



# Kankakee Area Special Education Cooperative

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## MINUTES EXECUTIVE BOARD MEETING JULY 20, 2021

President Pro-tem Mr. Stegall called the Executive Board Meeting of July 20, 2021 to order at 10:45 a.m. at the St. Anne School District Office. A Quorum was present.

### 1. ROLL CALL

PRESENT: Helen Boehrsen (St. George), Marcus Alexander (Pembroke), John Palan (Grant Park), Charles Stegall (St. Anne Elementary), Charles Stegall (St. Anne High School), Also present: Debra Quain, Jill Cowsert, Recording Secretary.

ABSENT: Tonya Evans, (Central), Scott Goselin (Bradley Elementary)

Ms Boehrsen moved to appoint Dr. Palan, Secretary Pro-tem. Second: Mr. Stegall

ALL AYES: Boehrsen, Alexander, Palan, Stegall(256), Stegall (302)

2. PUBLIC COMMENT Mr. Stegall read a thank you message from the Martin/Quain family.

3. CLOSED SESSION Ms. Boehrsen moved to go into closed session at 10:46 a.m. for the purpose to discuss personnel (5ILCS 120/2 (c) (1) Second: Dr. Alexander

ROLL CALL: AYES: Palan, Boehrsen, Stegall (256), Stegall (302), and Alexander  
NAYES: NONE

Open Session Reconvened at 11:20 a.m.

### 4. CONSENT AGENDA

- A. Approval of Minutes of June 15, 2021 as mailed and presented.
- B. Payment of Bills: Payroll and Liabilities \$84,905.43; Accounts Payable \$34,443.23 and June Imprest 6,679.29
- C. Approval of Closed Session Minutes of July 20, 2021
- D. Approval of Final KASEC 2020-2021 Calendar
- E. Approval of KASEC Risk Management Insurance Package
- F. Approval of Audiological Contract for LincolnWay Cooperative
- G. First Reading of Amended and 5 year Review Policies Issue 107
- H. Approval of KASEC 2021-2022 Program Leases

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

## **5. DIRECTOR'S REPORT**

Board members received the Director's report in their mailing.

Ms. Quain's report included:

A. ALTERNATIVE DAY PROGRAM NUMBERS

B. COMMUNICATIONS PROGRAM NUMBERS

C. FY21 ANNUAL AUDIT

The FY21 financial audit will be held August 8th and 9th. The auditor will present the findings at the September board meeting.

D. PROPOSED FY22 KASEC BUDGET

The proposed FY22 budget will be sent to the Executive and Governing Board members. The proposed budget will be brought to the Governing Board meeting on August 26, 2021 for approval.

## **6. ACTION ITEMS**

Ms. Boehrsen moved to **Approve the correction to salary for Lindsay Thompson, SLP for the Communications Program effective August 16, 2021, Salary shall be \$49,966 reflective of the advanced column Step 8 of the newly created Certified Salary Start Scale. Original resume did not reflect this past school year's service.**

Second: Mr. Stegall ROLL CALL: ALL AYES: Boehrsen, Alexander, Stegall (256), Stegall (302), and Palan.

Ms. Boehrsen moved to **Approve the recall of Amanda Laney, Paraprofessional in the Alternative Day Program, at a salary of \$20,480, reflective of the \$1,800 increase from last year's salary per the new CBA. Second Dr. Alexander ROLL CALL VOTE ALL AYES: Palan, Boehrsen, Alexander, Stegall (256), and Stegall (302)**

Dr. Palan moved to **Approve the full-time employment of Destiny Torres, Paraprofessional, Communications Program, salary shall be \$18,464 and Vickie Burnett, Paraprofessional, Alternative Day Program, salary shall be \$21,264 effective August 16, 2021 Second: Ms. Boehrsen ROLL CALL VOTE: ALL AYES: Alexander, Palan, Boehrsen, Stegall (256) and Stegall (302).**

Dr. Alexander moved to **Approve the salary increases for the non-union employees, Kori Giacometti (increase of \$4,117), Dr. Karin Zylka (increase of \$3,120), and Amy Luebchow (increase of \$720), as presented. Second: Dr. Palan ROLL CALL VOTE: ALL AYES: Boehrsen, Alexander, Palan, Stegall (256) and Stegall (302).**

Ms. Boehrsen moved to **Approve the contractual employment of Jay Freundt, Technology Coordinator from St. Anne at an hourly rate of \$38.38 plus IMRF and**

**FICA Second: Dr. Palan ROLL CALL VOTE: ALL AYES: Boehrsen, Goselin, Alexander, Evans, Palan, Stegall (256) and Stegall (302).**

**Dr Palan moved to Grant the Kasec Director permission to employ a Transitions Program Teacher for the 2021-2022 school year based on appropriate enrollment in the program. Second: Ms. Boehrsen ROLL CALL VOTE: ALL AYES: Boehrsen, Alexander, Palan, Stegall (256) and Stegall (302).**

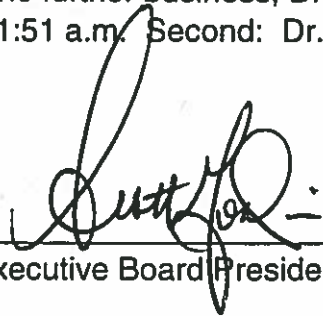
**Dr. Alexander moved to Place the FY22 KASEC budget on 30-day review Second: Dr. Palan ROLL CALL VOTE: ALL AYES: Boehrsen, Alexander, Palan, Stegall (256) and Stegall (302).**

### **7. OTHER**

The Board discussed the decline in enrollment numbers for the FY22 Transition Program. Currently, the projected number is three students. KASEC wanted to start the program with five students. Ms. Quain proposed employing only the teacher and will revisit employing a paraprofessional should enrollment increase. Ms. Quain will be marketing the program and has reached out to area districts for potential enrollment.

### **8. ADJOURNMENT**

There being no further business, Dr. Palan moved to adjourn the Executive Board Meeting at 11:51 a.m. Second: Dr. Alexander VOICE VOTE: ALL AYES. Meeting adjourned.



KASEC Executive Board President



KASEC Executive Board Secretary

DQ/jc  
8/6/2021