



Kankakee Area Special Education Cooperative

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MINUTES EXECUTIVE BOARD MEETING SEPTEMBER 15, 2016

The Regular Executive Board Meeting of September 15, 2016 was called to order by President Goselin at 10:00 a.m. A Quorum was present.

1. ROLL CALL

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

ABSENT: Helen Boehrsen (St. George), John Thomas (Pembroke)

2. PUBLIC COMMENT None

3. CLOSED SESSION Mr. Miller moved to go into closed session at 10:02 a.m. for the purpose to discuss personnel (5ILCS 120/2(c)(1), and probable litigation 5 ILCS 120/2 © (11). Second: Dr. Goselin ROLL CALL: ALL AYES: Miller, Palan, Evans, Stegall (256), Stegall (302), and Goselin

Open Session reconvened at 10:14 a.m.

John Thomas (Pembroke) Arrived at 10:20 a.m.

4. CONSENT AGENDA

- A. Minutes Minutes of July 21, 2016 as mailed and presented.
- B. Payment of Bills Bills presented for approval as mailed and presented at the meeting. Payroll (September) \$23,015.49, September Accounts Payable \$31188.04.
- C. Approval of Closed Session Minutes of September 15, 2016.

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

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

A. FY 16 Annual Audit Presentation

Carmen Huizenga from Smith, Koelling, Dykstra & Ohm, P.C. presented the FY 16 audit. Due to new regulations, KASEC is required to ensure compliance as it relates to budgets and cost principles for its Federal grants. KASEC is also required to perform risk assessments on its member districts. KASEC's auditors are recommending that

unannounced desk audits take place on a rotating basis as part of on-site monitoring of member districts' Federal grant expenditures to meet these new requirements.

B. 2016-2017 Projected Program Numbers

C. Herscher Demand of Carry Over Monies

KASEC has not received any additional communication from Herscher since sending its response to their demand letter.

D. KASEC Vacancies KASEC continues to post for the following vacancies at this time:

Vocational Coordinator (0.8 FTE) and DHH Itinerant Teacher (0.6 FTE).

Correspondence with Lincoln Way regarding purchasing their services will continue, but their enrollment has increased and KASEC may need to look into other alternatives.

KASEC is also corresponding with Manteno and Kankakee to see if they can provide supervision for a Vocational Job Coach, who would carry out the day-to-day operations.

D. KASEC Property Update

Ms. Quain informed the board that the 1 Stuart Drive property will be for sale through sealed bids and minimum bid price set at \$500,000. The advertisement will run for three consecutive weeks and bids are due to KASEC by September 19 at 9:00 a.m. Bids will be opened immediately following the closure of bids (9:00 a.m., September 19) Ms. Quain reported she had a conversation with Shoup Manufacturing and they possibly may come to take a walk through tour.

E. Amendment to the Articles of Joint Agreement

Ms. Quain sent out copies of the amended agreement and board resolution via email to all member district Superintendents. Each member district Board are being asked to pass the resolution and approve the amendments. The amendments will take effect immediately upon approval by two-thirds of the member districts.

6. ACTION ITEMS

Mr. Thomas moved to approve the KASEC FY 16 Audit. Second: Mr. Stegall ROLL CALL VOTE: ALL AYES: Miller, Palan, Thomas, Evans, Stegall (256), Stegall (302) and Goselin

Ms. Evans moved to approve the resignation of Sarah Rzeskuto, Communications Teacher effective August 11, 2016 Second: Dr. Palan ROLL CALL VOTE: ALL AYES: Stegall (256), Stegall (302), Miller, Palan, Thomas, Evans and Goselin

Ms. Evans moved to approve the additional employment of Amy Fountain as substitute Adapted PE teacher for the Alternative Day Program as presented Second: Dr. Goselin ROLL CALL VOTE: ALL AYES: Miller, Palan, Thomas, Evans, Stegall (256), Stegall (302), and Goselin

7. OTHER

Dr. Goselin inquired about the extra equipment at the building and whether the KASEC staff has received all the equipment they need. Ms. Quain stated that staff requests for equipment and materials have lessened. She feels that the remaining equipment and materials should be dispersed among the member districts at no additional charge. Superintendents should begin putting together "wish lists" with items they desire to acquire from KASEC. Dr. Palan requested that a plan be established that is equitable for all member districts.

Mr. Stegall informed the board of his September 12 meeting with Ms. Quain regarding her plans for relocation to St. Anne. Due to concerns Ms. Quain has with taking a space away from the Alternative Day Program to perform interventions with students within the designated space at

St. Anne Grade School, Mr. Stegall asked if there were any Executive Board members who would be willing to help problem solve and find a suitable location for Ms. Quain's office. Dr. Goselin and Dr. Palan volunteered to meet with Mr. Stegall and Ms. Quain the week of September 19 to tour of the Alternative Day Program.

8. ADJOURNMENT

There being no further business, Ms. Evans moved to adjourn the Executive Board Meeting at 11:07 a.m. Second: Mr. Stegall VOICE VOTE: ALL AYES. Meeting adjourned.



Scott Goselin, President



Tonya Evans, Secretary

DQ/jc

9/26/16