

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

EXECUTIVE BOARD OF DIRECTORS

November 12, 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. The meeting was held via Zoom videoconferencing.

Members Present

Mr. Larson (at RCCSEC)  
Mr. Davis (Remotely)  
Ms. McArthur (Remotely)  
Mr. Graham (Remotely)  
Mr. Pence (at RCCSEC)  
Ms. Turner (Remotely)  
Mr. Isenhower (Remotely)  
Mr. Brooks (at RCCSEC)

Not Present

Ms. Thompson  
Mr. Smith

Also present were Mrs. Jennifer Armstrong, Executive Director (at RCCSEC), Mrs. Janice Swanson, School Social Worker (Remotely), Ms. Martine Nickols, Executive Assistant. (Remotely).

Additions/Deletions

Individualized Education Plans (IEPs) during remote learning was added to Discussion Items.

Consent Agenda Items

a. Approval of Minutes

The minutes of the October 8, 2020 Executive Board of Directors meeting were in the packet.

b. Approval of Accounts Payable

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

c. Approval of Financial Report (Reconciliation)

The reconciliation for the month of October, listing a cash and investment balance of \$669,748.45 was included in the packet.

Mr. Larson 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, Ms. Turner, Mr. Brooks. "Nay": none. The motion carried. (7-0) Mr. Isenhower was not present during the vote.

### Action Items

#### a. Action to Approve Leave of Educational Support Personnel

The Director recommended the approval of the following leave:

- Bobbie Collins, Paraprofessional, requested a leave of absence starting December 13 with an anticipated return date of January 27, 2021.
- Kris Stalter, Special Education Records Manager, requested FMLA starting October 15, 2020 with no definite return date provided.

Ms. McArthur moved to approve the leave requests of Bobbie Collins and Kris Stalter as presented. Mr. Pence seconded. The motion carried. (voice vote)

#### b. Action to Approve Remote Work

The Director recommended the approval of the request of Lisa Liggins-Chambers, School Psychologist, to work from home weekly on Fridays since her children are engaged in remote learning. Mrs. Liggins-Chambers plan for completing work from home includes completing necessary paperwork for the upcoming week.

Ms. McArthur moved to approve the request for remote work from Lisa Liggins-Chambers. Mr. Davis seconded. The motion carried. (voice vote)

### Discussion Items

#### a. Room and Board Claims

Effective December 1, 2020, all 2020-2021 Special Education Room and Board claims will be submitted and/or adjusted in the IEP Student Tracking and Reporting System (I-Star). The Special Education Room and Board Claim IWAS system will be taken offline on Monday, November 16, 2020.

#### b. IEPs During Remote Learning

The Director told the Board not to reduce IEP minutes because of remote services.

### Administrative Repot

#### a. Cooperative Program Updates

##### i. Spectrum

There was no Spectrum report.

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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 1:08 PM, Mr. Larson 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. 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