

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

**EXECUTIVE BOARD OF DIRECTORS**

February 10, 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 Avenue, Champaign, Illinois.

Members Present

Ms. Thompson  
Mr. Larson  
Mr. Davis  
Ms. McArthur  
Mr. Graham  
Mr. Pence  
Mr. Isenhower  
Mr. Brooks

Not Present

Mr. Smith  
Ms. Turner (arrived at 1:01 PM)

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

Additions/Deletions

Executive Session was removed from the agenda.

The employment of Pamela Roberts as a 1 FTE Paraprofessional – classroom aide was added to Action Item b.

Ms. Turner arrived at 1:01 PM.

Consent Agenda Items

a. Approval of Minutes

The minutes of the January 13, 2022 Executive Board 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 \$ 948,279.33 was included in the packet.

Mr. Brooks moved to approve the consent agenda items as presented. Ms. Thompson seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Davis, Mr. Larson, Ms. McArthur, Mr. Graham, Mr. Pence, Ms. Turner, Mr. Isenhower, Mr. Brooks; "Nay" None. The motion carried. (9-0)

Action Items

a. Action to Accept the Resignation of Personnel

The Director recommended the approval of the following resignation:

- Tammey Gilbert - 1.0 FTE School Social Worker

Ms. McArthur moved to accept the resignation of Tammey Gilbert, School Social Worker. Mr. Isenhower seconded. The motion carried. (voice vote)

b. Action to Employ

The Director recommended the employment of the following individuals:

- Michelle Curry - 1.0 FTE School Social Worker, effective start 22-23 school year
- Tricia Willis - 1.0 FTE Early Childhood Teacher, Short Term Approval, effective 01/19/2022
- Pamela Roberts - 1.0 FTE Paraprofessional, Classroom Aide, St. Joseph Spectrum

Ms. Mc Arthur moved to employ Michelle Curry, Tricia Willis and Pamela Roberts as presented. Mr. Pence seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Davis, Mr. Larson, Ms. McArthur, Mr. Graham, Mr. Pence, Ms. Turner, Mr. Isenhower, Mr. Brooks. "Nay" None. The motion carried. (9-0)

c. First Reading of RCCSEC Board Policies

The Director recommended the approval of the first reading of the following Board policies:

- 4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors (NEW)
- 2:105 Ethics and Gift Ban
- 2:220 Board Meeting Procedure
- 2:220-E1 Exhibit- Board Treatment of Closed Meeting Verbatim Recordings and Minutes
- 2:220-E3 Exhibit - Closed Meeting Minutes
- 2:220-E5 Exhibit - Semi-Annual Review of Closed Meeting Minutes

- 2:220-E6 Exhibit - Log of Closed Meeting Minutes
- 2:220-E8 Exhibit- Governing Board Records Maintenance Requirements and  
FAQs
- 2:260 Uniform Grievance Procedure
- 3:40 Executive Director
- 3:50 Administrative Personnel Other Than the Executive Director
- 4:60 Purchases and Contracts
- 4:160 Environmental Quality of Buildings and Grounds
- 4:170 Safety
- 4:175 Convicted Child Sex Offender; Screening; Notifications
- 5:10 Equal Employment Opportunity and Minority Recruitment
- 5:20 Workplace Harassment Prohibited
- 5:30 Hiring Process and Criteria
- 5:50 Drug-and Alcohol- Free Workplace; E-Cigarette, Tobacco, and Cannabis  
Prohibition
- 5:90 Abused and Neglected Child Reporting
- 5:100 Staff Development Program
- 5:120 Employee Ethics; Conduct; and Conflict of Interest
- 5:125 Personal Technology and Social Media; Usage and Conduct
- 5:150 Personnel Records
- 5:185 Family and Medical Leave
- 5:200 Terms and Conditions of Employment and Dismissal
- 5:220 Substitute Teachers
- 5:250 Leaves of Absence
- 5:330 Sick Days, Vacation, Holidays, and Leaves
- 6:20 Calendar and Day
- 6:120 Education of Children with Disabilities
- 6:340 Student Testing and Assessment Program

- 7:10 Equal Educational Opportunities
- 7:20 Harassment of Students Prohibited
- 7:60 Residency
- 7:70 Attendance and Truancy
- 7:80 Release Time for Religious Instruction/Observance
- 7:150 Agency and Police Interviews
- 7:160 Student Appearance
- 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment
- 7:190 Student Behavior
- 7:200 Suspension Procedures
- 7:210 Expulsion Procedures
- 7:250 Student Support Services
- 7:290 Suicide and Depression Awareness and Prevention
- 7:310 Restrictions on Publications; Elementary Schools
- 7:340 Student Records
- 7:345 Use of Educational Technologies; Student Data Privacy and Security
- 8:100 Relations with Other Organizations and Agencies (5-year review)

Ms. Thompson moved to approve the first reading of the above policies as presented. Mr. Brooks seconded. The motion carried. (voice vote)

d. Action to Remove RCCSEC Board Policies

The Director recommended the approval to remove the following Board policies from the policy manual:

- 6:300 Graduation Requirements
- 7:315 Restrictions on Publications; High Schools

Mr. Isenhower moved to remove the above policies as presented. Ms. McArthur seconded. The motion carried. (voice vote)

Administrative Report

a. Cooperative Program Updates – Spectrum

The Director reported that she continues to try to find staff to work in the program.

Public Participation

There was no public participation.

Good of the Cause Participation

There was no good of the cause participation.

Adjournment

At 1:06 PM, Ms. Thompson moved to adjourn. Ms. McArthur seconded. The motion carried. (voice vote)

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Ms. Bonnie McArthur  
Secretary of the Board of Directors

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Mr. Andrew Larson  
Chair of the Board of Directors

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Mrs. Jennifer Armstrong  
Recording Secretary

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