

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

EXECUTIVE BOARD OF DIRECTORS

May 13, 2021

Mr. Brooks, Chair, called the meeting to order at 1:08 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
Mr. Pence
Ms. Turner
Mr. Brooks

Not Present

Ms. McArthur
Mr. Graham
Mr. Smith
Mr. Isenhower

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

There were no additions or deletions.

Consent Agenda Items

a. Approval of Minutes

The minutes of the April 8, 2021 Board of Directors meeting were in the packet.

b. Approval of Accounts Payable

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

c. Approval of Financial Report

The reconciliation for the month of April, listing a cash and investment balance of \$ 1,138,035.97, was included in the packet.

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

Executive Session

At 1:10 PM, Mr. Davis made the motion to go into executive session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body. Mr. Pence seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Davis, Mr. Larson, Mr. Pence, Ms. Turner, Mr. Brooks; "Nay" None. The motion carried. (6-0)

At 1:26 PM, Mr. Larson made the motion to move out of executive session. Ms. Thompson seconded. The motion carried. (voice vote)

Action Items

a. Action to Accept Resignation of Professional Educator Licensed Personnel

The Director recommended the approval of the following resignation:

- Kristi Caldwell - 1.0 FTE Hearing Itinerant Teacher

Ms. Thompson moved to accept the resignation of Kristi Caldwell as presented. Mr. Pence seconded. The motion carried. (voice vote)

b. Action to Employ Professional Educator Licensed Personnel

The Director recommended the approval of the employment of:

- Haley Allen - 1.0 FTE Early Childhood Teacher, pending license approval

Mr. Davis moved to employ Haley Allen as a 1.0 FTE Early Childhood Teacher pending license approval as recommended. Mr. Larson seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Davis, Mr. Larson, Mr. Pence, Ms. Turner, Mr. Brooks; "Nay" None. The motion carried. (6-0)

c. Action to Employ Educational Support Personnel

The Director recommended the approval of the employment of:

- Sadie Huckstadt - .50 FTE Parent Coordinator, Spectrum
.50 FTE Instructional Leader, Spectrum

Ms. Thompson moved to approve the employment of Sadie Huckstadt as .50 FTE Parent Coordinator/.50 FTE Instructional Leader. Ms. Turner seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Davis, Mr. Larson, Mr. Pence, Ms. Turner, Mr. Brooks; "Nay" None. The motion carried. (6-0)

d. Action to Approve Salary Schedule

The Instructional Leader/Parent Coordinator salary schedule for 2021- 2022 and 2022 -2023 was included in the packet.

The Director recommended the approval of the Instructional Leader/Parent Coordinator salary schedule which requires the position to have a Bachelor's Degree and experience in the education field.

Mr. Davis moved to approve the Instructional Leader/Parent Coordinator salary schedule as presented. Ms. Thompson seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Davis, Mr. Larson, Mr. Pence, Ms. Turner, Mr. Brooks; "Nay" None. The motion carried. (6-0)

e. Action to Approve Non Union Raises

Ms. Thompson moved to approve a 3% raise for the following non union employees:

Kristie Behrens, Bookkeeper

Karen Jannusch, Physical Therapist

Jean McCarthy, Occupational Therapist

Jennifer Hastings, Special Education Administrator

Jennifer Armstrong, Executive Director

Mr. Pence seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Davis, Mr. Larson, Mr. Pence, Ms. Turner, Mr. Brooks; "Nay" None. The motion carried. (6-0)

f. Action to Approve Job Description

The Director recommended the approval of the Instructional Leader/Parent Coordinator Job Description which was included in the packet.

Mr. Pence moved to approve the Instructional Leader/Parent Coordinator Job Description as presented. Mr. Davis seconded. The motion carried. (voice vote)

Discussion Items

a. Timely and Meaningful Consultation

Districts were reminded to complete the IDEA proportionate share timely and meaningful consultation no later than May 31, 2021.

Only the date of the TMC meeting needs to be entered in the District Consolidated Plan. The supporting TMC documents do not need to be uploaded in the District Consolidated Plan.

b. Spectrum

The Spectrum report was included in the packet.

Mrs. Hastings reported that:

- 5 evaluations are still in progress
- One staff member is very ill
- There is good collaboration at all three sites
- \$70,000 is available for transportation reimbursement
- The playground surfaces at St. Joe and Thomasboro need to be redone. The surfaces were supposed to have been sealed yearly.

A discussion was held regarding the billing. The Director noted that starting this year, the billing includes speech language students as the Special Education Administrator serves as the LEA at IEP meetings. The rate listed on the billing is the cost per student. The last billing for individual aides will be less as there are 2 fewer aides than originally budgeted.

Public Participation

Mrs. Swanson asked if the Board anticipated any MOU's for next year due to COVID19. The Board is not anticipating this as districts will be going back to regular schedules. Remote learning will only be an option for students with severe medical conditions.

Good of the Cause Participation

There was no good of the cause participation.

Adjournment

At 1:43 PM, Mr. Larson moved to adjourn. Ms. Thompson 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