



# Kendall County Special Education Cooperative

201 Garden Street \* Yorkville, IL 60560-9024

630-553-5833 \* Fax: 630-553-5872

www.kcsec.org

## MINUTES

### KENDALL COUNTY GOVERNING BOARD

November 9, 2011

KCSEC Administration Center

#### Present:

Pauline Berggren, Superintendent (18)  
Diane Cepela, Superintendent (66)  
Mike Rustman, Superintendent (90)  
Tim Shimp, Assoc. Superintendent (115)

Lynda Shanks, KCSEC Director  
Denise McCarthy, KCSEC Asst. Director  
Chris Mehochko, ROE Asst. Superintendent

1. Roll Call

Meeting was called to order by Berggren at 9:00 a.m. Roll call showed that a quorum was present.

2. Recognition of Cooperative Citizens

3. Consent Agenda

- a. Minutes ~ Minutes from the Board Meeting on October 12, 2011
- b. Bills ~ Move to approve the bills for October 2011
- c. Financial Report ~ Move to approve the financial report for October 2011
- d. Included are the PRESS Policy Updates:

Updated Policies:

Board Meeting Procedures	2:220
Public Participation At Board Meetings	2:230
Access To Cooperative Public Records	2:250
Uniform Grievance Procedures	2:260
Safety	4:170
Equal Employment Opportunity	5:10
Hiring Process & Criteria	5:30
Abused & Neglected Child Reporting	5:90
Staff Development Program	5:100
Ethics and Conduct	5:120
Terms & Conditions of Employment	5:200
Substitute Teachers	5:220
Suspension	5:240
Student Teachers	5:260

Renamed and Rewritten

Restrictions on Publications	7:310
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Motion by Rustman (90), seconded by Cepela (66), to approve the Consent Agenda.  
Motion carried by a roll call vote.

## 4. Personnel

### Resignations – Non-Certified:

Darlene Vargas, Paraprofessional, effective October 11, 2011

### Contracts – Certified:

Sarah Finlayson, Teacher, 128 days, \$27,208

### Contracts – Non-Certified:

Kim Rosenbraugh, Sign Language Interpreter, 142.5 days, \$17,955

### Employment Offers:

Linda Bigus, Paraprofessional, 141 days, \$14,276

Lucy Griffin, Paraprofessional, 131 days, \$13,263

Joseph Hess, Paraprofessional, 142.5 days, \$14,428

Lara Johnson, Paraprofessional, 140 days, \$14,175

Amy List, Paraprofessional, 145.5 days, \$14,731

Jennifer Meschi, Paraprofessional, 143 days, \$3,861

Angela Miller, Paraprofessional, 145.5 days, \$13,858

Sherry Pavnica, Paraprofessional, 140 days, \$14,175

Motion by Shimp (115), seconded by Cepela (66), to approve the resignations, contracts and the employment offers as presented. Motion carried by a roll call vote.

## 5. 1<sup>st</sup> Reading for New Policies

New Governmental Accounting Standards Board (GASB) Policy 4:85

Food Allergy Management Program 7:285

Motion by Shimp (115), seconded by Cepela (66), to approve the 1<sup>st</sup> reading of the presented Policies. Motion carried by a roll call vote.

## 6. Required RIF Committee Meeting

Lynda Shanks has met with SEAKC and established a date for the RIF Committee to meet prior to the December 1, 2011 obligation set forth by statute. The committee will be having its first meeting on November 15, 2011.

## 7. New Staff Positions

KCSEC continually monitors and evaluates class size and workloads. At this time we are recommending the following additional staff in order to meet the needs of the currently enrolled students, projected students (EC) and workloads of current staff



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members. These recommendations would be for a January 2012 start, with the exception of the OI Itinerant which would be immediate.

- 1.0 FTE Early Childhood Teacher (Yorkville)
- .4 FTE Orthopedically Impaired Itinerant
- 1.0 FTE Opportunity School Teacher
- 1.0 FTE Opportunity School Social Worker
- 1.0 FTE Speech Therapist (EC and Opportunity)
- .4 FTE Social Worker (Thompson)

Motion by Shimp (115), seconded by Rustman (90), to approve the positions as recommended. Motion carried by a roll call vote.

## 8. Administrator's Salary

Motion by Cepela (66), seconded by Shimp (115), to go to executive session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Cooperative or legal counsel for the Cooperative, including hearing testimony on a complaint lodged against the employee or against legal counsel for the Cooperative to determine validity. 5  
ILCS 120/2(c)1. Motion carried by a roll call vote.

## 9. Motion to return to open session.

Motion by Berggren (18), seconded by Shimp (115) to return to open session.  
Motion carried by a roll call vote.

## 10. Action as a result of the executive session

Motion by Cepela (66), seconded by Shimp (115), to approve a 2.5% increase for all administrative staff excluding the director. Motion carried by a roll call vote.

## 10. Old Business

Administrators Breakfast reminder – November 10<sup>th</sup> @ PHS, please encourage all of your staff to attend this valuable morning.

## 11. New Business

There will be a tour of special education programs done Friday with Aurora University. The purpose of the tour is to discuss possible restructuring of the mentorship program offered at AU.

There will be a reduction in the Federal IDEA Funding.

Lynda had an information gathering meeting with Ricoh on the topic of technology. The purpose is to explore ways to help with technology services.



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Specifically the tracking of iPads. The cost was estimated to be \$1,700 per month. Lynda is going to continue to explore options.

## 12. Adjournment

Motion by Shimp (115), seconded by Cepela (66), to adjourn the meeting.  
Motion carried by a roll call vote.

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Chairman

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Secretary