

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

**EXECUTIVE BOARD OF DIRECTORS**

January 13, 2022

Mr. Larson, 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  
Ms. McArthur  
Mr. Graham  
Mr. Pence  
Mr. Smith  
Mr. Brooks

Not Present

Mr. Davis  
Ms. Turner  
Mr. Isenhower

Present at the meeting were Mrs. Jennifer Armstrong, Executive Director; Mrs. Janice Swanson, School Social Worker; Ms. Martine Nickols, Executive Assistant.

Additions/Deletions

The approval to employ Ashley Stephen was removed from Action Item b. Action to Employ Educational Support Personnel.

Consent Agenda Items

a. Approval of Minutes

The minutes of the December 9, 2021 Executive Board meeting were included in the packet.

b. Approval of Accounts Payable

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

c. Approval of Financial Report (Reconciliation)

The reconciliation for the month of December, listing a cash and investment balance of \$ 468,178.44, was included in the packet.

Mr. Brooks moved to approve the consent agenda items as presented. Ms. McArthur seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Larson, Ms. McArthur, Mr. Graham, Mr. Pence, Mr. Smith, Mr. Brooks. "Nay" None. The motion carried. (7-0)

Executive Session

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

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

Action Items

a. Action to Approve FMLA

The Director recommended the approval of the FMLA extension request through January 31, 2022 from Tammy Gilbert, School Social Worker.

Ms. Thompson moved to approve the FMLA extension request from Tammy Gilbert as presented. Ms. McArthur seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Larson, Ms. McArthur, Mr. Graham, Mr. Pence, Mr. Smith, Mr. Brooks. "Nay" None. The motion carried. (7-0)

b. Action to Employ Educational Support Personnel

The Director recommended the employment of the following Educational Support Personnel:

- Tayler Garrett - 1.0 FTE Paraprofessional, St. Joseph Spectrum classroom aide

Ms. McArthur moved to employ Tayler Garrett as a 1.0 FTE paraprofessional for St. Joseph Spectrum. Mr. Smith seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Larson, Ms. McArthur, Mr. Graham, Mr. Pence, Mr. Smith, Mr. Brooks. "Nay" None. The motion carried. (7-0)

c. Review of Closed Session Minutes (Semi-Annual Review) and Approval to Keep Closed Session Minutes Confidential

Mr. Pence moved to approve the closed session minutes and to keep the closed session minutes confidential. Mr. Smith seconded. The motion carried. (voice vote)

d. Approval to Destroy Verbatim Records of Closed Session Meetings prior to June 2020

Mr. Pence moved to destroy verbatim records of closed session meetings prior to June 2020. Mr. Brooks seconded. The motion carried. (voice vote)

Discussion Items

a. IDEA ARP Funds

The Director reported that ISBE has released the IDEA American Rescue Plan (ARP) funds for both IDEA Flow Through and IDEA Pre-K. The district allocations were listed in the board packet. These funds should be spent on special education services/materials, but the grants must include some type of service for students. These funds must be spent and cannot be held in reserves. Districts have until 2024 to spend the funds.

The Director asked the board if districts would like to write their own grants and use the funds for special education activities. In this case, RCCSEC would not invoice for these funds and districts would be responsible for all aspects of the funds. Districts cannot supplant local funds and must maintain Maintenance of Effort (MOE). OR, districts could flow the funds back to RCCSEC in order to reduce the deficit. RCCSEC would write each grant and the IDEA ARP funds would be listed separately on the monthly IDEA invoice. The Pre-K ARP funds could be used to support additional staff in the classrooms and/or to reduce the Pre-K billings.

After discussion, it was agreed that all ARP funds should go to the Cooperative and the Director will spend the funds accordingly.

Administrative Report

a. Cooperative Program Updates

*Spectrum*

The Director reported the following:

- The Spectrum enrollment is 141 students, with all classes full in St. Joseph and Unity. The program is struggling to fill the Thomasboro classroom. Parents don't show for screenings or don't complete the enrollment paperwork or pull their child from the program. Samantha Pettry continues to complete regular screenings in order to increase enrollment.
- Sadie Huckstadt, Instructional Leader/Parent Coordinator, organized a Santa visit at each site in December.
- Staff used the January inservice day to implement new protocols in the classrooms in order to reduce whole class quarantines.
- Spectrum will continue with the 10 -day quarantine rather than the newly approved reduction in quarantine days as proper masking can be a challenge with early childhood students.

RCCSEC will hold an Administrator's Academy on March 2, 2022 from 8:30 AM – 3:30 PM. Brandon Wright will be presenting.

Executive Board of Directors

January 13, 2022

Page 4 of 4

Public Participation

There was no public participation.

Good of the Cause Participation

There was no good of the cause participation.

Adjournment

At 1:32 PM, Ms. Thompson moved to adjourn. Mr. Smith seconded. The motion carried. (voice vote)

---

Ms. Bonnie McArthur  
Secretary of the Board of Directors

---

Mr. Andrew Larson  
Chair of the Board of Directors

---

Mrs. Jennifer Armstrong  
Recording Secretary

---

Mr. Todd Pence  
Vice-Chair of the Board of Directors