



# Kankakee Area Special Education Cooperative

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## MINUTES EXECUTIVE BOARD MEETING JANUARY 17, 2019

President Pro-tem Dr. Palan called the Executive Board Meeting of January 17, 2019 to order at 9:32 a.m. at the Kankakee Area Career Center. A Quorum was present.

### 1. ROLL CALL

PRESENT: Charles Stegall (St. Anne Elementary), Helen Boerhnsen (St. George), Charles Stegall (St. Anne High School), John Palan (Grant Park), Tonya Evans (Central)

Also present Debra Quain, Director, Jill Cowsert, Recording Secretary

ABSENT: Marcus Alexander (Pembroke), Scott Goselin (Bradley)

### 2. PUBLIC COMMENT NONE

### 3. CLOSED SESSION: NONE

### 4. CONSENT AGENDA

- A. Minutes: Minutes of December 13, 2018 Executive Board Meeting
- B. Payment of Bills:  
Payroll and Liabilities \$86,177.71; January Accounts Payable \$37,155.90, December Impress \$112,400.27
- C. Approval of Bulk Paper bid
- D. Approval of Closed Session Minutes from July 2018-December 2018 remain closed
- E. Approval of 1<sup>st</sup> Reading of Press Policy Issue 99

Ms. Evans moved to approve the Items of the Consent Agenda as presented. Second: Dr. Palan ROLL CALL VOTE: ALL AYES: Stegall (256) and Stegall (302), Evans, Palan, and Boerhnsen.

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

Ms. Quain's report included:

#### A. 2018-2019 PROGRAM NUMBERS

#### B. IDEA EXCESS COST

Ms. Quain reminded the board Excess Cost sheets are due to ISBE by January 31, 2019.

#### C. FY 20 PROJECTIONS SHEETS

Ms. Quain reminded the Board that projection sheets are due to KASEC February 1, 2019.

#### D. INSURANCE BROKER

Ms. Quain met with Homestar Insurance to discuss brokerage for medical as well as general liability insurance. She is asking the Board to approve Homestar Insurance Services as KASEC's insurance broker for upcoming FY20 renewal.

**E. KASEC DIRECTOR EVALUATION**

The Director evaluation will be placed on Survey Monkey. All Executive and Governing Board members are asked to complete the evaluation by February 13. Results will be reported at the February Executive Board meeting.

**F. ISBE IDEA GRANT DISTRIBUTION EXTENTION**

Although ISBE has granted a full year extension option for the change in IDEA Part B grant fund distribution, KASEC will initiate the change at the start of the FY20 school year. Ms. Quain will be meeting with KASEC's attorney to discuss amendments to the Articles of Joint Agreement to comply with the changes.

**G. PRORATED TUITION REQUEST**

A request for tuition proration for the Alternative Day Program was brought to the board for discussion. Currently there is no policy in place for proration. The Board requested the Policy Committee meet to develop a policy to address prorating tuition for students who are transitioning back to their home district and are attending general education classes during part of their day.

**6. ACTION ITEMS**

Ms. Boehrsen moved to **Approve KASEC's insurance broker for FY20 to Homestar Insurance Services**. Second: Stegall **ROLL CALL VOTE: ALL AYES** Stegall (256), Stegall (302), Palan, Boehrsen, and Evans.

**7. OTHER – NONE**

**8. MOTION TO ADJOURN**

There being no further business, Ms. Boehrsen moved to adjourn the Regular Executive Board Meeting at 10:05 a.m. Second: Ms. Evans **VOICE VOTE: ALL AYES**. Meeting Adjourned.



Board President



Board Secretary