Kankakee Area
Special Education Cooperative

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MINUTES
EXECUTIVE BOARD MEETING
OCTOBER 15, 2026

President Smith called the Executive Board Meeting of October 15, 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) Shannon Anderson (Momence),Chris Gibson (Central)
Also present: Lindsey Coffey, Director, Jill Cowsert, Recording Secretary

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: Dr. Stegall ROLL CALL: AYES: Stegall, Hammond, Anderson, Gibson, and Smith. NAYES: NONE

Return to open session: 9:39 a.m.

4. CONSENT AGENDA

A. Approval of Executive Board Meeting Minutes from September 10, 2026
B. Approval of Executive Board Meeting Closed Session Minutes from September 10,2026
C. Approval of Payroll, Accounts Payables and Imprest Payments.

Mr. Hammond moved to approve the Consent Agenda as presented: Second: Dr. Stegall 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. 2026-2027 ENROLLMENT
Ms. Coffey stated there has been an influx in the Alternative Day Program and 1 additional student to the Transitions Program from St. Anne.

B. OPEN INVOICES
Pembroke still has an outstanding balance from FY26.

C. STAFFING
Ms. Coffey will be recommending the employment of a Communications Program Paraprofessional at this meeting. There will be a need for an additional paraprofessional

in the Alternative Day Program due to the increase in student needs. The VisionTeacher/Orientation and Mobility Specialist remains an open position.

D. FOIA REQUEST
FOIA requests were provided in the packet.

E. SPECIAL EDUCATION PROCEDURES
Cyclical monitoring procedures were included in the packet. Districts will be able to utilize these during their monitoring.

F. SUSPENSION DATE
Ms. Coffey provided the suspension data for each district to review. She stated that any damage that occurs to staff personal property is covered by KASEC.

G. OTHER
The physical therapy proposed contract amendment was provided in the packet. The amendment includes an increase from 72 days to 100 days. IMRF and FICA benefits are included in the amendment as well as mileage reimbursement.

Ms. Coffey reviewed the non-member district participation and agreed to provide contracts for any non-member district wishing to place students. KASEC will follow the same placement procedure for non-member districts as it does for member districts.

KASEC would like to gift holiday hams or turkeys for the staff. Ms. Coffey has received donations from PCG, Court Street Ford, and KASEC's attorney.

7. ACTION ITEMS

Dr. Stegall moved to **Approve the full-time employment of Yadira Marcotte, Paraprofessional Communications Program as presented.** Second: Hammond ROLL CALL: ALL AYES: Smith, Anderson, Gibson,Stegall, and Hammond

Mr. Anderson moved to **Approve the addition of a 1.0 FTE Paraprofessional position as the Alternative Day Program.** Second: Hammond ROLL CALL: ALL AYES: Smith, Anderson, Gibson,Stegall, and Hammond

Dr. Stegall moved to **Adopt the KASEC Special Education Procedures as presented.** Second: Anderson ROLL CALL: ALL AYES: Smith, Anderson, Gibson,Stegall, and Hammond

Mr. Hammond moved to **Approve the new salary confirmation for PTA, Allison Brownsey from 72 days to 100 days as presented.** Second: Gibson ROLL CALL: ALL AYES: Smith, Anderson, Gibson,Stegall, and Hammond

Dr. Gibson moved to **Approve the BCBA Supervision Repayment Agreement** Second: Stegall ROLL CALL: ALL AYES: Smith, Anderson, Gibson,Stegall, and Hammond

8. ADJOURNMENT

There being no further business, Mr. Hammond moved to adjourn the Executive Board Meeting at 10:04 a.m. Second: Anderson VOICE VOTE: ALL AYES. Meeting adjourned.

KASEC Executive Board President

11.12.26
Date

KASEC Executive Board Secretary

11.12.2026
Date