



Administrative Offices

Minutes of the SWCCCASE Board of Directors Meeting November 12, 2025

- 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 8:00 a.m. on Wednesday, November 12, 2025.
- On roll call, the following members were found to be present: Dr. Orzel, Dr. Droba, Dr. Scarsella, Dr. Roth, Dr. Sala, Dr. Stawick, Dr. Brunson, Dr. Sikora, and Dr. Nolting (8:10 a.m.). Also present, Dr. Gineen O'Neil, Executive Director, Mr. Tage Shumway, Business Manager, and Ms. Lisa Promis, Assistant Director. Absent: Dr. Maxwell and Dr. Julius D160 Interim Superintendent.
- RECOGNITION OF PUBLIC** Karyn Kempke, Union President, Brandon Wigboldy Union Vice President, and Dr. Lisa Giglio-Byczek, D228 Special Education Administrator.
- PLACEMENT OF ITEMS ON THE CONSENT AGENDA** A motion was made by Dr. Sala and seconded by Dr. Brunson, upon the recommendation of Dr. O'Neil, that the following items be considered under a consent agenda unless otherwise requested by the Board: The open and closed session meeting minutes of the October 15, 2025 Board of Directors Meeting, the open and closed session meeting minutes of the October 20, 2025 Special Board Meeting, the open and closed session meeting minutes of the October 27, 2025 Special Board Meeting, Invoices and Payroll, Employment of Educational Support Personnel, Resignation of Educational Support Personnel, Request for Leave of Absence, Board Policies - First Reading, and Vehicle Purchase.
- Upon roll call the following voted aye: Dr. Orzel, Dr. Droba, Dr. Scarsella, Dr. Roth, Dr. Sala, Dr. Stawick, Dr. Brunson, and Dr. Sikora. Nays none, whereupon the chairperson declared the motion carried.
- REMOVE VEHICLE PURCHASE FROM CONSENT AGENDA** A motion was made by Dr. Stawick and seconded by Dr. Brunson to remove the Vehicle Purchase from the Consent Agenda.
- Upon roll call the following voted aye: Dr. Orzel, Dr. Droba, Dr. Scarsella, Dr. Roth, Dr. Sala, Dr. Stawick, Dr. Brunson, Dr. Sikora, and Dr. Nolting. Nays none, whereupon the chairperson declared the motion carried.

CLOSED SESSION A motion was made by Dr. Roth and seconded by Dr. Sikora to enter into a closed session at 8:01 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.

Upon roll call the following voted aye: Dr. Orzel, Dr. Droba, Dr. Scarsella, Dr. Roth, Dr. Sala, Dr. Stawick, Dr. Brunson, and Dr. Sikora. Nays none, whereupon the chairperson declared the motion carried.

A motion was made by Dr. Stawick and seconded by Dr. Sala to return from closed session at 8:58 a.m.

Upon roll call the following voted aye: Dr. Orzel, Dr. Droba, Dr. Scarsella, Dr. Roth, Dr. Sala, Dr. Stawick, Dr. Brunson, Dr. Sikora, and Dr. Nolting. Nays 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 October 31, 2025.

REIMBURSEMENT FOR SEPARATE PUBLIC DAY SCHOOLS Mr. Shumway shared details about the ISBE calculation guidelines and the potential effect on tuition.

**REPORT OF THE
EXECUTIVE
DIRECTOR**

COOPERATIVE HIGHLIGHTS Dr. O'Neil shared highlights from various Cooperative Programs.

ILLINOIS SCHOOL STUDENT RECORDS ACT Dr. O'Neil reported that Public Act 104-0356 amended the Illinois School Student Records Act. Effective July 1, 2026, school districts will be required to maintain a "Summary of Performance (SoP)" for students who received special education services in the student's permanent record.

PBIS DISTRICT LEADERSHIP TEAM UPDATE

Dr. O’Neil reported that on October 21, 2025, the PBIS District Leadership Team (DLT) met to discuss the progress on the initiatives in each program. Priscilla Boyd, PBIS Coordinator, works with each program to develop tiered interventions, collect data, and to identify initiatives. Dr. O’Neil included the shared accomplishments and challenges for the first quarter.

SWCCCASE PROGRAM WAITING LIST

Dr. O’ Neil reported that as of November 7, 2025, one first grade student is on a waiting list for the CD program and one first grade student is on a waiting list for Morton Gingerwood.

FOIA REQUEST

Dr. O’ Neil reported that on October 21, 2025, SWCCCASE received a FOIA request from Steve Watts, 1300 Buchta Rd., Angleton TX 77515 for the full legal name, job title or role, official work email address, assigned worksite or campus, and current annual salary for SWCCCASE employees: This information was provided via email on October 24, 2025.

CONSENT AGENDA

APPROVAL OF MINUTES

The Board of Directors of the Southwest Cook County Cooperative Association for Special Education approved open and closed session minutes from the October 15, 2025 Board of Directors Meeting, the open and closed session minutes from the October 20, 2025 Special Board meeting, and the open and closed session minutes from the October 27, 2025 Special Board Meeting.

APPROVAL OF INVOICES AND PAYROLL

The Board approved the October/November invoices in the amount of \$1,267,864.91. The October payroll in the amount of \$2,196,100.09 and the estimated amount of \$2,500,000 for the November payroll.

EMPLOYMENT OF EDUCATIONAL SUPPORT PERSONNEL

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Effective Date</u>	<u>Step/Column or Days</u>	<u>Annual Salary</u>
Meyers, Sara	Paraeducator	MGW	11/3/2025	14/License	\$32,400.00
Oliver, Brandon	Paraeducator	CD	11/10/2025	4/License	\$28,151.00
Sandberg, Rebecca	Paraeducator	DESTINY	11/10/2025	1/BA	\$30,739.00

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Board of Directors Meeting

Thompson, Diamonique	Secretary	MGW	11/14/2025	4	\$35,737.00
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RESIGNATION OF
EDUCATIONAL
SUPPORT
PERSONNEL

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Effective Date</u>
Byrne, Araina	Paraeducator	DESTINY	10/30/2025

REQUEST FOR
LEAVE OF
ABSENCE

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Type of Leave</u>	<u>Effective Dates</u>
Greenfield, Erin	Teacher	Transition	FMLA	12/1/2025 - 12/5/2025
Heneghan, Elizabeth	OT	DESTINY	FMLA	2/10/2025 - 5/15/2025
Horan, Sherry	Paraeducator	Transition	Intermittent FMLA	10/15/2025 - 6/1/2026
Huffman, Sarah	Social Worker	CD	FMLA	11/17/2025 - 12/15/2025
Lendraitis, Lina	Paraeducator	Transition	FMLA	12/9/2025 - 1/19/2026
Nelson, Kristin	VI Teacher	Itinerant	Intermittent FMLA	11/3/2025 - 6/1/2026
Petry, Ausra	Payroll Clerk	Business Office	FMLA	11/12/2025 - 1/29/2026
Sledge, Markeeta	Paraeducator	DHH	Intermittent FMLA	10/27/2025 - 5/22/2026

APPROVAL OF
BOARD POLICIES
FIRST READING

The Board of Directors, upon the recommendation of the Executive Director, approved the first reading of the following policies: 2:150 - Committees, 2:270 - Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited, 4:10 - Fiscal and Business Management, 4:40 - Incurring Debt, 4:80 - Accounting and Audits, 4:190 - Targeted School Violence Prevention Program 5:10 - Equal Employment Opportunity and Minority Recruitment, 5:90 - Abused and Neglected Child Reporting, 5:100 - Staff Development Program, 5:190 - Teacher Qualifications, 5:200 - Terms and Conditions of Employment and Dismissal,

5:300 - Schedules and Employment Year, 6:20 - Cooperative Calendar and Day, 6:280 - Grading, 7:10 - Equal Educational Opportunities, 7:70 - Attendance and Truancy, 7:150 - Agency and Law Enforcement Requests, 7:180 - Prevention of and Response to Bullying, Intimidation, and Harassment, 7:190 - Student Behavior, 7:290 - Suicide and Depression Awareness and Prevention, 7:310 - Restrictions on Publications and Written or Electronic Material; Elementary Schools, 7:315 - Restrictions on Publications; High Schools, and 7:340 - Student Records.

ACTION ITEMS

VEHICLE PURCHASE

A motion was made by Dr. Nolting and seconded by Dr. Sikora, upon the recommendation of the CSBO, to authorize the purchase of two used 8-passenger vans for a price not to exceed \$30,000 per van.

Upon roll call the following voted aye: Dr. Orzel, Dr. Droba, Dr. Scarsella, Dr. Roth, Dr. Sala, Dr. Stawick, Dr. Brunson, Dr. Sikora, and Dr. Nolting. Nayses none, whereupon the chairperson declared the motion carried.

APPROVAL OF CONSENT AGENDA

A motion was made by Dr. Sala and seconded by Dr. Roth to approve the consent agenda.

Upon roll call the following voted aye: Dr. Orzel, Dr. Droba, Dr. Scarsella, Dr. Roth, Dr. Sala, Dr. Stawick, Dr. Brunson, Dr. Sikora, and Dr. Nolting. Nayses none, whereupon the chairperson declared the motion carried.

BOARD REPORTS

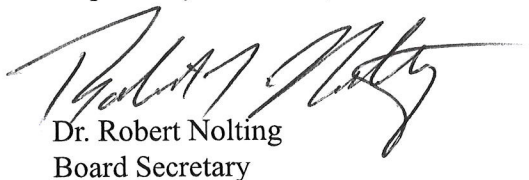
Ms. Promis distributed information on upcoming professional development opportunities, including Planning for ISBE's Special Education Cyclical Monitoring, 2 Administrator Academies in 2026, and a PBIS Share and Tell event.

ADJOURNMENT

A motion was made by Dr. Stawick and seconded by Dr. Brunson to adjourn the meeting at 9:27 a.m.

Upon roll call the following voted aye: Dr. Orzel, Dr. Droba, Dr. Scarsella, Dr. Roth, Dr. Sala, Dr. Stawick, Dr. Brunson, Dr. Sikora, and Dr. Nolting. Nayses none, whereupon the chairperson declared the motion carried.

Respectfully submitted,



Dr. Robert Nolting
Board Secretary