

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

EXECUTIVE BOARD OF DIRECTORS

December 12, 2019

Mr. Brooks, 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
Mr. Wilson
Mr. Brooks

Not Present

Ms. Thompson
Mr. White

Present at the meeting were Mrs. Jennifer Armstrong, Executive Director; Mrs. Lori Bednarz, Special Education Administrator; Mr. Jordan Wiles, School Psychologist; Ms. Martine Nickols, Executive Assistant.

Additions/Deletions

The following additions were made to the Discussion items:

- Excess Cost
- Final Proposed Rules for Time Out

Consent Agenda Items

a. Approval of Minutes

The minutes of the November 14, 2019 Executive Board of Directors meeting were in the packet.

b. Approval of Accounts Payable

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

c. Approval of Financial Report (Reconciliation)

The reconciliation for the month of November, listing a cash and investment balance of \$980,507.66 was included in the packet.

Mr. Pence made the motion to approve the consent agenda items as presented. Mr. Larson seconded. The following roll call was recorded: "Aye" Mr. Larson, Mr. Smith, Mr. Davis, Mr. Brooks, Mr. Pence, Mr. Wilson, Ms. McArthur, Mr. Graham. The motion carried. (8-0)

Executive Session

At 1:02 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. Smith seconded. The motion carried. (voice vote)

At 1:15 PM, Ms. McArthur made the motion to move out of executive session. Mr. Smith seconded. The motion carried. (voice vote)

Action Items

a. Action on Employee Dismissal Hearing

Ms. McArthur moved to dismiss Melinda Willard, Paraprofessional at Thomasboro Spectrum. Mr. Smith seconded. The following roll call was recorded: "Aye" Mr. Davis, Mr. Larson, Mr. Brooks, Mr. Smith, Mr. Pence, Mr. Wilson, Ms. McArthur, Mr. Graham. The motion carried. (8-0)

b. Action to Employ Educational Support Personnel

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

- Lana Fisher - 1.0 FTE Paraprofessional, Individual Aide, Unity Spectrum

Mr. Pence made the motion to employ Lana Fisher as recommended. Ms. McArthur seconded. The following roll call was recorded: "Aye" Ms. McArthur, Mr. Wilson, Mr. Brooks, Mr. Pence, Mr. Larson, Mr. Smith, Mr. Graham; "Abstain" Mr. Davis. The motion carried. (7-1-0)

c. Action to Employ Braille Assistant

The Director recommended the employment of the following individual as Braille Assistant:

- Emily Gulliford - 1.0 FTE Braille Assistant, St. Joseph Middle School

Mr. Larson made the motion to employ Emily Gulliford as recommended. Mr. Davis seconded. The following roll call was recorded: "Aye" Mr. Brooks, Mr. Pence, Mr. Smith, Mr. Larson, Mr. Wilson, Ms. McArthur, Mr. Davis, Mr. Graham. The motion carried. (8-0)

d. Action to Accept Resignation

The Director recommended the approval of the following resignation:

- Abigail Golden - 1.0 FTE Braille Assistant

Mr. Davis moved to accept the resignation of Abigail Golden as presented. Mr. Smith seconded. The motion carried. (voice vote)

Discussion Items

a. Iroquois Special Education Association vs. RCCSEC

A comparison of psychological services between ISEA and RCCSEC was included in the packet.

Notable differences: School Psychologists at RCCSEC are very involved in RTI and special education and are a first line of defense for IEPs. The School Psychologist and Educational Diagnostician at ISEA do not have these roles.

b. Excess Cost Worksheets

Districts will need to complete the Excess Cost Worksheet. The Director distributed child count data and the necessary previous year data. She asked that Superintendents contact her if they have questions. She can also e-mail the prior year worksheet for comparison.

c. Final Proposed Rules for Time Out

The Director made the following comments regarding the final proposed rules for time out:

- The definition of time out has been further defined.
- RCCSEC does not train or support the use of prone/supine holds.
- If a student experiences 3 instances of timeout/physical restraint, the effectiveness of procedures must be reviewed and a plan must be placed in the student's temporary folder. There shall also be consideration of special education services.
- 8 hours of annual training is required. This will impact the CPI trainings.
- District must document. Contact parent the same day of time out/physical restraint. Send form to parent within 24 hours and ISBE no later than 2 days.
- Districts will need to update Board policies.

Administrative Report

a. Cooperative Program Updates

i. Spectrum

Mrs. Bednarz reported the following:

- 180 students are enrolled.
- 56 IEP meetings attended so far this school year.
- New student moved in from Heritage and will share aide with student from St. Joseph.
- There are many open evaluations and several referrals from Head Start.
- Still need to hire an individual aide.

Executive Board of Directors

December 12, 2019

Page 4 of 4

Public Participation

There was no public participation.

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There was no good of the cause participation.

Adjournment

At 1:33 PM, Mr. Larson moved to adjourn. Mr. Smith seconded. The motion carried. (voice vote)

Ms. Bonnie McArthur
Secretary of the Board of Directors

Mr. Brian Brooks
Chair of the Board of Directors

Mrs. Jennifer Armstrong
Recording Secretary

Ms. Barbara Thompson
Vice-Chair of the Board of Directors