

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

**EXECUTIVE BOARD OF DIRECTORS**

August 12, 2021

Mr. Larson, Chair, called the meeting to order at 1:00 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

Mr. Larson  
Mr. Davis  
Ms. McArthur  
Mr. Graham  
Mr. Pence  
Mr. Smith  
Ms. Turner  
Mr. Isenhower

Not Present

Ms. Thompson  
Mr. Brooks

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

Additions/Deletions

Discussion of Cooperative Assessment was added to Discussion Items.  
Executive Session was removed from the agenda.

Consent Agenda Items

a. Approval of Minutes

The minutes of the July 8, 2021 Executive Board meeting were included in the packet.

b. Approval of Accounts Payable

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

c. Approval of Financial Report (Reconciliation)

The reconciliation for the month of July, listing a cash and investment balance of \$681,408.04, was included in the packet.

Mr. Smith moved to approve the consent agenda items as presented. Ms. McArthur seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Larson, Ms. McArthur, Mr. Graham, Mr. Pence, Mr. Smith, Ms. Turner, Mr. Isenhower. "Nay" None. The motion carried. (8-0)

Action Items

a. Action to Employ Educational Support Personnel

The Director recommended the employment of the following personnel:

- Emily Williams - 1.0 FTE Paraprofessional
- Kelsy Clark - 1.0 FTE Paraprofessional
- Ashia Smart - 1.0 FTE Paraprofessional

Mr. Pence moved to approve the employment of Emily Williams, Kelsy Clark and Ashia Smart as presented. Mr. Davis seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Larson, Ms. McArthur, Mr. Graham, Mr. Pence, Mr. Smith, Ms. Turner, Mr. Isenhower; "Nay" None. The motion carried. (8-0)

b. Action to Approve Resignation of Educational Support Personnel

The Director recommended the approval of the following resignation:

- Terri Fink - 1.0 FTE Paraprofessional

Mr. Smith moved to accept the resignation of Terri Fink as presented. Ms. McArthur seconded. The motion carried. (voice vote)

c. Action to Approve Resignation of Professional Educator Licensed Personnel

The Director recommended the approval of the following resignations:

- Michelle Swanson - 1.0 FTE Spectrum Teacher
- Mesha Ruskin - 1.0 FTE Spectrum Teacher
- Carly Musselman - 1.0 FTE School Social Worker

Mr. McArthur moved to accept the resignations of Michelle Swanson, Mesha Ruskin and Carly Musselman as presented. Mr. Smith seconded. The motion carried. (voice vote)

d. Action to Approve Resolutions

The Addendum to the Director's Employment Contract and the Stipend Agreement for Samantha Pettry were included in the packet.

Mr. Isenhower moved to approve the Addendum to the Director's Employment Contract and the Stipend Agreement for Samantha Pettry as presented. Mr. Smith seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Larson, Ms. McArthur, Mr. Graham, Mr. Pence, Mr. Smith, Ms. Turner, Mr. Isenhower; "Nay" None. The motion carried. (8-0)

e. Action to Approve Memorandum of Understanding

The Early Childhood Coverage Agreement was included in the packet. The RCCSEC-EA requested that language be added that Mrs. Pettry's early childhood duties will not interfere with her duties as the Rtl/Entitlement Consultant.

Mr. Davis moved to approve the Early Childhood Coverage Agreement. Ms. McArthur seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Larson, Ms. McArthur, Mr. Graham, Mr. Pence, Mr. Smith, Ms. Turner, Mr. Isenhower; "Nay" None. The motion carried. (8-0)

Discussion Items

a. Cooperative Assessment

The Cooperative's fund balance has decreased to a current level of approximately \$500,000.00. While IDEA payments from the districts are coming in monthly, it is unknown when the Preschool for All grant funds will start coming in. A year ago, the fund balance was approximately \$900,000.00. A current investment worksheet was distributed. The Cooperative no longer has funds invested in certificates of deposit.

Two spreadsheets were distributed. One listed the costs per districts if the districts were billed based on services received. The other spreadsheet listed projected revenues based on two scenarios – a \$50.00 per student assessment increase and a \$20.00 per student assessment increase per year for 3 years.

A discussion was held regarding member districts' IDEA carryover funds. If all the carryover funds are spent, there would be no money left for emergencies and also the number of staff who could be moved from local to IDEA would be limited.

Mr. Larson told the Board to review and share the information provided with the districts' school boards. He also said that an increase (\$50.00) in the local assessment will be an action item in the near future.

Mr. Pence asked for a 3-year history of loss in fund balance.

b. Spectrum

The Director reported the following:

- Districts are receiving refunds for the individual aide billing.
- A classroom at Unity was closed. The program may also need to go from 3 to 2 classrooms in St. Joseph. Director will have a meeting with teachers.
- A teacher assistant with a PEL was moved into a teacher position. Teacher subs have been hired as the program is short teachers with early childhood PEL. Still need aides as well.
- A reduction in classrooms/students will result in the PFA grant being reduced.
- The Director will email the Spectrum calendars, screening dates/times, class lists and transportation lists to districts.

Public Participation

There was no public participation.

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Stephanie Ward and Lindsey Block, Special Education Records Managers, were introduced to the Board.

Adjournment

At 2:08 PM, Mr. Davis moved to adjourn. Ms. McArthur seconded. The motion carried. (voice vote)

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Ms. Bonnie McArthur  
Secretary of the Board of Directors

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Mr. Andrew Larson  
Chair of the Board of Directors

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Mrs. Jennifer Armstrong  
Recording Secretary

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Mr. Todd Pence  
Vice-Chair of the Board of Directors