

**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
April 13, 2015 within the Boundaries of Said District**

Regular Meeting

Board President Laurie Bonnett called the Regular Meeting of the Board to order at 5:42 p.m.

Board Members Present

John Bambenek (arrived at 5:42 p.m.), Laurie Bonnett, Jamar Brown, Lynn Stuckey

Board Members Absent

Kristine Chalifoux, Kerris Lee, Ileana Saveley

Staff Members Present

Superintendent Judy Wiegand, Assistant Superintendent Laura Taylor, Assistant Superintendent Susan Zola, Assistant Superintendent Angela Smith, Executive Director of Human Resources Ken Kleber, Executive Director of Business Services Matt Foster, School Attorney Tom Lockman

Approval of Agenda

Item 9B Juvenile Delinquency Prevention Programs in Champaign County, 11J Bid: Health Life Safety Implementations and 11M Renewal of Superintendent's Contract were removed from the agenda. Member Bambenek moved, with a second by Member Brown to approve the agenda as amended. The motion carried on voice vote. Ayes 4. Nays 0.

Executive Session

Member Brown moved, with a second by Member Bambenek, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Employee Appointments, Employment, Compensation, Dismissals, Complaints 120/2(c)(1), The placement of individual students in special education programs and other matters relating to individual students 120/2(c)(10) and Actual/Potential Litigation 120/2(c)(11). The motion carried on roll call. Ayes 4. Nays 0.

The Board convened into *Closed Session* at 5:45 p.m.

Open Session

The Board convened into *Open Session* at 6:08 p.m.

Guests

Representatives from CFT, local media and other interested persons

Action Agenda

Administrative Appointment – Barkstall Assistant Principal: Ken Kleber

Member Brown moved, with a second by Member Bambenek to approve the Administrative Appointment – Barkstall Assistant Principal. The motion carried on roll call. Ayes 4. Nays 0.

The position of Assistant Principal at Barkstall Elementary was recently posted. A team of Barkstall administration and staff interviewed five (5) candidates for the position. Ms. Liza Thomas was selected as the most outstanding candidate.

Ms. Thomas currently serves in the position of Interim Assistant Principal of Barkstall Elementary. She has held this position since July 2014. Ms. Thomas joined Unit 4 schools in 2004 and has served as a Cross Categorical Special Education Teacher at Centennial High School and Columbia Center, and as an Itinerant Teacher with the Emotional Disabilities Programs. Ms. Thomas also served as a certified Positive Behavior Facilitation (PBF) Teacher Leader. Ms. Thomas began her career in education as a Special Education Teacher in 1994. She has worked in several school districts outside of Unit 4 including Mt. Pulaski, Illinois; Fairfax County Schools, Virginia; and Des Moines, Iowa.

Ms. Thomas holds a Bachelor of Science in Special Education from Illinois State University (earned in 1993), and a Master of Education in Educational Leadership from the American College of Education in Indianapolis (earned in 2013). In addition being certified as a PBF Teacher Leader, she is also certified in Therapeutic Crisis Intervention (TCI) and in Non-Violent Crisis Intervention.

The effective date of Ms. Thomas' appointment is July 1, 2015. The recommended salary is \$58,723 plus any raise approved by the Board of Education for all administrators during the 2015-2016 school year. This is 215 days/year position. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Ms. Liza Thomas as Assistant Principal of Barkstall Elementary effective July 1, 2015.

Reports: New Business

DLR Group's 2015 Innovation Challenge: Dr. Judy Wiegand

DLR Group's 2015 Innovation Challenge at the National School Board Conference in Nashville Tennessee was a 12 hour intense experience that gave high school students from around the country a chance to "compete" in solving a broad problem statement. Three teams, including Champaign Unit 4's very own team fielded by two students from Central and two students from Centennial worked collaboratively with a teacher mentor to offer a solution. Students utilized board member experts (some of the 10,000 conference attendees) for knowledge and conversation.

Unit 4's team was tasked to develop ways that the increasing global population, climate change and scarcity affected food resources. The teams were judged on the process they went through as well as the relative level of innovation applied to the solution. Each team presented their ideas to the conference at a Sunday session.

Each team's solution was innovative in its own way and determining a winner was difficult. Unit 4's idea surrounding sustainable vertical farming elevated them to victory.

Each of the four students, Zachary Miller, Riley Skube, Alexander Magro and Nicholas Hittle will receive \$200 scholarships for their efforts. A special thank you to Nikki Miller from Centennial High School for mentoring the students throughout their time in Nashville and organizing their participation.

This was an informational item and no action was required by the Board.

Juvenile Delinquency Prevention Programs in Champaign County: Orlando Thomas

This item was removed from the agenda.

Cenergistic Informational Presentation: Matt Foster

Bob Davis, from Cenergistic, an energy conservation company, presented an energy monitoring, management and reduction plan for the District. Cenergistic has helped many school districts reduce energy consumption which has resulted in cost savings for many public school districts across the country and in Illinois. As our District continues to look for ways to reduce expenses and improve building energy efficiency, the administration believed it was appropriate to learn more about Cenergistic's company, methods, and record of success. This topic will be revisited once the new Board is seated.

This was an informational item and no action was required by the Board.

Action Agenda: New Business

Bills and Treasurer's Report – March

Member Bambenek moved, with a second by Member Brown to approve the Bills and Treasurer's Report – March. The motion carried on roll call. Ayes 4. Nays 0.

The Bills and Treasurer's Report – March was approved as presented.

Administration Compensation: Ken Kleber

Member Brown moved, with a second by Member Bambenek for Approval of Administration Compensation. The motion carried on roll call. Ayes 3. Nays 1. Member Stuckey voted no.

The Superintendent recommended a 3.0% salary increase for all eligible administrators to be implemented according to Board Policy 520.09. The effective date of the increase is July 1, 2015. This increase mirrors the percentage increase for Teachers. Administrative pay increases are needed to remain regionally competitive and to acknowledge the hard work and challenges of working in a large, diverse school district. A list of eligible administrators was provided to the Board.

Entry level salaries for all administrative positions will also be adjusted according to established District practice to reflect this change. Those newly-hired administrators affected by these changes will have their salaries adjusted accordingly.

Administration recommended that the Board of Education approve the recommended salary increase for eligible administrators.

Compensation for District Support Personnel (DSP): Ken Kleber

Member Stuckey moved, with a second by Member Bambenek for Approval of Compensation for District Support Personnel (DSP). The motion carried on roll call. Ayes 4. Nays 0.

Salary increases for DSP staff members have been tied to the negotiated annual increase for the Champaign Educational Support Professionals (CESP) since 1998. District Administration is recommending that salaries for eligible DSP staff be increased by 3.8% for the 2015-2016 school year. The effective date of the increase is July 1, 2015. Eligibility is determined using the same guidelines used for administrators. A list of eligible DSP staff members was provided to the Board.

Entry level salaries for all DSP positions will also be adjusted according to established District practice to reflect this change. Newly-hired DSP staff affected by these changes will have their salaries adjusted accordingly. The cost of the approved raise and related adjustments is \$28,962 plus appropriate IMRF contributions.

Administration recommended that the Board of Education approve the above recommended salary increase for eligible DSP staff.

Consent Agenda: Unfinished/New Business

Member Bambenek moved, with a second by Member Stuckey to approve the Consent Agenda – New/Unfinished Business. The motion carried on roll call. Ayes 4. Nays 0.

The following Consent Agenda items were approved:

Human Resource Changes: Ken Kleber

The Human Resource Changes were approved as presented.

Assistant Director of Food Service Compensation: Ken Kleber

The District is continuously reviewing its wages/salaries, fringe benefits, and job descriptions to ensure it is able to meet the goals established by the Board of Education, is regionally competitive, and is able to attract and maintain top quality talent.

District Administration is recommending that the Assistant Director of Food Service position be moved from Administrative Pay Grade 1 to Pay Grade 2 effective July 1, 2015. This would make it consistent with other non-certified assistant directors with similar levels of responsibility and is in line with national median salaries.

When this position was created two years ago, the person hired (Laura Dees) was tasked with lowering the District's operational costs. It is estimated that she has saved the District over \$70,000 annually due to production management and increased reimbursements because of the Food Service Department's ability to implement Offer vs. Serve and Community Eligibility Provision (CEP).

Ms. Dees's 2015-2016 salary will be \$57,721 (vs. the \$41,862 it would have been without the change in Pay Grade). This revised salary reflects the raise to which Ms. Dees would have been entitled for the upcoming school year; she is not included in that agenda item due to this recommended change.

Administration recommended that the Board of Education approve the above recommended pay grade and compensation changes.

Minutes of March 9, 2015 and March 30, 2015

The Minutes were approved as presented.

Policy 720.10 Student Welfare – Preventing Bullying, Intimidation and Harassment: Tom Lockman

This Policy update represents the District's effort to continue to update its Board Policy manual. These updates reflect changes mandated by recently enacted legislation from the Illinois General Assembly.

Administration recommended approval of this policy.

Contract Approval – Replacement of Central High School Fire Alarm System: Tom Lockman

Bids were previously posted on the District web site and in the News-Gazette for the replacement of the current Fire Alarm system at Central High School. Bids were received and opened on March 19, 2015. The low bid received from Barber & DeAtley for \$415,538 was approved by the Board on March 30.

Central High School Fire Alarm Replacement costs of \$415,538 will be paid from Fund 61.

Administration recommended approval of the contract between the District and Barber & DeAtley for the replacement of the Central High School Fire Alarm System.

Bid – Paper Supplies: Matt Foster

Board policy states that bids will be solicited when items are expected to exceed a total of \$25,000. As part of the bid process, requests were mailed to twenty-eight vendors, posted on the District's website and advertised in the News-Gazette. Bids were received from thirteen vendors and opened on February 20, 2015. Staff recommended the item-by-item award of these supplies to the lowest qualified bidder:

AFP Industries	\$8,812.40
Bye-Mo'r	\$545.90
Contract Paper Group	\$8,560.00
HP Products Corporation	\$21,986.40
Midland Paper	\$6,866.96
Paper 101	\$128,465.80
School Specialty	\$132.72
Standard Stationery Supply Co	\$1,140.80
Unisource	<u>\$5,981.20</u>
	<u>\$182,492.18</u>

The initial cost for paper supplies will be charged against the District's warehouse asset account and then charged to the individual schools expense accounts as supplies are ordered. Last year the bids for paper supplies totaled \$331,520.19. One reason for the decrease in paper supplies bid costs is cafeteria items were not bid out.

Administration recommended the item-by-item award of paper supplies to the lowest qualified bidders as described above totaling \$182,492.18.

Bid – Elevator Maintenance Inspection Services: Matt Foster

Board policy states that bids will be solicited when items are expected to exceed a total of \$25,000. As part of the bidding process, formal bid requests were mailed to four vendors, posted on the District's website and advertised in the News-Gazette. Bids were received from two vendors and opened on March 25, 2015. The low bid was from Kone Inc. for a fee of \$13,620 for 2015-16, with an option for continued services based on satisfactory performance of \$14,028.60 for 2016-17 and \$14,449.56 for 2017-18.

The cost for elevator maintenance and inspection services will be paid from the Operations and Maintenance Budget. The prior three years total for elevator maintenance and inspection services was \$31,600.44.

Administration recommended approval of the elevator maintenance and inspection services bid to Kone Inc. for \$13,620 for 2015-16 with the option of continued services for 2016-17 for \$14,028.60 and 2017-18 for \$14,449.56, based on satisfactory performance.

Bid – Integrated Pest Management: Matt Foster

Board policy states that bids will be solicited when items are expected to exceed a total of \$25,000. As part of the bidding process, bid requests were mailed to four vendors, posted on the District's website and advertised in the News-Gazette. Bids were received from one vendor and opened on April 1, 2015. The low bid was from Terminix for an annual fee of \$21,950.

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The annual cost for integrated pest management services of \$21,950 will be paid from the Operations and Maintenance Budget. The prior year's annual bid was \$22,500.

Administration recommended approval of the integrated pest management service bid to Terminix for \$21,950 per year for 2015-16 with the option of continued services for 2016-17 and 2017-18, at the same rate, based on satisfactory performance.

Bid: Health Life Safety Implementations: Matt Foster

This item was removed from the agenda.

Donation – Skateland: Matt Foster

The donation submitted for the April 13, 2015 Board Meeting was for Spring Break skating passes from Skateland for Barkstall, Bottenfield, Carrie Busey, Garden Hills, Kenwood, Robeson, South Side, Stratton, Westview, Edison, Franklin and Jefferson valued at \$37,172.00.

This donation is in need of approval by the Board of Education as it is \$5,000 or more in value.

Administration recommended Board approval of the donation for Spring Break skating passes from Skateland valued at \$37,172.00 for elementary and middle schools.

Donation – South Side Chromebooks: Matt Foster

The donation submitted for the April 13, 2015 Board Meeting is for \$7,000 from Lynn & William Timmons for the purchase of Chromebooks for South Side Elementary School.

This donation is in need of approval by the Board of Education as it is \$5,000 or more in value.

Administration recommended Board approval of the donation of \$7,000 for the purchase of 20 Chromebooks for South Side Elementary School.

Renewal of Superintendent's Contract: Laurie Bonnett

This item was removed from the agenda.

Adjournment

There being no further business, Member Bambenek moved, with a second by Member Brown, to adjourn the meeting at 7:44 p.m. The motion carried on voice vote.

Board Approved: May 11, 2015