

**RURAL CHAMPAIGN COUNTY SPECIAL EDUCATION COOPERATIVE
807 N. MATTIS AVE, CHAMPAIGN, IL 61821**

EXECUTIVE BOARD OF DIRECTORS

February 8, 2018

Mr. Pence, Chair, called the meeting to order at 1:00 PM. The meeting was held in the Conference Room of the Rural Champaign County Special Education Cooperative, 807 N. Mattis Ave, Champaign, Illinois.

Members Present

Ms. Thompson
Mr. Larson
Mr. Davis
Ms. McArthur
Ms. Lobmaster
Mr. Pence
Mr. Grimsley
Mrs. Davis
Mr. White
Mr. Brooks

Not Present

Present at the meeting were Mrs. Jennifer Armstrong, Executive Director; Mrs. Lori Bednarz, Special Education Administrator; Mrs. Allison Whitney, School Psychologist; Ms. Martine Nickols, Executive Assistant.

Additions/Deletions

Update on Website was added to the Discussion Items

Consent Agenda Items

a. Approval of Minutes

The minutes of the January 11, 2018 Executive Board of Directors meeting were in the packet.

b. Approval of Accounts Payable

The accounts payable for the month of February and the payments between Board meetings were in the packet.

c. Approval of Financial Report (Reconciliation)

The reconciliation for the month of January, listing a cash and investment balance of \$ 1,458,418.19 was included in the packet.

Mr. Larson moved to approve the consent agenda items as presented. Ms. Thompson seconded. The following roll call was recorded: "Aye" Mr. Grimsley, Mr. Pence, Mr. Brooks, Ms. McArthur, Mr. White, Mr. Larson, Ms. Thompson, Mrs. Davis, Mr. Davis, Ms. Lobmaster. The motion carried. (10-0)

Executive Session

At 1:02 PM, Mr. Larson made the motion to go into executive session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body. Ms. Thompson seconded. The motion carried. (voice vote)

At 1:10 PM, Ms. McArthur made the motion to move out of executive session. Mr. White seconded. The motion carried. (voice vote)

Action Items

a. Second Reading and Approval of Board Policies

The Director recommended the approval of the following policies:

2:250 – AP 2 Administrative Procedure – Protocols for Record Preservation and Development of Retention Schedules

5:130 – AP Administrative Procedure – Email Retention

Mr. Larson moved to approve the above policies as presented. Mr. Davis seconded. The motion carried. (voice vote)

Discussion Items

a. Timely and Meaningful Consultation Meeting

The Director told the Board that the IDEA timely and meaningful consultation meeting must be held no later than May 31, 2018. Districts must submit proof of their meetings to RCCSEC.

b. RCCSEC Website

The Director told the Board that RCCSEC is working on revamping its website to make it ADA compliant.

Administrative Report

Connections

No report

Spectrum

Mrs. Bednarz reported the following:

- The PFA grant proposal was submitted on January 12, 2018.
- The window of the monitoring visit is March 12 – March 27, 2018.
The review focuses on materials and activities in the classroom and includes a file review and interviews.

Public Participation

There was no public participation.

Good of the Cause Participation

RCCSEC has an applicant for the school psychologist vacancy.

Mr. Davis expressed appreciation of the efforts of Allison Whitney and Jordan Wiles in helping out with school psychology services in his district.

Adjournment

At 1:21 PM, Mr. Larson moved to adjourn. Ms. Thompson seconded. The motion carried. (voice vote)

Ms. Barbara Thompson
Secretary of the Board of Directors

Mr. Todd Pence
Chair of the Board of Directors

Mrs. Jennifer Armstrong
Recording Secretary

Mr. Tom Davis
Vice-Chair of the Board of Directors