



Administrative Offices

Minutes of the SWCCCASE Board of Directors Meeting September 13, 2023

CALL TO ORDER/ROLL CALL

A meeting of the Board of Directors of the Southwest Cook County Cooperative Association for Special Education was called to order at 9:06 a.m. on Wednesday, September 13, 2023.

On roll call, the following members were found to be present: Dr. McConnell, Dr. Stachowiak, Dr. Scarsella, Mr. Charleston (D146), Mrs. Fields (D159) (9:42 a.m.), Mr. Johnson (D160), Mr. Parchem (D210), Dr. Sikora, and Dr. Nolting. Absent: Dr. Sala, Dr. Roth, and Dr. O'Neil

Also present: Mr. Shumway, Business Manager.

RECOGNITION OF PUBLIC

Karyn Kempke, Union President, Brandon Wigboldy, Union Vice President and Jennifer Corse, Transition Department Chairperson.

MOTION TO APPOINTMENT CHAIRMAN

A motion was made by Dr. McConnell and seconded by Mr. Parchem to appoint Dr. Scarsella as Chairman.

Upon roll call, the following voted aye: Dr. McConnell, Dr. Stachowiak, Dr. Scarsella, Mr. Charleston, Mr. Johnson, Mr. Parchem, Dr. Sikora, and Dr. Nolting. Nays, none, whereupon the chairman declared the motion carried.

MOTION TO APPOINT SECRETARY

A motion was made by Dr. Nolting and seconded by Dr. Stachowiak to appoint Dr. Sikora as board secretary.

Upon roll call, the following voted aye: Dr. McConnell, Dr. Stachowiak, Dr. Scarsella, Mr. Charleston, Mr. Johnson, Mr. Parchem, Dr. Sikora, and Dr. Nolting. Nays, none, whereupon the chairman declared the motion carried.

PLACEMENT OF ITEMS ON THE CONSENT AGENDA

A motion was made by Dr. Stachowiak and seconded by Dr. Sikora, that upon the recommendation of Mr. Shumway, the following items be considered under a consent agenda, unless otherwise requested by the Board: Approval of the minutes of the August 16, 2023, FY24 Legal Budget Hearing, and the open and closed session minutes of the regular August 16, 2023, Board of Directors Meeting, Invoices and Payroll, Employment of Educational Support Personnel, Resignation of Professional Personnel, Resignation of Educational Support Personnel, and Request for Leave of Absence.

Upon roll call, the following voted aye: Dr. McConnell, Dr. Stachowiak, Dr. Scarsella, Mr. Charleston, Mr. Johnson, Mr. Parchem, Dr. Sikora, and Dr. Nolting. Nays, none, whereupon the chairman declared the motion carried.

CLOSED SESSION

A motion was made by Dr. Stachowiak and seconded by Dr. McConnell to enter into a closed session at 9:08 a.m. to discuss 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.

Upon roll call, the following voted aye: Dr. McConnell, Dr. Stachowiak, Dr. Scarsella, Mr. Charleston, Mr. Johnson, Mr. Parchem, Dr. Sikora, and Dr. Nolting. Nays, none, whereupon the chairman declared the motion carried.

A motion was made by Dr. Stachowiak and seconded by Dr. Sikora to return from closed session at 9:31 a.m.

Upon roll call, the following voted aye: Dr. McConnell, Dr. Stachowiak, Dr. Scarsella, Mr. Charleston, Mr. Johnson, Mr. Parchem, Dr. Sikora, and Dr. Nolting. Nays, none, whereupon the chairman declared the motion carried.

REPORT OF THE BUSINESS MANAGER

STATEMENT OF POSITION AND REVENUE

Mr. Shumway presented the statement of position, revenue, and expenditures for the period ending August 31, 2023.

MORTON GINGERWOOD BUILDING

Mr. Shumway reported that the Cooperative completed the initial closing on October 6, 2021, to purchase the Morton Gingerwood building located at 16936 Forest Avenue in Oak Forest from Arbor Park School District 145 for the price of \$2,500,000. This amount will be paid in five \$500,000 installments over five years. The Cooperative took possession of the school on June 28, 2021. Arbor Park School District 145 is responsible for the maintenance, repair, and replacement of the school's structural elements and building systems until the final closing. A building capital expenditure in excess of \$25,000 is apportioned between the Cooperative and District 145 according to the schedule provided in the amendment to the real estate purchase and sale

agreement. As of June 30, 2023, the districts utilizing the Morton Gingerwood building have paid \$400,000 to the Cooperative fund balance.

**TRANSITION
BUILDING**

Mr. Shumway reported that on May 12, 2011, the Cooperative purchased the Transition building located at 14535 John Humphrey Drive in Orland Park. The high school districts utilizing the Transition program are repaying the fund balance through tuition payments. The total annual payment is \$330,000. As of June 30, 2023, the high school districts have paid \$4,031,774 to the Cooperative fund balance. After accounting for the cost of renovations, the balance remaining is \$513,015.

**REPORT OF THE
EXECUTIVE
DIRECTOR**

On behalf of Dr. O’Neil, Mr. Shumway mentioned the Cooperative Highlights.

CONSENT AGENDA

**APPROVAL OF
MINUTES**

The Board of Directors of the Southwest Cook County Cooperative Association for Special Education approved the minutes from the August 16, 2023, FY24 Legal Budget Hearing, and the open and closed minutes from the regular August 16, 2023, Board of Directors Meeting.

**APPROVAL OF
INVOICES AND
PAYROLL**

The Board of Directors of the Southwest Cook County Cooperative Association for Special Education approved the August/September invoices in the amount of \$970,989.31. The August payroll in the amount of \$1,364,871.50, and the estimated amount of \$2,000,000 for the September payroll.

**EMPLOYMENT OF
EDUCATIONAL
SUPPORT
PERSONNEL**

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Start Date</u>	<u>Step/Column or Days</u>	<u>Annual Salary</u>
Bryce, Samantha	Paraeducator	CD Satellite	8/29/2023	1/+60 hrs	\$25,413.00
Daniel, Mia	Paraeducator	DESTINY	8/30/2023	1/License	\$24,203.00
Jackson, Marcus	Police Liaison	Braun	9/5/2023	\$28/hr	
Mansour, Wagih	Paraeducator	Transition	8/17/2023	1/BA Type-39	\$28,018.00
Schneider, Nicole	Paraeducator	DESTINY	8/21/2023	1/License	\$24,203.00

Minutes of the
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September 13, 2023

RESIGNATION OF
PROFESSIONAL
PERSONNEL

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Effective Date</u>
Opsal, Chrisy	Teacher	CD Satellite	8/22/2023

RESIGNATION OF
ESPs

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Effective Date</u>
Benson, Taya	Paraeducator	Transition	8/15/2023
Bouch, Kayla	Interpreter	Transition	9/5/2023
Picard, Grace	Paraeducator	CD Satellite	8/21/2023
Rockwood, Margaret	Paraeducator	Transition	8/21/2023

REQUEST FOR
LEAVE OF ABSENCE

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Type of Leave</u>	<u>Effective Dates</u>
Sheldon, Deirdre	Teacher	DHH	FMLA	8/21/2023 - 10/1/2023
Reese, Lindsey	Teacher	Braun	FMLA	2/12/2023 - 5/15/2023

ACTION ITEMS

FY24 TUITION AND
FEES

A motion was made by Dr. McConnell and seconded by Mr. Parchem to approve the FY24 tuition and service rates as presented by Mr. Shumway.

Upon roll call, the following voted aye: Dr. McConnell, Dr. Stachowiak, Dr. Scarsella, Mr. Charleston, Mrs. Fields, Mr. Johnson, Mr. Parchem, Dr. Sikora, and Dr. Nolting. Nays, none, whereupon the chairman declared the motion carried.

APPROVAL OF
CONSENT AGENDA

A motion was made by Dr. Stachowiak and seconded by Dr. Sikora to approve the consent agenda.

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Board of Directors Meeting
September 13, 2023


Upon roll call, the following voted aye: Dr. McConnell, Dr. Stachowiak, Dr. Scarsella, Mr. Charleston, Mrs. Fields, Mr. Johnson, Mr. Parchem, Dr. Sikora, and Dr. Nolting. Nays, none, whereupon the chairman declared the motion carried.

ADJOURNMENT

A motion was made by Mr. Stachowiak and seconded by Dr. Nolting to adjourn the meeting at 9:45 a.m.

Upon roll call, the following voted aye: Dr. McConnell, Dr. Stachowiak, Dr. Scarsella, Mr. Charleston, Mrs. Fields, Mr. Johnson, Mr. Parchem, Dr. Sikora, and Dr. Nolting. Nays, none, whereupon the chairman declared the motion carried.

Respectfully Submitted,


Dr. Brad Sikora
Board Secretary