

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

EXECUTIVE BOARD OF DIRECTORS

April 11, 2019

Mr. Pence, 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
Mr. Davis
Ms. McArthur
Ms. Lobmaster
Mr. Pence
Mr. Grimsley
Mr. Wilson
Mr. Brooks

Not Present

Mr. White

Present at the meeting were Mrs. Jennifer Armstrong, Executive Director; Mrs. Lori Bednarz, Special Education Administrator; Mr. Jordan Wiles, School Psychologist; Ms. Martine Nickols, Executive Assistant.

Additions/Deletions

The following items were added to the Discussion Items:

- October 11
- Meeting with Bookkeepers
- Consolidated District Plan
- June Board Meeting
- RTI
- Psychologists/Social Workers Schedules

Consent Agenda Items

a. Approval of Minutes

The minutes of the March 14, 2019 Executive Board of Directors 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 \$ 1,325,123.61, was included in the packet.

Mr. Larson moved to approve the consent agenda items as presented. Ms. Thompson seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Pence, Mr. Brooks, Mr. Grimsley, Mr. Larson, Mr. Wilson, Ms. McArthur, Ms. Thompson, Ms. Lobmaster. The motion carried. (9-0)

Action Items

a. Action to Employ Professional Educator Licensed Personnel

The Director recommended the approval of the following Professional Educator Licensed Personnel:

- Sharon Benekohal - 1.0 FTE School Social Worker
- Sarah Thomas - 16 hours per week School Social Worker

Mr. Larson moved to approve the employment of Sharon Benekohal and Sarah Thomas as recommended by the Director. Ms. Lobmaster seconded. The following roll call was recorded: "Aye" Mr. Grimsley, Mr. Pence, Mr. Brooks, Ms. McArthur, Mr. Larson, Ms. Thompson, Mr. Wilson, Mr. Davis, Ms. Lobmaster. The motion carried. (9-0)

b. Action to Appoint RCCSEC Complaint Manager

The Director recommended that the Board appoint a new complaint Manager since Mr. Grimsley is retiring.

Ms. McArthur made the motion to appoint Bonnie McArthur as complaint manager. Mr. Grimsley seconded. The motion carried. (voice vote)

c. Action to Appoint RCCSEC Executive Board Officers

The Director recommended that the Board appoint new Board Officers with a start date of July 1, 2019. The current officers' two year term is expiring.

Ms. Thompson moved to appoint Mr. Brooks as Chair of the Executive Board effective July 1, 2019. Ms. McArthur seconded. The motion carried. (voice vote)

Mr. Pence moved to appoint Ms. Thompson as Vice-Chair of the Executive Board effective July 1, 2019. Mr. Larson seconded. The motion carried. (voice vote)

Ms. Thompson moved to appoint Ms. Bonnie McArthur as Secretary of the Executive Board effective July 1, 2019. Mr. Grimsley seconded. The motion carried. (voice vote)

d. First Reading RCCSEC Board Policies

The packet included the following proposed Board policies:

- 4:30 Revenue and Investments
- 6:65 Student Social and Emotional Development
- 7:185 Teen Dating Violence Prohibited
- 8:95 Parental Involvement
- 2:20 Powers and Duties of the Boards
- 4:100 Insurance Management
- 4:110 Transportation
- 4:150 Facility Management and Building Programs
- 4:160 Environmental Quality of Buildings and Grounds
- 5:330 Sick Days, Vacation, Holidays and Leaves
- 4:190 Targeted School Violence Prevention Program

It was recommended that policy 4:190 Targeted School Violence Prevention Program not be adopted as it is not required at this time. Some member districts' legal counsel has advised them not to adopt this policy at this time.

Discussion Items

a. Timely and Meaningful Consultation

The Director reminded the Board that Timely and Meaningful Consultation meetings need to be held by no later than May 31, 2019. The date of the meeting needs to be included in the District Consolidated Plan. Districts must also submit proof of their meetings to RCCSEC.

b. Governing Board Members

The Director asked that Superintendents consult with their district Board of Education regarding new RCCSEC Governing Board members. The new Governing Board Members must be appointed by the member school district Board of Education.

c. Roof Proposal

The Director reported that she received the roof proposal from Justin Placek with BLDD. The signed contract was returned and she is waiting for further instructions from BLDD.

d. RCCSEC Professional Development/October 11

RCCSEC has the following workshops scheduled:

- May 3, 2019 Sensory Processing: Sensory Strategies for All Students
8:30-3:30 | Hotel and Conference Center

- August 5 and August 6, 2019 STAR Autism Support
8:30-3:30 I Hotel and Conference Center
- August 8, 2019 Links Curriculum Workshop
8:30-3:30 Rantoul Township High School
- August 8 & 9, 2019 AIMSweb Plus Basics
8:30-11:30 St. Joseph Middle School
- August 8 & 9, 2019 AIMSweb Plus Advanced
12:30-3:30 St. Joseph Middle School
- October 11, 2019 Executive Functioning Strategies to Help Reluctant Writers Increase Achievement and Improve Behavior
8:30-3:30 Location TBA
- February 28, 2020 Co-Teaching: Contemporary Practices to Foster Student Success
8:30-3:30 I Hotel and Conference Center

The Director is also planning on scheduling a workshop on Writing a Legally Defensible IEP and Section 504.

Also, the RCCSEC OT/PT department is forming an Autism Team.

It was agreed not to hold a county wide inservice on October 11.

e. CPI

The Director told the Board that RCCSEC has 4 trainers (all administrators) available to train staff within the 10 member districts. It is becoming more and more difficult to meet the needs of the districts at the beginning of the school year since there are so many different calendars and only so many teacher institute days to work with. It would be ideal to request that staff attend CPI training over the summer or have districts obtain their own trainer for their district. To become a CPI trainer, one must attend a five day training.

f. Consolidated District Plan

None of the districts had submitted their Consolidated District Plan as of the date of the meeting. The plan will need to be approved by the district's Board of Education and will need to be submitted by June.

g. Meeting with Bookkeepers

The Director will schedule a meeting with district bookkeepers to go over the new IDEA procedures on May 9th at 11:00 AM.

h. June Board Meeting

The Director told the Board that she is proposing to hold the June Board meeting at a location other than RCCSEC.

i. RTI

The Director told the Board that RCCSEC has spent almost \$10,000 in additional testing because districts did not have enough data.

j. Psychologists/Social Workers Schedules

The Psychologists and Social Workers schedules have been created for next school year. RCCSEC will be contracting with a tele psychologist to complete evaluations for high school level students.

The Director also told the Board that RCCSEC will distribute extra IDEA money among the districts. These funds can be spent on anything related to special education.

Mr. Pence, Chair told the Board that the Director's evaluation has been completed. He will meet with the Director.

Administrative Report

Spectrum Report:

- Screenings have continued all year with 104 completed so far and several more that have been scheduled.
- Referrals for special education evaluations continue to come in from Head Start and Parents; may have to conduct some summer evaluations.
- Several more children with autism or other developmental delays will be coming to Spectrum through Early Intervention once the students turn 3.
- Transition meetings are being held and/or scheduled with districts.
- Information about students moving on to Kindergarten is in the process of being shared. (Dental Forms, Physicals that will still be current for Kindergarten, Birth Certificates, and Child Progress Notes.)
- The remaining transportation funds will be distributed in June.

A discussion was held regarding teachers attending trainings during the summer. The Director asked if teachers would attend summer trainings if a stipend was given. It was suggested that trainings be held right after school is out. RCCSEC will also pay for subs for teachers going to trainings.

Public Participation

Jordan Wiles, RCCSEC-EA President, told the Board that he has contacted the Director regarding contract negotiations. The plan is to hold negotiations the first two weeks of June.

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Mr. Larson said that he has contacted Dr. Jane Quinlan to setup new Board member and PERA training. Unit 7 schools is willing to host the trainings.

Adjournment

At 1:44 PM, Mr. Larson moved to adjourn. Ms. McArthur seconded. The motion carried. (voice vote)

Ms. Barbara Thompson
Secretary of the Board of Directors

Mr. Todd Pence
Chair of the Board of Directors

Mrs. Jennifer Armstrong
Recording Secretary

Mr. Tom Davis
Vice-Chair of the Board of Directors