



Kankakee Area Special Education Cooperative

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MINUTES EXECUTIVE BOARD MEETING NOVEMBER 17, 2016

The Regular Executive Board Meeting of November 17, 2016 was called to order by President Goselin at 8:33 a.m. A Quorum was present.

1. ROLL CALL

PRESENT: Tonya Evans (Central), Helen Boehrsen (St. George), John Palan (Grant Park), Scott Goselin (Bradley Elementary), Charles Stegall (St. Anne Elementary, Charles Stegall (St. Anne High School) Also present: Debra Quain, Shannon Anderson (Momence), Greg Murphy (I-Kan Regional Superintendent), Jill Cowser, Recording Secretary.

ABSENT: John Thomas (Pembroke), Gary Miller (Momence)

2. PUBLIC COMMENT None

3. CLOSED SESSION Dr. Palan moved to go into closed session at 8:34 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), Anderson, Goselin, and Boehrsen.

Open Session Reconvened at 8:36 a.m.

4. CONSENT AGENDA

Mr. Stegall questioned the annual audit expenses, suggesting KASEC look into other potential auditors as a cost saving effort. Ms. Quain agreed to explore other options for future audits.

- A. Minutes Minutes of October 20, 2016 as mailed and presented.
- B. Payment of Bills Bills presented for approval as mailed and presented at the meeting. October Payroll \$78,260.18; November Accounts Payable \$32,544.27.
- C. Approval of Closed Session Minutes of November 17, 2016.
- D. Approval of Flex Benefit Renewal Effective January 1, 2017.

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

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. FY16 ANNUAL AUDITS

Ms. Quain reminded the participating districts that KASEC is still waiting for a copy of one district's FY16 annual audit.

C. KASEC VACANCIES

KASEC continues to advertise the following vacancy: Vocational Coordinator (.8FTE). A DHH certified teacher from Bradley has agreed to assist Central with services after school.

D. KASEC PROPERTY UPDATE

Ms. Quain reported the building is listed with the realtor until February 18th when the 120 day contract expires. The contract has a minimum bid acceptance of \$500,000.

Currently the Realtor is speaking with 5 prospective buyers. One is asking for a walk through. Dr. Murphy gave an update regarding the Regional Office's plan for the potential offer of 1 Stuart Drive. The I-Kan Regional Office is working with the State's Attorney and the Public Building Commission to come up with an offer to submit to KASEC prior to December 1, 2016.

E. KASEC CLEAN OUT

Ms. Quain reported that some of the District Directors provided assistance in preparing documents for record's destruction. Ms. Quain can now begin the required application process for document destruction. Ms Quain drew member district's names for the small and large tractors. Pembroke is receiving the large John Deere tractor and Grant Park will be receiving the small Kubota tractor. Other equipment and supplies have been identified for districts based upon their requests. A final list of remaining items will be compiled and given to districts before an auction/sale occurs.

F. MEDICAL, VISION, DENTAL INSURANCE RENEWAL

Ms. Quain reported that the Insurance Committee met and decided to renew the current medical, dental and vision insurance as is. The employees have agreed to absorb the additional cost beyond the Board share of \$361.42/month.

G. 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 the deadline for all documentation is due to KASEC by January 16, 2017.

6. ACTION ITEMS

Ms. Boehrsen moved to Approve the resignation of Ashley Bell, 1:1 Paraprofessional High School Alternative Day Program effective November, 25,2016. Second: Dr. Palan ROLL CALL VOTE: ALL AYES: Palan, Evans, Stegall (256), Stegall (302), Boehrsen, Anderson and Goselin

7. OTHER

None

8. ADJOURNMENT

There being no further business, Dr. Palan moved to adjourn the Executive Board Meeting at 9:37 a.m. Second: Mr. Stegall VOICE VOTE: ALL AYES. Meeting adjourned.



Scott Goselin, President



Tonya Evans, Secretary

DQ/jc
11/28/16