



Administrative Offices

Minutes of the SWCCCASE Board of Directors Meeting February 14, 2024

- 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 9:00 a.m. on Wednesday, February 14, 2024.
- On roll call, the following members were found to be present: Dr. McConnell, Dr. Stachowiak, Dr. Roth, Dr. Sala, Dr. Stawick, Dr. Ticknor (9:01 a.m.), Dr. Sikora, and Dr. Nolting. Also present: Dr. O’Neil, Executive Director, and Mr. Shumway, Business Manager. Absent: Dr. Scarsella, Dr. Brunson, and Dr. Meighan.
- RECOGNITION OF PUBLIC** Karyn Kempke, Union President, and Brandon Wigboldy, Union Vice President, and Mary McKenna, Transition Teacher.
- PLACEMENT OF ITEMS ON THE CONSENT AGENDA** A motion was made by Dr. Stachowiak and seconded by Dr. Stawick, that upon the recommendation of Dr. O’Neil, that the following items be considered under a consent agenda, unless otherwise requested by the Board: Approval of the minutes of the January 17, 2024, Board of Directors Meeting, Invoices and Payroll, Employment of Professional Personnel, Employment of Educational Support Personnel, Resignation of Educational Support Personnel, Request for Leave of Absence, Board Policies - Second Reading, and FY25 Calendar.
- Upon roll call, the following voted aye: Dr. McConnell, Dr. Stachowiak, Dr. Roth, Dr. Sala, Dr. Stawick, Dr. Sikora, and Dr. Nolting. Nayes, none, whereupon the chairperson declared the motion carried.
- CLOSED SESSION** A motion was made by Dr. Stawick and seconded by Dr. Stachowiak to enter into a closed session at 9:01 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 and the Executive Director’s evaluation.
- Upon roll call, the following voted aye: Dr. McConnell, Dr. Stachowiak, Dr. Roth, Dr. Sala, Dr. Stawick, Dr. Sikora, and Dr. Nolting. Nayes, none, whereupon the chairperson declared the motion carried.
- A motion was made by Dr. Stachowiak and seconded by Dr. Roth to return

from closed session at 9:54 a.m.

Upon roll call, the following voted aye: Dr. McConnell, Dr. Stachowiak, Dr. Roth, Dr. Sala, Dr. Stawick, Dr. Ticknor, Dr. Sikora, and Dr. Nolting. Naves, none, whereupon the chairperson 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 January 31, 2024.

BREMEN TOWNSHIP TREASURER'S OFFICE

Mr. Shumway reported that the Bremen Township Treasurer's Office recently invoiced the Cooperative \$48,370.12 for operating expenses from July 1, 2023 through December 31, 2023. Additionally, the Cooperative earned interest in the amount of \$439,429.51 during that same period.

FACILITIES

Mr. Shumway shared that the South Cook Intermediate Service Center visited our facilities on February 1, 2024. There were not any health/life safety issues. This is the seventh consecutive year without a citation.

Two construction projects that were partially funded by two School Maintenance Project Grants are being closed out this month. The Braun Educational Center and maintenance garage fire alarm replacement was completed at a final cost of \$277,716. This project was scheduled for the summer of 2022, but suffered from supply chain delays related to COVID-19 disruptions. The FY24 Braun Educational Center door replacement project was completed at a final cost of \$531,379.

The Braun Educational Center and Transition Building masonry projects have a pre-bid meeting. The bid is scheduled to be awarded at our March board meeting.

FY23 ACTUAL TUITION/RATES

Mr. Shumway shared the actual costs for 2022-23 school year tuition and services with the Board. The initial tuition and rates were calculated using the approved August budget and projected student enrollments. The actual tuition and rates were calculated using the actual revenue and expenditures for the 2022-23 school year. FY23 adjustments will be included in the member district's FY24 second quarter tuition invoices.

FY25 STUDENT
TRANSPORTATION

Mr. Shumway reported that the Cooperative will not seek a bid for transportation for the next school year. Per Sunrise, the renewal contracts that districts will receive will be a better bargain than the Cooperative pursuing a new contract. Taking over transportation will be a step-by-step process beginning with the Cooperative managing transportation, bidding transportation in FY25, and then eventually managing transportation entirely.

REPORT OF THE
EXECUTIVE
DIRECTOR

COOPERATIVE
HIGHLIGHTS

Dr. O'Neil shared several highlights from various programs which included the celebration of Black History Month at Braun Educational Center. Mary Hampton, Braun Paraeducator, provided daily information clips and trivia questions each morning and created a wall of tribute in the hallway near the lunch room. The CD Program celebrated the end of their PBIS Pledge week with a skating and pizza party at the Tinley Park Roller Rink.

The DHH program students are getting ready for their ice skating fundraiser on March 2, 2024 which will include Blackhawks facility tours, open skate, and hands-on learn to play hockey at the Fifth Third Arena. The DESTINY program hosted a daytime virtual parent informational session on PUNS, guardianship, and trusts with Attorney Robert Farley. Ten parents were able to participate.

The Transition Walgreens Mock store is fully stocked and students have begun the training process to be certified REDI for employment at local Walgreens stores. Transition students who participated in the Southwest Job Fair in Orland Park on January 11, 2024, were featured in a local newspaper article.

INFINITEC AWARD
WINNERS

Dr. O'Neil reported that Jason McKeough (D210) and Julia Donhoe (D230) from Southwest Cooperative's member districts were chosen as recipients of awards from Infnitec Southwest for their use of assistive technology. They will be honored at a celebration on March 7, 2024 at Gaelic Park.

FY25 CLASSROOM
SPACE

Dr. O'Neil reported that all member districts returned their projections and noted that D117 is able to provide one classroom at Conrady Jr. High (Grades 6-8), and D146 is no longer able to provide one classroom at Fulton Elementary (Grades 3-5).

FOIA REQUEST

Dr. O’Neil reported that SWCCCASE received a FOIA request from the Illinois Retired Teachers Association who requested the name and email address of any certified staff who are retiring this year. The response indicated that we have no teachers retiring at the end of the 2023-2024 school year.

CONSENT AGENDA

APPROVAL OF MINUTES

The Board of Directors of the Southwest Cook County Cooperative Association for Special Education approved the minutes from the January 17, 2024 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 January/February invoices in the amount of \$1,742,698.31. The January payroll in the amount of \$2,297,808.82, and the estimated amount of \$2,200,000 for the February payroll.

EMPLOYMENT OF PROFESSIONAL PERSONNEL

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Start Date</u>	<u>Step/Column or Days</u>	<u>Annual Salary</u>
Dwyer, Nicholas	Social Worker	Braun	1/22/2024	17/MA+15	\$80,437.00
O’Brien, Maureen	Social Worker	DHH	2/13/2024	\$70/Hr	n/a

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>
Delgado, Diana	Paraeducator	CD at MGW	2/6/2024	1/License	\$24,203.00
Estrada, Sandra	Paraeducator	Transition	1/17/2024	1/License	\$24,203.00
Harris, Kaylene	Paraeducator	Braun	1/17/2024	1/License	\$24,203.00

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RESIGNATION OF
EDUCATIONAL
SUPPORT PERSONNEL

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Effective Date</u>
Elizalde, Nidia	Paraeducator	DESTINY	1/19/2024

REQUEST FOR
LEAVE OF ABSENCE

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Type of Leave</u>	<u>Effective Dates</u>
McCarthy, Debra	Paraeducator	DESTINY	Intermittent FMLA	1/23/2024- 2/29/2024

BOARD POLICIES -
SECOND READING

The Board of Directors, upon the recommendation of the Executive Director, approved the second reading of the following policies: 2:20 - Powers and Duties of the Boards, 6:30 - Organization of Instruction, 2:200 - Types of Board Meetings, 2:220 - Board Meeting Procedure, 4:60 - Purchases and Contracts, 4:130 - Free and Reduced-Price Food Services, 4:160 - Environmental Quality of Buildings and Grounds, 5:30 - Hiring Process and Criteria, 5:190 - Teacher Qualifications, 5:200 - Terms and Conditions of Employment and Dismissal, 5:210 - Resignations, 5:220 - Substitute Teachers, 5:250 - Leaves of Absence, 5:330 - Sick Days, Vacation, Holidays and Leaves, 6:50 - School Wellness, 7:60 - Residence, 7:70 - Attendance and Truancy, 7:160 - Student Appearance, 7:190 - Student Behavior, 7:285 - Anaphylaxis Prevention, Response, and Management Program, 7:290 - Suicide and Depression Awareness and Prevention, and 8:30 - Visitors to and Conduct on School Property.

FY25 CALENDAR

The Board of Directors, upon the recommendation of the Executive Director, approved the FY25 Southwest Cooperative school calendar as presented.

ACTION ITEMS

CHANGE IN SERVICE
FY25

A motion was made by Dr. Stawick and seconded by Dr. Roth to approve the request by D159 to provide district level OT services for FY25.

Upon roll call, the following voted aye: Dr. McConnell, Dr. Stachowiak, Dr. Roth, Dr. Sala, Dr. Stawick, Dr. Ticknor, Dr. Sikora, and Dr. Nolting. Nays, none, whereupon the chairperson declared the motion carried.

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APPROVAL OF
CONSENT AGENDA

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

Upon roll call, the following voted aye: Dr. McConnell, Dr. Stachowiak, Dr. Roth, Dr. Sala, Dr. Stawick, Dr. Ticknor, Dr. Sikora, and Dr. Nolting. Naves, none, whereupon the chairperson declared the motion carried.

ADJOURNMENT

A motion was made by Dr. Stawick and seconded by Dr. McConnell to adjourn the meeting at 10:21 a.m.

Upon roll call, the following voted aye: Dr. McConnell, Dr. Stachowiak, Dr. Roth, Dr. Sala, Dr. Stawick, Dr. Ticknor, Dr. Sikora, and Dr. Nolting. Naves, none, whereupon the chairperson declared the motion carried.

Respectfully submitted,



Dr. Mary Ticknor
Board Secretary