

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

March 13, 2025

Mr. Brooks, 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. Thompson  
Mr. Ellison  
Mr. Landeck  
Mr. Brooks  
Ms. McArthur  
Mr. Brink

Not Present

Ms. Norton  
Mr. Graham  
Mr. Isenhower  
Ms. Turner

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

Additions/Deletions

None

Consent Agenda Items

a. Approval of Minutes

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

b. Accounts Payable

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

c. Approval of Financial Report (Reconciliation)

The reconciliation for the month of February, listing a cash and investment balance of \$1,148,384.25 was included in the Board packet.

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

#### Executive Session

At 1:01 PM, Mr. Ellison 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. Ms. Thompson seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Ellison, Mr. Landeck, Mr. Brooks, Ms. McArthur, Mr. Brink, "Nay" None. The motion carried. (6-0)

At 1:09 PM, Ms. McArthur made the motion to move out of executive session. Mr. Brink seconded. The motion carried. (voice vote)

#### Action Items

a. Action to Employ Personnel

- a) Sally Manalo - 1.0 FTE Paraprofessional

Ms. Thompson moved to approve employment of Sally Manalo as presented. Mr. Brink seconded. The motion carried. (voice vote)

b. Action to Accept Resignation of Personnel

The Director recommended the approval of the following resignation:

- a) Brittany File

Mr. Landeck moved to approve the resignation of Brittany File as presented. Ms. McArthur seconded. The motion carried. (voice vote)

c. Action on Employee Dismissal Hearing

Meghan McCarty did not attend the hearing.

Ms. Thompson moved to dismiss Meghan McCarty, Paraprofessional at Unity Spectrum. Mr. Landeck seconded. The following roll call was recorded: "Aye" Ms. Thompson, Mr. Ellison, Mr. Landeck, Mr. Brooks, Ms. McArthur, Mr. Brink, "Nay" None. The motion carried. (6-0)

Administrative Report

The Director reported the following for Spectrum:

Enrollment:

St Joseph – 62, classes are full

Thomasboro – 30, classroom is full

Unity – 38 students, a full program would be 60

Spring Screening Dates:

All time slots are currently full.

Thomasboro - 4/28/25

Unity – 4/24/25

St Joseph – 4/23/25

There will be a workshop at the I hotel on March 24. Signups can be completed on the RCCSEC website. The AM session will be Data collection and Goal Writing and the PM session will be Next Steps.

Public Participation

There was no public participation.

Good of the Cause Participation

There was no good of the cause participation.

Executive Board of Directors

March 13, 2025

Page 4 of 4

Adjournment

At 1:17 PM, Ms. Thompson moved to adjourn. Ms. McArthur 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

---

Mr. Jared Ellison  
Vice-Chair of the Board of Directors