



Kankakee Area Special Education Cooperative

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MINUTES EXECUTIVE BOARD MEETING MARCH 2025

President Smith called the Executive Board Meeting of March 13, 2025 to order at 9:00 a.m. at the Kankakee Area Career Center. A Quorum was present.

1. ROLL CALL

PRESENT: Matt Maxwell, (Central), Nicole Terrell-Smith (Pembroke), Jay Smith (St. George), Charles Stegall (St. Anne), Chris Hammond (Bradley Elementary) Also present: Lindsey Coffey, Director, Jill Cowser, Recording Secretary

ABSENT: John Palan (Grant Park)

2. PUBLIC COMMENT - None

3. CLOSED SESSION - Mr. Hammond moved to go into closed session at 9:02 a.m. for the purpose of discussing personnel 5ILCS 120/2 (c) (1) Second: Dr. Smith ROLL CALL: AYES: Maxwell, Stegall, Smith, Hammond and Terrell-Smith. NAYES: NONE

Returned to Open Session: 9:06 a.m.

4. CONSENT AGENDA

- A. Approval of Minutes from February 20, 2025 as mailed and presented.
- B. Approve Closed Session Minutes of February 20, 2025.
- C. Payment of Bills: Payroll and Liabilities; March Accounts Payable and February Imprest.

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

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

Ms. Coffey's report included:

A. PROGRAM UPDATES

The Director gave updated enrollment for each program and staffing needs.

B. 2025-20256 STAFF PLANS/UPDATE

KASEC will be asking for the approval of an additional Communications Program Teacher for the 2025-2026 school year. The Director is waiting to confirm a possible

physical therapist and will bring the recommendation to the April Board meeting. Letters of Intent were sent out to non-member districts for the 2025-2026 school year.

C. PROFESSIONAL DEVELOPMENT

The Director updated the Board of upcoming professional development opportunities offered to member and non-member districts.

D. BULK PAPER BID

As of today, only 1 paper bid has been submitted. The Director will be the recommendations to the April Board meeting after the bid opening.

E. FINANCE COMMITTEE MEETING

The Finance Committee will meet March 21st to discuss service assessments, billing and tuition and 5th quarter billing.

F. STAFF HIGHLIGHTS

The Director highlighted KASEC's Social Worker, Kate Haenig. Kate is a wonderful asset to the KASEC staff.

G. OTHER

The Communications Program will need to pursue a paraprofessional for the additional classroom. St. George will have a new transportation contract for the 2025-2026 school year. This might affect the Communications Program schedule, but Dr. Smith will be sure to give out the schedule in advance.

6. ACTION ITEMS

Mr. Hammond moved to **Approve Logan Nesselrodt, Communication Instructor for the 2025-2026 school year at BS/1 \$44,982.** Second: Dr. Terrell-Smith ROLL CALL: ALL AYES: Smith, Terrell-Smith, Stegall, Hammond, and Maxwell.

8. ADJOURNMENT

There being no further business, Mr. Stegall moved to adjourn the Executive Board Meeting at 9:21 a.m. Second: Dr. Maxwell VOICE VOTE: ALL AYES. Meeting adjourned.



KASEC Executive Board President

04-10-2025

Date



KASEC Executive Board Secretary

4/10/25

Date