



## Administrative Offices

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### **Minutes of the SWCCCASE Board of Directors Meeting December 17, 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 8:05 a.m. on Wednesday, December 17, 2025.
- On roll call, the following members were found to be present: Dr. Orzel, Dr. Droba, Dr. Scarsella, Dr. Roth, Dr. Sala, Dr. Maxwell, Dr. Sikora, and Dr. Nolting. Also present, Dr. Gineen O’Neil, Executive Director, Mr. Tage Shumway, Business Manager, and Ms. Lisa Promis, Assistant Director. Absent: Dr. Stawick, Dr. Brunson, 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.
- REMOVE CLOSED SESSION AND ACTION AS THE RESULT OF CLOSED SESSION** A motion was made by Dr. Sala and seconded by Dr. Nolting to remove the Closed Session Agenda Item 4 and Action as the Result of Closed Session Agenda Item 11 from the December 17, 2025 Board Meeting Agenda.
- Upon roll call the following voted aye: Dr. Orzel, Dr. Droba, Dr. Scarsella, Dr. Roth, Dr. Sala, Dr. Maxwell, Dr. Sikora, and Dr. Nolting. Nays none, whereupon the chairperson declared the motion carried.
- PLACEMENT OF ITEMS ON THE CONSENT AGENDA** A motion was made by Dr. Roth and seconded by Dr. Sikora, 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 November 12, 2025 Board of Directors Meeting, Invoices and Payroll, Employment of Educational Support Personnel, Resignation of Educational Support Personnel, Request for Leave of Absence, and Board Policies - Second Reading.
- Upon roll call the following voted aye: Dr. Orzel, Dr. Droba, Dr. Scarsella, Dr. Roth, Dr. Sala, Dr. Maxwell, 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 November 30, 2025.

**2026 CAPITAL  
IMPROVEMENTS**

Mr. Shumway reported that there are several capital improvements scheduled for the summer of 2026 which include phase three of the Braun parking lot and the replacement of several interior doors. Mr. Shumway also mentioned that we applied for a \$50,000 Illinois School Maintenance Project Grant which would pay for approximately fifty percent of the total project cost.

A facilities planning meeting is scheduled for January 5, 2026 to discuss a new reduced scope and cost estimate for the renovations at the 94th Avenue Building in Orland Park.

**FY25 ISBE S FUND  
PAYMENTS**

Mr. Shumway reported that FY25 was the first year when separate public special education day schools were eligible for reimbursement from the State based on tuition costs approved by the Illinois Purchased Care Review Board. Mr. Shumway shared the extrapolated amount to be received in FY26 with the Board.

**REPORT OF THE  
EXECUTIVE  
DIRECTOR**

**COOPERATIVE  
HIGHLIGHTS**

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

**PROGRAM  
WAITING LISTS**

Dr. O'Neil reported that as of December 12, 2025, one 1st grade student is on a waiting list for the CD program, one 6th grade student is on a waiting list for DESTINY, and one 6th grade student is on a waiting list for Morton Gingerwood.

**FY27  
PROJECTIONS**

Dr. O'Neil reported that all FY27 Projections should be sent to Laurie Catanzaro no later than February 1, 2026, as per the Articles of Joint Agreement.

**NEW ISBE RTO  
GUIDANCE**

Dr. O'Neil shared several notable changes to the RTO Guidance. The Guidance can be found at <https://www.isbe.net/Documents/ISBE-RTO-Guidance-FAQ.pdf>.

**SPECIAL  
EDUCATION  
PROFILES**

Dr. O'Neil reported that ISBE provides Special Education Profiles on an annual basis that includes data from the Fall Housing Report, Non-public Registration, Enrollment and Staff Reports, and the IEP Student Tracking and Reporting System (I-Star Plus). Dr. O'Neil shared an annual comparison of SWCCCASE Special Education Profiles with the Board.

**FOIA REQUESTS**

Dr. O'Neil reported that on November 3, 2025 and November 4, 2025, Michael Henry submitted FOIA requests for information regarding Lynn Zedaer, McKinney-Vento, and various forms of communication with D230 staff. Dr. O'Neil shared the responses with the Board.

**CONSENT  
AGENDA**

NOVEMBER 12,  
2025 MEETING  
MINUTES

The Board of Directors of the Southwest Cook County Cooperative Association for Special Education approved open and closed session minutes from the November 12, 2025 Board of Directors Meeting.

NOVEMBER/  
DECEMBER  
INVOICES AND  
PAYROLL

The Board approved the November/December invoices in the amount of \$1,552,401.15. The November payroll in the amount of \$2,207,941.86 and the estimated amount of \$2,500,000 for the December 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>
Alsaber, Rana	Paraeducator	Braun	1/5/2026	17/BA	\$38,556.00
Covault, Andrew	Paraeducator	CD	12/1/2025	3/License	\$27,712.00

RESIGNATION OF  
EDUCATIONAL  
SUPPORT  
PERSONNEL

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Effective Date</u>
Elliott, Mary	O&M	Itinerant	5/31/2026
Shanks, Gwendolyn	Paraeducator	Transition	1/30/2026

REQUEST FOR  
LEAVE OF  
ABSENCE

<u>Name</u>	<u>Position</u>	<u>Program</u>	<u>Type of Leave</u>	<u>Effective Dates</u>
Boyd, Raye	Paraeducator	Transition	LOA	12/1/2025-6/2/2026
Catanzaro, Valerie	Paraeducator	Transition	LOA	1/12/2026-4/24/2026
Deutmeyer, Marilyn	SLP	MGW	LOA	12/4/2025-1/19/2026
Egan, Bridget	PTA	DESTINY	Intermittent FMLA	12/12/2025-6/3/2026

Minutes of the December 17, 2025  
Board of Directors Meeting

Fitzer, Jordan	Teacher	Transition	Intermittent FMLA	11/13/2025-6/1/2026
Martin, Alyssa	Paraeducator	Transition	LOA	1/12/2026-4/24/2026
Petry, Ausra	Payroll	Admin Office	Extended LOA	1/30/2026-4/6/2026
Rutzky, Ronald	Paraeducator	Transition	Extended FMLA	12/8/2025-12/12/2025
Stavrakis, Angella	Teacher	Braun	FMLA	12/3/2025-3/13/2026
Washington, Nicole	Paraeducator	Transition	Intermittent FMLA	12/2/2025-6/1/2026

**BOARD POLICIES**  
**SECOND**  
**READING**

The Board of Directors, upon the recommendation of the Executive Director, approved the second 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**

**FUND TRANSFER**  
**RESOLUTION**

A motion was made by Dr. Scarsella and seconded by Dr. Maxwell, upon the recommendation of the CSBO, to authorize the transfer of \$380,077.52 from the Transportation Fund to the Education Fund.

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

