



# Kankakee Area Special Education Cooperative

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## MINUTES EXECUTIVE BOARD MEETING MARCH 12, 2026

President Smith called the Executive Board Meeting of March 12, 2026, to order at 8:30 a.m. at the Kankakee Area Career Center. A Quorum was present.

### 1. ROLL CALL

PRESENT: Lynette Thrasher 8:39 (Momence), Chris Gibson (Central), Charles Stegall (St. Anne), Jay Smith (St. George), John Palan (Grant Park), Chris Hammond (Bradley Elementary) Also present: Lindsey Coffey, Director, Jill Cowsert, Recording Secretary

ABSENT: Genevra Walters (Pembroke)

2. PUBLIC COMMENT - None

3. CLOSED SESSION - None

### 4. CONSENT AGENDA

- A. Approve Minutes of the Executive Board Meeting from February 12, 2026, as presented.
- B. Approve Closed Session Minutes of the Executive Board Meeting from February 12, 2026, as presented.
- C. Payment of Bills: Payroll and Liabilities; Accounts Payable and Imprest.

Mr. Hammond moved to approve the Consent Agenda as presented: Second: Palan

ROLL CALL: ALL AYES: Hammond, Palan, Stegall, Thrasher, Smith, and Gibson.

### 5. DIRECTOR'S REPORT

**Ms. Coffey's report included:**

#### A. 2025-2026 ENROLLMENT

Ms. Coffey reviewed the February Enrollment.

#### B. 2026-2027 STAFFING NEEDS

Ms. Coffey will ask the Board to accept the resignations of Logan Nesselrodt, effective at the end of the 2025-2026 school year, and approve the full-time employment of Becky Schneider as the BCBA at the Communications program. Annie Chavez expressed interest in the Spanish Interpreter position. More information will be presented at the following Board meetings as it becomes available.

C. OPEN INVOICES

The open invoice report was included in the packet for review.

F. RTO DATA

The Director provided district RTO data to the Board. KASEC will be providing more professional development to address restraint and time-out procedures.

G. BULK PAPER BID AWARD

Contract Paper Group was awarded the paper bid for the 2026-2027 school year. Bid details were provided in the Board packet. The overall bid was \$109,441.84.

H. PRESS PLUS ISSUE 6:120

The Director is requesting a first reading of Policy 6:120, which pertains to the recording of IEP and 504 meetings by parents or guardians. The proposed policy update would require parents or guardians to notify the Director at least 24 hours in advance if they need accommodations for meaningful participation. If approved, the District would also facilitate an audio recording of the meeting.

I. OTHER

The Director is seeking approval of the Infinitect Membership Renewal for the 2026-2027 school year. A Finance Committee meeting date will be set to review future District billing. Professional Development opportunities were listed in the Board packet.

6. ACTION ITEMS

Dr. Palan moved to **Approve the resignation of Logan Nesselrodt, Teacher, Communications Program effective at the end of the 2025-2026 school year.** Second: Stegall ROLL CALL: ALL AYES: Smith, Thrasher, Palan, Stegall, Gibson, and Hammond

Mr. Hammond moved to **Approve the full-time employment of Becky Schneider, Behavior Interventionist for the 2026-2027 school year.** Second: Anderson ROLL CALL: ALL AYES: Smith, Walters, Palan, Anderson, Gibson, Stegall, and Hammond

Dr. Smith moved to **Approve the Bulk Paper Bid to Contract Paper Group for \$109,448.84.** Second: Gibson ROLL CALL: ALL AYES: Smith, Thrasher, Palan, Gibson, Hammond, and Stegall.

Dr. Gibson moved to **Approve the Infinitect Membership Renewal for the 2026-2027 school year.** Second: Stegall ROLL CALL: ALL AYES: Smith, Palan, Thrasher, Gibson, Stegall, and Hammond

7. OTHER - None

8. ADJOURNMENT

There being no further business, Dr. Smith moved to adjourn the Executive Board Meeting at 8:51 a.m. Second: Palan VOICE VOTE: ALL AYES. Meeting adjourned.

  
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KASEC Executive Board President  
04-09-2024  
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Date

  
\_\_\_\_\_  
KASEC Executive Board Secretary  
4/9/26  
\_\_\_\_\_  
Date