



Kankakee Area Special Education Cooperative

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MINUTES EXECUTIVE BOARD MEETING JANUARY 19, 2017

The Regular Executive Board Meeting of January 19, 2017 was called to order by President Goselin at 8:30 a.m. at the St. Anne School's District Office. A Quorum was present.

1. ROLL CALL

PRESENT: John Palan (Grant Park), Helen Boehrsen, (St. George), 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.

ARRIVING AFTER ROLL CALL: Tonya Evans 8:33 a.m.

ABSENT: None

2. PUBLIC COMMENT None

3. CLOSED SESSION None

4. CONSENT AGENDA

A. Minutes: Minutes of December 15, 2016 as mailed and presented.

B. Payment of Bills: Bills presented for approval as mailed and presented at the meeting. January Payroll and Liabilities \$31,366.60; January Accounts Payable \$12,378.95 and December Imprest \$994.65.

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

B. KASEC PROPERTY UPDATE

Ms. Quain reported the Purchase Sale Agreement was drafted and sent to KASEC's attorney for review. Revisions made were then sent back to the ROE. Due to the significant revisions, the Purchase Sale Agreement would need to go through the Public Building Commission and County Board for approval. To expedite the sale, the ROE would rather not have to go back to both Boards for approval. The ROE has asked KASEC to approve an "intergovernmental-like" agreement that, in essence, eliminates the payment installments and provides KASEC with the full purchase price in one lump sum this year. No closing date has been officially set. Ms. Boehrsen asked where the

monies from the sale of the building will be allocated. Ms. Quain will discuss the allocation with the auditor and report back to the Board their suggestions. It was mentioned a finance committee meeting should take place to discuss distribution of funds. Ms. Quain reported the drop ceiling in the area where the audiological booth has been repaired.

C. KASEC CLEAN OUT

Districts continue to come to KASEC and pick up items. Building Principals are encouraged to come and view the remaining items. All items will be compiled onto a list and sent to districts prior to having a public sale.

D. IDEA EXCESS COST

The annual process for documenting and verifying IDEA excess cost is being conducted for FY 16 expenditures. Ms. Quain reminded the Board that the deadline for all documentation is due to KASEC by January 16, 2017. One district still needs to submit documentation.

E. KASEC DIRECTOR EVALUATION

The Director's evaluation is active on Survey Monkey. All Executive and Governing Board members should complete the evaluation by February 3rd. Dr. Goselin will send out a reminder email. The results will then be compiled by Dr. Goselin and Dr. Palan and reported at the March Board meeting.

F. FY 18 PROJECTIONS SHEETS

Ms. Quain reminded the Board the FY 18 Projection sheets used for personnel planning for the upcoming school year are due to KASEC by February 1, 2017.

G. MOMENCE WITHDRAWAL UPDATE

The ISAC hearing in Springfield is scheduled for February 8, 2017 and the I-Kan ROE hearing is set for March 6, 2017. Pending those two approvals, Momence's withdrawal will be effective June 30, 2017. KASEC will calculate the IDEA carryover amount owed to Momence and be ready to make any necessary adjustments upon completion of the final FY 17 expenditure reports of June 30, 2017. Paula Sutter will be sending out a survey about the impact of Momence's withdrawal.

6. ACTION ITEMS

Ms.Boehrnsen moved to Approve the Purchase Sale Agreement with Kankakee County Public Building Commission Second: Mr. Thomas ROLL CALL VOTE: ALL AYES: Palan, Evans, Stegall (256), Stegall (302), Miller, Boehrnsen and Goselin

Dr. Goselin moved to Approve the Ancilliary Payment Agreement with I-Kan Regional Office of Education to the Intergovernmental Purchase Sale Agreement. Second: Dr. Palan ROLL CALL VOTE: ALL AYES: Palan, Evans, Stegall (256), Stegall (302), Miller, Boehrnsen and Goselin.

7. OTHER

Ms. Boehrnsen inquired about the \$20,000 in the transportation fund. Should the money be transferred to the education fund. Dr. Palan suggested draining the fund to \$1,000. Ms. Quain will hold a finance committee meeting to discuss these funds.

8. ADJOURNMENT

There being no further business, Mr. Miller moved to adjourn the Executive Board Meeting at 8:47 a.m. Second: Dr. Palan VOICE VOTE: ALL AYES. Meeting adjourned.



Scott Goselin, President



Tonya Evans, Secretary