



Kankakee Area Special Education Cooperative

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MINUTES EXECUTIVE BOARD MEETING DECEMBER 21, 2017

President Goselin called the Executive Board Meeting of December 21, 2017 to order at 8:31 a.m. at the St. Anne School District Central Office. A Quorum was present.

1. ROLL CALL

PRESENT: Scott Goselin, (Bradley), Tonia Evans (Central), John Thomas (Pembroke) Charles Stegall (St. Anne Elementary), Charles Stegall (St. Anne High School), Dr. Palan (Grant Park) Also present Debra Quain, Jill Cowsert, Recording Secretary

ABSENT: Helen Boehrsen (St. George) Arrived at 8:40 a.m.

2. PUBLIC COMMENT None

3. CLOSED SESSION Dr. Palan moved to go into closed session at 8:36 a.m. for the purpose to discuss personnel (5ILCS 120/2 (c) (1) Second: Dr. Goselin ROLL CALL: ALL AYES: Stegall (256), Stegall (302), Palan, Evans, Thomas, and Goselin.

Open Session Reconvened at 8:42 a.m.

4. CONSENT AGENDA

- A. Minutes: Minutes of November 16, 2017 Executive Board Meeting
- B. Payment of Bills:
Payroll and Liabilities \$85,570.69 December Accounts Payable \$31,794.34 and November Impress \$2,171.75
- C. Closed Session Minutes: Closed Session Minutes of December 21, 2017

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

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

Ms. Quain's report included:

- A. FY 18 PROGRAM NUMBERS
- B. IDEA EXCESS COST

Ms. Quain reminded the member districts of the January 19, 2018 deadline to turn in the IDEA Excess Cost worksheets to KASEC.

C. FY 17 AUDITS

Ms. Quain reminded the member districts to turn in a copy of their completed FY 17 audits to KASEC.

D. WEBSITE REDESIGN

KASEC's website appears to have been hacked within that past month. Our IT Director was able to identify, disarm and remedy any issues this caused. However, it was determined that KASEC's website is in need of updating. The IT Director recommended consulting with SugarWebs. This is the service that both St. Anne School Districts are utilizing and are pleased with its product. SugarWebs provided a proposal to present to the Board.

E. ALL AREA SPEC ED NEEDS SURVEY

Ms Quain distributed a five-question survey to Superintendents and District Directors from all 13 school districts in Kankakee County. Feedback received will better assist KASEC in meeting the special education needs of the area.

F. FY19 PROJECTION SHEETS

FY 19 projection sheets have been distributed. The projections will assist with the personnel planning for the FY 19 school year. The sheets are due to KASEC by February 1, 2018.

G. CARRYOVER IN GRANTS

The Board discussed several methods of distributing the IDEA Part B grant carryover dollars at the November Board meeting. After further discussion, the Board approved a method most equitable for all member Districts.

6. ACTION ITEMS

Mr. Stegall moved to **Approve the employment of Terri Anderson, Substitute Teacher, for the maternity leave in the Middle School classroom (Emily Smith) of the Alternative Day Program at \$90/day** Second: Dr. Palan ROLL CALL VOTE: ALL AYES: Stegall (256), Stegall (302), Palan, Boehrsen Evans, Thomas and Goselin.

Dr. Goselin moved to **Approve the part-time employment of Terri Schellhase, 1:1 ParaProfessional in the High School Classroom Alternative Day Program as presented.** Second: Mr. Stegall ROLL CALL VOTE: ALL AYES: Stegall (256), Stegall (302), Palan, Goselin, Evans, Thomas, and Boehrsen.

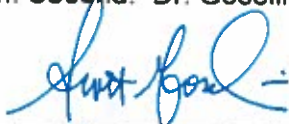
Ms. Boehrsen moved to **Approve the contract for Website Design from SugarWebs as presented** Second: Mr. Stegall ROLL CALL VOTE: ALL AYES: Stegall (256), Stegall (302), Palan, Goselin, Evans, Thomas, and Boehrsen.

Ms. Evans moved to **Approve Method 5 of distributing IDEA Part B Grants carryover dollars** Second: Dr. Palan ROLL CALL VOTE: ALL AYES: Stegall (256), Stegall (302), Palan, Goselin, Evans, Thomas, and Boehrsen.

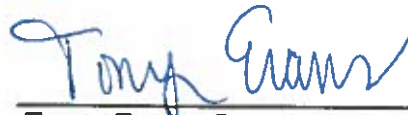
7. **OTHER** – Ms. Quain had nothing new to report regarding Herscher's request for reallocating FY 15 and FY 16 funding. Ms. Quain reported the deadline is December 31, 2017.

8. ADJOURNMENT

There being no further business, Ms. Evans moved to adjourn the Executive Board Meeting at 9:27 a.m. Second: Dr. Goselin VOICE VOTE: ALL AYES. Meeting adjourned.



Scott Goselin, President



Tonya Evans, Secretary