



Kankakee Area Special Education Cooperative

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MINUTES EXECUTIVE BOARD MEETING AUGUST 22, 2024

President Smith called the Executive Board Meeting of August 22, 2024 to order at 8:30 a.m. at the St. Anne District Office. A Quorum was present.

1. ROLL CALL

PRESENT: Jay Smith (St. George), John Palan (Grant Park), Mark Hammond (Bradley Elementary), Charles Stegall (St. Anne), Also present: Lindsey Coffey, Jill Cowser, Recording Secretary.

ABSENT: Matt Maxwell, (Central), Nicole Terrell-Smith (Pembroke)

Mr. Stegall moved to appoint Mr. Hammond as Secretary Pro-tem. Second: Dr. Palan, All Ayes.

2. PUBLIC COMMENT - None

3. CLOSED SESSION - None

4. CONSENT AGENDA

- A. Approval of Minutes of July 18, 2024 as mailed and presented.
- B. Payment of Bills: Payroll and Liabilities; August Accounts Payable and July Imprest.

Dr. Palan moved to approve the Consent Agenda as presented: Second: Mr. Hammond ROLL CALL:
ALL AYES: Stegall, Hammond, Smith, and Palan.

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

Ms. Coffey's report included:

- A. PROJECTED 2024-2025 ALTERNATIVE DAY PROGRAM NUMBERS
- B. PROJECTED 2024-2025 COMMUNICATIONS PROGRAM NUMBERS
- C. PROJECTED 2024-2025 TRANSITIONS PROGRAM NUMBER
- D. 2024-2025 VACANCIES

Until the Communication Program Social Worker position is filled, KASEC will utilize St. George's Social Worker to accommodate students in the Communications Program at .2 fte. The Communications Program teacher vacancy is being filled with a long term sub until the position is filled.

E. 2023-2024 FINANCIAL AUDIT

The auditors from SKDO will be presenting the 2023-2024 audit at the September Board meeting.

F. SERVICE ASSESSMENTS FOR FY25

The Director met with Dr. Lance from Kankakee #111 to discuss KASEC's service assessments

and the continued partnership KASEC can provide for the future.

G. PROFESSIONAL DEVELOPMENT

KASEC is hosting Medicaid billing training and Easy IEP training in September. The first Member District Directors meeting will be September 6th.

H. COMMUNICATIONS PROGRAM HIGHLIGHTS

KASEC has added a second classroom in the Communications Program. Grade levels are split between first through third and fourth through eighth. KASEC will be opening the Communications Program to service students not with just Autism, but also communication challenges as their primary disability.

6. ACTION ITEMS

Mr. Stegall moved to **Approve the full-time employment of Samantha Greene, Paraprofessional in the Communications Program for the Fy25 School Year as presented.** Second: Dr Palan ROLL CALL: ALL AYES: Smith, Stegall, Hammond and Palan.

Dr. Smith moved to **Approve the full-time employment of Amanda Balk, Paraprofessional in the Communications Program for the Fy25 School Year as presented.** Second: Mr. Hammond ROLL CALL: ALL AYES: Smith, Stegall, Hammond and Palan.

Dr. Palan moved to **Approve the full-time employment of Dakota Regnier Paraprofessional in the Communications Program for the Fy25 School Year as presented.** Second: Mr. Hammond ROLL CALL: ALL AYES: Smith, Stegall, Hammond and Palan.

Mr. HammondI moved to **Approve the full-time employment of Candice Moore,Substitute Teacher in the Communications Program as presented.** Second: Dr Smith ROLL CALL: ALL AYES: Smith, Stegall, Hammond and Palan.

Mr. Stegall moved to **Approve the full-time employment of Julie Knitter, Paraprofessional in the Alternative Day Program for the Fy25 School Year as presented.** Second: Mr. Hammond ROLL CALL: ALL AYES: Smith, Stegall, Hammond and Palan.

Mr. HammondI moved to **Approve the full-time employment of Julie Hop, Paraprofessional in the Alternative Day Program for the Fy25 School Year as presented.** Second: Dr Smith ROLL CALL: ALL AYES: Smith, Stegall, Hammond and Palan.

7. OTHER-

KASEC's Facebook page is up and running. Job posting, professional development and good things that are happening at KASEC will be posted. The Director gave a brief overview of the Teacher Institute Days and expressed her gratitude for inviting KASEC to attend the Damon West presentation at Olivet.

8. ADJOURNMENT

There being no further business, Dr. Smith moved to adjourn the Executive Board Meeting at 8:45 a.m. Second: Mr. Stegall VOICE VOTE: ALL AYES. Meeting adjourned.



KASEC Executive Board President

09-12-2024

Date



KASEC Executive Board Secretary

9/12/24

Date