

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

EXECUTIVE BOARD OF DIRECTORS

March 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 Ave, Champaign, Illinois.

Members Present

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

Not Present

Ms. Thompson
Mr. Smith
Ms. Turner
Mr. Isenhower

Present at the meeting were Mrs. Jennifer Armstrong, Executive Director; Mrs. Janice Swanson, School Social Worker; Mrs. Stephanie Ward, Special Education Records Manager; Ms. Martine Nickols, Executive Assistant.

Additions/Deletions

The Executive Session was deleted from the agenda.

Consent Agenda Items

a. Approval of Minutes

The minutes of the February 10, 2022 Executive Board 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 included in the packet.

c. Approval of Financial Report (Reconciliation)

The reconciliation for the month of February, listing a cash and investment balance of \$ 994,991.51, was included in the packet.

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

Action Items

a. Action to Employ Professional Educator Licensed Personnel

The Director recommended the employment of the following professional educator licensed personnel:

- Angela Kamradt - 1.0 FTE RTI and Entitlement Consultant

Mr. Davis moved to employ Angela Kamradt as RTI and Entitlement Consultant as presented. Mr. Brooks seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Larson, Ms. McArthur, Mr. Graham, Mr. Pence, Mr. Brooks. "Nay" None. The motion carried. (6-0)

b. Action to Employ School Social Work Interns

The Director recommended the employment of the following school social work interns:

- Sierra Smith - .80 FTE School Social Work Intern
- Gayle Lewis - .80 FTE School Social Work Intern

Ms. McArthur moved to approve the employment of Sierra Smith and Gayle Lewis as social work interns as presented. Mr. Graham seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Larson, Ms. McArthur, Mr. Graham, Mr. Pence, Mr. Brooks. "Nay" None. The motion carried. (6-0)

c. Second Reading and Action to Approve RCCSEC Board Policies

The Director recommended the approval of the following Board policies:

- 4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors
- 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)

Mr. Davis moved to approve the board policies as presented. Ms. McArthur seconded. The motion carried. (voice vote)

Discussion Items

None

Administrative Report

Spectrum

The Spectrum Spring Parent Involvement Nights are scheduled for April 6 at Unity East, April 11 at St. Joseph, and April 13 at Thomasboro.

RCCSEC has had an open early childhood position posted since June 2021 with one viable candidate who has not responded to the Director's contacts. There are currently 5 classrooms (reduced from 6 due to lack of teachers) with one classroom covered with long-term subs. The long-term subs are not interested in returning next year. The plan for next school year would be to reduce the number of current classrooms by one, leaving the program with 4 classrooms: 1 at Thomasboro, 2 at St. Joseph and 1 at Unity. The Director wants to alert parents now so that they have ample time to secure child care. RCCSEC will continue to search for PEL staff and/or licensed substitutes who would be appropriate for a lead classroom teacher.

Because students are screened for risk factors prior to enrollment, each student will be placed in order of need, based on the risk factors and IEP status. Students with IEPs will continue in the program next year. Classrooms will be filled with the students with the most at-risk factors until the classes are filled at 15 students. The remaining students will be placed on a waiting list. The parents of those on the waiting list will be notified their child will be moved to a waiting list due to staff shortage.

The Director will write the PFA grant for the full amount. The grant was reduced this year because of the reduction of 1 classroom at Unity. If a classroom has to be closed at St. Joseph next year, the grant will be further reduced.

Executive Board of Directors

March 10, 2022

Page 5 of 5

Public Participation

Stephanie Ward, Special Education Records Manager was introduced.

Good of the Cause Participation

Mr. Davis commented that the March 2nd Administrator's Academy was good.

Adjournment

At 1:08 PM, Mr. Brooks moved to adjourn. Mr. Graham 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