

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

EXECUTIVE BOARD OF DIRECTORS

June 11, 2020

Mr. Brooks, Chair, called the meeting to order at 1:00 PM. The meeting was held via Zoom video conferencing.

Members Present

Ms. Thompson
Mr. Larson
Mr. Davis
Ms. McArthur
Mr. Pence
Mr. Smith
Mr. Wilson
Mr. White
Mr. Brooks

Not Present

Mr. Graham

Also present were, Mrs. Jennifer Armstrong, Executive Director; Ms. Martine Nickols, Executive Assistant.

Additions/Deletions

The following addition was made to the Discussion Items:

- Early Childhood Attendance

Consent Agenda Items

a. Approval of Minutes

The minutes of the May 14, 2020 Board of Directors meeting were in the packet.

b. Approval of Accounts Payable

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

c. Approval of Financial Report (Reconciliation)

The reconciliation for the month of May, listing a cash and investment balance of \$ 961,591.76, was included in the packet.

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

Executive Session

At 1:06 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. White seconded. The motion carried. (voice vote)

At 1:13 PM, Ms. Thompson made the motion to move out of executive session. Ms. McArthur seconded. The motion carried. (voice vote)

Action Items

a. Action to Approve RCCSEC Proposed FY 21 Budget

The packet included the proposed FY 21 budget in the amount of \$ 3,547,091.00. The Director told the Board that these are preliminary numbers and she will determine the best avenue to reduce the budget. Currently, the local funds and IDEA funds are within the same responsibility center per auditor's suggestion. The Director had moved two retired social workers in the IDEA portion, but may need to move more staff after further review.

Ms. McArthur moved to approve the proposed FY 21 budget. Mr. Pence seconded. The following roll call was recorded: "Aye" Mr. Larson, Mr. Smith, Mr. Davis, Mr. Brooks, Mr. Pence, Ms. Thompson, Mr. Wilson, Ms. McArthur, Mr. White. The motion carried. (9-0)

b. Action to Accept the Resignation of Personnel

The Director recommended the approval of the following resignations:

- Shelly Curry - 1.0 FTE Social Worker
- Susan Jackson - .60 FTE Social Worker
- Jordan Wiles - 1.0 FTE School Psychologist

Ms. McArthur moved to approve the resignations of Shelly Curry, Susan Jackson and Jordan Wiles as presented. Mr. White seconded. The motion carried. (voice vote)

c. Action to Employ Professional Educator Licensed Personnel

The Director recommended the approval of the employment of the following professional Educator Licensed Personnel:

- Whitney Highfill - 1.0 FTE Social Worker
- Lori Larson - 1.0 FTE Social Worker

Ms. McArthur moved to employ Whitney Highfill and Lori Larson as recommended by the Director. Mr. Smith seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. White, Mr. Davis, Mr. Larson, Mr. Brooks, Mr. Smith, Mr. Pence, Mr. Wilson, Ms. McArthur. The motion carried. (9-0)

d. Action to Reduce Full-Time Equivalent of Personnel

The Director recommended to reduce the full-time equivalent of Karen Jannusch, Physical Therapist, from 1 FTE to .80 FTE.

Ms. McArthur moved to reduce the full-time equivalent of Karen Jannusch from 1 FTE to .80 FTE. Ms. Thompson seconded. The following roll call was recorded: "Aye" Ms. McArthur, Mr. Wilson, Mr. Brooks, Mr. Pence, Mr. Larson, Mr. Davis, Ms. Thompson, Mr. White, Mr. Smith. The motion carried. (9-0)

e. Action to Approve Non-Union Raises

Mr. Larson moved to approve a 4 % raise for the following non-union employees:

- Jennifer Armstrong - Executive Director
- Karen Jannusch - Physical Therapist
- Jean McCarthy - Occupational Therapist
- Kristie Behrens - Bookkeeper

Mr. Davis seconded. The following roll call was recorded: "Aye" Mr. Brooks, Mr. Pence, Mr. White, Mr. Smith, Mr. Larson, Ms. Thompson, Mr. Brooks, Ms. McArthur, Mr. Davis. The motion carried. (9-0)

f. Action to Approve FY 21 RCCSEC Board Meeting Dates

July 9, 2020
August 13, 2020
September 10, 2020
October 8, 2020
November 12, 2020
December 10, 2020
January 14, 2021
February 11, 2021
March 11, 2021
April 8, 2021
May 13, 2021
June 10, 2021

Ms. McArthur moved to approve the FY 21 meeting dates as presented. Mr. Pence seconded. The motion carried. (voice vote)

g. Second Reading and Action to Approve Board Policies

The Director recommended the approval of the following policies:

- 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. Smith moved to approve the above board policies as presented. Ms. McArthur seconded. The motion carried. (voice vote)

Discussion Items

a. CPI

The June training to become certified CPI trainers had been postponed. CPI now has 2 time slots available (July 6 -10 and July 20 -24). The Director asked that the Board let her know about district staff interested in becoming a certified trainer. RCCSEC can pay stipends.

b. Early Childhood Attendance

The Director asked the Board if early childhood staff could be added to district attendance software to enter the early childhood attendance. This would eliminate tracking the attendance separately and then reporting it to the respective districts. The Director will email districts so that the staff responsible for attendance can have input on this.

Public Participation

There was no public participation.

Good of the Cause Participation

Mr. White was congratulated on his retirement.

Mr. Smith inquired on the status of hiring a school psychologist. The Director responded that 3 candidates had been interviewed, and all 3 candidates turned down the position. Another school psychologist applied and will be interviewed.

Ms. Thompson asked how long IEPs need to be kept. The Director responded that IEPs have to be kept for 5 years after the student exited.

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Adjournment

At 1:36 PM, Mr. Larson moved to adjourn. Mr. White 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