUITION/RATES

Mr. Shumway presented the actual 2014-15 school year tuition and services cost to the Board. He reported that the initial tuition and rates were calculated using the approved August budget and projected student enrollment. He reported that there would be an adjustment on each member districts' second quarter tuition bill that was sent out on October 27, 2015.

APPROVE THE
CONSENT AGENDA

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

APPROVAL OF
MINUTES

Approved the Minutes of the October 14, 2015 regular & closed session meeting of the Board of Directors.

APPROVAL OF
INVOICES AND
PAYROLL

The November invoices in the amount of \$672,175.44, the October 2015 payroll in the amount of \$1,135,440.38 and the estimated November 2015 payroll in the amount of \$1,200,000.00.

EMPLOYMENT OF
EDUCATIONAL
STAFF

Name	Position	Program	Start Date	Step/ Col.	Annual Salary	Assignment/ Notes
Erin Dickinson	Para	Braun	10/8/15	1/5	\$17,140 prorated to \$13,352 for 141 days	Replaces Stacey Gill
Dallas Hampton	Para	DESTINY Elem	11/2/15	8/5	\$20,374 prorated to \$14,858 for 132 days	Replaces Shannon Parris Roberts
Lashanda Williams	Para	DESTINY HS	10/26/15	1/2	\$14,391 prorated to \$10,605 for 130 days	Replaces Vivian Gonzalez
Stacy Tokarz	Para	CD Elem	11/17/15	1/5	\$17,140 prorated to \$10,605 for 112 days	Replaces Susan DeBiasio
Monica Davis	Para	CD Elem	11/16/15	1/1	\$13,576 prorated to \$9,150 for 122 days	Replaces Adam Maas
Kelly Kmetty	Billing Clerk	Admin Offc	12/1/15	n/a	\$35,000 prorated to \$20,596 for 153 days	Replaces Rachel Wisniewski (Exempt Staff member)

RESIGNATION OF
EDUCATIONAL
SUPPORT STAFF

Name	Position	Program	Date Effective
Maxwell Boven	Paraprofessional	Transition	10/28/15
Theresa Singleton	COTA	OT/PT	11/13/15

REQUEST FOR
ADDITIONAL
STAFF – BRAUN
PROGRAM

Approved hiring an additional 1.0 FTE teacher, social worker and paraprofessional for the Braun Educational Center to meet the needs of the students.

REQUEST FOR
ADDITIONAL
STAFF – DHH
PROGRAM

Approved hiring an additional 1.0 FTE paraprofessional for the DHH Program to meet the needs of the students.

ACTION ITEM
2015-16 SERVICE
RATES

Authorized the 2015-16 service rates as presented.

FACILITY
CLOSING

Authorized the closing of the SWCCCASE facilities on December 28, 29, and 30, 2015 due to construction.

BOARD
REPORTS

There were no Board reports.

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,



Dr. Sandra Thomas
Secretary