



Kankakee Area Special Education Cooperative

P.O. Box 71 St. Anne, IL 60964 * 815-422-4151 Telephone * 815-422-5023 Fax

PUBLIC HEARING

September 11, 2024
St. Anne District Office
100 W. Dixie Hwy., St. Anne, IL 60964
7:00 PM
FY 25 KASEC Budget

1. ROLL CALL
2. PUBLIC COMMENT

AGENDA

Governing Board Meeting

September 11, 2024 Immediately Following Public Hearing
St. Anne District Office
100 W. Dixie Hwy., St. Anne, IL 60964

1. ROLL CALL
2. PUBLIC COMMENT
3. CLOSED SESSION
4. CONSENT AGENDA
 - A. Approval of Minutes from August 23, 2023
5. DIRECTOR'S REPORT
 - A. Proposed FY 25 Budget
 - B. 2024-2025 Program Numbers
 - C. KASEC General Updates
6. ACTION ITEMS
 - A. Possible action pertaining to Closed Session
 - Approval of KASEC's FY 25 Budget
7. OTHER
8. ADJOURNMENT

CONSENT AGENDA
Governing Board Meeting
September 11, 2024

- ___ Motion to adopt all items on the Consent Agenda.
- ___ Motion to adopt all items on the Consent Agenda, with the exception of the following _____ and requesting separate consideration for those items indicated.
- A. [Minutes from the August 23, 2023 Governing Board](#) meeting as included in the packet.
- ___ Approve Minutes of the August 23, 2023 Governing Board meeting as presented.



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MINUTES PUBLIC HEARING KASEC FY 24 BUDGET AUGUST 23, 2023

Director Quain opened the Public Hearing at 6:01 p.m. for questions and comments regarding the proposed KASEC FY 24 Budget.

1. ROLL CALL

PRESENT: Brianna Koch (Central), Chrissy Pickens (Grant Park), Mary Fisher (Bradley),
Laura Wendt (St. Anne HS)

ABSENT: Louie Farber (St. Anne Grade), Stacey Noble (Pembroke), LaDawn Armstrong
(St. George)

Also Present: Debra Quain, KASEC Executive Director

2. PUBLIC COMMENT None

KASEC received all seven budget approvals from member districts which meets the required amount for KASEC's Governing Board to approve the FY 24 Budget.

There being no public comment, nor questions from the Governing Board, Director Quain concluded the public hearing.

MINUTES GOVERNING BOARD MEETING AUGUST 23, 2023

The Governing Board Meeting of August 23, 2023 was called to order by President Fisher at 6:02 p.m. A quorum was present.

1. ROLL CALL

PRESENT: Brianna Koch (Central), Chrissy Pickens (Grant Park), Mary Fisher (Bradley),
Laura Wendt (St. Anne HS)

ABSENT: Louie Farber (St. Anne Grade), Stacey Noble (Pembroke), LaDawn Armstrong (St. George)

Also Present: Debra Quain, KASEC Executive Director

2. **PUBLIC COMMENT** None

3. **CLOSED SESSION** None

4. **CONSENT AGENDA**

A. Approval of Mintues from May 24, 2023

Ms. Wendt moved to approve the Consent Agenda. Second: Ms. Pickens ROLL CALL: ALL AYES Ms. Koch, Ms. Pickens, Ms. Wendt, Ms. Fisher

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

Ms. Quain's report included:

A. Proposed FY 24 KASEC Budget

Ms. Quain received all seven member districts' signatures of approval for the FY 24 proposed budget. No board members raised any questions.

B. 2023-2024 Program Numbers

Ms. Quain reported the student numbers for the Alternative Day, Communications and Transition Programs.

C. Proposal to Waive Administrative Cost for FY 24

Ms. Quain explained how KASEC will be handling administrative costs (Director salary/benefits) for the 2023-2024 school year. Administrative costs have been waived for the past several years as a way to lower its fund balance to an amount that was identified by the Finance Committee as being appropriate. KASEC is now at that identified fund balance amount. It has been determined that twenty-five percent of the total of administrative costs will be assessed to districts that utilize KASEC's programs and/or services. The Finance Committee determined that 55% of the FY 24 administrative costs would be assessed to the member districts, 35% would be assessed to non-member districts, and 10% to the LincolnWay Area Special Education Cooperative districts that use KASEC's audiological services. A discussion was held regarding the response KASEC received from some of the non-member districts regarding this "new" cost for using KASEC's programs/services.

D. Executive Director Search Committee

Ms. Quain provided the Governing Board with an update on the process of hiring KASEC's next Executive Director.

E. Negotiations Committee

Ms. Quain informed the Governing Board that KASEC's Collective Bargaining

Agreement will expire June 30, 2024. She stated if any board member would like to join the Committee, to let her know. Negotiation meetings can commence after February 1st once the Union requests the initial meeting.

6. ACTION ITEMS

Ms. Fisher moved to approve the KASEC FY 24 Budget. Second: Ms. Koch ROLL CALL
VOTE: ALL AYES Ms. Koch, Ms. Wendt, Ms. Pickens, Ms. Fisher

7. OTHER

Director Quain gave all Governing Board members a KASEC engraved gift that employees received on opening day. She also reported KASEC is seeking a part-time Social Worker for its Communications Program.

8. ADJOURNMENT

There being no further business, Ms. Wendt moved to adjourn the Governing Board Meeting at 6:24 p.m. Second: Ms. Pickens VOICE VOTE: ALL AYES Meeting adjourned.

KASEC Governing Board President

KASEC Governing Board Secretary

Date

Date



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KASEC Governing Board President

KASEC Governing Board Secretary

Date

Date



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DIRECTOR'S REPORT

Governing Board Meeting
September 11, 2024

A. Proposed FY 25 Budget

B. 2024-2025 Program Numbers

Alternative Day Program

St. Anne Grade School

Bourbonnais - 2 students (4th & 6th)
Bradley - 2 students (6th)
Central - 2 students (4th & 5th)
Pembroke - 2 students (5th & 7th)
St. George - 1 student (7th)
St. Anne - 1 student (6th)
Steger - 1 student (7th)

Alternative Day Program

St. Anne High School

Central - 3 students (11th, 11th, 12th)
St. Anne - 2 students (9th & 11th)

Communications Program

St. George

Classroom 1

Bradley - 1 student (1st)
Central - 1 student (preschool)
Pembroke - 1 student (3rd)
St. Anne - 1 student (2nd)

Classroom 2

Grant Park - 1 student (7th)
Pembroke - 2 students (3rd, 7th)
St. George - 1 student (4th)

Transition Program

Transition House - St. Anne

Central - 5 students (19, 19, 21, 21, 21)
St. Anne - 3 students (17, 18, 20)

KASEC General Updates

Vacancies 2024-2025

0.2 FTE Social Worker

Currently utilizing social work services through St. George

1.0 FTE Teacher for Communications Program

Currently filled with a long term substitute

FY 24 Annual Audit

SKDO Audit Presentation to the Executive Board on September 12, 2024.

Professional Development

KASEC is hosting an Easy IEP training on September 16th at I-KAN. Ten participants are expected to attend.

EXECUTIVE SUMMARY and RECOMMENDATIONS

CONFIDENTIAL

Governing Board

September 11, 2024

ACTION ITEMS

_____ Approval of [KASEC's FY 25 budget](#)

Budget Summary

	A	B	C	D	E	F	G	H	I	J	K	L
		Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety	
1	<i>Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.</i>											
2	Description: Enter Whole Numbers Only											
3	ESTIMATED BEGINNING FUND BALANCE (without Student Activity Funds) ¹ as of July 1, 2024		110,277	0	0	5,336	0	0	0	0	0	0
4	RECEIPTS/REVENUES (without Student Activity Funds)											
5	LOCAL SOURCES	1000	1,648,610	0	0	0	0	0	0	0	0	0
6	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	0	0	0	0	0	0	0	0	0	0
7	STATE SOURCES	3000	161,139	0	0	0	0	0	0	0	0	0
8	FEDERAL SOURCES	4000	35,000	0	0	0	0	0	0	0	0	0
9	Total Direct Receipts/Revenues ⁸		1,844,749	0	0	0	0	0	0	0	0	0
10	Receipts/Revenues for "On Behalf" Payments ²	3998										
11	Total Receipts/Revenues		1,844,749	0	0	0	0	0	0	0	0	0
12	DISBURSEMENTS/EXPENDITURES (without Student Activity Funds)											
13	INSTRUCTION	1000	1,060,003	0	0	0	0	0	0	0	0	0
14	SUPPORT SERVICES	2000	784,746	0	0	0	0	0	0	0	0	0
15	COMMUNITY SERVICES	3000	0	0	0	0	0	0	0	0	0	0
16	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS	4000	0	0	0	0	0	0	0	0	0	0
17	DEBT SERVICES	5000	0	0	0	0	0	0	0	0	0	0
18	PROVISION FOR CONTINGENCIES	6000	0	0	0	0	0	0	0	0	0	0
19	Total Direct Disbursements/Expenditures ⁹		1,844,749	0	0	0	0	0	0	0	0	0
20	Disbursements/Expenditures for "On Behalf" Payments ²	4180	0	0	0	0	0	0	0	0	0	0
21	Total Disbursements/Expenditures		1,844,749	0	0	0	0	0	0	0	0	0
22	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		0	0	0	0	0	0	0	0	0	0
23	OTHER SOURCES/USES OF FUNDS											
24	OTHER SOURCES OF FUNDS (7000)											
25	PERMANENT TRANSFER FROM VARIOUS FUNDS											
26	Abolishment the Working Cash Fund ¹⁶	7110										
27	Abatement of the Working Cash Fund ¹⁶	7110										
28	Transfer of Working Cash Fund Interest	7120										
29	Transfer Among Funds	7130										
30	Transfer of Interest	7140										
31	Transfer from Capital Projects Fund to O&M Fund	7150		0								
32	Transfer of Excess Fire Prev & Safety Tax & Interest ³ Proceeds to O&M Fund	7160		0								
33	Transfer of Excess Accumulated Fire Prev & Safety Bond and Int ^{3a} Proceeds to Debt Service Fund	7170			0							
34	SALE OF BONDS (7200)											
35	Principal on Bonds Sold ⁴	7210										
36	Premium on Bonds Sold	7220										
37	Accrued Interest on Bonds Sold	7230										
38	Sale or Compensation for Fixed Assets ⁵	7300										
39	Transfer to Debt Service to Pay Principal on GASB 87 Leases	7400			0							
40	Transfer to Debt Service to Pay Interest on GASB 87 Leases	7500			0							
41	Transfer to Debt Service Fund to Pay Principal on Revenue Bonds	7600			0							
42	Transfer to Debt Service Fund to Pay Interest on Revenue Bonds	7700			0							
43	Transfer to Capital Projects Fund	7800						0				
44	ISBE Loan Proceeds	7900										
45	Other Sources Not Classified Elsewhere	7990										
46	Total Other Sources of Funds ⁸		0	0	0	0	0	0	0	0	0	0

	A	B	C	D	E	F	G	H	I	J	K	L
		Acc't #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety	
1	<i>Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.</i>											
2	Description: Enter Whole Numbers Only											
47	OTHER USES OF FUNDS (8000)											
49	TRANSFER TO VARIOUS OTHER FUNDS (8100)											
50	Abolishment or Abatement of the Working Cash Fund ¹⁵	8110										
51	Transfer of Working Cash Fund Interest	8120							0			
52	Transfer Among Funds	8130							0			
53	Transfer of Interest ⁶	8140										
54	Transfer from Capital Projects Fund to O&M Fund	8150										
55	Transfer of Excess Fire Prev & Safety Tax & Interest ³ Proceeds to O&M Fund	8160										
56	Transfer of Excess Accumulated Fire Prev & Safety Bond ^{3a} and Int Proceeds to Debt Service Fund	8170										
57	Taxes Pledged to Pay Principal on GASB 87 Leases	8410										
58	Grants/Reimbursements Pledged to Pay Principal on GASB 87 Leases	8420										
59	Other Revenues Pledged to Pay Principal on GASB 87 Leases	8430										
60	Fund Balance Transfers Pledged to Pay Principal on GASB 87 Leases	8440										
61	Taxes Pledged to Pay Interest on GASB 87 Leases	8510										
62	Grants/Reimbursements Pledged to Pay Interest on GASB 87 Leases	8520										
63	Other Revenues Pledged to Pay Interest on GASB 87 Leases	8530										
64	Fund Balance Transfers Pledged to Pay Interest on GASB 87 Leases	8540										
65	Taxes Pledged to Pay Principal on Revenue Bonds	8610										
66	Grants/Reimbursements Pledged to Pay Principal on Revenue Bonds	8620										
67	Other Revenues Pledged to Pay Principal on Revenue Bonds	8650										
68	Fund Balance Transfers Pledged to Pay Principal on Revenue Bonds	8640										
69	Taxes Pledged to Pay Interest on Revenue Bonds	8710										
70	Grants/Reimbursements Pledged to Pay Interest on Revenue Bonds	8720										
71	Other Revenues Pledged to Pay Interest on Revenue Bonds	8730										
72	Fund Balance Transfers Pledged to Pay Interest on Revenue Bonds	8740										
73	Taxes Transferred to Pay for Capital Projects	8810										
74	Grants/Reimbursements Pledged to Pay for Capital Projects	8820										
75	Other Revenues Pledged to Pay for Capital Projects	8830										
76	Fund Balance Transfers Pledged to Pay for Capital Projects	8840										
77	Transfer to Debt Service Fund to Pay Principal on ISBE Loans	8910										
78	Other Uses Not Classified Elsewhere	8990										
79	Total Other Uses of Funds ⁹		0	0	0	0	0	0	0	0	0	
80	Total Other Sources/Uses of Fund		0	0	0	0	0	0	0	0	0	
81	ESTIMATED ENDING FUND BALANCE (without Student Activity Funds) as of June 30, 2025		1,10,277	0	0	5,336	0	0	0	0	0	
82	Student Activity (Fund 11) ESTIMATED BEGINNING FUND BALANCE as of July 1, 2024		0									
84	RECEIPTS/REVENUES (For Student Activity Funds)											
85	Total Student Activity Direct Receipts/Revenues (Local Sources)	1799	0									
86	DISBURSEMENTS/EXPENDITURES (For Student Activity Funds)											
87	Total Student Activity Direct Disbursements/Expenditures	1994	0									
88	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		0									
89	Student Activity ESTIMATED ENDING FUND BALANCE as of June 30, 2025		0									
90												

	A	B	C	D	E	F	G	H	I	J	K	L
		Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety	
1	<i>Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.</i>											
2	Description: Enter Whole Numbers Only											
91	Total ESTIMATED BEGINNING FUND BALANCE (All Sources Including Student Activity Funds) as of July 1, 2024		110,277	0	0	5,336	0	0	0	0	0	
92	RECEIPTS/REVENUES (All sources with Student Activity Funds)											
93	LOCAL SOURCES	1000	1,648,610	0	0	0	0	0	0	0	0	
94	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	0	0	0	0	0	0	0	0	0	
95	STATE SOURCES	3000	161,139	0	0	0	0	0	0	0	0	
96	FEDERAL SOURCES	4000	35,000	0	0	0	0	0	0	0	0	
97	Total Direct Receipts/Revenues ⁸		1,844,749	0	0	0	0	0	0	0	0	
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110	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		0	0	0	0	0	0	0	0	0	
111	OTHER SOURCES/USES OF FUNDS											
112	OTHER SOURCES OF FUNDS (7000)		0	0	0	0	0	0	0	0	0	
113	Total Other Sources of Funds ⁸		0	0	0	0	0	0	0	0	0	
114	OTHER USES OF FUNDS (8000)											
116	Total Other Uses of Funds ⁹		0	0	0	0	0	0	0	0	0	
117	Total Other Sources/Uses of Fund		0	0	0	0	0	0	0	0	0	
118	ESTIMATED ENDING FUND BALANCE (All Sources with Student Activity Funds) as of June 30, 2025		110,277	0	0	5,336	0	0	0	0	0	
119												
120	SUMMARY OF EXPENDITURES Without Student Activity Funds (by Major Object)											
121			(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety	Total By Object
122	Object Name	Acct #										
123	Salaries	100	1,294,038	0	0	0	0	0	0	0	0	1,294,038
124	Employee Benefits	200	296,878	0	0	0	0	0	0	0	0	296,878
125	Purchased Services	300	211,033	0	0	0	0	0	0	0	0	211,033
126	Supplies & Materials	400	27,300	0	0	0	0	0	0	0	0	27,300
127	Capital Outlay	500	14,700	0	0	0	0	0	0	0	0	14,700
128	Other Objects	600	800	0	0	0	0	0	0	0	0	800
129	Non-Capitalized Equipment	700	0	0	0	0	0	0	0	0	0	0
130	Termination Benefits	800	0	0	0	0	0	0	0	0	0	0
131			1,844,749	0	0	0	0	0	0	0	0	1,844,749
132	Total Expenditures											

