

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

GOVERNING BOARD OF DIRECTORS

June 20, 2018

Ms. Lobmaster called the Governing Board meeting to order at 6:09 PM. The meeting was held in the Conference Room of the Rural Champaign County Special Education Cooperative, 807 N. Mattis Ave, Champaign, IL 61821.

Members Present

Ms. Wilson
Ms. Ashbrook
Ms. Sprandel
Ms. Jamison
Mr. Schluter
Mr. Quinlan
Ms. McCormick

Not Present

Ms. Rushing
Ms. Bennett-Miller
Mr. Goldenstein

Present at the meeting were Mrs. Jennifer Armstrong, Executive Director; Ms. Martine Nickols, Executive Assistant.

Additions/Deletions

The Director noted that there were changes to the percentages for the FY 19 budget in the agenda background. The corrected percentages had been distributed.

Consent Agenda Items

a. Approval of Minutes

The minutes of the March 8, 2018 Governing Board meeting were in the packet.

Ms. Ashbrook made the motion to approve the March 8, 2018 Governing Board minutes as presented. Ms. Sprandel seconded. The motion carried. (voice vote)

Action Items

a. Action to Employ Personnel

The Executive Board recommended the employment of the following personnel:

- Abigail Golden - 1.0 FTE Braille Assistant
- Helene Strater - 1.0 FTE Braille Assistant
- Susan Jackson - .60 FTE Social Worker
- Michelle Curry - 1.0 FTE Social Worker

Ms. Wilson moved to employ Abigail Golden, Helene Strater, Susan Jackson and Michelle Curry as presented. Ms. McCormick seconded. The following roll call was recorded: "Aye" Ms. Ashbrook, Ms. Wilson, Ms. Sprandel, Ms. Jamison, Mr. Schluter, Mr. Quinlan, Ms. McCormick. The motion carried. (7-0)

b. Action to Employ School Psychology Intern

The Executive Board recommended the employment of Maggie Yeakel as a 1.0 FTE School Psychology Intern.

Ms. Jamison moved to employ Maggie Yeakel as recommended. Ms. Ashbrook seconded. The following roll call was recorded: "Aye" Ms. Ashbrook, Ms. Wilson, Ms. Sprandel, Ms. Jamison, Mr. Schluter, Mr. Quinlan, Ms. McCormick. The motion carried. (7-0)

c. Action to Employ Non-Union Personnel

The Executive Board recommended the employment of the following non-union personnel:

- Lynnette Brown - 1.0 FTE Bookkeeper
- Jean McCarthy - 1.0 FTE Occupational Therapist

Ms. McCormick moved to employ Lynnette Brown and Jean McCarthy as recommended. Ms. Jamison seconded. The following roll call was recorded: "Aye" Ms. Ashbrook, Ms. Wilson, Ms. Sprandel, Ms. Jamison, Mr. Schluter, Mr. Quinlan, Ms. McCormick. The motion carried. (7-0)

d. Action to Approve RCCSEC Board Policies

The Executive Board recommended the approval of the following Board policies:

- 2:260 Uniform Grievance Procedure
- 4:15 Identity Protection
- 4:110 Transportation
- 4:150 Facility Management and Building Programs
- 4:170 Safety
- 4:40 Incurring Debt
- 5:20 Workplace Harassment Prohibited
- 5:20-E Resolution to Prohibit Sexual Harassment
- 5:90 Abused and Neglected Child Reporting
- 5:100 Staff Development Program
- 5:200 Terms and Conditions of Employment and Dismissal
- 5:220 Substitute Teachers
- 5:240 Suspension
- 5:290 Employment Termination and Suspensions
- 6:150 Home and Hospital Instruction
- 6:300 Graduation Requirements
- 6:340 Student Testing and Assessment Program

- 7:10 Equal Educational Opportunities
- 7:15 Student and Family Privacy Rights
- 7:20 Harassment of Students Prohibited
- 7:70 Attendance and Truancy
- 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment
- 7:190 Student Behavior
- 7:250 Student Support Services
- 7:275 Orders to Forgo Life-Sustaining Treatment
- 7:340 Student Records

Mr. Schluter moved to approve the above Board policies as presented. Ms. Sprandel seconded. The motion carried. (voice vote)

e. Action to Approve IDEA Part B Amendments

The IDEA Part B amendments (2) were included in the packet.

Ms. Jamison moved to approve the IDEA Part B amendments as presented. Ms. McCormick seconded. The following roll call was recorded: "Aye" Ms. Ashbrook, Ms. Wilson, Ms. Sprandel, Ms. Jamison, Mr. Schluter, Mr. Quinlan, Ms. McCormick. The motion carried. (7-0)

f. Action to Approve Resignation of Personnel

The Executive Board recommended the approval of the following resignations:

- Rachel Germanovich - .80 FTE Occupational Therapist
- Susan Freathy - 1.0 FTE Braille Assistant

Ms. Ashbrook moved to approve the resignations of Rachel Germanovich and Susan Freathy as presented. Ms. Sprandel seconded. The following roll call was recorded: "Aye" Ms. Ashbrook, Ms. Wilson, Ms. Sprandel, Ms. Jamison, Mr. Schluter, Mr. Quinlan, Ms. McCormick. The motion carried. (7-0)

g. Action to Approve Non-Union Salary Increase

The Executive Board recommended the following increases for non-union personnel:

- Jennifer Armstrong, Executive Director 3 %, plus \$3,500 toward annuity
- Martine Nickols, Executive Assistant 3 %
- Jim Mayer, Transition Specialist 3 %
- Karen Jannusch, Physical Therapist 3%
- Lori Bednarz, Special Education Admin. 3 %

Ms. Jamison moved to approve the salary increases as presented. Ms. Sprandel seconded. The following roll call was recorded: "Aye" Ms. Ashbrook, Ms. Wilson, Ms. Sprandel, Ms. Jamison, Mr. Schluter, Mr. Quinlan, Ms. McCormick. The motion carried. (7-0)

h. Action to Approve Non-Union Contract

The Executive Board recommended a contract extension through June 30, 2022 for Jennifer Armstrong, Executive Director.

Ms. Wilson moved to approve the contract extension through June 30, 2022 for Jennifer Armstrong, Executive Director. Ms. Sprandel seconded. The following roll call was recorded: "Aye" Ms. Ashbrook, Ms. Wilson, Ms. Sprandel, Ms. Jamison, Mr. Schluter, Mr. Quinlan, Ms. McCormick. The motion carried. (7-0)

i. Action to Recall Personnel

The Executive Board recommended recalling the following personnel:

- Meghan Loschen - 1.0 FTE Spectrum Teacher, St. Joseph
- Kimberly Flesch - .5 FTE Spectrum Teacher, Unity/.5 Instructional Leader

Ms. Jamison moved to recall Meghan Loschen and Kimberly Flesch as recommended. Ms. Ashbrook seconded. The following roll call was recorded: "Aye" Ms. Ashbrook, Ms. Wilson, Ms. Sprandel, Ms. Jamison, Mr. Schluter, Mr. Quinlan, Ms. McCormick. The motion carried. (7-0)

j. Action to Approve Non-Union Personnel as IMRF Authorized Agent

The Executive Board recommended the approval of Lynnette Brown, Bookkeeper, as the RCCSEC Authorized Agent.

Mr. Quinlan moved to approve Lynnette Brown as the RCCSEC Authorized Agent as recommended. Ms. Wilson seconded. The motion carried. (voice vote)

k. Action to Approve Leave

The Executive Board recommended the approval of the leave request from Betsy Holcomb, Social Worker, to care for her daughter after the birth of twins. Ms. Holcomb anticipates using no more than 3 weeks of sick leave.

Ms. McCormick moved to approve the request of Betsy Holcomb to use sick leave as requested. Ms. Sprandel seconded. The following roll call was recorded: "Aye" Ms. Ashbrook, Ms. Wilson, Ms. Sprandel, Ms. Jamison, Mr. Schluter, Mr. Quinlan, Ms. McCormick. The motion carried. (7-0)

l. Action to Approve Retirement

The Executive Board recommended the approval of the retirement request of Jim Mayer, 1.0 FTE Transition Specialist.

Ms. Jamison moved to approve the retirement request of Jim Mayer as presented. Mr. Schluter seconded. The following roll call was recorded: "Aye" Ms. Ashbrook, Ms. Wilson, Ms. Sprandel, Ms. Jamison, Mr. Schluter, Mr. Quinlan, Ms. McCormick. The motion carried. (7-0)

m. Action to Approve Memorandum of Understanding

The Executive Board recommended the approval of the MOU for School Psychologists in order to provide compensation to school psychologists who complete evaluations outside of their assigned placement. A copy of the MOU was included in the packet.

Ms. McCormick moved to approve the Memorandum of Understanding for School Psychologists as presented. Ms. Ashbrook seconded. The following roll call was recorded: "Aye" Ms. Ashbrook, Ms. Wilson, Ms. Sprandel, Ms. Jamison, Mr. Schluter, Mr. Quinlan, Ms. McCormick. The motion carried. (7-0)

n. Action to Approve Additional Pay

The Executive Board recommended the approval of additional pay in the amount of \$64.29 per hour for Janice Swanson, Shelly Curry and Robin Fierer-Wilson, who will be providing social work services in order to meet social work minutes during Betsy Holcomb's absence.

Mr. Quinlan moved to approve additional pay of \$64.29 per hour for Janice Swanson, Shelly Curry and Robin Fierer-Wilson to cover social work minutes during Betsy Holcomb's absence. Ms. McCormick seconded. The following roll call was recorded: "Aye" Ms. Ashbrook, Ms. Wilson, Ms. Sprandel, Ms. Jamison, Mr. Schluter, Mr. Quinlan, Ms. McCormick. The motion carried. (7-0)

o. Action to Approve Maternity Leave

The Executive Board recommended the approval of the maternity leave request from Amanda Seets, School Psychologist, from the beginning of the 2018 – 2019 school year through October 21, 2018.

Ms. Wilson moved to approve the maternity leave request of Amanda Seets. Ms. Ashbrook seconded. The following roll call was recorded: "Aye" Ms. Ashbrook, Ms. Wilson, Ms. Sprandel, Ms. Jamison, Mr. Schluter, Mr. Quinlan, Ms. McCormick. The motion carried. (7-0)

p. Action to Approve the RCCSEC FY 18 Amended Budget

The Executive Board recommended the approval of the FY 18 amended budget which included additional funds within IDEA Part B in the amount of \$340,082.00. The "on-behalf" payment of \$618,281.00 was included with the amended budget.

Ms. Jamison moved to approve the FY 18 amended budget as presented. Ms. Sprandel seconded. The following roll call was recorded: "Aye" Ms. Ashbrook, Ms. Wilson, Ms. Sprandel, Ms. Jamison, Mr. Schluter, Mr. Quinlan, Ms. McCormick. The motion carried. (7-0)

q. Action to Approve RCCSEC FY 19 Budget

The Executive Board recommended the approval of the FY 19 RCCEC budget. The FY 19 budget was discussed during the public hearing.

Ms. Ashbrook moved to approve the FY 19 RCCSEC budget. Ms. Sprandel seconded. The following roll call was recorded: "Aye" Ms. Ashbrook, Ms. Wilson, Ms. Sprandel, Ms. Jamison, Mr. Schluter, Mr. Quinlan, Ms. McCormick. The motion carried. (7-0)

r. Action to Approve the Governing Board Delegating to the Executive Board the Authority to Employ Specific Personnel when such Employment is Necessary Prior to the Next Regularly Scheduled Meeting of the Governing Board

Mr. Schluter moved that the Governing Board delegate to the Executive Board the authority to employ specific personnel when such employment is necessary prior to the next regularly scheduled meeting of the Governing Board. Ms. Sprandel seconded. The following roll call was recorded: "Aye" Ms. Ashbrook, Ms. Wilson, Ms. Sprandel, Ms. Jamison, Mr. Schluter, Mr. Quinlan, Ms. McCormick. The motion carried. (7-0)

Public Participation

There was no public participation.

Good of the Cause Participation

There was no good of the cause participation.

Adjournment

At 6:25 PM, Ms. Sprandel moved to adjourn. Ms. McCormick seconded. The motion carried. (voice vote)

Ms. Jane Sprandel
Secretary of the Governing Board

Mr. Fred Koss
Chair of the Governing Board

Mrs. Jennifer Armstrong
Recording Secretary

Mr. Roger Quinlan
Vice-Chair of the Governing Board