

## SWCCCASE SIS Enrollment Record Procedures for Districts

To: District SIS Coordinators  
From: Julie Beasland  
Re: SIS enrollments for students enrolled in SWCCCASE programs  
Date: September 8, 2020

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Please ensure that the following information is correct on each student's **SIS Enrollment Record** for all Students Enrolled in SWCCCASE Programs.

**Home School :** Resident school RCDTS

**Serving School:** RCDTS for school that the student physically attends. See "***Serving School Chart***" on page 2. *ISBE has advised that this remain the same even for remote learners.*

**Service Provider:** This MUST BE the PROGRAM RCDTS for the SWCCCASE program in which the student is enrolled. See "***Service Provider Chart***" on page 2. According to the SIS User Manual, "Service Provider will default to the Serving RCDTS." **You will need to manually change the Service Provider.**

Properly entering this information for a students SIS enrollment record is essential to comply with ISBE requirements and recommendations for state reporting procedures.

If you have any questions or concerns about SIS information for SWCCCASE students, please contact:

- Julie Beasland: [jbeasland@swcccase.org](mailto:jbeasland@swcccase.org) or (708)342-5315
- Laurie Catanzaro: [lcatanzaro@swcccase.org](mailto:lcatanzaro@swcccase.org) or (708)342-5316.

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

6020 West 151<sup>st</sup> Street Oak Forest, Illinois 60452-1899 Phone: 708/687-0900 Fax: 708/687-5695

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Serving these school districts: 113a Lemont · 117 North Palos · 118 Palos · 142 Forest Ridge · 145 Arbor Park · 146 Tinley Park · 159 Matteson · 160 Country Club Hills · 210 Lemont High School · 228 Bremen High School · 230 Consolidated High School

### *Serving Site Chart*

<b>Location</b>	<b>RCDTS</b>	<b>SWCCCASE Program(s) Served</b>
Braun Educational Center (Grades prek-12)	070161420616101	Braun, CD Braun
Kerkstra (Grades Prek-5)	070161420022004	DESTINY
Arbor Park (Grades 5-8)	070161450021001	CD, DESTINY
Victor J. Andrew High School	070162300130003	CD
Fulton Elementary School (Prek-5)	070161460042002	CD
Arnold W. Kruse Educational Center (PreK-5)	070161460042006	CD
Palos East Elementary School (PreK-5)	070161180042002	CD
Central Middle School (Grades 6-8)	070161460041001	CD
Jack Hille Middle School (Grades 6-8)	070161420021001	CD
Oak Forest High School	070162280160004	DESTINY
Oakwood Elementary School (Grades prek-2)	07016113A022002	DHH
River Valley (Grades 3-5)	07016113A022004	DHH
Old Quarry Middle School (Grades 6-8)	07016113A021002	DHH
Lemont High School	070162100170001	DHH
Project Challenge (High School Grades)	070161420616105	Project Challenge

### *Service Provider Chart (Program RCDTS Codes)*

<b>Program</b>	<b>RCDTS</b>
Braun Educational Center (Grades prek-12)	070161420616101
Communication Development Program (Grades prek-12)	070161420616113
DESTINY Program (Grades prek-12)	070161420616111
Deaf and Hard of Hearing Program (Grades preK-12)	070161420616109
Project Challenge (High School Grades)	070161420616105
Transition Program (Students ages 18-21)	070161420616103
TEP Program Sites	070161420616120

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