



Kankakee Area Special Education Cooperative

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MINUTES EXECUTIVE BOARD MEETING JULY 19, 2018

President Goselin called the Executive Board Meeting of July 19, 2018 to order at 8:30 a.m. at the St. Anne District Office. A Quorum was present.

1. ROLL CALL

PRESENT: Charles Stegall (St. Anne Elementary), Charles Stegall (St. Anne High School), Scott Goselin (Bradley), Helen Boehrsen (St. George), John Palan (Grant Park)

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

ARRIVING AFTER ROLL CALL: None

ABSENT: Tonya Evans (Central)

SECRETARY PRO-TEM - John Palan

2. PUBLIC COMMENT None

3. CLOSED SESSION: None

4. CONSENT AGENDA

A. Minutes: Minutes of June 21, 2018 Executive Board Meeting

B. Payment of Bills:

Payroll and Liabilities \$195,978.27; August Accounts Payable \$136,075.55; July Impress \$3,804.99.

C. Approve and Adopt Press Policy 98 and Five-Year Review. First reading was in June.

Dr. Palan moved to approve the Items of the Consent Agenda excluding the July 19, 2018 closed session minutes not needed. Second: Mr. Stegall ROLL CALL VOTE: ALL AYES: Stegall (256) and Stegall (302), Boehrsen, Palan, and Goselin.

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

Ms. Quain's report included:

A. PROJECTED 2018-2019 NUMBERS

B. 2018-2019 VACANCIES

The part-time DHH Itinerant teacher position is still vacant for the FY 19 school year. Last year Lincoln-Way Cooperative contractually filled this vacancy. Lincoln-Way is willing to continue this agreement for the 2018-2019 school year. The COTA position hired for the 2018-2019 school year is once again vacant. Ms. Quain is waiting for the official resignation letter before this is approved.

C. 2017-2018 ANNUAL AUDIT

Ms. Quain reminded the board the FY 18 audit will be conducted August 6-8 at the St. Anne District Office.

D. 2018-2019 PROPOSED KASEC BUDGET

Ms. Quain reviewed the proposed KASEC budget with the board. She will include the beginning balance in the transportation fund before publishing the budget. She is recommending the Administrative Costs be waived for the FY 19 school year. Due to the waived expense, the budget shows a deficit that equals the amount of the Administrative costs minus the left over EBF dollars unused in the programs/services. Recommendation was made to place the FY19 budget on the 30-day review and publish the public hearing to be held during the regular Governing Board meeting set for August 22, 2018.

6. ACTION ITEMS

Dr. Goselin moved to **Approve the contractual employment of Ted Bartnik for technology services for the 2018-2019 school year at a rate of \$32.89 per hour (plus IMRF and FICA) paid as a purchase service on a quarterly basis.** Second: Palan ROLL CALL VOTE: ALL AYES Stegall (256), Stegall (302), Palan, Goselin, and Boehrsen.

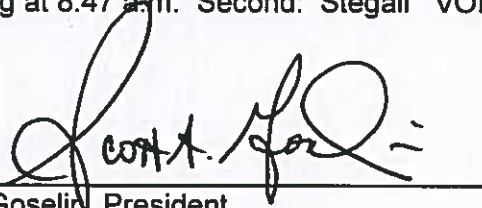
Dr. Palan moved to **Approve waiving the administrative costs to member districts for the 2018-2019 school year and place the proposed 2018-2019 KASEC budget (including transportation beginning balance) on 30 day review.** Second: Boehrsen ROLL CALL VOTE: ALL AYES: Stegall (256), Stegall (302), Goselin, Palan and Boehrsen.

Dr. Goselin moved to **Authorize the payment of the 2018-2019 proposed Commercial Insurance Packet as presented.** Second: Palan ROLL CALL VOTE: ALL AYES: Stegall (256), Stegall (302), Palan, Boehrsen, and Goselin.

7. OTHER – Ms. Quain reported the August 1, 2018 proposed insurance renewal rates from Horton have increased 6.8% from last year's rate. Ms. Quain will reach out to Horton to discuss the increased rate and report to the board at the next meeting. The board discussed bid options for the 2019-2020 school year.

8. MOTION TO ADJOURN

There being no further business, Dr. Goselin moved to adjourn the Regular Executive Board Meeting at 8:47 a.m. Second: Stegall VOICE VOTE: ALL AYES. Meeting Adjourned.



Scott Goselin, President



Tonya Evans, Secretary