Kankakee Area
Special Education Cooperative

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MINUTES
EXECUTIVE BOARD MEETING
SEPTEMBER 10, 2026

President Smith called the Executive Board Meeting of September 10, 2026, 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), Chris Hammond (Bradley Elementary) Also present: Lindsey Coffey, Director, Shannon Anderson (Momence),Chris Gibson (Central) Lindsey Coffey, Director, Jill Cowsert, Recording Secretary, Jackie Meils, SKDO

ABSENT: Geneva Walters (Pembroke), Sean McNichols (Grant Park)

2. PUBLIC COMMENT - None

3. CLOSED SESSION Mr Hammond moved to go into closed session at 9:32 a.m. to discuss personnel 5ILCS 120/2 (c) (1) Second: Mr. Anderson ROLL CALL: AYES: Stegall, Hammond, Anderson, Gibson, and Smith. NAYES: NONE

Return to open session: 9:41 a.m.

4. CONSENT AGENDA

A. Approve Minutes from August 20, 2026 as mailed and presented.
B. Payment of Bills: Payroll and Liabilities; Accounts Payable and Imprest.
C. Approval of Updated Contract for BER
D. Adoption of Training Contract with Little Friends Academy

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

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

Ms. Coffey's report included:

A. 2025-2026 FINANCIAL AUDIT

SKDO's Jackie Meils presented the preliminary audit report for KASEC with zero findings. She highlighted an increased fund balance compared to last year, attributing the growth to KASEC's shift to monthly billing.

B. 2026-2027 ENROLLMENT
No new enrollment from last month.

C. OPEN INVOICES
Pembroke still has an outstanding balance from FY26. July billing was just sent out to the districts and included the bulk paper orders.

D. LEA DETERMINATION
The Director presented the 2026-2026 preliminary LEA Determination Data. All districts met the requirements.

E. CYCLICAL MONITORING
All KASEC members will be systematically evaluated in future dates. Districts will be assigned a monitoring cycle. KASEC will adopt official guidelines and procedures for districts to follow throughout the process.

F. GROW YOUR OWN PROGRAM
The Director is waiting on a sample contract. Overall cost for this service will be $5,600.

G. STAFFING
The BCBA at St. George has been a great addition with supervision and developing behavior plans for students.

H. FOIA REQUEST
There was one FOIA request in August for central office phone numbers. The Director responded accordingly.

I. OTHER
The Director included KASEC brochures from each program for review.
The Director is looking into leasing or purchasing a vehicle. She will update the Board with best options.

7. ACTION ITEMS

Dr. Stegall moved to **Approve BCBA Supervision Contract with Continuum Behavioral Collaborative as presented.** Second: Hammond ROLL CALL: ALL AYES: Smith, Anderson, Gibson,Stegall, and Hammond

Mr. Hammond moved to **Accept the resignation of Abby Bruckman, Paraprofessional, Communications Program, effective September 11, 2026** Second: Gibson ROLL CALL: ALL AYES: Smith, Anderson, Gibson,Stegall, and Hammond

8. OTHER - Mr. Anderson asked about AI. Teachers are using it to transfer IEPs to EASY Iep, but does not include student information. The question was posed if an AI policy could be in the future.

9. ADJOURNMENT

There being no further business, Dr. Stegall moved to adjourn the Executive Board Meeting at 10:07 a.m. Second: Anderson VOICE VOTE: ALL AYES. Meeting adjourned.

KASEC Executive Board President

10-15-2026
Date

KASEC Executive Board Secretary

10.15.2026
Date