

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

July 11, 2024

Mr. Brooks, Chair, called the meeting to order at 1:01 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

Ms. Norton  
Mr. Graham  
Mr. Isenhower  
Mr. Brooks  
Ms. McArthur  
Mr. Brink

Not Present

Ms. Thompson  
Mr. Ellison  
Ms. Turner  
Mr. Landeck

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

Appointment of Vice-Chair Pro Tem

Mr. Isenhower was appointed Vice-Chair Pro Tem.

Additions/Deletions

Executive Session was deleted.

Michele Gallivan – 1.0 FTE Paraprofessional was added to Action Items – Employ Personnel

Consent Agenda Items

a. Approval of Minutes

The minutes of the June 20, 2024 Executive Board meeting were in the Board packet.

b. Accounts Payable

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

c. Approval of Financial Report (Reconciliation)

The reconciliation for the month of June, listing a cash and investment balance of \$870,290.66 was included in the Board packet.

Ms. McArthur moved to approve the consent agenda items as presented. Ms. Norton seconded. The following roll call was recorded: "Aye" Ms. Norton, Mr. Graham, Mr. Isenhower, Mr. Brooks, Ms. McArthur, Mr. Brink "Nay" None. The motion carried. (6-0)

#### Action Items

- a. Action to Review Closed Session Minutes (Semi-Annual Review) and Approval to Keep Closed Session Minutes Confidential

Ms. McArthur moved to approve the closed session minutes and to keep the closed session minutes confidential. Mr. Isenhower seconded. The motion carried. (voice vote)

- b. Approval to Destroy Verbatim Records of Closed Session Meetings Prior to December 2022

Ms. McArthur moved to destroy verbatim records of closed session meetings prior to December 2022. Mr. Isenhower seconded. The motion carried. (voice vote)

- c. Action to Approve Stipend for Personnel

Jennifer Armstrong will cover the Administrative duties for the Spectrum program for 24-25 as there have been no applicants for the position. She will receive a stipend from the PFA grant.

Ms. McArthur moved to approve the stipend for Jennifer Armstrong as presented. Mr. Graham seconded. The following roll call was recorded: "Aye" Ms. Norton, Mr. Graham, Mr. Isenhower, Mr. Brooks, Ms. McArthur, Mr. Brink "Nay" None. The motion carried. (6-0)

- d. Action to Employ Personnel

The Director recommended the approval of the employment of the following individuals:

- a. Tracey Ardizzone Droesch - 1.0 FTE School Counselor

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b. Michele Gallivan – 1.0 FTE Paraprofessional

Ms. Norton moved to employ Tracey Ardizzone-Droesch and Michele Gallivan as presented. Mr. Isenhower seconded. The following roll call was recorded: “Aye” Ms. Norton, Mr. Graham, Mr. Isenhower, Mr. Brooks, Ms. McArthur, Mr. Brink “Nay” None. The motion carried. (6-0)

e. Action to Approve RCCSEC Board Policies

The Director recommended the approval of the following policies:

2:140 Communications To and From the Board

2:260 Uniform Grievance Procedure

2:265 Title IX Grievance Procedure

2:140 -E Exhibit – Guidance for Board Member Communications, Including Email Use

4:110 Transportation

5:10 Equal Employment Opportunity and Minority Recruitment

5:20 Workplace Harassment Prohibited

5:100 Staff Development Program

5:35 Compliance with the Fair Labor Standards Act

5:40 Communicable and Chronic Infectious Disease

5:300 Schedules and Employment Year

7:10 Equal Educational Opportunities

7:20 Harassment of Students Prohibited

7:180 Prevention of and Response to Bullying, Intimidation, and Harassment

7:10-E- Equal Educational Opportunities Within the School Community

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

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Public Participation

There was no public participation.

Good of the Cause Participation

There was no good of the cause participation.

Adjournment

At 1:19 PM, Ms. McArthur moved to adjourn. Mr. Graham seconded. The motion carried.  
(voice vote)

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Ms. Bonnie McArthur  
Secretary of the Board of Directors

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Mr. Brian Brooks  
Chair of the Board of Directors

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Mrs. Jennifer Armstrong  
Recording Secretary

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