

Minutes of the REGULAR Meeting of the Board of Education
Community Unit School District No. 4, Champaign County, Illinois
Mellon Administrative Center, 703 S. New Street, Champaign, Illinois
February 19, 2007 Within the Boundaries of Said District

Regular Meeting

Board President Margie Skirvin called the Regular Meeting of the Board to order at 7:00 p.m.

Board Members Present

Scott Anderson, Minosca Alcantara, Reginald Alston, Nathaniel Banks, Arlene Blank, Margie Skirvin, David Tomlinson

Staff Members Present

Superintendent Arthur Culver, Deputy Superintendent Dorland Norris, Assistant Superintendent Beth Shepperd, Interim Assistant Superintendent Patricia Lewis, Chief Financial Officer Gene Logas, Facilities/Transportation Supervisor Joe Davis

Guests

Representatives from CFT, and local media and other interested persons

Approval of Agenda

David Tomlinson moved, with a second by Reginald Alston, to approve the amended agenda. The motion carried on voice vote. The appointment of the Franklin Middle School Principal was moved for consideration after the Academic Spotlight Report. The Program Evaluation of Social Science and the Migrant Education Summer Program were pulled from the agenda.

PTA Council

Brian Minsker thanked the Board and the administration for attending the Founders' Day Dinner. He asked the administration to schedule the Choice Community Forums during the second week of February instead of the third week as it conflicts with the February PTA Council meeting.

Reports

Academic Spotlight – Dr. Howard Elementary

Principal Frances Burley shared the following information regarding how the Dr. Howard staff relies on the Seven Correlates of Effective Schools and implements them to achieve high and equitable levels of student learning. The seven correlates are as follows:

Instructional Leadership: All adults in the building are leaders and as leaders, their expertise is distributed throughout the school and shared with other teachers to help all students succeed.

Climate of High Expectation: Using motivational strategies, building self-esteem, teaching the Eagles Creed, believing that all students can and will learn and helping them learn, re-teaching concepts, providing small group or individual support for students, realizing that student success is not accomplished in isolation, but through teachers working collaboratively are a few strategies used to demonstrate our high expectations for staff and students.

Frequent Monitoring of Student Progress: PEP plans, DRA results, quarterly and benchmark assessments, teacher-made tests, daily observation, sharing results with parents and students and offering suggestions to help student succeed to maximize their academic potential are strategies used to monitor student progress.

Opportunity to Learn and Time on Task: The Reading Improvement Committee (RIC) meets once each month to help improve the delivery of reading instruction at Dr. Howard. During the initial meeting, committee members reviewed assessment data and recognized the need to help our students increase vocabulary, improve reading comprehension skills, and increase reading fluency. As a result, the Word of the Day/Battle of the Words program was developed, third Monday faculty meetings were reserved for reading improvement workshops, and the Balance Literacy program was revamped to allow students to receive one hour of uninterrupted direct reading instruction each day.

Safe and Orderly Environment: Teaching students how to treat others with courtesy and respect is an important lesson taught during expectation rotation station assemblies and in each classroom. Social contracts are developed to help students learn the importance of working together, and fifth grade students are given leadership responsibilities.

Clear and Focused Mission: The Dr. Howard mission statement was revised to accurately articulate the views and beliefs of the current staff. The mission is shared with students and parents, posted in the classrooms and throughout the building, and printed in the weekly newsletter to staff.

Home-School Relationship: Building trust through frequent communication in the students' planners, weekly school and class newsletters, and parent meetings are essential strategies implemented to share information with Dr. Howard parents.

Title I Funds were used to hire two retired teachers to support the reading groups; funds were also used to operate the Saturday Academy.

Closed Session

Arlene Blank moved, with a second by Scott Anderson, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Employments 120/2(c)(1). The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 7:33 p.m.

Open Session

The Board convened into *Open Session* at 7:42 p.m.

Appointment – Principal, Franklin Middle School (Exhibit “A”)

David Tomlinson moved, with a second by Nathaniel Banks, to approve the appointment of Angela Smith as the principal of Franklin Middle School at a salary amount of \$78,500 plus all Board-approved fringe benefits, including contributions to the Teachers' Retirement System. The effective date of the appointment is July 1, 2007. The contract year is 260 days. The motion carried on roll call. Ayes 7. Nays 0.

Reports**2007/2008 Proposed School Calendar**

Dr. Carol Stack presented the proposed 2007/2008 calendars, which will be submitted for approval at the March 12, 2007 Board meeting. A committee comprised of parents, teachers, support staff, principals and District administrators met during first semester of the current school year to develop the proposed 2007-08 school calendars for both the 'regular' and 'balanced' calendar schools. The committee discussed calendar development parameters established by the Illinois State Board of Education and District-specific considerations in the process of preparing the proposed calendars. The considerations included:

- sensitivity to the placement of the Fall and Spring Holidays respective to families traveling over designated holiday breaks and other variables;
- alignment with the University of Illinois spring break;
- adherence to any teacher contract language relative to the design of the school calendars;
- alignment of the 'regular' and 'balanced' calendars to allow all District staff to be trained together on designated Institute days or District school improvement days;
- placement of seven (7) one-half day school improvement days to best meet teaching and learning needs and goals.

There are no foreseen ADA implications in the development of these calendar proposals that could impact District funding by the State of Illinois.

Dr. Stack stated that she would provide information regarding the Board's inquiry about observing President's Day (third Monday in February) as a school holiday instead of President Lincoln's birthday. Information will also be provided regarding moving the administration of high school semester exams before Winter break in December instead of administering the exams in mid January.

Consent Decree Update – Secondary Student Achievement

Deputy Superintendent Dorland Norris provided a brief report regarding secondary student achievement. The District continues to strive towards academic excellence for all students under the Consent Decree. The secondary schools continue to make improvements by decreasing the achievement gap between African American students and all other students as identified in the Consent Decree's Racial Fairness Guidelines. The Consent Decree requires the District to analyze the achievement of African American students in comparison to "others" as opposed to specific subgroups. A detailed accounting of percentage changes in grades earned by African American students and grades earned by all students was provided. The District will continue to provide staff development opportunities in all core curricular areas as a means to reduce unwarranted grading disparities.

The District routinely monitors the grade distribution performance for all students each quarter. These grades are disaggregated by ethnic groups and provide information to school level administrators to assist them in making key decisions affecting student achievement at their campus. According to the District's data of grades earned during the first semester of this year, the general performance of African American students and all student groups continues to show improvement with As, Bs and Cs earned while decreasing the percentage of Ds & Fs earned.

K-12 Foreign Language Program

Director Maria Montgomery presented the following information regarding the foreign language program. The District has offered a foreign language program for over 30 years across three

schooling levels: elementary, middle, and high school. However, a program evaluation had never been conducted. In the spring of 2006, the District's foreign language department applied for and was awarded \$23,470 through the Illinois State Board of Education (ISBE) Foreign Language Planning Assistance Grant. The grant monies facilitated the Board of Education's request to review and make recommendations for any needed changes to the District's foreign language program. Furthermore, it allowed a District planning team which consisted of foreign language teachers, administrators, community/university representatives, and parents to collaborate on meeting the needs of the learning community and fulfilling the following grant objectives:

- Collaborate with the University of Illinois Foreign Language Department
- Review research-based practice
- Conduct site visits to schools/districts with successful foreign language programs
- Identify current program deficits and needed changes
- Report findings
- Make program recommendations to the Board

Curricular program decisions have staffing implications. Changes in curricular programs have financial implications on textbooks, supplies/materials, and staffing. The estimated total annual staffing costs for the six-year implementation plan are as follows:

		<i>Phase Cost</i>	<i>Total Cost</i>
Year One	Priority #1, Phases IA, IB, and IC	\$351,000	\$1,008,000
Year Two	Priority #1, Phase II	\$206,550	\$1,015,650
Year Three	Priority #2, Phase IA and IB	\$72,000	\$1,123,650
Year Four	Priority #3, Phase I	\$22,950	\$1,146,600
Year Five	Priority #3, Phase II	\$11,475	\$1,158,075
Year Six	Priority #3, Phase III	\$378,675	\$1,502,325

These estimated costs do not include expenses for additional textbooks and supplies/materials for foreign language classes.

Action Agenda

Public Hearing – Modification of Administrative Code (Drivers Ed.) (Exhibit “B”)

A public hearing was held at 9:29 p.m. There were no public comments.

Director George Stanhope providing a brief explanation regarding the District seeking a modification to 23 Illinois Administrative Code, CH I, S. 252.20 (c) (1) which stipulates that classroom and laboratory instruction each must be scheduled regularly throughout a period of not less than six complete weeks (four weeks allowable in summer programs and for schools using block scheduling). The District is requesting this modification in order to provide a shortened summer driver education program that is both effective and responsive to student and parent needs by shortening classroom instruction from four to three weeks. Behind-the-wheel instruction will continue to be offered over four weeks.

The modification has been the practice of the Driver Education summer program in the District since a waiver was approved by the Champaign Unit 4 School Board in February 2003. The waiver was originally sought because parents had voiced concerns that the District's summer driver education program consumed too much of the season at a time when students often attend extra-curricular or religious camps, have summer jobs, or take family vacations. In response to parent concerns, the District reconfigured the driver education program to allow for simultaneous classroom and behind-the-wheel instruction and shortened classroom instruction to three weeks; classroom instruction is more time-intensive and less flexible regarding scheduling than behind-the-wheel instruction. Such a format allows students to complete their classroom instruction in three weeks instead of four, thereby giving families an additional week of summer vacation to use at their discretion. Additionally, students enrolled in both the classroom and behind-the-wheel components would complete their instruction in seven weeks; prior to the above change, such instruction lasted eight weeks. The required notices for the public hearing were sent to the newspaper, unions, and state legislators. Staffing and financial needs remain the same as in previous years. Oral/written feedback from students, parents, summer driver education instructors, and the summer school principal will allow the District to gauge the success of this modified program. Classroom grades will also be reviewed to see if there is a substantial change from previous years.

Scott Anderson moved, with a second by Nathaniel Banks, to approve the Application for Waiver or Modification of State Board Rules and/or School Code Mandates for submission to the ISBE. The motion carried on roll call. Ayes 6. Nays 1. Arlene Blank voted Nay.

Semi-Annual Review of Closed Session Minutes

It was the Board's decision that the Closed Session Minutes remain closed.

Bid – School Buses (Exhibit “C”)

The Board of Education pulled this item from Consent in order to discuss the bid.

David Tomlinson moved, with a second by Scott Anderson, to award the bids to Midwest Transit Equipment for two 30-passenger buses and two 71-passenger buses totaling \$249,756. The motion carried on roll call. Ayes 7. Nays 0.

Board policy states that bids will be solicited when items are expected to exceed a total of \$10,000. As part of the bidding process, bids were solicited and received from five vendors for the above items. Midwest Transit Equipment submitted the lowest bid for both the two 30-passenger (\$124,312) and the two 71-passenger buses (\$125,444). Costs will be charged to the Transportation Fund for budget year 2007-08.

Consent Agenda

David Tomlinson moved, with a second by Reginald Alston, to approve the Consent Agenda. The motion carried on roll call. Ayes 7. Nays 0.

The Board of Education approved the following Consent Agenda items:

Donations – Skateland

The Board of Education accepted the donation from Skateland for skating passes valued at \$31,500.00. The skating passes were donated to Barkstall, Bottenfield, Carrie Busey, Dr Howard, Garden Hills, Kenwood, Robeson, South Side, Stratton, Washington, Westview,

Edison, Franklin and Jefferson. The donation is in need of approval as it is \$5,000 or more in value.

RFP – Answering Service

The Board of Education approved the proposal for answering service submitted by Champaign Telephone through May 2008 in the amount of \$39,855.50. Invitations were sent to five answering service firms for submission of proposals for the District's answering service for the remainder of this year and next year. Champaign Telephone was the only company that responded. Costs for the remainder of FY07 are \$10,917.25, which also includes the set-up fee. The costs for July 2007 – May 2008 are \$28,938.25.

Voice Over IP Request for Proposal (RFP)

The Board of Education approved the administration's recommendation not to accept any proposals until a further assessment of infrastructure and budgetary implications are reviewed.

In order to replace the District's antiquated internal telephone system and move forward to attain the goal of telephones in classrooms, an RFP was issued to contract the implementation of a new telephone system. The system would run on our Data network and reduce the need for two completely separate infrastructures. This is the first year this technology would be E-rate eligible, further assisting with the funding of such an undertaking.

There would be no need for any further staffing. Training on such a system would be required at a high level for administration purposes. Training was to be addressed in the RFP.

The costs would require an investment of approximately \$300,000 for Year 1, and approximately \$450,000 for Years 2 through 4.

Based on the review of RFP submissions and recommendations of vendors, the administration believes that the District needs to evaluate the infrastructure needs. Those needs may increase the capital expenditure for this project exceeding the budgetary capabilities of the Information Technology department, even with the E-rate eligible portions.

Minutes – January 8 & 17, 2007 Board Meetings

The Board of Education approved the minutes as presented.

Bills & Treasurer's Report (Exhibit "D")

The Board of Education approved the Bills and Treasurer's Report as presented.

Human Resource Changes (Exhibit "E")

The Board of Education approved the Human Resource changes as presented.

Executive Session

Arlene Blank moved, with a second by Reginald Alston, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Student Discipline 120/2(c)(9). The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 9:41 p.m.

Open Session

The Board convened into *Open Session* at 10:20 p.m.

Student Discipline

Scott Anderson moved, with a second by Arlene Blank, to expel student #650814 from Columbia Alternative Center for the remainder of the 06/07 school year, and reassign to Homebound for violating Conduct Code #19 (Physical Confrontation with Student) of the Champaign Unit 4 Student Code of Conduct. The student may return to Columbia Middle School following the expulsion period, provided the student has completed the requirements of the alternative school. The motion carried on roll call. Ayes 6. Nays 1. Nathaniel Banks voted Nay.

Scott Anderson moved, with a second by Reginald Alston, to expel student #630409 from Edison Middle School for the remainder of the 06/07 school year, and reassign to Columbia Middle School for violating Conduct Code #19 (Physical Confrontation with Student) of the Champaign Unit 4 Student Code of Conduct. The student may return to the home campus following the expulsion period, provided the student has completed the requirements of the alternative school. The motion carried on roll call. Ayes 7. Nays 0.

Scott Anderson moved, with a second by Arlene Blank, to expel student #530505 from Edison Middle School for the remainder of the 06/07 school year, and reassign to Columbia Middle School for violating Conduct Code #18 (Physical Confrontation with Staff) and #19 (Physical Confrontation with Student) of the Champaign Unit 4 Student Code of Conduct. The student may return to the home campus following the expulsion period, provided the student has completed the requirements of the alternative school. The motion carried on roll call. Ayes 7. Nays 0.

Scott Anderson moved, with a second by Arlene Blank, to expel student #651022 from Jefferson Middle School for the remainder of the 06/07 school year, and reassign to Columbia Middle School for violating Conduct Code #19 (Physical Confrontation with Student) of the Champaign Unit 4 Student Code of Conduct. The student may return to the home campus following the expulsion period, provided the student has completed the requirements of the alternative school. The motion carried on roll call. Ayes 7. Nays 0.

Nathaniel Banks moved, with a second by Arlene Blank, to expel student #683034 from Centennial High School for the remainder of the 06/07 school year, and reassign to Columbia High School for violating Conduct Code #24 (Threats to/Intimidation of Staff) of the Champaign Unit 4 Student Code of Conduct. The student may return to the home campus following the expulsion period, provided the student has completed the requirements of the alternative school. The motion carried on roll call. Ayes 6. Nays 1. David Tomlinson voted Nay.

Adjournment

There being no further business, Arlene Blank moved, with a second by David Tomlinson, to adjourn the meeting at 10:21 p.m. The motion carried on voice vote.

Board approved: March 12, 2007