

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

EXECUTIVE BOARD OF DIRECTORS

August 9, 2018

Mr. Pence, Chair, called the meeting to order at 1:01 PM. The meeting was held in the conference room of the Rural Champaign County Special Education Cooperative, 807 N. Mattis Ave, Champaign, Illinois.

Members Present

Ms. Thompson
Mr. Larson
Mr. Davis
Ms. McArthur
Mr. Pence
Mr. Grimsley
Mr. White
Mr. Brooks

Not Present

Ms. Lobmaster (arrived at 1:02 PM)
Mr. Wilson

Present at the meeting were Mrs. Jennifer Armstrong, Executive Director; Mr. Jordan Wiles, School Psychologist; Ms. Martine Nickols, Executive Assistant.

Additions/Deletions

The following item was added to the Discussion Items: Excess Cost Claims

Ms. Lobmaster arrived at 1:02 PM.

Consent Agenda Items

a. Approval of Minutes

The minutes of the July 12, Executive Board of Directors meeting were in the packet.

b. Approval of Accounts Payable

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

c. Approval of Financial Report (Reconciliation)

The reconciliation for the month of July, listing a cash and investment balance of \$1,351,721.77, was included in the packet.

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

Executive Session

At 1:03 PM, Mr. White moved to go into executive session to discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. Ms. Thompson seconded. The motion carried. (voice vote)

At 1:31 PM, Mr. White made the motion to move out of closed session. Mr. Grimsley seconded. The motion carried. (voice vote)

Action Items

a. Action to Employ Professional Educator Licensed Personnel

The Director recommended the employment of the following Professional Educator Licensed Personnel:

- Melissa Sanders - 1 FTE Spectrum Teacher - Unity East

Mr. Davis moved to employ Melissa Sanders as recommended by the Director. Ms. Lobmaster seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. White, Mr. Davis, Mr. Larson, Mr. Brooks, Mr. Grimsley, Mr. Pence, Ms. McArthur, Ms. Lobmaster. The motion carried. (9-0)

b. Action to Employ Educational Support Personnel

The Director recommended the employment of the following educational support personnel:

- Corey Peters - 1.0 FTE Spectrum Paraprofessional - Unity East
- Heather Northway - .50 FTE Paraprofessional - Unity East
.50 FTE Family Coordinator

Ms. Thompson made the motion to employ Corey Peters and Heather Northway as recommended by the Director. Mr. Davis seconded. The following roll call was recorded: "Aye" Ms. McArthur, Mr. Brooks, Mr. Pence, Mr. Larson, Mr. Davis, Ms. Thompson, Mr. White, Mr. Grimsley, Ms. Lobmaster. The motion carried. (9-0)

c. Action to Increase FTE of Educational Support Personnel

The Director recommended increasing the FTE for Sarah Cassem, Paraprofessional, from .43 FTE to 1.0 FTE.

Mr. White moved to increase the time for Sarah Cassem from .43 FTE to 1.0 FTE as recommended by the Director. Mr. Davis seconded. The following roll call was recorded: "Aye" Mr. Brooks, Mr. Pence, Mr. White, Mr. Grimsley, Mr. Larson, Ms. Thompson, Ms. McArthur, Mr. Davis, Ms. Lobmaster. The motion carried. (9-0)

d. Action to Approve Job Descriptions

The Director recommended the approval of the following job descriptions:

- a. Licensed Teacher
- b. Licensed Teacher/Instructional Leader
- c. Paraprofessional
- d. Family Coordinator

Ms. Thompson moved to approve the Licensed Teacher, Licensed Teacher/Instructional Leader, Paraprofessional and Family Coordinator job descriptions as presented. Ms. Lobmaster seconded. The motion carried. (voice vote)

e. Action to Approve Resignation of Educational Support Personnel

The Director recommended the approval of the following resignation:

- Kayla McElfresh - 1.0 FTE Paraprofessional - Unity East

Mr. Larson moved to accept the resignation of Kayla McElfresh as presented. Ms. Thompson seconded. The motion carried. (voice vote)

f. Second Reading and Action to Approve RCCSEC Board Policies

The Director recommended the approval of the following policies:

6:135	Accelerated Placement Program
3:40-E	Exhibit Checklist for the Superintendent Employment Contract Negotiation Process
2:105	Ethics and Gift Ban (5-year review)
2:170	Procurement of Architectural, Engineering, and Land Surveying Services (5-year review)
4:80	Accounting and Audits
6:30	Organization of Instruction and Curriculum Development (5-year review)
6:120	Education of Children with Disabilities (5-year review)
6:240	Field Trips and Recreational Class Trips
6:250	Community Resource Persons and Volunteers
7:340	Student Records
8:25	Advertising and Distributing Materials in School Provided by Non-School Related Entities (5-year review)

Mr. White moved to approve the above Board policies as presented. Mr. Larson seconded. The motion carried. (voice vote)

Discussion Items

a. Excess Cost Claims

Martine Nickols reported that she had been informed by ISBE that some funds were available for excess cost claims reimbursement. There are a few early childhood students who will qualify and she will submit claims for these students and will contact the respective district for additional information.

Administrative Report

a. Cooperative Program Updates

Spectrum

The Director will e-mail the Spectrum report to the Board.

Public Participation

Jordan Wiles, School Psychologist and RCCSEC- EA president, was introduced.

Good of the Cause Participation

There was no good of the cause participation.

Adjournment

At 1:41 PM, Mr. Grimsley moved to adjourn. Ms. Thompson seconded. The motion carried. (voice vote)

Ms. Barbara Thompson
Secretary of the Board of Directors

Mr. Todd Pence
Chair of the Board of Directors

Mrs. Jennifer Armstrong
Recording Secretary

Mr. Tom Davis
Vice-Chair of the Board of Directors