



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**

August 21, 2013

KCSEC Administration Center

Present:

Amy Smith, Superintendent(18)
Diane Cepela, Superintendent(66)
Hector Garcia, Superintendent(88)
Michael Rustman, Superintendent(90)
Matthew Wendt, Superintendent(308)
Judith Minor, Asst. Superintendent(308)

Lynda Shanks, KCSEC Director
Denise McCarthy, KCSEC Asst. Director
Michelle Senffner , Asst. Superintendent ROE
Tim Shimp, Superintendent(115)
Paul O'Malley, Associate Superintendent(308)
Mary Redding, Dir. of Spec Ed(308)

1. Roll Call

Meeting was called to order by Shimp at 9:05 a.m. Roll call showed that a quorum was present.

2. Recognition of Cooperative Citizens & Public Comment

3. Consent Agenda

- a. Minutes ~ Move to approve the minutes for July 17, 2013
- b. Bills ~ Move to approve the bills for July/August 2013
- c. Financial Report ~ Move to approve the financial report for July 2013
- d. Destruction of Executive Session Recordings ~ Move to destroy December 14, 2011 recording.

Motion by Cepela(66) seconded by Rustman(90), to approve the Consent Agenda.
Motion carried by a roll call vote.

4. Personnel

Resignations – Certified:

Jennifer Cave, Social Worker, effective July 18, 2013
Alexandria Schaeffel, Teacher, effective August 6, 2013
Amy Wildman, Social Worker, effective August 2, 2013
Elyse Wilson, Occupational Therapist, effective July 25, 2013



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Resignations – Non-Certified:

Keith Bartelmey, Paraprofessional, effective August 5, 2013
Robert Boers, Paraprofessional, effective August 14, 2013
Kristen Burke, Paraprofessional, effective August 14, 2013
Carol Guist, Paraprofessional, effective August 2, 2013
Colleen Harkins, Paraprofessional, effective July 29, 2013
Erin Hennessy, Paraprofessional, effective August 2, 2013
April Hix, Paraprofessional, effective July 18, 2013
Jennifer Kok, Paraprofessional, effective August 13, 2013
Katie Krol, Paraprofessional, effective August 9, 2013
Taylor Loats, Paraprofessional, effective August 14, 2013
April Rohrer, Paraprofessional, effective August 5, 2013
Kira Simeone, Paraprofessional, effective August 2, 2013
Stephanie Spain, Paraprofessional, effective August 7, 2013
Amy Torres, Paraprofessional, effective August 7, 2013
Lisa Waitekus, Paraprofessional, effective August 5, 2013
Jordan Walz, Paraprofessional, effective August 1, 2013
Patti Wollenweber, Paraprofessional, effective August 8, 2013
Meredith Zielinski, Paraprofessional, effective August 14, 2013

Contracts – Certified:

Trisha Brasch, Teacher, 185 days, \$36,800
Amy Ferguson, Social Worker, 185 days, \$39,000
Karen Herbeck, Social Worker, 185 days, \$48,000
Alicia Keller, Social Worker, 181 days, \$38,156
Nancy Nelson, Social Worker, 100 days, \$29,014
Sean O'Neill, Teacher, 185 days, \$48,900
Melinda Wilson, Teacher, 92.5 days, \$19,650
Nancy Yaros, Teacher, 99 days, \$29,526

Contracts – Non-Certified:

Eliza McNamerz, Sign Language Interpreter, 176 days, \$26,488

Employment Offers – Non-Certified:

Joseph Amodea, Paraprofessional, 175.5 days, \$17,769
Nicole Britt, Paraprofessional, 167 days, \$11,397
Steve Cline, Paraprofessional, 177 days, \$17,921
Jill Condron, Paraprofessional, 177 days, \$12,943
Tracie Grinnell, Paraprofessional, 178 days, \$18,022
Amy Hanson, Paraprofessional, 175.5 days, \$17,769
Angela Miller, Paraprofessional, 177 days \$16,859
Kim Natonek, Paraprofessional, 177 days \$17,921
David Ososky, Paraprofessional, 177 days, \$17,921
Tonya Stallings, Paraprofessional, 175.5 days, \$16,058



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Cheyanna Strusz, Paraprofessional, 177 days, \$12,943

Andrea Weber, Paraprofessional, 177 days, \$18,585

Motion by Smith (18) seconded by Minor (308) to approve the resignations, contracts and employment offers as presented. Motion carried by roll call vote.

5. Summer Professional Development Review

Lynda Shanks updated the board on the summer development that took place with KCSEC and district staff during June, July and the first few weeks of August. The trainings that took place were CPI, Easy IEP, Life Skills Boot Camp, ED Boot Camp, PLAAFP-Goal Writing, Data Collection for staff, Pragmatic Organization Dynamic Display (PODD), Autism Paraprofessional Training, Autism Institute, and Assistive Technology trainings. Lynda was pleased with the amount of staff that volunteered their time to attend these trainings. Dr. Minor asked if there was way to get a list of staff that attended the various trainings from District 308. Lynda said she would get a list for each district and send it out.

6. Administrator Breakfast Dates and Topics

Lynda Shanks lead a discussion regarding dates and topics of Administrative Breakfast for 2013-2014. Last year KCSEC and ROE hosted two in-services, one at the end of November and the second mid-February. Lynda would like to host two again for 13/14 school year. Lynda said she wanted to be respectful of the different district calendars and was looking at the weeks of Nov. 18th and Feb. 3rd. Lynda will communicate exact dates and times. Lynda encouraged Superintendents to email her topics that could be discussed. Discussion topic for November was LEA training for KCSEC and district staff.

7. Opportunity School 2014-2015

This school year is the last year of the Oswego School District #308 and KCSEC Agreement for the use of the District 308 Center for Opportunity School that we entered into in 2009. Lynda Shanks shared current costs and lead a discussion on potential alternatives if the current site would not be available for 2014-2015. Lynda shared that if Oswego was not going to be available for 14-15, she would need to start planning now. Dr. Wendt shared what programs currently utilize space in 308 Center and stated he was going to be meeting with the other programs and get their thoughts on where they see their programs housed in



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the future. Dr. Wendt stated KCSEC would be able to house Opportunity School for 14-15 in 308 Center, but we should begin discussing future visions for the therapeutic day school.

8. Old Business

Lynda Shanks talked about EvaluWise App and that KCSEC Administration is planning on using it this year for certified staff.

Lynda also presented the group with handouts regarding Technology inventory database that she will also forward to the board in electronic format. Lynda will be working with the district technology representatives and the KCSEC technology staff to prepare a KCSEC technology plan.

Lynda Shanks shared information from the ROE with the board regarding the medical review changes that were approved by ISBE. The rule changes are now awaiting approval by JCAR in mid September. KCSEC and ROE have offered to host a session with ISBE staff regarding these new changes after JCAR approval.

Four districts still are in need of finishing HBUG authorization.

9. New Business

Lynda shared that she will be updating the KCSEC website to have more readily available parent resources that are easy to access. She will be sharing these resources with the districts so they can consider posting on their websites. This was feedback received from a special education parent. Additionally Case Manager Guides are ready for posting on KCSEC website. Lynda will be forwarding to districts for posting on their staff layer or shared drive for all district special education and related service staff.

An Emergency Contact spreadsheet was passed around for corrections and updates of board members.

10. Director's Evaluation and Salary

Motion by Rustman (90), seconded by Garcia (88) to go into Executive Session for 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



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determine validity. A discussion on Lynda's evaluation occurred. At the next meeting there will be a continued discussion of evaluation and goal setting.

Motion by Cepela (66) seconded by Smith (18), to return to open session. Motion carried by a roll vote.

11. Action as a result of Executive Session

No Action was taken

12. Adjournment

Motion by Rustman (90) seconded by Smith (18), to adjourn the meeting. Motion carried by a roll call vote.

Chairman

Secretary