

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

December 11, 2025

Ms. Norton, Chair, called the meeting to order at 1:00 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. McArthur
Mr. Ellison
Ms. Norton
Mr. Amerio
Mr. Landeck
Mr. Brooks

Not Present

Mr. Brink
Ms. Thompson
Mr. Graham

Todd Wilson entered the meeting at 1:04.

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

Lance Landeck was appointed pro tem Secretary for the December meeting.

Additions/Deletions

None

Consent Agenda Items

a. Approval of Minutes

The minutes of the November 13 , 2025 Executive Board meeting were in the Board packet.

b. Accounts Payable

The accounts payable report for November 14, 2025 - December 12, 2025 were included in the Board packet.

c. Approval of Financial Report (Reconciliation)

The balance sheet as of November 30, 2025, listing a fund balance of \$1,073,694.64 was included in the Board packet.

Mr. Landeck moved to approve the consent agenda items as presented. Ms. McArthur seconded. The following roll call was recorded: "Aye" Mr. Ellison, Ms. Norton, Mr. Amerio, Mr. Landeck, Mr. Brooks, Ms. McArthur "Nay" None. The motion carried. (6-0)

Executive Session

At 1:01 PM, Ms. McArthur made the motion to go into executive session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body. Mr. Brooks seconded. The following roll call was recorded: "Aye" Mr. Ellison, Ms. Norton, Mr. Amerio, Mr. Landeck, Mr. Brooks, Ms. McArthur "Nay" None. The motion carried. (6-0)

At 1:20 PM, Mr. Amerio made the motion to move out of executive session. Ms. McArthur seconded. The following roll call was recorded: "Aye" Mr. Ellison, Ms. Norton, Mr. Wilson, Mr. Amerio, Mr. Landeck, Mr. Brooks, Ms. McArthur "Nay" None. The motion carried. (7-0)

Action Items

a. Action to Approve Memorandum of Understanding

It was decided by the Board that action would not occur on this item.

b. Action to Approve Amended Joint Agreement

An amendment to the RCCSEC Joint Agreement with member districts was recommended by the Executive Director to meet the requirements of PA 104-218 which takes effect January 1, 2026. The Joint Agreement that was included in the Board packet indicates recommended changes by the attorney.

Main updates include the following:

- Notification of withdrawal
- Process for withdrawal
- Withdrawing district does not get any portion of Cooperative assets
- Payment for any outstanding debt
- Budget hearing will include a presentation of the calculation of member district fees
- Carryover funds will be returned to the member districts

Mr. Landeck moved to approve the amended Joint Agreement as presented. Ms. McArthur seconded. The following roll call was recorded: "Aye" Mr. Ellison, Ms. Norton, Mr. Wilson, Mr. Amerio, Mr. Landeck, Mr. Brooks, Ms. McArthur "Nay" None. The motion carried. (7-0)

c. Action to Employ Personnel

The Director recommended the employment of the following Personnel:

- | | | |
|--------------------|---|--|
| a. Brittany Friese | - | 1.0 FTE Records Manager
July 1, 2026 Start Date |
|--------------------|---|--|

Mr. Brooks moved to approve the employment of Brittany Friese as presented. Ms. McArthur seconded. The following roll call was recorded: "Aye" Mr. Ellison, Ms. Norton, Mr. Wilson, Mr. Amerio, Mr. Landeck, Mr. Brooks, Ms. McArthur "Nay" None. The motion carried. (7-0)

d. First Reading of RCCSEC Board Policy 5:330 Sick Days, Vacation, Holidays and Leaves

The Director presented the changes and recommended the first reading of Board policy 5:330. The policy and the proposed language change were included in the board packet.

The board decided a motion was not necessary for the first reading of a Board policy.

Administrative Report

The Executive Director reported the following:

Spectrum Winter screenings were held December 5, 2025 at Unity.
RCCSEC will hold a professional development: Movement in the Classroom on January 5 for Spectrum staff.
Administrative Academy with Brandon K. Wright will be on February 11, 2026.
CPI training will be held on January 5, 2026 at Thomasboro.

Executive Board of Directors

December 11, 2025

Page 4 of 4

RCCSEC pays for each member districts' access to Infinitec. There are free training videos available which offer CEUs to staff. In person training can also be arranged along with discounts to electronics.

Public Participation

There was no public participation.

Good of the Cause Participation

There was no good of the cause participation.

Adjournment

At 1:45 PM, Ms. McArthur moved to adjourn. Mr. Amerio seconded. The motion carried.

Ms. Barb Thompson
Secretary of the Board of Directors

Ms. Kimberly Norton
Chair of the Board of Directors

Mrs. Jennifer Armstrong
Recording Secretary

Mr. Bonnie McArthur
Vice-Chair of the Board of Directors