

**RURAL CHAMPAIGN COUNTY SPECIAL EDUCATION COOPERATIVE**  
**807 N. MATTIS AVE, CHAMPAIGN, IL 61821**  
**EXECUTIVE BOARD OF DIRECTORS**

June 20, 2023

Mr. Larson, Chair, called the meeting to order at 1:00 PM. The meeting was held in the Conference Room at the Rural Champaign County Special Education Cooperative, 807 N. Mattis Avenue, Champaign, Illinois.

Members Present

Mr. Davis  
Ms. Turner  
Mr. Larson  
Mr. Ellison  
Ms. McArthur  
Mr. Isenhower  
Mr. Graham

Not Present

Ms. Thompson  
Mr. Pence  
Mr. Brooks

Present at the meeting were Mrs. Jennifer Armstrong, Executive Director and Mrs. Stephanie Ward, Executive Assistant.

Additions/Deletions

There were no additions or deletions.

Consent Agenda Items

a. Approval of Minutes

The minutes of the May 23, 2023 Executive Board meeting were in the Board packet.

b. Accounts Payable

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

c. Approval of Financial Report (Reconciliation)

The reconciliation for the month of May, listing a cash and investment balance of \$1,044,269.92, was included in the Board packet.

Mr. Graham moved to approve the consent agenda items as presented. Ms. Turner seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Isenhower, Mr. Larson, Mr. Graham, Ms. Turner, Mr. Ellison, Ms. McArthur "Nay" None. The motion carried. (7-0)

#### Executive Session

At 1:03 PM, Mr. Isenhower 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. Davis seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Isenhower, Mr. Larson, Mr. Graham, Ms. Turner, Mr. Ellison, Ms. McArthur "Nay" None. The motion carried. (7-0)

At 1:27 PM, Ms. McArthur made the motion to move out of executive session. Mr. Isenhower seconded. The motion carried. (voice vote)

#### Action Items

a. Action to Accept Resignation of Personnel

The Director recommended the approval of the following resignation:

- Donna Patton – 1.0 FTE Spectrum Teacher, St. Joseph

Ms. McArthur moved to accept the resignation of Donna Patton as presented. Mr. Isenhower seconded. The motion carried. (voice vote)

b. Action to Employ Personnel

- Brittany Friese – 1.0 FTE Paraprofessional

Mr. McArthur moved to approve the employment of Brittany Friese as presented. Mr. Graham seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Isenhower, Mr. Larson, Mr. Graham, Ms. Turner, Mr. Ellison, Ms. McArthur "Nay" None. The motion carried. (7-0)

c. Second Reading and Action to Approve RCCSEC Board Policies

The Director presented the following Board policies for approval:

2:110 Qualifications, Term, and Duties of Board Officers (Draft Update)

3:40-E Exhibit- Checklist for the Superintendent Employment Contract Negotiation Process

(Draft Update – Rewritten)

4:40 Incurring Debt (Review and Monitoring)

4:60 Purchases and Contracts (Draft Update)

5:30 Hiring Process and Criteria (Draft Update)

5:90 Abused and Neglected Child Reporting (Draft Update)

5:125 Personal Technology and Social Media; Usage and Conduct (Draft Update)

5:150 Personnel Records (Draft Update)

5:260 Student Teachers (Draft Update)

8:70 Accommodating Individuals with Disabilities (Draft Update)

Mr. Davis moved to approve the Board policies. Mr. Isenhower seconded. The motion carried. (voice vote)

d. Action to Approve FY 24 Executive Board Meeting Dates

The dates of the FY 24 Executive Board meetings are:

July 13, 2023

August 10, 2023

September 14, 2023

October 12, 2023

November 9, 2023

Executive Board of Directors

June 20, 2023

Page 4 of 6

December 14, 2023

January 11, 2024

February 8, 2024

March 14, 2024

April 11, 2024

May 9, 2024

June 13, 2024

Ms. McArthur moved to approve the Executive Board meeting dates as presented. Mr. Ellison seconded. The motion carried. (voice vote)

e. Action to Approve Non-Union Salary Increase

Ms. McArthur moved to approve a 6% raise for Jennifer Armstrong, Kristie Behrens, Stephanie Ward, Joe Pittenger, Sarah Giacobbe, and Jean McCarthy and a \$1,000 annuity increase for Jennifer Armstrong. Mr. Davis seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Isenhower, Mr. Larson, Mr. Graham, Ms. Turner, Mr. Ellison, Ms. McArthur "Nay" None. The motion carried. (7-0)

f. Action to Approve Non-Union Personnel Contract Extension

The Executive Director requested a contract extension for her position, beginning July 1, 2023 through June 30, 2026.

Mr. Isenhower moved to approve the contract extension as presented. Ms. McArthur seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Isenhower, Mr. Larson, Mr. Graham, Ms. Turner, Mr. Ellison, Ms. McArthur "Nay" None. The motion carried. (7-0)

g. Action to Approve FY 24 RCCSEC Budget

The RCCSEC FY 24 total budget is \$3,620,730.00 and is draft as ISBE has not released any grant allocations to districts or Directors.

The following is a breakdown of the budget increases/decreases:

Local Assessment        2.51% decrease

PreK Local	29.85% increase
Preschool for All	0% increase
STEP	12.53% increase
Individual Aide	14.46% decrease
Medicaid	10.46% increase

Ms. McArthur moved to approve the budget as presented. Ms. Turner seconded. The following roll call was recorded: “Aye” Mr. Davis, Mr. Isenhower, Mr. Larson, Mr. Graham, Ms. Turner, Mr. Ellison, Ms. McArthur “Nay” None. The motion carried. (7-0)

#### Discussion Items

a. Timely and Meaningful Consultation Meeting

The Director reminded the Board to send the documentation to her electronically.

b. Requirements for Grant Submission

The Director reminded the Board to complete the following for the IDEA grant to be submitted:

- Consolidated District Plan
- Organizational Risk Assessment
- Internal Control Questionnaire

#### Administrative Report

The Director reported the following Spectrum classrooms for the 23-24 school year:

1 in Thomasboro  
2 in St Joe  
2 in Unit 7

Spectrum has three candidates for the teaching position at Unit 7.

The Director reminded the Board that the Staff Pool List deadline in PCG is June 29.

Executive Board of Directors

June 20, 2023

Page 6 of 6

Public Participation

There was no public participation.

Good of the Cause Participation

There was no good of the cause participation.

Adjournment

At 1:40 PM, Ms. McArthur moved to adjourn. Mr. Isenhower 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

---

Mr. Jared Ellison  
Vice-Chair of the Board of Directors