

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

EXECUTIVE BOARD OF DIRECTORS

May 14, 2020

Mr. Brooks, Chair, called the meeting to order at 1:02 PM. The meeting was held via Zoom video conferencing due to COVID-19 restrictions.

Present

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

Not Present

Mr. Smith
Mr. White

Also attending via Zoom were: Mrs. Jennifer Armstrong, Executive Director; Mrs. Lori Bednarz, Special Education Administrator; Mr. Jordan Wiles, School Psychologist; Ms. Martine Nickols, Executive Assistant.

Additions/Deletions

Action Item f. Action to Approve Non-Union Raises was deleted from the agenda and will be added to the June 2020 agenda.

Consent Agenda Items

a. Approval of Minutes

The minutes of the April 9, 2020 Executive 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 (Reconciliation)

The reconciliation for the month of April, listing a cash and investment balance of \$ 1,003,165.65 was included in the packet.

Mr. Larson moved to approve the consent agenda items as presented. Ms. McArthur seconded. The following roll call was recorded: "Aye" Mr. Larson, Mr. Davis, Mr. Brooks, Mr. Pence, Ms. Thompson, Mr. Wilson, Ms. McArthur, Mr. Graham. The motion carried. (8-0)

Executive Session

At 1:04 PM, Ms. McArthur moved to go into executive session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body. Mr. Larson seconded. (voice vote)

At 1:54 PM, Mr. Larson made the motion to move out of closed session. Ms. McArthur seconded. The motion carried. (voice vote)

Action Items

a. Action to Approve Revised Special Education Administrator Job Description

The revised special education administrator job description, adding mental and physical demands, was included in the packet.

Mr. McArthur made the motion to approve the revised special education administrator job description as presented. Mr. Graham seconded. The motion carried. (voice vote)

b. Action to Employ Professional Educator Licensed Personnel

The Director recommended the approval to employ the following personnel:

- Michelle Swanson - 1.0 FTE Spectrum Teacher – Thomasboro

Mr. Pence made the motion to employ Michelle Swanson as recommended. Mr. Wilson seconded. The following roll call was recorded: “Aye” Ms. Thompson, Mr. Davis, Mr. Larson, Mr. Brooks, Mr. Pence, Mr. Wilson, Ms. McArthur, Mr. Graham. The motion carried. (8-0)

c. Action to Employ Educational Support Personnel

The Director recommended the approval to employ the following personnel:

- Rebecca Dey - .43 FTE Paraprofessional (Individual Aide) – Unity

Mr. Pence moved to employ Rebecca Dey as recommended. Ms. McArthur seconded. The following roll call was recorded: “Aye” Ms. McArthur, Mr. Wilson, Mr. Brooks, Mr. Pence, Mr. Larson, Mr. Davis, Ms. Thompson, Mr. Graham. The motion carried. (8-0)

d. Action to Approve Retirement of Professional Educator Licensed Personnel

The Director recommended the approval of the 4-year notice of intent to retire, at the end of the 2023 - 2024 school year of Janice Swanson, School Social Worker.

Ms. McArthur moved to approve the 4-year notice of intent to retire of Janice Swanson, School Social Worker. Ms. Thompson seconded. The following roll call was recorded: "Aye" Mr. Brooks, Mr. Pence, Mr. Larson, Ms. Thompson, Mr. Wilson, Ms. McArthur, Mr. Davis, Mr. Graham. The motion carried. (8-0)

e. Action to Approve Hard to Fill Incentive

The Director had been working with the Union to create an incentive for RCCSEC Hard to Fill positions. The proposal by the Union, outlining the criteria, was included in the packet and is for FY 21 only.

If a position is deemed hard to fill by the Director, the newly hired staff member will receive a \$5,000.00 bonus, not part of their salary, with an agreement to stay for two years. In addition, current staff within that discipline would receive a \$5,000.00 bonus, not part of their salary, with an agreement to stay for two years.

Mr. Pence moved to approve an amended MOU to pay a \$5,000.00 bonus, not part of the salary, to newly hired staff in a hard to fill position, with an agreement to stay for 4 years. Ms. Thompson seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Pence, Mr. Brooks, Mr. Larson, Mr. Wilson, Ms. McArthur, Ms. Thompson, Mr. Graham. The motion carried. (8-0)

f. Action to Approve Non-Union Raises

This item was deleted from the agenda.

g. Action to Approve Five Year Review of RCCSEC Board Policies

The following policies were presented for 5-year review:

- 4:50 Payment Procedures
- 7:130 Student Rights and Responsibilities
- 8:80 Gifts to the Cooperative

Mr. Larson moved to approve the 5-year review of the above policies. Ms. Thompson seconded. The motion carried. (voice vote)

h. First Reading of RCCSEC Board Policies

The following policies were presented for first reading:

- 2:125 Board Member Compensation; Expenses
- 2:160 Board Attorney
- 5:60 Expenses
- 5:150 Personnel Records
- 5:185 Family and Medical Leave
- 5:200 Terms and Conditions of Employment and Dismissal
- 5:230 Maintaining Student Discipline

- 5:250 Leaves of Absence
- 5:280 Duties and Qualifications
- 5:290 Employment Termination and Suspensions
- 5:330 Sick Days, Vacation, Holidays, and Leaves
- 7:70 Attendance and Truancy
- 7:90 Release During School Hours
- 8:30 Visitors to and Conduct on School Property
- 8:110 Public Suggestions and Concerns

Mr. Larson made the motion to approve the first reading of the above policies. Ms. McArthur seconded. The motion carried. (voice vote)

Discussion Items

a. Timely and Meaningful Consultation

The Director reminded the Board to hold the IDEA proportionate share timely and meaningful consultation meeting no later than May 31, 2020 and to maintain documentation at the district level. A copy should be sent to RCCSEC. The date of the TMC meeting will need to be entered in the District Consolidated Plan.

b. Spectrum Report

The Spectrum report was included in the packet.

Mrs. Bednarz added that she is working on the transportation reimbursement.

The Board thanked Lori Bednarz as this was her last Board meeting.

Public Participation

Jordan Wiles, School Psychologist and RCCSEC-EA President said that this was probably his last meeting. He will bring the amended MOU to the Union for a vote.

Good of the Cause Participation

There was no good of the cause participation.

Executive Board of Directors

May 14, 2020

Page 5 of 5

Adjournment

At 2:07 PM, Ms. McArthur 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