

**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
August 12, 2013 within the Boundaries of Said District**

Regular Meeting

Board President Laurie Bonnett called the Regular Meeting of the Board to order at 5:30 p.m.

Board Members Present

Laurie Bonnett, Jamar Brown (arrived at 5:32 p.m.), Kristine Chalifoux (arrived at 5:32 p.m.), Kerris Lee (arrived at 5:52 p.m.), Scott MacAdam, Ileana Saveley, Lynn Stuckey

Staff Members Present

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

Approval of Agenda

Item 8b was pulled from the agenda. Item 9c. and 9d. were switched on the agenda. Member Saveley moved, with a second by Member MacAdam, to approve the agenda. The motion carried on voice vote. Ayes 4. Nays 0.

Executive Session

Member Stuckey moved, with a second by Member MacAdam, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Personnel 120/2(c)(1), Negotiations 120/(c)(2), Selection of a person to fill a public office 120/(c)(3), Property Acquisitions/Lease Purchase 120/(c)(5), Student Discipline 120/(c)(9), and Actual/Potential Litigation 120/2(c)(11). The motion carried on roll call. Ayes 6. Nays 0.

The Board convened into *Closed Session* at 5:32 p.m.

Open Session

The Board convened into *Open Session* at 6:14 p.m.

Guests

Representatives from CFT, local media and other interested persons

Reports: New Business

Policy 720.11R Exemption From Physical Activity: Tom Lockman

This administrative procedure represents the District's effort to continue to update its Board policy manual. This procedure is related to the applicable exemptions from physical education. Pursuant to the Illinois Administrative Code, the procedure is being updated to clarify what qualifies as an appropriate excuse for a student to be exempt from physical education.

This was an informational item only. Action will be taken at the September 9, 2013 Board of Education meeting.

Policy 115 – Nondiscrimination: Tom Lockman

This item was pulled from the agenda.

Policy 415.07/R Minority and Female Business Enterprise Goals: Tom Lockman

This policy and administrative procedure represents the District's effort to continue to update its Board policy manual. This new policy and the associated administrative procedure are being added to reflect the District's commitment to establishing participation goals for minority and female business enterprises in undertaking its capital construction projects. Administration has reviewed similar policies from other public entities and has met with Dr. Fred Coleman from the University of Illinois regarding implementation of this policy.

This was an informational item only. Action will be taken at the September 9, 2013 Board of Education meeting.

Policy 415.06 – Vendor Relations: Tom Lockman

This policy represents the District's effort to continue to update its Board policy manual. This policy is being updated to clarify District expectations regarding potential or actual conflicts of interest and the procedures for recusal or abstention.

This was an informational item only. Action will be taken at the September 9, 2013 Board of Education meeting.

Action Agenda: New Business

Bills and Treasurer's Report – July: Matt Foster

Member Chalifoux moved, with a second by Member MacAdam to approve the Bills and Treasurer's Report - July. The motion carried on roll call. Ayes 7. Nays 0.

The Bills and Treasurer's Report – July were approved as presented.

Renewal of the School Resource Officer Contract for 2013-14: Orlando Thomas

Member Stuckey moved (for discussion only), with a second by Member MacAdam to approve the Renewal of the School Resource Officer Contract for 2013-14. The motion carried on roll call. Ayes 6. Nays 1. Member Stuckey voted no.

Per the original contract language, the SRO contract is being brought to the Board of Education for annual renewal and extension. The term of this agreement will be July 1, 2013 through June 30, 2014. This contract will maintain the current SRO staffing level at five officers.

The cost to be paid by the District for the 2013-14 contract extension is \$270,163. The cost in 2011-12 was \$251,231. The increase is higher than usual because all five SROs are now in the 15-19 years of service category of the Fraternal Order of Police (FOP) contract which is a higher rate of pay than the 10-14 years of service category. Additionally, FOP members receive an annual raise of 3% effective July 2013.

Administration recommended that the Board of Education approve the annual SRO contract renewal/extension through June 30, 2014 at a cost of \$270,163.

Staffing Request – Jefferson: Ken Kleber

Member Chalifoux moved, with a second by Member Brown to approve the Staffing Request - Jefferson. The motion carried on roll call. Ayes 7. Nays 0.

The District recently received word from the Champaign Police Department that Edison Middle School and Jefferson Middle School are slated to share a School Resource Officer during the 2013-2014 school year. During the last school year, each building had its own officer.

To assist with hallway and other supervision during the upcoming year, District administration is recommending the addition of two Hall Monitors at Jefferson Middle School. Edison Middle School will be able to provide adequate supervision at existing staffing levels. Jefferson is currently the only District middle school without a hall monitor.

The financial cost will be determined by the salary schedule placement of the individuals hired for the positions, plus appropriate benefits. Staff development will be provided through existing programs with no additional cost.

Administration recommended that the Board of Education approve the request for two Hall Monitors at Jefferson Middle School.

Police Supplemental Services Contract Renewal: Orlando Thomas

Member Brown moved, with a second by Member Saveley to approve the Police Supplemental Services Contract Renewal. The motion carried on roll call. Ayes 7. Nays 0.

The supplemental police services contract is being brought to the Board of Education for annual renewal and extension. The term of this agreement will be July 1, 2013 through June 30, 2014. This contract will maintain the current level of police supplemental services.

The hourly compensation rate to be paid to the City of Champaign will be \$52.75. The hourly rate in 2011-12 was \$51.22. The increase is in response Fraternal Order of Police members receiving an annual raise of 3% effective July 2013.

Administration recommended that the Board of Education approve the annual supplemental police services contract renewal/extension through June 30, 2014 at an hourly rate of \$52.75.

Approval of Westview Change Order No. 11: Matt Foster

Member Brown moved, with a second by Member Stuckey to approve Westview Change Order No. 11. The motion carried on roll call. Ayes 7. Nays 0.

Arlene Vespa has authority to approve change orders up to \$25,000. After that she must check with the Board President and a designated Board Member before signing the paperwork which leads to a change order. That process has been adhered to. It was necessary for the entire Board of Education to approve the following change orders processed through June 2013. Please note that the total project contingency on this project is \$270,140.00, which leaves the current total at **\$17,198.00**.

CHANGE ORDER NO. 11		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
COA 63	Unforeseen Field Condition: Build new corridor soffits in lower level corridor. Once ceilings were removed, existing mechanical & structural items prevented the new ceilings to be installed at the designed elevations. Additionally, the new soffits allow for a clean installation edge for the new corridor ceiling systems which vary in height.	\$6,474.00
COA 70	Drawing Coordination: Install new 8 ft. marker board in ESL #107 and install new mirror in Speech. Provide appropriate credits for deletion of one 4 ft. tack in ESL #107 and one 4 ft. marker board in 3rd grade #206.	\$99.00
COA 71	Drawing Coordination: Install deck bearing angle at interior partition	\$2,219.00

	walls that were disputed not to be shown on Contract Documents. These costs reflect labor only.	
COA 72	Unforeseen Field Condition: Repair existing leaking/sweating lead roof drain piping located in room #100 and in lower level corridor. Replace leaded pipe connections with PVC material.	\$819.00
COA 73	Drawing Coordination: Salvage and relocate existing mechanical heat pump unit HP-14 and provide (1) new mechanical heat pump unit, to be located in room #209A, as indicated by HP-13. Connect both units to existing geothermal main loop piping.	\$5,113.00
COA 74	Owner Request: Change tack board material to natural cork. (CREDIT)	-\$1,323.00
COA 75	Unforeseen Field Condition: Repair approximately 75 existing electrical receptacles. Given the existing condition of old wiring there concern that once power is turned back on to these devices shorts may occur, causing damage to new work or safety risk potential.	\$2,770.00
COA 76	Unforeseen Field Condition: Relocate existing electrical conduit from surface mounted conduit to above ceiling install, to allow for the proper placement of proposed light fixture.	\$186.00
COA 78	Unforeseen Field Condition: Repair the lower level corridor plaster wall. Once existing marker board was removed it was apparent that an existing roof drain water leak from above, up until this time concealed, had provided long term damage.	\$976.00
COA 79	Field Coordination: Install new stud framed, drywall and painted bulkhead and soffit to allow for a consolidated new ceiling install in an area of multiple existing ceiling heights.	\$1,416.00
COA 80	Field Coordination: Install new stud framed, drywall and painted bulkheads to allow for a consolidated new ceiling install with Stair #2 and stair that leads to the stage within the existing multipurpose room.	\$1,755.00
COA 81	Design Issue / Unforeseen Field Condition: Change the roller shades in the gymnasium to a crank style operation, due to the window height to width ratio.	\$853.00
	TOTAL CHANGE ORDER NO. 11:	\$21,357.00

The total of the change orders for Westview is:

CHANGE ORDER	AMOUNT
Change Order No. 01 - 10	\$231,585.00
Change Order No. 11	\$21,357.00
TOTAL CHANGE ORDERS:	\$252,942.00

Administration recommended Board approval of Change Order No. 11 for Westview totaling \$21,357.00.

Approval of Robeson Change Order No. 2: Matt Foster
 Member MacAdam moved, with a second by Member Stuckey to Approve Robeson Change Order No. 2. The motion carried on roll call. Ayes 7. Nays 0.

Arlene Vespa has authority to approve change orders up to \$25,000. After that she must check with the Board President and a designated Board Member before signing the paperwork which leads to a change order. That process has been adhered to. It was necessary for the entire

Board of Education to approve the following change orders processed through July 2013. Please note that the total project contingency on this project is \$142,200.00, which leaves the current total at **\$104,865.58**.

CHANGE ORDER NO. 02		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
COA 13A (Phase I Scope)	Design Coordination Issue and Owner Request: Furnish and install new flooring and perform floor prep in corridors. Additional framing at Staff Toilet 210 and Speech 409. Credit for Bonds and Insurance from previous RFPs.	\$35,224.83
TOTAL CHANGE ORDER NO. 02:		\$35,224.83

The total change order for flooring is \$40,176.08 which includes Phase I and Phase II. Board approval was only requested for the Phase I change order for \$35,224.83.

The total of the change orders for Robeson is:

CHANGE ORDER	AMOUNT
Change Order No. 01	\$2,109.59
Change Order No. 02	\$35,224.83
TOTAL CHANGE ORDERS:	\$37,334.42

Administration recommended Board approval of the change order for Robeson totaling \$35,224.83.

Resolution to Provide for a Public Hearing on Tentative 2014 Budget: Matt Foster
Member Brown moved, with a second by Member Chalifoux to approve the Resolution to Provide for a Public Hearing on Tentative 2014 Budget. The motion carried on roll call. Ayes 7. Nays 0.

The Illinois School Code requires that at least one public hearing be conducted prior to the adoption of the annual budget. In addition, the District must advertise for at least 30 days prior to the public hearing that the tentative budget is available for public inspection. The advertisement will appear in the August 13th edition of the News-Gazette. As such, the following resolution sets the time for the public hearing on the 2014 Budget to be 6:00 pm on September 23, 2013. This allows the District to spend monies until final adoption of the budget.

Administration recommended that the Board approve the "Resolution to Provide for a Public Hearing on the Tentative 2014 Budget" and its publication in the News-Gazette.

Consent Agenda: Unfinished/New Business

Member Brown moved, with a second by Member MacAdam to approve the Consent Agenda – New/Unfinished Business. The motion carried on roll call. Ayes 7. Nays 0

The following Consent Agenda items were approved:

Minutes of July 8, 2013 and July 15, 2013

The Board of Education approved the minutes as presented.

Lease Agreement With Champaign County Regional Planning Commission: Tom Lockman
Administration recommended that the District enter into a lease with the Champaign County Regional Planning Commission (CCRPC) for space at the former Curriculum Center building on North Randolph Street. It is the opinion of Administration that entering into this lease would be in the best interests of the residents of the District and the community as a whole as it would allow CCRPC to establish The Hub, a centralized location for community services referrals.

Administration recommended that the Board of Education approve the Lease Agreement with Champaign County Regional Planning Commission.

Lease Agreement With Tap In Program: Tom Lockman
Administration recommended that the District enter into a lease with the Tap-In Leadership Academy for space at the former Curriculum Center building on North Randolph Street. It is the opinion of Administration that entering into this lease would be in the best interests of the residents of the District and the community as a whole as it would allow Tap-In to continue to provide youth and their parents with enrichment and empowerment programs.

Administration recommended that the Board of Education approve the Lease Agreement with Tap-In Leadership Academy.

Employee Separation Agreement: Ken Kleber
The Employee Separation Agreement was approved as presented.

FY14 IDEA Part B Flow Through and Preschool Grant: Elizabeth deGruy
The FY14 IDEA Part B Preschool and Flow Through Grant application were written in keeping with projected funding levels provided by the Illinois State Board of Education (ISBE). Generally the grant funds are used to fund salaries and benefits of staff that have direct contact with students, primarily teacher assistants. The District is required to expend 5% of the Flow Through grant on professional development.

The FY14 Part B Preschool Grant is written for \$88,766. The IDEA Flow Through Grant is written for \$2,197,931. These grants will be amended later in the 2013-2014 school year to use finalized allotted carryover amounts provided by ISBE. Staff development needs will be addressed through the Flow Through Grant.

All activities in the grant are monitored and evaluated by ISBE, the Assistant Superintendent, the Director of Special Education, and the business office. No funds may be expended until the grant application is submitted to ISBE, and reimbursement is not received until expenditures are reported.

Administration recommended the approval of the FY14 IDEA Preschool Grant for \$88,766 and the FY14 IDEA Flow Through Grant for \$2,197,931.

FY14 NCLB Title I and Title II Grants: Dr. Susan Zola
The ISBE has determined that Districts must file a combined proposal for the two federal entitlement grants, Title I and Title IIA.

Several of the private schools in the District will participate in the Title I and Title IIA. Holy Cross School and St. John Lutheran will participate in Title I. Holy Cross, St John Lutheran, St. Matthew, Judah Christian, The High School of St. Thomas More, and University Primary schools will participate in Title IIA.

The *FY14 Title I* grant, Basic, totaling \$2,473,094 (FY13 \$2,417,457) will be used by twelve school-wide elementary school programs (Barkstall, Bottenfield, CECC, Carrie Busey, Dr. Howard, Garden Hills, Kenwood, Robeson, South Side, Stratton, BT Washington, and Westview) to provide language arts, math and science instruction to educationally disadvantaged students. The District's portion of the grant is \$2,460,357. The two private school portion of the grant is \$12,721.

The *FY14 Title IIA* grant, Teacher Quality, totaling \$422,142 (FY13 \$448,482) will provide additional funding professional development in math, science, social science, fine arts, ELA, and gifted areas, as well as, consultants, curriculum writing, workshop and conferences. Teacher Quality funds 3.0 classroom teachers through the Class-size Reduction section of the grant (\$257,947). The District's portion of the grant is \$398,867. The District portion for professional development is \$141,920. The six private school's portion of the grant is \$23,275.

The District submits the NCLB Performance Report on an annual basis. The comprehensive grant totals \$2,895,236 (FY13 \$2,865,939). The required ten percent of the FY14 Title I Basic grant allocation will be devoted to professional development. The Title I & II grants pick up all costs, including salary increases.

Administration recommended submission of the FY14 NCLB Consolidated grant application in the amount of \$2,895,236.

Bid: Cafeteria – Milk and Juice Service: 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, bids were mailed to nine vendors, posted on the District's website and advertised in the News-Gazette. A bid was received from one vendor and opened on July 24, 2013. Administration recommended that the bid for milk and juice service for the school lunch program be awarded to Cloverleaf Farms based on "market price". The cost for milk and juice services for the school lunch program will be paid from the 2013-14 Food Service Budget.

Administration recommended that the bid for milk and juice services for the school lunch program be awarded to Cloverleaf Farms for the 2013-14 school year.

Bid: Jefferson Wind Turbine: Matt Foster

Board Policy states that bids will be solicited when items are expected to exceed a total of \$25,000. Requests were sent to vendors, posted on the District's website and advertised in the News-Gazette for the Wind Turbine at Jefferson Middle School. Three bids were received and opened on July 23, 2013. The lowest bidder was Windy City Power LLC.

The cost for the wind turbine at Jefferson Middle School is \$49,925. Costs will be covered by a grant from Illinois Clean Energy (\$40,000) and Jefferson's Wind Energy fundraising account (\$9,925).

Administration recommended Board approval of the bid for a wind turbine at Jefferson Middle School to Windy City Power LLC for \$49,925.

Donation – Skateland: Matt Foster

The donation submitted for the August 12, 2013 Board Meeting is for Summer Break skating passes from Skateland for Barkstall, Bottenfield, Carrie Busey, Dr. Howard, Garden Hills, Kenwood, Robeson, South Side, Stratton, Westview, Edison, Franklin and Jefferson valued at

\$34,770. This donation is in need of approval by the Board of Education as they are \$5,000 or more in value.

Administration recommended Board approval of the donation for Summer Break skating passes from Skateland valued at \$34,770 for elementary and middle schools.

MTD Contract FY14: Matt Foster

The District has provided transportation for high school students via an agreement with Champaign-Urbana MTD since 1977 and started transporting middle school students in 2004. This service has been a major assistance in getting students both to and from school at a reasonable cost to the District.

The annual cost to transport our secondary students in 2013-14 will be \$315,516. Last year it was \$312,600.

Administration recommended that the Board of Education approve and sign the Transportation Agreement between the Champaign-Urbana Mass Transit District and the Champaign Unit 4 School District for 2013-2014.

Adjournment

There being no further business, Member Chalifoux moved, with a second by Member Brown, to adjourn the meeting at 8:06 p.m. The motion carried on voice vote.

Board Approved: September 9, 2013