

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

EXECUTIVE BOARD OF DIRECTORS

March 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  
Ms. McArthur  
Mr. Pence  
Mrs. Davis  
Mr. White  
Mr. Brooks

Not Present

Mr. Larson  
Mr. Davis (arrived at 1:04 PM)  
Ms. Lobmaster  
Mr. Grimsley (arrived at 1:06 PM)

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

Action Item d – Action to Employ Non-Union Personnel was deleted.

Executive Session

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

Mr. Davis and Mr. Grimsley arrived during closed session.

At 1:29 PM, Ms. McArthur made the motion to move out of Executive Session. Mrs. Davis seconded. The motion carried. (voice vote)

Consent Agenda Items

a. Approval of Minutes

The minutes of the February 8, 2018 Board of Directors meeting were in the packet.

b. Approval of Accounts Payable

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

c. Approval of Financial Report (Reconciliation)

The reconciliation for the month of February, listing a cash and investment balance of \$1,692,277.81 was included in the packet.

Mr. White moved to approve the consent agenda items as presented. Mr. Brooks seconded. The following roll call was recorded: "Aye" Mr. White, Mr. Davis, Mr. Grimsley, Mrs. Davis, Mr. Brooks, Ms. McArthur, Mr. Pence, Ms. Thompson. The motion carried. (8-0)

Action Items

a. Resolution Reference the Honorable Dismissal of a Professional Educator Licensed Employee

Ms. McArthur made the motion that the Board adopt the Resolution reference the honorable dismissal of a Professional Educator Licensed (PEL) employee, Meghan Loschen, as presented and that the Director be authorized and directed to forward a certified copy of this Resolution to the Governing Board, requesting and instructing that the Governing Board adopt a resolution honorably dismissing Megan Loschen and that said Governing Board direct the Director to deliver or cause to be delivered the notice to the employee as specified in the resolution. Mrs. Davis seconded. The following roll call was recorded: "Aye" Mr. Grimsley, Mr. Davis, Mr. Brooks, Mr. Pence, Ms. Thompson, Mrs. Davis, Ms. McArthur, Mr. White. The motion carried. (8-0)

Ms. McArthur made the motion that the Board adopt the Resolution reference the honorable dismissal of a Professional Educator Licensed (PEL) employee, Rebecca Dey, as presented and that the Director be authorized and directed to forward a certified copy of this Resolution to the Governing Board, requesting and instructing that the Governing Board adopt a resolution honorably dismissing Rebecca Dey and that said Governing Board direct the Director to deliver or cause to be delivered the notice to the employee as specified in the resolution. Mr. White seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. White, Mr. Davis, Mr. Brooks, Mr. Grimsley, Mr. Pence, Mrs. Davis, Ms. McArthur. The motion carried. (8-0)

Ms. McArthur made the motion that the Board adopt the Resolution reference the honorable dismissal of a Professional Educator Licensed (PEL) employee, Kimberly Flesch, as presented and that the Director be authorized and directed to forward a certified copy of this Resolution to the Governing Board, requesting and instructing that the Governing Board adopt a resolution honorably dismissing Kimberly Flesch and that said Governing Board direct the Director to deliver or cause to be delivered the notice to the employee as specified in the resolution. Mr. Brooks seconded. The following roll call was recorded: "Aye" Ms. McArthur, Mrs. Davis, Mr. Brooks, Mr. Pence, Mr. Davis, Ms. Thompson, Mr. White, Mr. Grimsley. The motion carried. (8-0)

b. Resolution Reference the Honorable Reclassification of a Professional Educator Licensed Employee

Ms. McArthur made the motion that the Board adopt the Resolution reference the honorable reclassification of a professional educator licensed employee (PEL) Kayla McElfresh as presented and

that the Director be authorized and directed to forward a certified copy of this Resolution to the Governing Board, requesting and instructing that the Governing Board adopt a resolution honorably reclassifying Kayla McElfresh and that said Governing Board direct the Director to deliver or cause to be delivered the notice to the employee as specified in the resolution. Mrs. Davis seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Pence, Mr. Brooks, Mr. Grimsley, Mrs. Davis, Mr. White, Ms. McArthur, Ms. Thompson. The motion carried. (8-0)

c. Action to Approve the Memo of Understanding, Professional Development Funds

RCCSEC must spend 5% of their IDEA B allocation on professional development. As of February 27, 2018, RCCSEC has a remaining balance of \$27,825 in professional development funds. The MOU, which was included in the Board packet, allows RCCSEC to exceed the contractual amount of \$500 per employee.

Ms. Thompson moved to approve the MOU regarding professional development funds as presented. Mr. Grimsley seconded. The following roll call was recorded: "Aye" Mr. Grimsley, Mr. Pence, Mr. Brooks, Ms. McArthur, Mr. White, Ms. Thompson, Mrs. Davis, Mr. Davis. The motion carried. (voice vote)

d. Action to Employ Non-Union Personnel

Item was deleted from the agenda.

e. Action to Approve IDEA PK Amendment

The Director recommended the approval of the IDEA PK amendment. The amendment was completed to include future teacher aide position. A copy of the amendment was included in the packet.

Mr. Davis moved to approve the IDEA PK amendment as presented. Ms. McArthur seconded. The motion carried. (voice vote)

f. First Reading RCCSEC Board Policies

The following policies were presented for first reading:

- 2:260 Uniform Grievance Procedure
- 4:15 Identity Protection
- 4:110 Transportation
- 4:150 Facility Management and Building Programs
- 4:170 Safety
- 5:20 Workplace Harassment Prohibited
- 5:90 Abused and Neglected Child Reporting
- 5:100 Staff Development Program
- 5:200 Terms and Conditions of Employment and Dismissal
- 5:220 Substitute Teachers
- 5:240 Suspension

5:290	Employment Termination and Suspensions
6:150	Home and Hospital Instruction
6:300	Graduation Requirements
6:340	Student Testing and Assessment Program
7:10	Equal Educational Opportunities
7:15	Student and Family Privacy Rights
7:20	Harassment of Students Prohibited
7:70	Attendance and Truancy
7:180	Prevention of and Response to Bullying, Intimidation, and Harassment
7:190	Student Behavior
7:250	Student Support Services
7:275	Orders to Forgo Life-Sustaining Treatment
7:340	Student Records

### Discussion Items

a. Professional Development for FY 19

RCCSEC will increase professional development funds sent to districts. The Director will notify Superintendents once the tentative FY 19 IDEA Part B allocation is shared by ISBE.

Mr. White expressed the need for more CPI trainings.

b. Kindergarten Expectations for Spectrum

RCCSEC is requesting a document from districts, noting Kindergarten expectations for their district. This document will be shared with Spectrum parents in order to better prepare families of students with more challenging behaviors/academics. The Director has also asked Lori the schedule visits for Spectrum teachers, parents and those more involved students to visit the Kindergarten classrooms this spring.

Mr. White asked that parents be educated regarding Kindergarten readiness. He said there was a situation in his district where the parents were told the student was ready for Kindergarten. However, the student was not.

c. Work on Building

RCCSEC will be completing work to the building this spring. The initial building inspection listed a few items for future repair:

- Replace control joint sealants
- Replace perimeter sealants on windows
- Restore roof seams
- Fix cracked concrete on sidewalk

The Director has also asked for projected costs to install a ceiling in the cubicle room, add sliding doors to the cubicle room and Jim Mayer's office.

All repairs will be funded by IDEA Part B.

Administrative Report

a. Cooperative Program Updates

*Connections*

No report

*Spectrum*

Mrs. Bednarz is hoping to hear about the grant by March 12, 2018.

The Director asked Superintendents to talk to their special education staff regarding the timely submission of IEP paperwork to the RCCSEC office. This paperwork should be submitted to RCCSEC no later than 10 days after the meeting.

The Director also reminded Superintendents to hold the Timely and Meaningful Consultation meeting.

Public Participation

There was no public participation.

Good of the Cause Participation

There was no good of the cause participation.

Adjournment

At 1:56 PM, Ms. Thompson moved to adjourn. Ms. McArthur seconded. The motion carried. (voice vote)

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Ms. Barbara Thompson  
Secretary of the Board of Directors

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Mr. Todd Pence  
Chair of the Board of Directors

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Mrs. Jennifer Armstrong  
Recording Secretary

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