

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

**EXECUTIVE BOARD OF DIRECTORS**

October 8, 2020

Mr. Brooks, Chair, called the meeting without physical presence of a quorum to order from Rural Champaign County Special Education Cooperative, 807 N. Mattis Ave, Champaign, Illinois at 1:01 PM. The meeting was held via Zoom video conferencing.

Members Present

Ms. Thompson (remotely)  
Mr. Davis (remotely)  
Ms. McArthur (remotely)  
Ms. Turner (remotely)  
Mr. Isenhower (remotely)  
Mr. Brooks (RCCSEC)

Not Present

Mr. Larson  
Mr. Pence (joined remotely at 1:04 PM)  
Mr. Graham  
Mr. Smith

All Board members verified they could hear each other.

Also attending via Zoom were Mrs. Jennifer Armstrong, Executive Director; Mrs. Jennifer Hastings, Special Education Administrator; Mrs. Janice Swanson, School Social Worker; Ms. Martine Nickols, Executive Assistant.

Additions/Deletions

There were no additions or deletions.

Consent Agenda Items

a. Approval of Minutes

The minutes of the September 10, 2020 Executive Board of Directors meeting were in the packet.

b. Approval of Accounts Payable

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

c. Approval of Financial Report

The reconciliation for the month of September, listing a cash and investment balance of \$831,715.01 was included in the packet.

Mr. McArthur moved to approve the consent agenda items as presented. Mr. Isenhower seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Davis, Ms. McArthur, Ms. Turner, Mr. Isenhower, Mr. Brooks. The motion carried. (6-0)

Mr. Pence joined the Zoom meeting at 1:04 PM.

Action Items

a. Action to Approve RCCSEC Board Policies

The Director recommended the approval of the following Board policies:

2:260 Uniform Grievance Procedure

5:10 Equal Employment Opportunity and Minority Recruitment

5:100 Staff Development Program

5:20 Workplace Harassment Prohibited

5:220 Substitute Teachers

7:10 Equal Educational Opportunities

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

7:20 Harassment of Students Prohibited

2:265 Title IX Sexual Harassment Grievance Procedure

Ms. McArthur moved to approve the above Board policies as presented. Ms. Thompson seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Davis, Ms. McArthur, Mr. Pence, Ms. Turner, Mr. Isenhower, Mr. Brooks. The motion carried. (7-0)

b. Action to Approve RCCSEC FY 20 Audit Report

The Director recommended the approval of the FY 20 Audit Report which was completed by Russ Leigh and Associates. The Board packet included a letter to RCCSEC Board of Directors noting that no significant deficiencies were found during the audit. There were no areas that need improvement.

Ms. McArthur moved to approve the FY 20 audit report as presented. Mr. Isenhower seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Davis, Ms. McArthur, Mr. Pence, Ms. Turner, Mr. Isenhower, Mr. Brooks. The motion carried. (7-0)

Board members were told to email the Director if they wish to receive a copy of the audit.

c. Action to Remove RCCSEC Board Policies

The Director recommended removing the following Board policies:

5:60-E1 Exhibit – Employee Expense Reimbursement Form

5:60-E2 Exhibit – Employee Estimated Expense Approval Form

2:125-E1 Exhibit – Board Member Expense Reimbursement Form

2:125-E2 Exhibit – Board Member Estimated Expense Approval Form

6:135 Accelerated Placement Program

Mr. Davis made the motion to remove the above policies from the Board Policies Manual. Ms. Thompson seconded. The following roll call was recorded: “Aye” Ms. Thompson, Mr. Davis, Ms. McArthur, Mr. Pence, Ms. Turner, Mr. Isenhower, Mr. Brooks. The motion carried. (7-0)

d. Action to Employ Educational Support Personnel

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

- Melanie Derenne - 1.0 FTE Paraprofessional (Individual Aide), Thomasboro Spectrum

Mr. Pence made the motion to employ Melanie Derenne as a 1.0 FTE Paraprofessional as presented. Mr. Isenhower seconded. The following roll call was recorded: “Aye” Ms. Thompson, Mr. Davis, Ms. McArthur, Mr. Pence, Ms. Turner, Mr. Isenhower, Mr. Brooks. The motion carried. (7-0)

#### Discussion Items

None

#### Administrative Report

a. Cooperative Program Updates

##### *Spectrum*

Mrs. Hastings reported that the Spectrum Program is going well. The target enrollment is 175 students. At the time of the meeting, the Program was 17 students short of the targeted enrollment. Two additional screenings have been scheduled. The Spectrum enrollment is good compared to area early childhood programs.

The program is also expanding the use of the Seesaw platform for remote learning.

#### Public Participation

There was no public participation.

Executive Board of Directors

October 8, 2020

Page 4 of 4

Good of the Cause Participation

There was no good of the cause participation.

Adjournment

At 1:13 PM, Ms. McArthur moved to adjourn. Mr. Davis 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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Ms. Barbara Thompson  
Vice-Chair of the Board of Directors