

**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
December 9, 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, Kristine Chalifoux, Kerris Lee, Ileana Saveley (arrived at 5:53 p.m.), Lynn Stuckey

Board Members Absent

Scott MacAdam

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

Member Lee moved, with a second by Member Brown, to approve the agenda. The motion carried on voice vote. Ayes 6. Nays 0.

Executive Session

Member Brown moved, with a second by Member Lee, 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), 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 6:00 p.m.

Guests

Representatives from CFT, local media and other interested persons

Public Comment

Member Stuckey made a motion that everyone who wished to speak regarding a high school site could do so, Member Chalifoux seconded. The motion carried on roll call. Ayes 6. Nays 0.

Action Agenda

Student Ambassador Program: Dr. Judy Wiegand

Member Bonnett moved, with a second by Member Brown to approve Grace Khachaturian as a Student Ambassador. The motion carried on roll call. Ayes 6. Nays 0.

On November 18, 2013 the Board approved three students (one from each high school campus) to serve a one year term as a Student Ambassador to the Board. The Student Ambassador appointed for Centennial has resigned.

Superintendent Wiegand recommended that the Board of Education appoint Grace Khachaturian to fill the vacancy for the remainder of the 2013-14 school year.

Student Ambassadors – Oath of Office: Dr. Judy Wiegand

On July 8, 2013, the Board of Education approved the Student Ambassador Program. This program is part of the District's effort to engage and be responsive to all District stakeholders. The Student Ambassador Program is an opportunity for the Board of Education to hear student opinions, and issues and concerns related to their experiences in District schools.

On November 18, 2013 the Board of Education appointed three high school students (one from each high school campus) to serve a one year term as a Student Ambassador to the Board. The student appointed for Centennial on the 18th has resigned and was replaced by Grace Khachaturian. Since this program was formally approved July, 2013, the 2013-14 school year will serve as a pilot, with representatives serving only a portion of the year (December 2013 - June 2014).

This evening the Board President will administer the Oath of Office to the following students that will serve as Student Ambassadors to the Board of Education for the remainder of the 2013-14 school year:

Central High School:	Cedric Jones
Centennial High School:	Grace Khachaturian
Novak Academy:	Shane Kelton

Board President Laurie Bonnett administered the Oath of Office.

Reports: New Business

High School Site Selection: Matt Foster

The DLR/Gorski Reifsteck Team has been working with the Board of Education to provide an objective high school site selection process. DLR/Gorski Reifsteck provided examples of the site selection tools used in the decision making process and described how they involved the Board of Education in identifying and prioritizing the characteristics considered desirable and required by the community and Board members for any new high school site. Champaign Central High School Staff shared the impact the current educational conditions have on students, families, and staff and the compromises that are made to make do with the current educational settings spread throughout the community.

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

Action Agenda: New Business

Administrative Appointment – Principal of Garden Hills Elementary

Member Brown moved, with a second by Member Lee to approve the Administrative Appointment – Principal of Garden Hills Elementary. The motion carried on roll call. Ayes 6. Nays 0.

The position of Principal of Garden Hills Elementary for the 2014-2015 school year was advertised through the District's website and other appropriate websites. Three candidates were interviewed for the position by a team of District administrators, Garden Hills staff, and Garden Hills parent representatives. Ms. Cheryl Camacho was selected as the most outstanding candidate.

Ms. Camacho is currently serving the District as Interim Principal of Garden Hills Elementary. She began this assignment in July 2013. Prior to this assignment, Ms. Camacho served Unit 4 Schools as the Director of Magnet Programs and Assistant Principal of Booker T. Washington Elementary from 2009-2013. Ms. Camacho is a National Board Certified Teacher who taught first and second grade in Atlanta, Georgia from 2002-2005 and at Martin Luther King Elementary School in Urbana, Illinois from 2005-2009. In addition, Ms. Camacho has worked with Teach For America in Chicago and Atlanta.

Ms. Camacho holds a Bachelor of Science degree in Sociology from the University of Illinois. She obtained her teacher certification from Georgia State University and her Master of Education in Educational Administration from the University of Illinois.

Ms. Camacho will begin her assignment as Principal of Garden Hills Elementary effective July 1, 2014. The recommended salary is \$85,336, plus all appropriate Board approved administrator benefits. This is a 260 days/year position. The recommended salary is \$85,336, plus all appropriate Board approved administrator fringe benefits. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Ms. Cheryl Camacho as Principal of Garden Hills Elementary effective July 1, 2014.

Design Development Phase Presentation for the Kenwood Elementary School Addition/Renovation Project: Matt Foster

Member Lee moved, with a second by Member Chalifoux to approve the Design Development Phase Presentation for the Kenwood Elementary School Addition/Renovation Project. The motion carried on roll call. Ayes 6. Nays 0.

Stuart Brodsky from Cannon Design and Omar Bailey from Bailey Edward provided a Design Development phase update for the Kenwood Addition/Renovation Project. This presentation included an update on the building design including the current plan development, as well as a status on the Design Development construction cost budget and the project schedule.

Cannon Design prepared an attachment that outlined the Design Development construction cost budget status.

Administration requested approval of Design Development phase on the Kenwood Addition/Renovation Project.

Additional Kindergarten Classrooms: Dr. Susan Zola/Maria Alanis

Member Brown moved, with a second by Member Saveley to approve Additional Kindergarten Classrooms. The motion carried on roll call. Ayes 6. Nays 0.

Numerous options have been under consideration to provide additional kindergarten space for the 2014-2015 school year. After researching several possible locations, Administration proposing using the south end of the Kirby School to begin "growing" a dual language program.

The goal of English/Spanish dual language bilingual education is to develop bilingualism (speaking two languages), biculturalism (understanding two cultures), and bi-literacy (reading and writing in two language). Children who participate in dual language bi-lingual education:

- Develop high levels of proficiency or skills in two languages.
- Perform academically at or above grade level in all subject areas.

- Demonstrate positive attitudes and behaviors toward two cultures.

The features of dual language bilingual education area:

- Reading and writing instruction in both Spanish and English.
- Math, social studies and science instruction in both Spanish and English.
- Classrooms with 50% native Spanish-speakers and 50% native English-speakers.

If we begin with three kindergarten sections we could host approximately 60-66 students. Ideally half would be English speakers and half Spanish speakers. Over the next few years we would grow the dual language program until it resides as a full three strand school, K-5 or possibly K-8. The proposed school could be named the International Prep Academy and the current students being served in the International Academy would relocate to the Kirby Avenue campus.

Some initial conversations with Stephanie Stuart and Maria Alanis highlight the need for strong communication to our bilingual families as well as clear marketing as we move into the season of Choice. By beginning to build this dual language program we address, in a more permanent way, our need for additional kindergarten classes while offering an established program model that parents have been requesting for the last several years.

Financial Implications:

Staffing: (3 Kindergarten Teachers)	\$150,000
Additional Special Sections:	\$ 50,000
Clerical Support:	\$ 25,000

Maria Alanis would work with Dr. Zola to provide training on this program. Teachers with bilingual certification would be a requirement to teach in the Dual Language school.

Administration recommended approval for the additional Kindergarten classrooms.

Approval of the Issuance of Individual Procurement Cards: Matt Foster

Member Stuckey moved, with a second by Member Brown to approve the Issuance of Individual Procurement Cards. The motion carried on roll call. Ayes 6. Nays 0.

The District would like to enter into a contract with Commerce Bank for the issuance and use of purchasing cards (P-Cards). We have looked at Midwest, Chase, Amex, and Commerce. The Commerce's computer software, ease of control regarding spending limits, no liability and their local support/training made me feel comfortable going with this choice. This P-Card program would initially be a pilot program limited to Central High School, Edison Middle School, Kenwood Elementary School and Mellon administrators. The purpose of the P-Card is to provide an efficient, cost-effective method of paying for small dollar as well as high-volume purchases. By using the P-cards, we should significantly reduce the volume of purchase orders, invoices and checks processed.

The District does not have to pay for the program. However, benefits include reduced paperwork and possibly better pricing on some items. In addition, depending on the volume, we may be entitled to rebates from the bank.

Administration recommended that the Board of Education approve the issuance of individual procurement cards as presented.

Resolution – Abating Property Taxes for Levy Year 2013 (Pay Debt Service on Outstanding Bonds – Series 1997 and Series 2006B): Matt Foster

Member Chalifoux moved, with a second by Member Lee to approve the Resolution – Abating Property Taxes for Levy Year 2013 (Pay Debt Service on Outstanding Bonds – Series 1997 and Series 2006B). The motion carried on roll call. Ayes 6. Nays 0.

The District committed to the District's residents that it would abate all of the principal and interest owed on the outstanding Bonds of the District previously issued for construction and renovation of Building purposes. This includes the Series 1997 and Series 2006B Bonds. This item was presented as a Discussion Item at the Board of Education meeting on November 18, 2013.

This Resolution confirms that the District will abate the property taxes levied as promised to District residents. The total amount of the abatement is \$2,841,680 (\$170,180 + \$2,671,500). This is required to secure Board signatures on the Abatement document so that it may be filed with the County Clerk prior to March 1, 2014.

Administration recommended approval of the Resolution Abating Property Taxes for 2013 for Bond Series 1997 & Series 2006B.

Resolution – Abating Property Taxes for Levy Year 2013 (Pay Debt Service on Outstanding Bonds – Series 2010A and Series 2010B): Matt Foster

Member Brown moved, with a second by Member Lee to approve the Resolution – Abating Property Taxes for Levy Year 2013 (Pay Debt Service on Outstanding Bonds – Series 2010A and Series 2010B). The motion carried on roll call. Ayes 6. Nays 0.

The District committed to the District's residents that it would abate all of the principal and interest owed on the outstanding Bonds of the District. This includes the Alternate Revenue Source Series 2010A and Series 2010B Bonds. This item was presented as a Discussion Item at the Board of Education meeting on November 18, 2013. In order to legally abate this property tax, the bond covenants require that the District illustrate that it has at least 125% coverage.

This Resolution confirms that the District will abate the property taxes levied. The total amount of the abatement is \$3,092,893 - \$996,013 (BAB reimbursement) = \$2,096,880. This is required to secure Board signatures on the Abatement document so that it may be filed with the County Clerk prior to March 1, 2014.

Administration recommended approval of the Resolution Abating Property Taxes for 2013 for Bond Series 2010A & Series 2010B.

Resolution – Abating Property Taxes for Levy Year 2013 (Pay Debt Service on Outstanding Bonds – Series 2010C and Series 2010D): Matt Foster

Member Brown moved, with a second by Member Stuckey to approve the Resolution – Abating Property Taxes for Levy Year 2013 (Pay Debt Service on Outstanding Bonds – Series 2010C and Series 2010D). The motion carried on roll call. Ayes 6. Nays 0.

The District committed to the District's residents that it would abate all of the principal and interest owed on the outstanding Bonds of the District. This includes the Alternate Revenue

Source Series 2010C and Series 2010D Bonds. This item was presented as a Discussion Item at the Board of Education meeting on November 18, 2013. In order to legally abate this property tax, the bond covenants require that the District illustrate that it has at least 125% coverage.

This Resolution confirms that the District will abate the property taxes levied. The total amount of the abatement is \$1,775,507 - \$412,381 (BAB reimbursement) = \$1,363,126. This is required to secure Board signatures on the Abatement document so that it may be filed with the County Clerk prior to March 1, 2014.

Administration recommended approval of the Resolution Abating Property Taxes for 2013 for Bond Series 2010C & Series 2010D.

Adoption of Resolution for 2013 Tax Levy: Matt Foster

Member Stuckey moved, with a second by Member Chalifoux to approve the Adoption of Resolution for 2013 Tax Levy. The motion carried on roll call. Ayes 6. Nays 0.

The Truth-in-Taxation Act requires that when a school district's proposed tax levy, as extended and less debt service, reflects an increase of more than 105% of the prior year's extension, the school district must publish a notice of such intent and hold a public hearing on the matter. The proposed 2013 Levy does not exceed the 2012 Levy by 105% and, therefore, neither a separate public hearing nor advertisement of a public hearing was necessary.

District EAV: The total EAV for this year is projected to be \$1,938,826.67. The EAV last year was \$1,927,016, 407. New construction was \$24,366,460. This is the first increase in EAV over the last three years.

Homeowner Impact: The anticipated tax rate for this year is 4.2647 which is an increase of 15 cents over last year's rate (after bond abatement). The average tax bill for a homeowner with a \$150,000 home assessment this year will be \$2,132.33. This is an increase of \$73.10 for homeowner over the previous year.

The District was able to levy \$88,975,526 for this year-this includes the amount necessary for bonds and interest payments. After we abate our 6 bonds, as in keeping with Our Promises Made Promises Kept commitment, the actual levy amount will fall to \$82,673,840.44. This amount is an increase of \$3,309,669 and is a 4.17% increase over the previous year's levy.

The total amount for bonds levied this year will be \$7,284,499 (*Before* abatement). The total amount abated for bonds, as in keeping with our commitment to Promises Made Promises Kept, is \$6,301,686. The net amount of the bond levy will be \$982,813 for bonds (*After* abatement).

Approval of the 2013 Levy in December will provide the District with the potential to receive the allowable amount of property taxes after tax caps for a net amount of \$82,673,840.44 (which includes debt service).

Approval of Westview Change Order No. 14: Matt Foster

Member Brown moved, with a second by Member Stuckey to approve Westview Change Order No. 14. The motion carried on roll call. Ayes 6. 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. At this time it is necessary for the

entire Board of Education to approve the following change orders processed through October 2013. Please note that the total project contingency on this project is \$270,140.00, which leaves the current total at **-\$36,079.00**.

CHANGE ORDER NO. 14		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
COA 31R	Field Condition: This cost is for interior masonry wall repair in 19 classrooms. The repair work was a result of unanticipated damage related to abatement as well as unanticipated repair work discovered post demolition of existing utilities, fixtures and casework items. This work was performed on a time and material not-to-exceed basis and came in significantly under the estimated cost of \$19,288.	\$15,584.00
COA 82	Owner Request: This cost was for the electrician to remove, cut back and reinstall sections of wire mold cover to accommodate two 2-gang cover plates needed at smart board locations in classrooms.	\$610.00
COA 90	Field Condition: This cost was for the repair of two existing broken sink drains.	\$843.00
COA 91	Drawing Coordination: Provide blocking, mineral wool and closure plate at 4" gap by exterior curtain wall at floor at two classrooms in the addition.	\$1209.00
	TOTAL CHANGE ORDER NO. 14:	\$18,246.00

The total of the change orders for Westview is:

CHANGE ORDER	AMOUNT
Change Order No. 01 - 13	\$287,973.00
Change Order No. 14	\$18,246.00
TOTAL CHANGE ORDERS:	\$306,219.00

Administration recommended Board approval of the change order for Westview totaling \$18,246.00.

Approval of Bottenfield Change Order #2: Matt Foster

Member Stuckey moved, with a second by Member Brown to approve Bottenfield Change Order #2. The motion carried on roll call. Ayes 6. 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. At this time it is necessary for the entire Board of Education to approve the following change orders processed through November 2013. Please note that the total project contingency on this project is \$394,484.00, which leaves the current total at **\$377,865.00**.

CHANGE ORDER NO. 02		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
COA 20	Drawing Coordination / Owner Request: Add spray foam insulation, spray applied fire-proofing and blocking at several locations	\$5,127.00
COA 24b	Drawing Coordination: Revise the west canopy framing and	\$3,311.00

	structural details.	
COA 31 REV 1	Drawing Coordination: Revise foundation wall to accommodate location of door.	\$371.00
COA 32	Drawing Coordination: Revise foundation wall at west end of operable partition between gym and cafeteria.	\$725.00
COA 34	Field Coordination Issue: Revise framing, storefront and casework at general office and sick room to accommodate existing conditions.	\$910.00
COA 36	Owner Request: Revise wire mold type and layout on teaching walls as a result of the mock-up review.	\$793.00
COA 38	Owner Request: Credit for removal of replacement of radiator cover from project scope.	-\$466.00
COA 39	Field Coordination: Credit for change in gauge of stainless steel for metal plate on electrical box cover as suggested by contractor.	-\$1,775.00
COA 40	Field Coordination Issue / Owner Request: Revise exterior soffit light fixtures to be surface mounted in lieu of recessed to work with existing conditions at three (3) locations.	\$1,151.00
COA 41	Authority Having Jurisdiction Requirement: Revise water meter size as required by Illinois American Water Company.	\$1,660.00
COA 44	Field Coordination Issue / Abatement: Remove drinking fountain damaged by abatement contractor, cap piping, patch and paint wall. Note: Reimbursement for this cost is being requested from the abatement contractor and should appear in a change order in their contract.	\$2,949.00
COA 45	Drawing Coordination: Add data to Room 206 for copier.	\$462.00
	TOTAL CHANGE ORDER NO. 02:	\$15,218.00

The total of the change orders for Bottenfield is:

CHANGE ORDER	AMOUNT
Change Order No. 01	\$1,401.00
Change Order No. 02	\$15,218.00
TOTAL CHANGE ORDERS:	\$16,619.00

Administration recommended Board approval of the change order for Bottenfield totaling \$15,218.00.

Approval of Robeson Change Order #6: Matt Foster

Member Stuckey moved, with a second by Member Lee to approve Robeson Change Order #6. The motion carried on roll call. Ayes 6. 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 November 2013. Please note that the total project contingency on this project is \$142,200.00, which leaves the current total at **\$1,024.30**.

CHANGE ORDER NO. 06		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
COA 26	Contractor Request: Deduct to move scope of work of subcontractor Contract Décor from Phase 1 to Phase 2.	-\$1,319.00

COA 26	Contractor Request: Add to move scope of work of subcontractor A&R Mechanical from Phase 2 to Phase 1.	\$52,881.84
TOTAL CHANGE ORDER NO. 06:		\$51,562.84

The total of the change orders for Robeson is:

CHANGE ORDER	AMOUNT
Change Order No. 01 - 05	\$89,612.86
Change Order No. 06	\$51,562.84
TOTAL CHANGE ORDERS:	\$141,175.70

Administration recommended Board approval of the change order for Robeson totaling \$51,562.84.

Approval of Robeson Change Order #7: Matt Foster

Member Brown moved, with a second by Member Saveley to approve Robeson Change Order #7. The motion carried on roll call. Ayes 6. 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 November 2013. Please note that the total project contingency on this project is \$142,200.00, which leaves the current total at **\$52,587.14**.

CHANGE ORDER NO. 07 (Phase 2 work)		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
COA 27	Contractor Request: Add to move scope of work of subcontractor Contract Décor from Phase 2 to Phase 1.	\$1,319.00
COA 27	Contractor Request: Deduct to move scope of work of subcontractor A&R Mechanical from Phase 1 to Phase 2.	-\$52,881.84
TOTAL CHANGE ORDER NO. 07 (CREDIT):		(\$51,562.84)

The total of the change orders for Robeson is:

CHANGE ORDER	AMOUNT
Change Order No. 01 - 06	\$141,175.70
Change Order No. 07	-\$51,562.84
TOTAL CHANGE ORDERS:	\$89,612.86

Administration recommended Board approval of the change order for Robeson totaling \$51,562.84.

Bills and Treasurer's Report – November: Matt Foster

Member Brown moved, with a second by Member Chalifoux to approve the Bills and Treasurer's Report – November. The motion carried on roll call. Ayes 6. Nays 0.

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

District Support Personnel (DSP) Fringe Benefits: Ken Kleber

Member Chalifoux moved, with a second by Member Lee to approve District Support Personnel (DSP) Fringe Benefits. The motion carried on roll call. Ayes 6. Nays 0.

The recent ratification and Board approval of the contract with the Champaign Educational Support Professionals (CESP) necessitates review of the District's DSP Fringe Benefits document since DSP employees have historically been offered benefits similar in structure to CESP employees.

District Administration is recommending the Board approve the attached revised DSP Fringe Benefits package. Highlights of changes:

- Change in Health Insurance wording to mirror the CESP contract
- Addition of Bereavement Leave wording to mirror the CESP contract and current practice
- Revision of the paid holiday list to reflect the CESP contract and Board-approved school calendar
- Other wording changes to clarify options for employees and mirror current practice

The cost of insurance benefits is based on the cost in the CESP contract and the number of DSP employees who take District insurance. Other changes are not projected to have cost implications for the District at this time.

Administration recommended that the Board of Education approve the revised DSP Fringe Benefits document as presented.

Compensation for District Support Personnel (DSP): Ken Kleber

Member Saveley moved, with a second by Member Lee to approve Compensation for District Support Personnel (DSP). The motion carried on roll call. Ayes 6. 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. As a result of recent contract negotiations with CESP, District Administration is recommending that salaries for eligible DSP staff be increased by 4.8% for the 2013-2014 school year. The effective date of the increase is retroactive to July 1, 2013. 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 \$34,108 plus appropriate IMRF contributions.

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

Administrative Fringe Benefits: Ken Kleber

Member Lee moved, with a second by Member Chalifoux to approve Administrative Fringe Benefits. The motion carried on roll call. Ayes 5. Nays 1. Member Stuckey voted no.

The recent ratifications and Board approvals of the contracts with the Champaign Federation of Teachers (CFT) and Champaign Educational Support Professionals (CESP) necessitate review of the District's Administrative Fringe Benefits document since administrators have historically

been offered benefits similar in structure to other employees. The Administrative Fringe Benefits package was last approved by the Board of Education in November 2008.

District Administration recommended that the Board approve the revised Administrative Fringe Benefits package. Highlights of changes include:

- Change in Health and Dental Insurance wording to mirror the CFT contract
- Elimination of the Health Reimbursement Account (HRA) to mirror the CFT contract
- Revision to the Death, Disability, and Accident Insurance wording to conform with current insurance policy wording
- Change in Bereavement Leave wording to mirror the CFT contract
- Creation of a Sick Leave Bank to reflect both the CFT and CESP contracts
- Revision of the paid holiday list to reflect the CESP contract and Board-approved school calendar
- Elimination of cell phone reimbursement for administrators

The cost of insurance benefits is based on the cost in the CFT contract and the number of administrators who take District insurance. The elimination of the HRA and cell phone reimbursement will reduce costs to the District. Other changes are not projected to have cost implications for the District at this time.

Administration recommended that the Board of Education approve the revised Administrative Fringe Benefits document as presented.

Administrative Compensation: Ken Kleber

Member Brown moved, with a second by Member Saveley to approve Administrative Compensation. The motion carried on roll call. Ayes 5. Nays 1. Member Stuckey voted no.

The Superintendent is recommending 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 retroactive to July 1, 2013. This increase mirrors the percentage increase recently ratified by the Board and CFT for certified 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.

Several administrators have been paid a cell phone stipend for as part of the District's Administrative Fringe Benefits package, as noted on the list. In accordance with the new administrative Fringe Benefits document that was approved earlier on tonight's agenda, the District will no longer be offering cell phone reimbursement as part of its Administrative Fringe Benefits package. In order to treat the administrators who were receiving this benefit fairly, the Superintendent is recommending that the value of the stipend be added to the affected administrators' salaries as a one-time adjustment. One administrator who is currently participating in the District's 6% Retirement Option will be allowed to maintain her current cell phone stipend through retirement.

The cost of the approved raise is 3% above last year's salaries plus appropriate TRS contributions.

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

Consent Agenda: Unfinished/New Business

Member Brown moved, with a second by Member Chalifoux to approve the Consent Agenda – New/Unfinished Business. The motion carried on roll call. Ayes 6. Nays 0

The following Consent Agenda items were approved:

Staffing Request – Teacher Aide at Carrie Busey: Elizabeth deGruy

A teaching assistant position was cut from Carrie Busey’s staff for the 2013-2014 school year based on enrollment projections.

Based on behavioral data collected at Carrie Busey Elementary School, an additional aide is needed for the remainder of this year to support student behavioral needs.

The Special Education Department will review enrollments and service levels during the spring 2014 semester to determine necessary staffing levels. Behavioral success and continuation of aide support for this student will be assessed via the students’ IEP goals.

Staff development will be provided through existing programs with no additional cost. This position will be funded through District funds for the total cost of approximately \$11,000 plus appropriate benefits for the remainder of the 2013-2014 school year.

Administration recommended that the Board of Education approve the above staffing allocation request.

Bid: Jefferson Telephone System: Matt Foster

Board Policy states that bids will be solicited when items are expected to exceed a total of \$25,000.

Bids were posted on the District’s website and advertised in the News-Gazette for the Jefferson Middle School Telephone System. One bid from Champaign Telephone was received and opened on October 31, 2013.

The cost of \$64,090.48 for the cost of a new telephone system without UPS Devices for Jefferson Middle School will be charged to the FY15 Operations and Maintenance budget.

Administration recommended approval of the Jefferson Middle School Telephone System to Champaign Telephone for \$64,090.48.

Approval of Kenwood Asbestos Abatement Services Proposal: Matt Foster

Asbestos will need to be abated as part of the renovation process at Kenwood Elementary School. The work will involve the removal of approximately 38,244 square feet of asbestos containing floor tile. IDPH regulations require that any containment over 10,000 square feet must have an Asbestos Project Manager and an Air Sampling Professional on-site. A Request for Proposal for asbestos abatement professional services was advertised. Representatives from seven (7) companies attended a pre-bid meeting. Five (5) companies submitted quotes for professional services ranging in cost from \$22,670 to \$36,500. The proposal amounts include Design, Asbestos Project Management Services, Air Sampling Professional Services, and PCM and TEM Air Sample Analysis. Unit pricing and/or hourly rate schedules for any additional testing that may be required will be utilized as a part of the contract. Reliable Environmental

has submitted the low bid proposal to the District for professional fees for this project totaling \$22,670.

The total of the asbestos abatement services submitted by Reliable Environmental for Kenwood Elementary School is \$22,670 which will be paid from the Capital Projects Fund.

Administration recommended approval of the Reliable Environmental proposal for asbestos abatement services at Kenwood Elementary School for \$22,670.

2014-15 High School Course Proposals/Curriculum Handbook Changes: Dr. Laura Taylor
Consistent with our District's focus to provide educational opportunities that are relevant and stimulating to students, the faculties of Central and Centennial High Schools and District Administration have recommended the following revisions to course offerings for the 2014-2015 school year. Building principals, teachers/CACs from individual departments, and counselors of both schools were an integral part of the process. The revisions include course deletions and clarification/explanation of both general information and specific course descriptions. Included is a summary outlining proposed changes for your review.

In addition, several new course pilots are being proposed. All course pilot proposals followed the required curriculum pilot request process. Some of the pilot proposals were school initiated and others were initiated at the district level based on district goals. A brief description of the new course pilots is included for your review.

Each spring, Central Office administrators and the high school principals determine staffing allocations for the next school year. The allocations are dependent on student enrollment numbers for current courses and for curriculum pilot requests initiated at the building level.

1.0 FTE is being requested to begin the computer science initiative at Central and Centennial. This will provide flexibility in terms of scheduling that will enable the program to grow. Final FTE will be determined based on student enrollment numbers in the spring. It is predicted that enrollment patterns will shift within a few years and FTE needs will be adjusted accordingly.

High school courses that require summer writing will be considered for approval following the guidelines outlined in the Curriculum Development and Evaluation Guide. Funds are budgeted for summer writing.

Approximately \$12,500 is requested for equipment and supplies for the computer science initiative. Final determination will be made in consultation with Parkland College and is based on enrollment.

Pilot courses will be evaluated using the procedures described in the District's Curriculum Development and Evaluation Guide.

Administration recommended that the Board of Education accept the 2014-2015 High School Curriculum Handbook including additional staffing and financial needs.

Minutes of November 7, 2013 and November 18, 2013

The minutes were approved as presented.

Human Resource Changes: Ken Kleber

The Human Resource Changes were approved as presented.

Resolution to Give Written Notice of Reassignment & Reclassification: Ken Kleber

Under the Illinois School Code, the Board of Education is required to give written notice if it intends to reassign or reclassify a Principal or Assistant Principal for the upcoming school term. This resolution authorizes the issuance of this written notice.

District Administration recommended that the Board of Education adopt the Resolution to Give Written Notice of Reassignment & Reclassification to Employee #160328.

Student Discipline

Member Stuckey moved, with a second by Member Chalifoux, to expel student #600303 from Centennial High School for the remainder of the 2013-14 school year and the first semester of the 2014-15 school year. He/she should be reassigned to READY for violating Conduct Code #34 (Weapon-Related Activities) of the Champaign Unit 4 Student Code of Conduct. The student may return to his/her regularly assigned school following the expulsion period. The motion carried on roll call. Ayes 5. Nays 0. Abst. 1. Member Saveley abstained.

Member Stuckey moved, with a second by Member Chalifoux, to expel student #580148 from Centennial High School for the remainder of the 2013-14 school year and first semester of the 2014-15 school year. He/she should be reassigned to READY for violating Conduct Codes #34 (Weapon-Related Activities) of the Champaign Unit 4 Student Code of Conduct. The student may return to his/her regularly assigned school following the expulsion period. The motion carried on roll call. Ayes 5. Nays 0. Abst. 1. Member Saveley abstained.

Member Stuckey moved, with a second by Member Chalifoux, to expel student #510428 from Centennial High School for the remainder of the 2013-14 school year and first semester of the 2014-15 school year. He/she should be reassigned to READY for violating Conduct Codes #34 (Weapon-Related Activities) of the Champaign Unit 4 Student Code of Conduct. The student may return to his/her regularly assigned school following the expulsion period. The motion carried on roll call. Ayes 5. Nays 0. Abst. 1. Member Saveley abstained.

Executive Session

Member Brown moved, with a second by Member Saveley, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Property Acquisitions/Lease Purchase 120/(c)(5). The motion carried on roll call. Ayes 6. Nays 0.

The Board convened into *Closed Session* at 9:20 p.m.

Open Session

The Board convened into *Open Session* at 10:39 p.m.

Adjournment

There being no further business, Member Chalifoux moved, with a second by Member Brown, to adjourn the meeting at 10:39 p.m. The motion carried on voice vote.

Board Approved: January 13, 2014