



# Kankakee Area Special Education Cooperative

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## MINUTES EXECUTIVE BOARD MEETING MARCH 15, 2018

President Goselin called the Executive Board Meeting of March 15, 2018 to order at 8:36. a.m. at the St. Anne School District Office. A Quorum was present.

### 1. ROLL CALL

**PRESENT:** Scott Goselin (Bradley), Tonia Evans (Central), Charles Stegall (St. Anne Elementary), Charles Stegall (St. Anne High School),  
Also, present Debra Quain, Director Jill Cowsert, Recording Secretary

**ABSENT:** Helen Boehrsen (St. George), John Thomas (Pembroke), John Palan (Grant Park)

### 2. PUBLIC COMMENT None

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

Open Session Reconvened at 8:46 a.m.

### 4. CONSENT AGENDA

- A. Minutes: Minutes of February 27, 2018 Executive Board Meeting
- B. Payment of Bills:  
Payroll and Liabilities \$86,460.55; March Accounts Payable \$29,832.24; February Impress \$318,550.16
- C. Closed Session Minutes: Approve Closed Session Minutes of March 15, 2018
- D. Press Policy Issue 96: Approve 2<sup>nd</sup> Reading of Press Policy Issue 96
- E. Bulk Paper Bid
- F. Proposed 2018-2019 Calendar

Ms. Quain reviewed the FY19 bulk paper bid with the Board. After further discussion regarding an option for recycled paper offered by one of the companies, the Board decided to pull the bid for approval until Ms. Quain could explore referrals from other agencies with knowledge or experience with this type of recycled paper. The paper bid will again be up for approval in April.

Dr. Goselin moved to approve the Items of the Consent Agenda with the exception of the Bulk Paper Bid Second: Ms. Evans ROLL CALL: ALL AYES: Goselin, Evans, Stegall (256) and Stegall (302)

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. **NEEDS ASSESSMENT SURVEY**

The annual Needs Assessment Survey will be distributed to KASEC and District Employees, as well as parents of special education students. This survey is a required component of the IDEA Part B grant process. This year a survey was created specifically for General Education staff to gather input on their needs for professional development in the area of special education.

## 6. **ACTION ITEMS**

Dr. Goselin moved to **Approve the resolution to reduce the following non-certified staff based on projections for the FY 19 school year. Sherrie Ashley, Paraprofessional, Communications Program 1.0 FTE. Second: Ms. Evans ROLL CALL VOTE: AYES Evans, Stegall (256), Stegall (302), and Goselin.**

Mr. Stegall moved to **Approve the resolution to reduce the following probationary non-certified personnel staff based on projections for the FY 19 school year. Cassie Freeman, COTA 1.0 FTE. Second Ms. Evans ROLL CALL VOTE: ALL AYES: Evans, Stegall (256), Stegall (302), and Goselin.**

Dr. Goselin moved to **Approve the resolution to reduce the following second year certified staff based on projections for the FY 19 school year. Anne Deal, Teacher, Communications Program 1.0 FTE. Second Mr. Stegall ROLL CALL VOTE: ALL AYES: Evans, Stegall (256), Stegall (302), and Goselin.**

Dr. Goselin moved to **Approve the non-renewal of contractual non-certified employment through St. Anne Grade School based on projections for the FY 19 school year. Linnie Wroblewski, Job Coach .5 FTE. Second Mr. Stegall ROLL CALL VOTE: ALL AYES: Evans, Stegall (256), Stegall (302), and Goselin.**

## 7. **OTHER**

Ms. Quain reported the Vision Itinerant caseload has increased significantly over this year. Ms. Quain has also informed the area District Directors of this increase. Several options to cover the vision minutes for the 18-19 school year were discussed, including adding staff and/or only servicing member district students.


Ms. Quain received the Maintenance of Effort spreadsheets in March and emailed each district with their information.

The April 19, 2018 Executive Board Meeting will need to be rescheduled to accommodate the reduction in force deadline for non-certificated staff. Ms. Quain will investigate holding the meeting on April 12, 2018 at the Kankakee Area Career Center, immediately following the Career Center's Board meeting.

Dr. Goselin informed the Board Dr. Palan met with Ms. Quain to discuss her employment contract. The Board will have the new contract in place by the end of FY 18.

**8. MOTION TO ADJOURN**

There being no further business, Dr. Goselin moved to adjourn the Regular Executive Board Meeting at 9:18 a.m. Second: Ms. Evans VOICE VOTE: ALL AYES. Meeting Adjourned.

  
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~~Scott Goselin, President~~  
John Palan, President Pro Tem

  
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Tonya Evans, Secretary

DQ/jc  
3/21/2018