



Kankakee Area Special Education Cooperative

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MINUTES EXECUTIVE BOARD MEETING MAY 18, 2017

President Goselin called the Executive Board Meeting of May 18, 2017 to order at 8:36 a.m. at the St. Anne School District Office. A Quorum was present.

1. ROLL CALL

PRESENT: Tonia Evans, (Central), John Palan (Grant Park), Helen Boehrsen, (St. George), Scott Goselin (Bradley Elementary), Charles Stegall (St. Anne Elementary), Charles Stegall (St. Anne High School), Also present: Debra Quain, Jill Cowsert, Recording Secretary.

ABSENT: Mr. Thomas, (Pembroke), Mr. Miller (Momence)

2. PUBLIC COMMENT None

3. EXECUTIVE BOARD REORGANIZATION

John Palan moved to appoint Debra Quain as President Pro-Tem Second: Tonia Evans
VOICE VOTE: ALL AYES

• **Election of Officers**

Acting as President Pro Tem for the election of officers, Debra Quain started the election process.

Debra Quain opened the floor for nominations for the office of President

Helen Boehrsen nominated Scott Goselin to be President. Second: Ms. Evans. Dr. Goselin accepted the nomination. Ms. Quain closed the nominations; Scott Goselin elected President.

Debra Quain opened the floor for nominations or volunteers for the office of Vice President

Helen Boehrsen nominated Dr. John Palan to be Vice President. Second: Mr. Stegall Dr. Palan accepted the nomination. Ms. Quain closed the nominations; John Palan elected Vice President.

Debra Quain opened the floor for nominations or volunteers for the office of Secretary

Helen Boehrsen nominated Tonia Evans to be Secretary. Second: Mr. Stegall Ms. Evans accepted the nomination. Ms. Quain closed the nominations; Tonia Evans elected Secretary.

Ms. Boehrsen moved that nominations be closed in unanimous ballot cast for Scott Goselin as President, John Palan as Vice President and Tonia Evans as Secretary. VOICE VOTE: All Ayes

At this point, newly re-elected President Dr. Goselin took over the meeting and requested motions for the following appointments:

- **Appointments**

Ms. Boehrsen moved to approve all reorganizational appointments as presented except for Governing Board Meeting Calendar for the Year. Second: Dr. Goselin VOICE VOTE: ALL AYES

Appointment of Treasurer: Lisa Stalnecker

Appointment of Board Auditor: Smith, Koelling, Dykstra and Ohm, PC.

Appointment of Board's Attorney: Engler, Callaway, Baasten and Sruga, L.L.C. as the Governing Board's Attorney at a rate of \$220/hr.

Appointment of Newspaper for Publication: Kankakee's Daily Journal as the newspaper in which to publish all Board information and/or legal notices.

Appointment of Approve Depositories: Homestar Bank, Municipal Trust and Savings, State Bank of Herscher, Midland State Bank in Grant Park, National Bank of St. Anne, Bank of Bourbonnais, and First Trust Bank.

Governing Board Meeting Calendar for the Year:

Executive Board Meeting Calendar for the Year: Third Thursday of every month, at 8:30 a.m. at the St. Anne District Office, as the regular scheduled meeting date for the Executive Board.

Appointment of Committee Members:

Board Policy: Ms. Boehrsen, Mr. Thomas

Director Evaluation: Ms. Evans, Dr. Palan

Committee to Review Closed Session Minutes: Ms. Quain

Finance Committee: Dr. Palan, Dr. Goselin, Ms. Boehrsen

Negotiations: Mr. Stegall, Dr. Goselin

3. CLOSED SESSION Mr. Stegall moved to go into closed session at 8:47 a.m. for the purpose to discuss personnel (5ILCS 120/2 (c) (1) Second: Dr. Goselin ROLL CALL: ALL AYES: Palan, Goselin, Miller, Stegall (256), Stegall (302), Boehrsen, Evans.

Open Session Reconvened at 8:49 a.m.

4. CONSENT AGENDA

A. Minutes: Minutes of April 20, 2017 as mailed and presented.

B. Payment of Bills:

Payroll and Liabilities \$74,806.25; May Accounts Payable \$338,795.74 and April Imprest \$3,203.10.

C. Closed Session Minutes: Closed Session Minutes for May 18, 2017

D. Amended Policies and 5 Year Review Policies from July 2016

E. Prevailing Wage Ordinance

F. Final 2016-2017 KASEC Calendar

G. Repurchase Agreement with National Bank of St. Anne

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

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. **PROJECTED 2017-2018 PROGRAM NUMBERS**

C. **NEEDS ASSESSMENT SURVEY**

Ms. Quain distributed to each District a copy of their Needs Assessment Surveys, which is beneficial to the District's determination of professional development.

D. **ARTICLES OF JOINT AGREEMENT**

Ms. Quain reported that the AJA Committee met on May 4. A new document reflective of the changes was created and reviewed. Ms Quain asked the board to review the changes. Once the Committee is comfortable with the changes made and Governing Board has reviewed and approved the changes, the changes will be sent to the Attorney for review.

E. **INFINITEC MEMBERSHIP RENEWAL**

Ms. Quain recommended continued membership with Infnitec Southwest at a cost of \$.60/total member district enrollment. The cost will be billed back to the districts based upon enrollment numbers.

F. **FINANCE COMMITTEE UPDATE**

The Finance Committee met on May 12 and discussed tuition costs, Audiology, non-member district services, costs, and property sale proceeds. With the proceeds for the sale of the property, KASEC will waive administrative fees charged to the member districts for FY 18. The committee will review the finances after FY 18 and re-evaluate where KASEC stands. Overall, KASEC will retain approximately 10% of ISBE's IDEA Flow Through grant allocations for FY 18. The Repurchase Agreement tiered policy and need for the money to be pledged for KASEC's protection was discussed.

G. **KASEC SUBSTITUTE DAILY RATE**

Discussion regarding raising the current rate for substitute teacher's daily rate of \$85/day, and paraprofessional daily rate of \$70/day to \$90/day for both teachers and paraprofessionals was discussed. Member districts shared their daily substitute rates and to stay competitive with other districts it was recommended a rate increase was necessary.

6. **ACTION ITEMS**

Ms. Boehrnsen moved to **Approve the Extended school year employment of Anne Deal, Communications Program Teacher and Michelle Lisikiewicz, Communications Program Teacher, effective June 5-29, 2017 as presented.** Second: Mr. Stegall ROLL CALL VOTE: AYES: Palan, Evans, Stegall (256), Stegall (302), Goselin, and Boehrnsen.

Mr. Stegall moved to **Approve the extended school year employment of Megan Hoskins, Communications Program Paraprofessional and Sherrie Ashley, Communications Program Paraprofessional, effective June 5-29, 2017 and contractual employment of Michelle LaCost, DHH Itinerant effective June 6-August 10, 2017 as presented.** Second Dr. Goselin ROLL CALL VOTE: ALL AYES: Palan, Evans, Stegall (256), Stegall (302), Boehrnsen, and Goselin.

Ms. Boehrnsen moved to **Approve the Infnitec Membership Renewal for 2017-2018** Second: Dr. Goselin VOICE VOTE: ALL AYES: Palan, Evans, Stegall (256), Stegall (302), Boehrnsen and Goselin

Dr. Palan moved to **Approve the Finance Committee's recommendation to waive Administrative Costs for FY 18 for member districts.** Second: Ms. Boehrnsen ROLL CALL

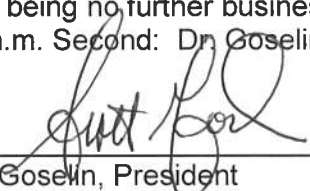
VOTE: ALL AYES: Palan, Evans, Stegall (256), Stegall (302), Boehrnsen and Goselin

Mr. Stegall moved to **Approve the Substitute daily rate increase to \$90/day for teacher and paraprofessional** Second: Dr. Goselin ROLL CALL VOTE: ALL AYES: Palan, Evans, Stegall (256), Stegall (302), Boehrnsen and Goselin


7. OTHER

8. ADJOURNMENT

There being no further business, Dr. Palan moved to adjourn the Executive Board Meeting at 9:07 a.m. Second: Dr. Goselin VOICE VOTE: ALL AYES. Meeting adjourned.



Scott Goselin, President



Tonya Evans, Secretary

DQ/jc
6/19/17