



Kankakee Area Special Education Cooperative

P.O. Box 71 St. Anne, IL 60964 * 815-422-4151 Telephone * 815-427-8409 FAX

MINUTES EXECUTIVE BOARD MEETING DECEMBER 15, 2016

The Regular Executive Board Meeting of December 15, 2016 was called to order by President Goselin at 10:07 a.m. at the Kankakee Area Career Center. A Quorum was present.

1. ROLL CALL

PRESENT: Tonya Evans (Central), John Palan (Grant Park), Gary Miller (Momence), Scott Goselin (Bradley Elementary), Charles Stegall (St. Anne Elementary), Charles Stegall (St. Anne High School) Also present: Debra Quain, Jill Cowser, Recording Secretary.

ABSENT: Helen Boehrsen (St. George)

2. PUBLIC COMMENT None

3. CLOSED SESSION Dr. Palan moved to go into closed session at 10:08 a.m. for the purpose to discuss personnel (5ILCS 120/2(c) (1) Second: Ms. Evans ROLL CALL: ALL AYES: Palan, Evans, Stegall (256), Stegall (302), Miller, Goselin, and Thomas.

Open Session Reconvened at 10:13 a.m.

4. CONSENT AGENDA

A. Minutes: Minutes of November 17, 2016 as mailed and presented.

B. Payment of Bills: Bills presented for approval as mailed and presented at the meeting. November/December Payroll and Liabilities \$128,377.09; December Accounts Payable \$10,928.44 and November Imprest \$151,599.17.

C. Approval of Closed Session Minutes of December 15, 2016.

Mr. Miller moved to approve the Consent Agenda. Second: Dr. Goselin. ROLL CALL: ALL AYES: Evans, Stegall (256), Stegall (302), Thomas, Palan, Goselin, and Miller.

5. DIRECTOR'S REPORT Board members received the Director's report in their mailing.

Ms. Quain's report included:

A. FY 17 PROGRAM NUMBERS

B. KASEC VACANCIES

KASEC continues to advertise the following vacancy: Vocational Coordinator (.6FTE) and will continue to pursue hiring a paraprofessional/job coach. Ms. Quain met with the Division of Rehabilitation Services (DRS) regarding KASEC's options with the STEP grant. The KASEC Director will sign off on the DRS paperwork and will complete the required paperwork with the assistance of the District Directors.

C. KASEC PROPERTY UPDATE

Ms. Quain reported that the Kankakee County Board passed a resolution at their December 2nd meeting authorizing I-KAN ROE to work through the Public Building Commission to complete the purchase of the KASEC property. The Assistant State's Attorney is currently drawing up the sale agreement for KASEC's review. KASEC will forward the sale agreement to KASEC's attorney for review.

D. KASEC CLEAN OUT

Ms. Quain reported Bradley and St. George came on December 9 and took their identified office furniture, equipment and supplies. Other districts are scheduling times to come get their items. Once the districts have received their identified items, a final list of remaining items will be distributed and districts will be able to request additional items from the list. A 30 yard dumpster has been rented to assist with the clean out of the storage garage.

E. IDEA EXCESS COST

The annual process for documenting and verifying IDEA excess cost for FY 16 can be submitted after December 1, 2016. Ms Quain reminded the Board their documentation is due to KASEC by January 16, 2017.

F. KASEC DIRECTOR EVALUATION

The evaluation tool for the Director's evaluation will need to be developed and distributed to the Governing and Executive Boards in January. Dr. Goeslin and Dr. Palan will send out the survey to both Boards. The results will be compiled and analyzed by the Evaluation Committee and shared with the Director, Governing and Executive Board members no later than the March Board meeting.

G. FY 18 PROJECTIONS SHEETS

Ms. Quain informed the Board the FY 18 Projection sheets used for personnel planning for the upcoming school year were distributed and emailed to the District Directors at their December 2nd meeting. These sheets are due to KASEC by February 2, 2017.

H. IDEA PART B EXPENDITURE REPORTS

Ms. Quain reminded the Board the second quarter expenditure reports for the IDEA Part B grants are due Tuesday, January 10, 2017.

6. ACTION ITEMS

Ms. Evans moved to approve the employment of Peter Kershaw, 1:1 Paraprofessional for the High School Alternative Day Program effective December, 5, 2016. Second: Mr. Thomas
ROLL CALL VOTE: ALL AYES: Palan, Evans, Stegall (256), Stegall (302), Miller, and Goselin

Ms. Evans moved to approve the appropriate contracted personnel, not exceed 10 hours to repair the ceiling in the area where the audiological booth was located. Second: Dr. Palan
ROLL CALL VOTE: ALL AYES: Palan, Evans, Stegall (256), Stegall (302), Miller, and Goselin.

7. OTHER

8. ADJOURNMENT

There being no further business, Dr. Palan moved to adjourn the Executive Board Meeting at 10:28 a.m. Second: Dr. Goselin VOICE VOTE: ALL AYES. Meeting adjourned.



Scott Goselin, President



Tonya Evans, Secretary