

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

**EXECUTIVE BOARD OF DIRECTORS**

April 8, 2021

Mr. Brooks, 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. Pence  
Mr. Smith  
Ms. Turner  
Mr. Brooks

Not Present

Ms. Thompson  
Mr. Isenhower  
Mr. Graham

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

Additions/Deletions

Closed Session was deleted.  
IWAS Grants was added to Discussion Items.

Consent Agenda Items

a. Approval of Minutes

The minutes of the March 11, 2021 Executive Board meeting were in the packet.

b. Approval of Accounts Payable

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

c. Approval of Financial Report (Reconciliation)

The reconciliation for the month of March, listing a cash and investment balance of \$ 992,571.94, was included in the packet.

Mr. Larson made the motion to approve the consent agenda items as presented. Ms. McArthur seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Larson, Ms. McArthur, Mr. Pence, Mr. Smith, Ms. Turner, Mr. Brooks. The motion carried. (7-0)

Action Items

a. Action to Employ Professional Educator Licensed Personnel

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

- Carly Musselman - 1.0 FTE School Social Worker

Ms. McArthur moved to approve the employment of Carly Musselman as 1.0 FTE School Social Worker as presented. Mr. Pence seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Larson, Ms. McArthur, Mr. Pence, Mr. Smith, Ms. Turner, Mr. Brooks. The motion carried. (7-0)

b. Action to Accept Resignations

The Director recommended the approval of the following resignations:

- Anna McCarthy - 1.0 FTE School Social Worker
- Shaina Minneman - 1.0 FTE Early Childhood Teacher

Mr. Larson moved to accept the resignations of Anna McCarthy and Shaina Minneman as presented. Mr. Davis seconded. The motion carried. (voice vote)

c. Action to Adopt PSIC Resolution

RCCSEC has joined the Prairie State Insurance Cooperative. The Director recommended the approval of the Resolution for Membership in the Prairie State Insurance Cooperative.

The annual premium with PSIC is \$22,648.00.

Mr. Larson moved to adopt the Resolution for Membership in the Prairie State Insurance Cooperative as presented. Mr. Smith seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Larson, Ms. McArthur, Mr. Pence, Mr. Smith, Ms. Turner, Mr. Brooks. The motion carried. (7-0)

Discussion Items

a. Timely and Meaningful Consultation

Districts were reminded to hold the IDEA proportionate share timely and meaningful consultation no later than May 31, 2021 as outlined in the Board packet.

b. Completing Necessary Applications

In order for the Director to complete IDEA grant applications, districts were reminded to complete the following:

- Grantee registration and completion of the Internal Controls Questionnaire (ICQ) via [grants.illinois.gov](http://grants.illinois.gov)

- Organizational Risk Assessment via IWAS
- Consolidated District Plan

c. IWAS Grants

Grant reporting has been changed from 4 times to 2 times per year.

Spectrum Report

The Spectrum report was included in the packet.

Mrs. Hastings reported the following:

- The teams have been working hard on early childhood outcome reporting for students with IEPs.
- The program is also making preparations for students transitioning to Kindergarten by collaborating with districts on transition meetings.
- Eight referrals are being completed.
- The summer screening dates have been set. Districts will be notified of the dates.
- The enrollment stands at 161 students.
- Would like to return to 5 days per week in-person sessions.
- Funds will be available for transportation reimbursement.

Public Participation

There was no public participation.

Good of the Cause Participation

There was no good of the cause participation.

Adjournment

At 1:16 PM, Ms. McArthur moved to adjourn. Mr. Smith seconded. The motion carried. (voice vote)

---

Ms. Bonnie McArthur  
Secretary of the Board of Directors

---

Mr. Brian Brooks  
Chair of the Board of Directors

---

Mrs. Jennifer Armstrong  
Recording Secretary

---

Ms. Barbara Thompson  
Vice-Chair of the Board of Directors