



# Kendall County Special Education Cooperative

201 Garden Street \* Yorkville, IL 60560-9024

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

www.kcsec.org

**Lynda Shanks**  
*Director*

**Denise McCarthy**  
*Assistant Director*

BOARD MINUTES IN BRIEF

9:00 A.M.

Wednesday, June 15, 2011

KCSEC Conference Room

**Administrative Team**

**Terri Anderson**  
*Opportunity School  
Principal*

**William T. Boyter**  
*Coordinator*

**Debbie Brouman**  
*Coordinator*

**Deven Butusov**  
*Coordinator*

**Lori Coit**  
*Coordinator*

**Rosemary Diamond**  
*Coordinator*

**Patricia Gillen**  
*Coordinator*

**Kim Hanson**  
*Coordinator*

**Amy Lee**  
*Coordinator*

**Linda Lenoff**  
*Coordinator*

**Linda McKee**  
*Coordinator*

**Susan McNelis**  
*Coordinator*

**Chris Milka**  
*Coordinator*

**Mike Potsic**  
*Coordinator*

1. FY12 Budget Hearing

2. Recognition of Retirement ~ John DeMay

Superintendents recognized and offered congratulations to John DeMay for his commitment to Newark Grade School and KCSEC over the years.

3. Consent Agenda

The Minutes from the Board Meeting on May 11, 2011 were approved. The Board approved the executive session minutes from April 6, 2011 to be made public. The executive session minutes from September 14, 2001, April 8, 2009, and September 8, 2010 will remain closed.

The Board approved the bills for May 2011 and the Financial Report for May 2011.

4. Personnel

Resignations – Certified:

Lisa Bartik, Speech Therapist, effective end of 2010/11 school year  
Michelle Hardin, Teacher, effective end of 2010/11 school year  
Elizabeth Kapinus, Speech Therapist, effective end of 2010/11  
Mary Meehan, Teacher, effective end of 2010/11 school year  
Virginia Sheehy, Speech Therapist, effective end of 2010/11 school year

Resignations – Non-Certified:

Chastity Check, HR Administrative Assistant, effective June 30, 2011  
Susan Hearne, Paraprofessional, effective end of 2010/11 school year  
Carah Kahle, Paraprofessional, effective end of 2010/11 school year

The Board approved the resignations.

Contracts – Certified:

Molly Highbaugh, Psychologist, 185 days  
Brianna Jonathan, Teacher, 185 days  
Jamie Klenner, Teacher, 185 days  
Jill Lee, Teacher, 185 days  
Kim Payton, Coordinator, 205 days  
Karliene Pfalzgraf, Teacher 185 days  
Natasha Radnovich, Teacher, 185 days  
Sara Williams, Speech Therapist, 185 days

Contracts – Non-Certified:



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Samantha Vargocko, Occupational Therapist, 185 days  
Elyse Wilson, Occupational Therapist, 185 days

**Denise McCarthy**  
*Assistant Director*

Leave of Absence:

Administrative Team

Melissa Baier, Social Worker, December 1, 2010 through end of 2011/12 school year

**Terri Anderson**  
*Opportunity School Principal*

Sarah Logan, Teacher, 2011/12 school year

The Board approved the resignations, contracts and Leave of Absences as presented.

**William T. Boyter**  
*Coordinator*

5. New Positions 2011-2012

**Debbie Brouman**  
*Coordinator*

In the most current projections for Early Childhood county wide there is a need for an additional 1.0 FTE Teacher and 1.0 FTE Classroom Paraprofessional for 2011-2012. This new position needed is an Intensive EC classroom. The recommendation to the Board is the classroom is a 5 hour day program. Denise McCarthy presented the rationale for this recommendation. The location will be Brokaw Early Learning Center.

**Deven Butusov**  
*Coordinator*

**Lori Coit**  
*Coordinator*

**Rosemary Diamond**  
*Coordinator*

The Board approved the 1.0 FTE EC Teacher and 1.0 FTE Classroom Paraprofessional positions.

**Patricia Gillen**  
*Coordinator*

6. Governing Board Meeting Dates 2011/12

**Kim Hanson**  
*Coordinator*

The Board approved the governing board meeting dates for the 2011/12.

KCSEC Conference Room

9:00 a.m.

**Amy Lee**  
*Coordinator*

(All meetings are held on the second Wednesday of each month unless noted below)

**Linda Lenoff**  
*Coordinator*

August 10, 2011

September 14, 2011

**Linda McKee**  
*Coordinator*

October 12, 2011

November 9, 2011

**Susan McNelis**  
*Coordinator*

December 14, 2011

January 11, 2012

**Chris Milka**  
*Coordinator*

February 8, 2012

March 14, 2012

April 4, 2012 (1<sup>st</sup> Wednesday)

May 9, 2012

**Mike Potsic**  
*Coordinator*

June 13, 2012

7. Election of Chairperson

Election for the Chairman of the Governing Board was approved and



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accepted at the June 2010 board meeting. Pauline Berggren was elected as the Chairperson for the 2011/12 school year.

**Denise McCarthy**  
*Assistant Director*

8. Room Contracts 2011/12

Enclosed are the contracts for classrooms in your district for the 2011/12 school year.

## Administrative Team

**Terri Anderson**  
*Opportunity School  
Principal*

The Board approved entering into district room rental agreements for the 2011/12 school year.

**William T. Boyter**  
*Coordinator*

9. FY11 Budget Amendment

As per guidance from our auditors, our FY11 Budget amendment has been prepared and is enclosed in your packets. The amendment includes the addition of the IDEA ARRA amounts that are to be expended in FY11 that were not available at the time of the approval of the budget in June 2010.

**Debbie Brouman**  
*Coordinator*

The Board approved the FY11 Budget amendment.

**Deven Butusov**  
*Coordinator*

**Lori Coit**  
*Coordinator*

10. FY12 Budget Approval

**Rosemary Diamond**  
*Coordinator*

The FY12 Joint Agreement Budget for Kendall County Special Education Cooperative for a total of \$27,743,265 has been on display for the last 30 days at the Regional Office of Education and the Cooperative office.

**Patricia Gillen**  
*Coordinator*

The Board approved the FY12 Budget.

**Kim Hanson**  
*Coordinator*

11. Salary and Compensation 2011-2012

**Amy Lee**  
*Coordinator*

Director's Recommendation: Move to go to executive session to discuss:

**Linda Lenoff**  
*Coordinator*

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

**Linda McKee**  
*Coordinator*

**Susan McNelis**  
*Coordinator*

12. Action as a result of closed session ~ No action required

**Chris Milka**  
*Coordinator*

13. Old Business

**Mike Potsic**  
*Coordinator*

14. New Business

- KCSEC received a payment for Fee for Service. This money will be used to supplement special education programming across the county.



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- Opening Day for KCSEC Staff is set for Wednesday, August 17, 2011 at Yorkville Middle School Auditorium.
- Opportunity School was the "Spotlight on Students" at the Oswego Board meeting. There was an article in the Ledger regarding their presentation.
- Lynda Shanks completed the annual OMA/FOIA training.
- A copy of the "ABC Book of Hearing Loss" was presented to each of the Superintendents. This book was a culmination project that began through a grant. The KCSEC HI staff and students all participated in the creation of this book. There is a copy in the KCSEC reception area at 201 Garden Street, Yorkville.
- Preliminary Insurance rates came in just under 5% with no policy changes. Lynda will be meeting to confirm these presented rates this summer.

15. Adjournment

The meeting was adjourned.