



Kankakee Area Special Education Cooperative

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MINUTES EXECUTIVE BOARD MEETING JANUARY 2025

President Smith called the Executive Board Meeting of January 16, 2025 to order at 9:30 a.m. at the Kankakee Area Career Center. A Quorum was present.

1. ROLL CALL

PRESENT: Jay Smith (St. George), Charles Stegall (St. Anne), Matt Maxwell, (Central), John Palan (Grant Park), Chris Hammond (Bradley Elementary) Also present: Lindsey Coffey, Director, Jill Cowsert, Recording Secretary

ABSENT: Nicole Terrell-Smith (Pembroke)

2. PUBLIC COMMENT - None

3. CLOSED SESSION - Mr. Stegall moved to go into closed session at 9:31 a.m. for the purpose of discussing personnel 5ILCS 120/2 (c) (1) Second: Mr. Hammond ROLL CALL: AYES: Maxwell, Stegall, Smith, Hammond and Palan. NAYES: NONE

Returned to Open Session: 9:43 a.m.

4. CONSENT AGENDA

- A. Approval of Minutes from December 12, 2024 as mailed and presented.
- B. Payment of Bills: Payroll and Liabilities; January Accounts Payable and December Imprest.
- C. Approve First Reading of Press Plus Policies 117

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

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

Ms. Coffey's report included:

- A. PROGRAM UPDATES
The Director gave updated enrollment for each program and staffing needs.
- B. 2024-2025 VACANCIES
1.0 FTE Communications Teacher currently filled with long-term sub.
- C. DISTRICT NEEDS ASSESSMENT UPDATES
The assessment was included in the packet. The District's 2025-2026 needs are parallel to past needs.

D. 2025-20256 STAFF PLANS/UPDATE

KASEC posted for a PTA and received multiple applications. The Director hopes to bring a recommendation to the Board in February. A multi-need classroom in St. George is needed as well as a Speech Language Pathologist to fill the need with creating a new classroom and supporting member districts.

E. PROFESSIONAL DEVELOPMENT

KASEC hosted the Behavior Assessment Training at KCC and hosted 176 participants. ADOS training will take place in February with Dr. Winnega. The Director would like to explore more paraprofessional and social work training in the future.

F. E-LEARNING

The Board will vote to approve the KASEC E-Learning plan.

G. INSTRUCTIONAL COACHING

Description and references included in the packet.

H. 2025-2026 CALENDAR

Included in the packet for Board approval..

I. OTHER

The Director's evaluation will be emailed to the Board in February and finalized in March. KASEC will continue the bulk paper ordering process for the 2025-2026 school year. KASEC will be moving to the ELN platform for mandated training..
Staff Highlight - Dakota Regnier, Paraprofessional, Communications Program.

6. ACTION ITEMS

Dr. Palan moved to **Accept the resignation of Jessica Zarate, Paraprofessional, Communications Program effective January 10, 2025** Second: Mr. Hammond ROLL CALL: ALL AYES: Smith, Maxwell, Stegall, Hammond, and Palan.

Mr. Hammond moved to **Approve the full-time employment of Brianna Pendleton, Paraprofessional, Communications Program effective January 21, 2025** Second: Mr. Hammond ROLL CALL: ALL AYES: Smith, Maxwell, Stegall, Hammond, and Palan.

Dr. Smith moved to **Approve the KASEC E-Learning Plan for three years beginning FY26-FY28.** Second: Mr. Hammond ROLL CALL: AYES: Smith, Hammond, and Palan. NAYES: Stegall and Maxwell..

Dr. Palan moved to **Approve the KASEC 2025-2026 Calendar as presented.** Second: Mr. Hammond ROLL CALL: ALL AYES: Smith, Maxwell, Stegall, Hammond, and Palan.

8. ADJOURNMENT

There being no further business, Mr. Stegall moved to adjourn the Executive Board Meeting at 10:28 a.m. Second: Dr. Palan VOICE VOTE: ALL AYES. Meeting adjourned.


KASEC Executive Board President

02-20-2025
Date


KASEC Executive Board Secretary

02/20/2025
Date