



Kankakee Area Special Education Cooperative

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MINUTES EXECUTIVE BOARD MEETING JULY 13, 2023

President Goselin called the Executive Board Meeting of July 13, 2023 to order at 9:30a.m. at the Kankakee Area Career Center. A Quorum was present.

1. ROLL CALL

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

ABSENT: Jay Smith (St. George), 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: Dr. Maxwell ROLL CALL: AYES: Maxwell, Stegall (256), Stegall (302), Goselin and Palan. NAYES: NONE

Returned to Open Session: 9:45 a.m.

4. CONSENT AGENDA

- A. Approval of Minutes of June 8, 2023 as mailed and presented.
- B. Payment of Bills: Payroll and Liabilities; July Accounts Payable and June Imprest.
- C. Approval of Closed Session Minutes of July 13, 2023
- D. Approval of KASEC 2023-2024 Program Leases
- E. KASEC's Risk Management Insurance Packages
- F. First Reading of Amended Policies and 5 Year Review Press Issue 112
- G. Approval of Revised 2023-2024 KASEC Calendar

Dr. Goselin moved to approve the Consent Agenda Second: Mr. Stegall ROLL CALL: ALL AYES: Maxwell, Stegall (256), Stegall (302), Goselin, and Palan.

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

Ms. Quain's report included:

- A. PROJECTED ALTERNATIVE DAY PROGRAM NUMBERS
- B. PROJECTED COMMUNICATIONS PROGRAM NUMBERS
- C. PROJECTED TRANSITIONS PROGRAM NUMBER
- D. KASEC 2023-2024 KASEC BUDGET

KASEC has three vacancies for the FY24 school year. A Social Worker to be split with Pembroke .4 FTE/.6 Communications Program. One full-time teacher in the Communications Program and one full-time Paraprofessional in the Transitions Program.

E. PROPOSED FY24 KASEC BUDGET

KASEC proposed the FY24 budget to be displayed for the 30-day required review. The budget will be brought before the Governing Board at their August 23, 2023 meeting.

F. PROPOSAL TO WAIVE ADMINISTRATIVE COSTS FOR FY24

Due to the fund balance nearing the deemed appropriate balance, the Director is asking the Board to waive only a portion of the administrative costs for the FY24 school year. The remaining administrative costs would be disseminated among member and non-member districts. The FY24 preliminary budget is reflective of the proposed administrative cost waiver.

6. ACTION ITEMS

Dr. Palan moved to **Accept the notice of retirement Barry Stealy, Alternative Day Program Teacher effective at the end of the FY 24 school year.** Second: Dr. Maxwell ROLL CALL: ALL AYES: Maxwell, Stegall (256), Stegall (302), Goselin, and Palan.

Dr. Palan moved to **Approve the contractual employment of Lisa Stalnecker, HR and Payroll, Jill Cowsert, Accounts Payable and Secretarial Services, and Jay Freundt, Technology Services from St. Anne for the 2023-2024 school year as presented.** Second Mr. Stegall ROLL CALL VOTE ALL AYES: Palan, Maxwell, Goselin, Stegall (256), and Stegall (302)

Mr. Stegall moved to **Approve the salary increase for the non-union employees: Amy Luebchow, .4 FTE Occupational Therapist and Karin Zylka .8 FTE, Audiologist for the 2023-2024 school year as presented.** Second: Dr. Goselin ROLL CALL VOTE: ALL AYES: Goselin, Maxwell, Palan, Stegall (256) and Stegall (302).

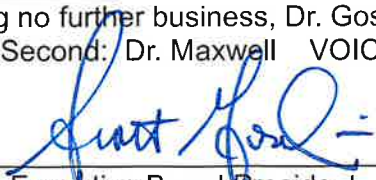
Dr. Goselin moved to **Place the 2023-2024 Budget on 30-day Review** Second: Dr. Palan ROLL CALL VOTE: ALL AYES: Goselin, Maxwell, Palan, Stegall (256) and Stegall (302).

Dr. Goselin moved to **Waive 75% the 2023-2024 Administrative Costs and bill member and non-member districts utilizing KASEC programs/services as presented** Second: Dr. Palan ROLL CALL VOTE: ALL AYES: Goselin, Maxwell, Palan, Stegall (256) and Stegall (302).

7. OTHER - None

8. ADJOURNMENT

There being no further business, Dr. Goselin moved to adjourn the Executive Board Meeting at 10:02 a.m. Second: Dr. Maxwell VOICE VOTE: ALL AYES. Meeting adjourned.



KASEC Executive Board President



KASEC Executive Board Secretary

8-10-23

Date

8-10-23

Date