

**MINUTES OF THE SWCCCASE
BOARD OF DIRECTOR'S MEETING
APRIL 7, 2011**

- 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 12:00 pm on Thursday, April 7, 2011, by Dr. Margaret Longo, 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. Tim Ricker (113a), Dr. Margaret Longo (142), Mr. Allen Jebens (145), Dr. Marion Hoyda (146), Dr. Earline Scott (160), Dr. Sandra Doebert (210), and Ms. Brenda Reynolds (230). Absent: Dr. Kenneth Sorrick (117), Dr. Joseph Dubec (118), Mrs. Barbara Mason (159), Dr. Bill Kendall (228) and Dr. James Gay (230). Also present: Dr. Gineen O'Neil, Executive Director, Ms. Christina Sepiol, Assistant Director and Mr. Tage Shumway, Business Manager.
- RECOGNITION OF THE PUBLIC** Dr. William Smith, South Cook Intermediate Service Center. Dr. Smith discussed a workshop he will present on May 19, 2011.
- CONSENT AGENDA ITEMS** *Motion was made by Dr. Doebert seconded by Dr. Ricker that 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 of April 7, 2011 Board of Directors Meeting and Closed Session, Approval of Invoices and Payroll, and Personnel items. On roll call, the following voted aye: Ricker, Longo, Jebens, Hoyda, Scott, Doebert, and Reynolds. Nays, none, whereupon the Chairman declared the motion carried.*
- CLOSED SESSION** *Motion was made by Dr. Doebert seconded by Dr. Scott that the Board move to closed session at 12:21 p.m. for the purpose of discussing the following: The purchase or lease of real property for the use of the Cooperative, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5 ILCS 120/2 (c)(5); 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.*
- On roll call, the following voted aye: Ricker, Longo, Jebens, Hoyda, Scott, Doebert, and Reynolds. Nays, none, whereupon the Chairman declared the motion carried.*

OPEN
SESSION

Motion was made by Dr. Doebert, seconded by Mr. Jebens that the Board members return to open session at 1:10 p.m. On voice vote the motion carried.

REPORT OF
THE
BUSINESS
MANAGER

Mr. Shumway presented the monthly Statement of Position, showing an ending balance of \$8,706,771.32, as of March 31, 2011. He also commented on revenue and expense summaries for the month.

BREMEN
TOWNSHIP
TREASURERS'
FY11 OPERATION
EXPENSE

The Cooperative received the allocation of Bremen Township Treasurers' Office Expense. District expenses are based on the percentage of total receipts collected by each district. For FY11, the Cooperative will owe \$80,714.76 (7.77%) of the total Township Treasurers' Budget of \$1,038,800. Also, there will be a credit adjustment of \$2,948.34 from the FY10 bill payment of \$63,143.

APPROVE THE
CONSENT AGENDA

Motion was made by Dr. Doebert, seconded by Dr. Ricker, that the following items be approved under the consent agenda:

APPROVAL OF
MINUTES

Minutes of the April 7, 2011 regular meeting of the Board of Directors, as well as the closed session minutes of the same date.

APPROVAL OF
INVOICES AND
PAYROLL

The April 2011 invoices in the amount of \$856,217.17, the March 2011 payroll in the amount of \$1,050,010.85 and the estimated April 2011 payroll in the amount of \$1,051,000.

AMEND THE
CONSENT
AGENDA

*Motion was made by Dr. Ricker, seconded by Dr. Hoyda, that the following items be removed under the consent agenda:
Agenda item 7.2, FY11 Bremen township Treasurers' Office Operation Expense.
On roll call, the following voted aye: Ricker, Longo, Jebens, Hoyda, Scott, Doebert, and Reynolds. Naves, none, whereupon the Chairman declared the motion carried.*

APPROVE THE
AMENDED
CONSENT AGENDA

*Motion was made by Dr. Ricker, seconded by Mr. Jebens, that the amended consent be approved under the consent agenda:
On roll call, the following voted aye: Ricker, Longo, Jebens, Hoyda, Scott, Doebert, and Reynolds. Naves, none, whereupon the Chairman declared the motion carried.*

APPROVE THE
BREMEN TOWNSHIP
FY11 OPERATION
EXPENSE

*Motion was made by Dr. Hoyda, seconded by Mr. Jebens, that the amended consent be approved under the consent agenda:
Approve the payment of Agenda item 7.2, FY11 Bremen township Treasurers' Office Operation Expense.
On roll call, the following voted aye: Ricker, Jebens, Hoyda, Scott, Doebert, and Reynolds. Naves: Longo, whereupon the Chairman declared the motion carried.*

LEAVE OF ABSENCE	Name	Position	Program	Type of Leave	Effective Date
	Mary Burruss	DHH Itinerant	DHH	FMLA	3/11-6/1/11
	Cathy McEnery	Teacher	Transition	FMLA	3/21-6/1/11

RELEASE OF CERTIFICATED STAFF
 Per the Resolution Dismissing Probationary Educational Support Personnel from Southwest Cook County Cooperative Association for Special Education approve the dismissals of Jasper Adkins, Benae Cartwright, Kelli Cole, Mary Ann Collins, Katie Connolly, Amy Cortese, Nicole Crofton, Carrie Flanagan, Andrea Gallardo, Christine Hanley, Maureen Heath, Laura Litterst, Nicole Mitchell, George Mikota, Nicole Nollinger, Sean Norman, Kristie Olmetti, Laurie Orr, Kellie Panozzo, Valerie Radloff, Jennifer Riemersma, Kurt Smith, Dawn West; and the Resolution Honorably Dismissing Part-Time Educational Support Personnel from Southwest Cook County Cooperative Association for Special Education approve the honorable dismissals of Joan Debelak, Joan Dougherty, Thomas Geary, Anthony Gianares, John Grande, Stephanie Jones, Gary Klinckman, Donald Lalky, Michael Lee, Diane Lenard, Monique Prohaska, Jane Nelson, Shirley Racz, Ray Richardson.

REQUEST FOR ADDITIONAL STAFF
 Approve the request for an additional .5 day of Physical and Occupational therapy for the 2010-11 school year.

OTHER ACTION ITEMS

ADDITIONAL JULY BILLING
 Approve an additional billing in July for individual student expenses.

SWCCCASE CAPITAL ASSET THRESHOLD
 Approve the capitalization threshold of \$5,000.00 effective July 1, 2011.

HEALTHCARE REFORM COMPLIANCE
 Authorize the Business Manager to remove the optional PPO benefit limitations for healthcare reform compliance.

INTERFUND TRANSFER NOTICE
 Approve a \$400,000 fund transfer from the Education Fund to the Transportation Fund.

FY11 BUDGET AMENDMENT
 Approve the amended FY11 Budget.

PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES
 Authorize the Business Manager, Mr. Tage Shumway, to sign a contract for the professional engineering services of the Transition building parking lot improvements, pending the anticipated purchase of the property.

SUSPENSIONS DUE TO FAILURE TO MEET CONTRACTUAL REQUIREMENTS Authorize a one-day suspension without pay for the below-noted employees for each deficient program meeting:

Staff Member	Program	Completed	Required	Deficient
Hank Graver	Transition	5	6	1
Anita Shaffer	Transition	5	6	1
Jim Smotherman	Braun	5	6	1
Roger Zylstra	Transition	2	4	2

FY12 CALENDAR Approve the 2011-12 school calendar for Transition, Project Challenge and Braun as presented.

POLICY UPDATES Approve the first reading of the presented policy updates.

CONSENT VOTE *On roll call, the following voted aye: Ricker, Longo, Jebens, Hoyda, Scott, Doebert, and Reynolds. Nays, none, whereupon the Chairman declared the motion carried.*

BOARD REPORTS Dr. Longo reminded the Board about the recognition and retirement IASA breakfast that will be held in May. She also discussed Senate Bill 2134.

Dr. O'Neil discussed the need of 6 classrooms for the 2011-12 school year. She also informed the Board about the IASA-South Cook elections that will be held on May 19, 2011.

ADJOURNMENT There being no further business, *motion was made by Mr. Jebens, seconded by Dr. Hoyda that the meeting adjourn at 1:45 p.m. On voice vote, the motion carried.*

Respectfully Submitted,



Dr. Earline Scott
Secretary

**MINUTES OF THE SWCCCASE
BUDGET HEARING
APRIL 7, 2011**

CALL TO ORDER A budget hearing was called to order at 12:17 pm on Thursday, April 7, 2011, by Dr. Margaret Longo, Chairman. The hearing 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. Tim Ricker (113a), Dr. Margaret Longo (142), Mr. Allen Jebens (145), Dr. Marion Hoyda (146), Dr. Earline Scott (160), Dr. Sandra Doebert (210), and Ms. Brenda Reynolds (230). Absent: Dr. Kenneth Sorrick (117), Dr. Joseph Dubec (118), Mrs. Barbara Mason (159), Dr. Bill Kendall (228) and Dr. James Gay (230). Also present: Dr. Gineen O'Neil, Executive Director, Ms. Christina Sepiol, Assistant Director and Mr. Tage Shumway, Business Manager.

RECOGNITION OF THE PUBLIC No members of the public were present.

BUDGET HEARING REPORT Mr. Shumway reported that the FY11 budget will be amended to account for the possible Transition building purchase and the establishment of a Transportation Fund.

HEARING ADJOURNMENT There being no further comment, motion was made by Dr. Hoyda, seconded by Mr. Jebens, that the budget hearing be closed at 12:19 pm. On voice vote, the motion carried.

Respectfully submitted,



Dr. Earline Scott
Secretary

"Opening the world through education to children and young adults with diverse abilities"

**MINUTES OF THE SWCCCASE
INTERFUND TRANSFER HEARING
APRIL 7, 2011**

CALL TO ORDER An interfund transfer hearing was called to order at 12:20 pm on Thursday, April 7, 2011, by Dr. Margaret Longo, Chairman. The hearing 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. Tim Ricker (113a), Dr. Margaret Longo (142), Mr. Allen Jebens (145), Dr. Marion Hoyda (146), Dr. Earline Scott (160), Dr. Sandra Doebert (210), and Ms. Brenda Reynolds (230). Absent: Dr. Kenneth Sorrick (117), Dr. Joseph Dubec (118), Mrs. Barbara Mason (159), Dr. Bill Kendall (228) and Dr. James Gay (230). Also present: Dr. Gineen O'Neil, Executive Director, Ms. Christina Sepiol, Assistant Director and Mr. Tage Shumway, Business Manager.

RECOGNITION OF THE PUBLIC No members of the public were present.

BUDGET HEARING REPORT Mr. Shumway reported that the Cooperative is amending the FY11 budget to include a Transportation Fund and make a Transportation claim to ISBE. The Cooperative will need to transfer \$400,000 from the Education Fund to the Transportation Fund. This amount will account for the anticipated expenses and delayed reimbursement.

HEARING ADJOURNMENT There being no further comment, motion was made by Dr. Hoyda, seconded by Mr. Jebens, that the budget hearing be closed at 12:21 pm. On voice vote, the motion carried.

Respectfully submitted,



Dr. Earline Scott
Secretary

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