

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

November 14, 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. Thompson  
Mr. Ellison  
Ms. Norton  
Mr. Graham  
Mr. Landeck  
Mr. Brooks  
Ms. McArthur  
Mr. Brink

Not Present

Ms. Turner  
Mr. Isenhower

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

Additions/Deletions

Executive Session was deleted.

Consent Agenda Items

a. Approval of Minutes

The minutes of the October 10, 2024 Executive Board meeting were in the Board packet.

b. Accounts Payable

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

c. Approval of Financial Report (Reconciliation)

The reconciliation for the month of October, listing a cash and investment balance of \$985,266.47 was included in the Board packet.

Ms. McArthur moved to approve the consent agenda items as presented. Mr. Brink seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Ellison, Ms. Norton, Mr. Graham, Mr. Landeck, Mr. Brooks, Ms. McArthur, Mr. Brink "Nay" None. The motion carried. (8-0)

#### Action Items

a. Action to Approve the Resignation of Personnel

The Director recommended the approval of the following resignation:

- Michelle Gallivan – 1.0 FTE Paraprofessional, Spectrum

Ms. McArthur moved to approve the resignation of Michele Gallivan as presented. Mr. Brink seconded. The motion carried. (voice vote)

b. Action to Approve RCCSEC Insurance Plan

The Director recommended the approval of RCCSEC Insurance Plan to start on January 1, 2025. The RCCSEC health plan did not change. The premium rate did increase for BCBS. Insurance premium comparisons for year 2024 and 2025 were included in the board packet.

Ms. McArthur moved to approve the RCCSEC Insurance Plan as presented. Mr. Graham seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Ellison, Ms. Norton, Mr. Graham, Mr. Landeck, Mr. Brooks, Ms. McArthur, Mr. Brink "Nay" None. The motion carried. (8-0)

c. First Reading of RCCSEC Board Policies

The Director presented the following Board policies for the first reading:

Draft Update:

2:260 Uniform Grievance Procedure

5:100 Staff Development Program

7:20 Harassment of Students Prohibited

Draft Update – Rewritten:

2:265 Title IX Grievance Procedure

Ms. McArthur moved to approve the first reading of the above Board policies. Ms. Norton seconded. The motion carried. (voice vote)

Administrative Report

a. Cooperative Program Updates

i. Spectrum Early Childhood Enrollment

Unity: 38 students

St Joseph: 57 students

Thomasboro: 24 students

There will be a winter screening for Unity on November 26. The Executive Director reported that the grant was written for 165 students. If the program has 80% enrollment, then grant money will not have to be returned.

b. Professional Development Dates

The Executive Director reported that the following will be scheduled sometime in January to early February. They will be posted on the RCCSEC website.

- IEP Goal Writing
- Universal Design for Learning
- Writing Relevant Present Levels
- Data Collection

Public Participation

There was no public participation.

Good of the Cause Participation

There was no good of the cause participation.

Adjournment

At 1:22 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