

**RURAL CHAMPAIGN COUNTY SPECIAL EDUCATION COOPERATIVE**  
**807 N. MATTIS AVE, CHAMPAIGN, IL 61821**  
EXECUTIVE BOARD OF DIRECTORS

September 14, 2023

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

Members Present

Mr. Davis  
Mr. Larson  
Mr. Brooks  
Mr. Ellison  
Mr. Graham  
Mr. Landeck

Not Present

Ms. Thompson  
Mr. Isenhower  
Ms. Turner  
Ms. McArthur

Present at the meeting were Mrs. Jennifer Armstrong, Executive Director; Mrs. Stephanie Ward, Executive Assistant; Mrs. Samantha Pettry, Spectrum Program Coordinator; Mrs. Alison Whitney, School Psychologist

Appointment of Secretary Pro Tem

Mr. Landeck moved to approve Mr. Larson as Secretary Pro Tem. Mr. Davis seconded. Motion passed. (voice vote)

Additions/Deletions

There were no additions or deletions.

Consent Agenda Items

a. Approval of Minutes

The minutes of the August 10, 2023 Executive Board meeting were in the Board packet.

b. Accounts Payable

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

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c. Approval of Financial Report (Reconciliation)

The reconciliation for the month of August, listing a cash and investment balance of \$, was included in the Board packet.

Mr. Davis moved to approve the consent agenda items as presented. Mr. Larson seconded. The following roll call was recorded: "Aye" Mr. Ellison, Mr. Davis, Mr. Graham, Mr. Landeck, Mr. Brooks, Mr. Larson "Nay" None. The motion carried. (6-0)

Action Items

a. Action to Employ Personnel

The Director recommended the employment of the following Personnel:

- Ashley Kolakowski - 1.0 FTE Paraprofessional, Unity East Spectrum

Mr. Larson made the motion to employ Ashley Kolakowski as presented. Mr. Landeck seconded. The motion carried. (voice vote)

b. Second Reading and Action to Approve RCCSEC Board Policies

The Director recommended the approval of the following Board policies:

2:170 Procurement of Architectural, Engineering, and Land Surveying Services

4:45 Insufficient Fund Checks and Debt Recovery

4:100 Insurance Management

5:230 Maintaining Student Discipline

6:240 Fieldtrips and Recreational Class Trips

7:275 Orders to Forgo Life-Sustaining Treatment

8:25 Advertising and Distributing Materials in Schools Provided by Non-School

Related Entities

8:95 Parental Involvement

Mr. Davis moved to approve the first reading of RCCSEC Board policies. Mr. Graham seconded. The motion carried. (voice vote)

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### Discussion Items

The Spectrum Program Coordinator, Samantha Pettry, reported the following:

Spectrum Attendance:

St Joseph: 87 students (90 would be full)

Unit 7: 39 students (60 would be full)

Thomasboro: 23 (30 would be full)

45 students were screened on the following dates:

St Joe: August 22

Unit 7: August 23

Thomasboro: August 24

There will be one more Fall screening at Unity on September 14

The Executive Director reminded the Superintendents that if Proportionate Share funds are not used in 27 months they can be released to general carryover. The funds must be spent on a services or a combination of services and materials. Funds cannot be spent on materials alone. The Executive Director suggested they check with the Speech staff in their Districts.

### Public Participation

There was no public participation.

### Good of the Cause Participation

There was no good of the cause participation.

### Adjournment

At 1:09 PM, Mr. Larson moved to adjourn. Ms. Thompson seconded. The motion carried. (voice vote)

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Ms. Bonnie McArthur  
Secretary of the Board of Directors

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Mr. Brian Brooks  
Chair of the Board of Directors

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Mrs. Jennifer Armstrong  
Recording Secretary

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Mr. Jared Ellison  
Vice-Chair of the Board of Directors