



Kankakee Area Special Education Cooperative

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

MINUTES EXECUTIVE BOARD MEETING JUNE 12, 2025

President Smith called the Executive Board Meeting of June 12, 2025, to order at 9:50 a.m. at the Kankakee Area Career Center. A Quorum was present.

1. ROLL CALL

PRESENT: Matt Maxwell (Central), Jay Smith (St. George), John Palan (Grant Park), Charles Stegall (St. Anne), Chris Hammond (Bradley Elementary) Also present: Lindsey Coffey, Director, Jill Cowser, Recording Secretary

ABSENT: Nicole Terrell-Smith (Pembroke)

2. PUBLIC COMMENT - None

3. CLOSED SESSION - Mr. Hammond moved to go into closed session at 9:51 a.m. to discuss personnel 5ILCS 120/2 (c) (1) Second: Dr. Maxwell ROLL CALL: AYES: Stegall, Maxwell, Smith, Hammond, and Palan. NAYES: NONE

Returned to Open Session: 10:06 a.m.

5. CONSENT AGENDA

- A. Approve Minutes from May 15, 2025, as mailed and presented.
- B. Approve Closed Session Minutes of May 15, 2025.
- C. Payment of Bills: Payroll and Liabilities; Accounts Payable and Imprest.
- E. Adoption of Press Plus Policy Issue 118
- F. Destroy Closes Session Audio Recordings January 2023-December 2023

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

6. 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

The Speech Language Pathologist, School Psychologist, and two Paraprofessional positions at the Communications Program are available.

C. EXTENDED SCHOOL YEAR

ESY began on June 9 with Communications and Transition Programs this summer. All is going well with both programs.

D. OTHER

KASEC had four staff members with perfect attendance, one with one absence and one with two absences. Dr. Smith stated he would like to send an email commending them on their accomplishment.

KASEC will enter an MOU with KASECA to adjust their first payroll of the school year to 25th of August instead of the 10th of September going forward. KASEC is asking the Board for approval.

The Director is working on IGAs for the non-member districts for the 2025-2026 school year and will have them at the July Board meeting.

7. ACTION ITEMS

Mr. Hammond moved to **Approve the MOU with KASECA, adjusting the first payroll of the school year from September 10 to August 25 going forward.** Second: Dr. Maxwell ROLL CALL: ALL AYES: Smith, Palan, Stegall, Maxwell, and Hammond

8. OTHER - None

9. ADJOURNMENT

There being no further business, Dr. Maxwell moved to adjourn the Executive Board Meeting at 10:21 a.m. Second: Dr. Smith VOICE VOTE: ALL AYES. Meeting adjourned.

KASEC Executive Board President

KASEC Executive Board Secretary

Date

Date