

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

**EXECUTIVE BOARD OF DIRECTORS**

April 14, 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. Pence  
Ms. Turner  
Mr. Brooks

Not Present

Mr. Davis  
Mr. Graham  
Mr. Smith  
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 following items were deleted from the agenda:

- V. Executive Session
- VI-b Action to Employ Educational Support Personnel

Consent Agenda Items

a. Approval of Minutes

The minutes of the March 10, 2022 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 \$ 1,064,834.20, 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" Ms. Thompson, Mr. Larson, Ms. McArthur, Mr. Pence, Ms. Turner, Mr. Brooks; "Nay" None. The motion carried. (6-0)

Action Items

a. Action to Employ Professional Educator Licensed Personnel

The Director recommended the approval of the employment of the following personnel:

- Megan Molina - 1.0 FTE Early Childhood Teacher, Unity
- Samantha Pettry - 1.0 FTE Program Coordinator, Spectrum

Ms. Thompson moved to employ Megan Molina and Samantha Pettry as presented. Ms. McArthur seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Larson, Ms. McArthur, Mr. Pence, Ms. Turner, Mr. Brooks; "Nay" None. The motion carried. (6-0)

b. Deleted – Action to Employ Education Support Personnel

c. Action to Approve Resignation

The Director recommended the approval of the following resignations:

- Haley Allen - 1.0 FTE Early Childhood Teacher, St. Joseph
- Mike Kelly - 1.0 FTE Early Childhood Teacher, St. Joseph

Ms. McArthur moved to approve the resignations of Haley Allen and Mike Kelly as presented. Mr. Brooks seconded. The motion carried. (voice vote)

d. Action to Approve Retirement

The Director recommended the approval of the following retirement at the end of 2021 -2022 school year:

- Karen Jannusch - .80 FTE Physical Therapist

Ms. Thompson moved to approve the retirement of Karen Jannusch as presented. Ms. McArthur seconded. The motion carried. (voice vote)

e. Action to Approve Job Description

The Director recommended the approval of the following job descriptions, which had minor wording changes that did not change the duties of the position.

- Transition Specialist/STEP Coordinator
- Physical Therapist

Mr. Pence moved to approve the Transition Specialist/STEP Coordinator and Physical Therapist job descriptions as presented. Ms. McArthur seconded. The motion carried. (voice vote)

f. Action to Approve COVID Days

HB 1167 requires public school districts, public charter schools, and public universities to reimburse all sick leave taken by fully vaccinated teachers and employees during the 2021 – 2022 school year if the leave was taken due to a confirmed or probable diagnosis of COVID-19, being identified as a “close contact” of an individual with COVID-19, or due to required exclusion from school due to COVID-19, either experienced by the employee or child of the employee.

RCCSEC does not have many employees that will fall under this new bill as most of the employees are able to work from home. The Director asked the Board to address those few employees who did take sick leave due to a COVID related absence.

After discussion, it was agreed that no action was needed at this time. While this is law, it will need to be bargained with the Union and then brought back to the Board for approval.

Discussion Items

a. Timely and Meaningful Consultation

The Director reminded the Board to complete the Timely and Meaningful Consultation meetings no later than May 31, 2022 as outlined in the packet.

b. Completing Necessary Applications

The Board was also reminded that for the Director to submit the IDEA grant applications, districts need to complete the following:

- Grantee registration and completion of Internal Controls Questionnaire (ICQ) via [grants.illinois.gov](https://grants.illinois.gov)
- Organizational Risk Assessment via IWAS
- Consolidated District Plan

Public Participation

There was no public participation.

Good of the Cause Participation

There was no good of the cause participation.

Executive Board Meeting

April 14, 2022

Page 4 of 4

Adjournment

At 1:19 PM, Ms. McArthur moved to adjourn. Mr. Brooks 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