

**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
January 12, 2015 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

John Bambenek, Laurie Bonnett, Jamar Brown, Kerris Lee (arrived at 6:19 p.m.), Lynn Stuckey, Student Ambassador Cedric Jones (arrived at 6:11 p.m.)

Board Members Absent

Kristine Chalifoux, 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

Member Bambenek moved, with a second by Member Brown to approve the agenda. The motion carried on voice vote. Ayes 5. Nays 0.

Executive Session

Member Bambenek moved, with a second by Member Brown, 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), Matters Relating to Individual Students 120/2(c)(10) and Actual/Potential Litigation 120/2(c)(11). The motion carried on roll call. Ayes 5. Nays 0.

The Board convened into *Closed Session* at 5:31 p.m.

Open Session

The Board convened into *Open Session* at 6:06 p.m.

Guests

Representatives from CFT, local media and other interested persons

Reports: New Business

Stratton Academy of the Arts: Dr. Susan Zola

Following a 2013 program evaluation, building and district leadership initiated discussions about the synergies between the Microsociety and Arts themes. It did not take long to realize that indeed this synergy was natural. The discovery was confirmed in a literature review that included "Preparing Students for the Next America, The Benefits of Arts Education" (Arts Education Partnership) which highlights that arts education develops skills and capacities that are key to success in the 21st century workforce by equipping students to be creative, strengthen problem solving abilities, build collaboration and communication skills, and increase capacity for leadership. Most important is the fact that the arts increase equity and access for all learners and have the power to boost student achievement (especially in literacy and math),

motivate students to learn, help them develop critical thinking skills, and improve the school environment.

An Illinois Arts Council planning grant, awarded in May 2014, has allowed the leaders, in partnership with school staff, parents, and community partners, to engage in a strategic planning process in order to create an action plan that will guide the development of Stratton's Arts/Art Integrated curriculum for years to come. Stratton is currently working with the University of Illinois College of Fine and Applied Arts to provide professional development.

The action plan is being developed through collaboration among the Stratton Arts Leadership Team (principal, magnet and fine arts specialists, and classroom teachers) the University of Illinois Fine Arts Faculty, community members, and parents through a process facilitated by a planning consultant. Planning components have included research on other high quality arts programs and local arts resources, a series of planning meetings, and working sessions. The resulting plan will provide a blueprint that articulates a vision for Stratton's arts program and outlines goals, objectives, and implementation tasks and resources necessary to realize that vision.

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

Action Agenda

Resolution Providing for and Requiring the Submission of the Proposition of Issuing School Building Bonds to Voters of the District at the Consolidated Election to be Held on April 7, 2015: Dr. Judy Wiegand

Member Brown moved, with a second by Member Lee to approve the Resolution Providing for and Requiring the Submission of the Proposition of Issuing School Building Bonds to Voters of the District at the Consolidated Election to be Held on April 7, 2015. The motion carried on roll call. Ayes 5. Nays 0.

The necessary documents were provided to the Board for their review which included the documents necessary to place a proposition on the April 7, 2015 Consolidated Election ballot. As presented, the proposition would call for bonds to be issued for the construction of a new Central High School plus an addition and renovations to the existing Centennial High School, build and equip a new Dr. Howard Elementary School, and alter, repair, equip the existing Central High School at a cost of \$144,000,000. Board President Laurie Bonnett read the title of the resolution and the actual ballot language into the minutes.

Bills and Treasurer's Report - December: Matt Foster

Member Brown moved, with a second by Member Lee to approve the Bills and Treasurer's Report - December. The motion carried on roll call. Ayes 5. Nays 0.

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

Approval of Westview Change Order #17: Matt Foster

Member Stuckey moved, with a second by Member Brown to approve Westview Change Order #17. The motion carried on roll call. Ayes 5. 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 December 2014.

Please note that the total project contingency on this project is \$270,140.00, which leaves the current total at **-\$25,406.00**.

CHANGE ORDER NO. 17		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
COA 104	Field Condition: This change is for a CREDIT to accept scratched aluminum storefront doors. The doors were scratched by the hardware rubbing against them prior to installation. The defect was not noticed until after the doors were hung and is an aesthetic issue only. There is also a credit for splatters/discoloration on brick in the new south stair. The installers have not been able to clean the substance off the brick. Most of these areas are near the floor and are largely unnoticeable. Again, this is an aesthetic issue only.	-\$1,500.00
TOTAL CHANGE ORDER NO. 17:		(\$1,500.00)

The total of the change orders for Westview is:

CHANGE ORDER	AMOUNT
Change Order No. 01 - 16	\$297,046.00
Change Order No. 17	-\$1,500.00
TOTAL CHANGE ORDERS:	\$295,546.00

Minority and Female Business Enterprise (MAFBE) Update:

Original Total Project Contract Amount = \$5,727,400

Percentages at time of Bid specified in Project Manual:

MBE goal = no percentage specified

FBE goal = no percentage specified

Percentages anticipated at Project Start per Contractor:

MBE = \$0 / \$5,727,400 = 0%

FBE participation = \$390,459 / \$5,727,400 = 7%

Percentages after Change Order No 17:

MBE participation= 0%

FBE participation = \$390,459 / \$5,727,400 = 7%

Note: This project was bid prior to the adoption of the MAFBE policy by the Board.

Administration recommended Board approval of the change order **CREDIT** for Westview totaling \$1,500.00.

Approval of Bottenfield Change Order #10: Matt Foster

Member Bambenek moved, with a second by Member Lee to approve Bottenfield Change Order #10. The motion carried on roll call. Ayes 5. 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 was adhered to. It was necessary for the entire Board of Education to approve the following change orders processed through December 2014. Please

note that the total project contingency on this project is \$394,484.00, which leaves the current total at **\$234,786.00**.

CHANGE ORDER NO. 10		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
COA 92	Owner Request: As a part of the replacement of the existing, antiquated distribution panel, provide 100 amp breaker for revised feed to HP 128. Note: This work was performed on a time and material basis. The final cost came in under the contractor's estimate.	\$1,413.00
COA 101	Drawing Coordination: Provide electrical plugs at water coolers in lieu of hardwired connection.	\$178.00
COA 103	IDPH code requirement: Labor and material to provide thermostatic mixing valve at hand sink in Kitchen to achieve water temperature requirements. Note: This work was performed on a time and material basis. The final cost came in under the contractor's estimate.	\$1,135.00
COA 104	Unforeseen Field Condition: Provide labor and material to increase existing glycol solution concentration to 20%.	\$6,277.00
COA 105	Owner Request: Provide labor and material to add additional cylinders at Kitchen counter shutter.	\$273.00
COA 106	Field Coordination: Replace exit light room 118 per punch list comment.	\$221.00
COA 107	Drawing Coordination Issue: Rework light control circuiting at room 115.	\$326.00
	TOTAL CHANGE ORDER NO. 10:	\$9,823.00

The total of the change orders for Bottenfield is:

CHANGE ORDER	AMOUNT
Change Order No. 01 - 09	\$149,875.00
Change Order No. 10	\$9,823.00
TOTAL CHANGE ORDERS:	\$159,698.00

Assessment/Evaluation:

Minority and Female Business Enterprise (MAFBE) Update:

Original Total Project Contract Amount = \$6,302,246

Percentages at time of Bid per Project Manual:

MBE goal = 5-10% (\$6,302,246) = \$315,112 - \$630,225 range

FBE goal = 3-10% (\$6,302,246) = \$189,067 - \$630,225 range

Percentages anticipated at Project Start:

MBE = \$125,000 / \$6,302,246 = 0%

FBE = \$308,016 / \$6,302,246 = 5%

Percentages after Change Order No 10 (see attached):

MBE participation= 0%

FBE participation = \$117,200 / \$6,302,246= 2%

Note: This project was bid prior to the adoption of the MAFBE policy by the Board.

Administration recommended Board approval of the change order for Bottenfield totaling \$9,823.00.

Resolution – Permanent Transfer of Working Cash Interest: Matt Foster
 Member Bambenek moved, with a second by Member Brown to approve the Resolution – Permanent Transfer of Working Cash Interest. The motion carried on roll call. Ayes 5. Nays 0.

Section 20.5 of The School Code of Illinois provides for the permanent transfer of interest earned from investments of the Working Cash Fund. Interest earned from investments during fiscal 2013-2014, as reported in the June 30, 2014 Audit, total \$35,815.80. The appropriate resolution was prepared providing for the permanent transfer of interest to the Education Fund.

Administration recommended Board of Education approval of the Resolution Authorizing Transfer of Interest from the Working Cash Fund to the Education Fund.

Approval of Robeson/Kenwood Abatement Change Order No. 02: Matt Foster
 Member Bambenek moved, with a second by Member Lee to approve Robeson/Kenwood Abatement Change Order No. 02. The motion carried on roll call. Ayes 5. 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 was adhered to. It was necessary for the entire Board of Education to approve the following change orders processed through September 2014. Please note that the total project contingency on this abatement project is \$0.

CHANGE ORDER NO. 02 (all items relate to abatement at the Kenwood building)		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
1.	Liquidated Damages: CREDIT for additional professional services fees and samples due to abatement extending beyond the scheduled work shifts provided in the Contract Documents. Note: Charges previously invoiced to District by Reliable Environmental. This change order is a reimbursement of those fees. Net zero cost to the District.	-\$8,277.50
TOTAL CHANGE ORDER NO. 02:		(\$8,277.50)

The total of the change orders for Robeson/Kenwood abatement is:

CHANGE ORDER	AMOUNT
Change Order No. 01	\$2,313.00
Change Order No. 02	-\$8,277.50
TOTAL CHANGE ORDERS:	(\$5,964.50)

Minority and Female Business Enterprise (MAFBE) Update: No change.

Administration recommended Board approval of the change order CREDIT for Robeson/Kenwood abatement totaling \$8,277.50.

Approval of Robeson/Kenwood Abatement Change Order No. 03: Matt Foster
 Member Bambenek moved, with a second by Member Brown to approve Robeson/Kenwood Abatement Change Order No. 03. The motion carried on roll call. Ayes 5. 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 was adhered to. It was necessary for the entire Board of Education to approve the following change orders processed through September 2014. Please note that the total project contingency on this abatement project is \$0.

CHANGE ORDER NO. 03 (all items relate to abatement at the Kenwood building)		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
1.	Unforeseen Field Conditions: Removal of additional asbestos materials discovered and uncovered by General Contractor post-demolition. Costs are based off of unit pricing included in the contract.	\$11,758.00
TOTAL CHANGE ORDER NO. 03:		\$11,758.00

The total of the change orders for Robeson/Kenwood abatement is:

CHANGE ORDER	AMOUNT
Change Order No. 01 - 02	-\$5,964.50
Change Order No. 03	\$11,758.00
TOTAL CHANGE ORDERS:	\$5,793.50

Minority and Female Business Enterprise (MAFBE) Update: No change.

Administration recommended Board approval of the change order for Robeson/Kenwood abatement totaling \$11,758.00.

Resolution – Preparation of Tentative 2015-16 Budget: Matt Foster
 Member Bambenek moved, with a second by Member Brown to approve the Resolution – Preparation of Tentative 2015-16 Budget. The motion carried on roll call. Ayes 5. Nays 0.

The Board of Education must, by resolution, designate some person or persons to prepare a tentative budget for fiscal year 2015-2016. The appropriate resolution has been prepared. The tentative budget will be presented at the second meeting in June with passage scheduled for the second meeting in September.

Administration recommended Board approval of the resolution to designate Matthew Foster, Executive Director for Business Services, as the person to prepare the tentative budget for 2015-16.

Consent Agenda: Unfinished/New Business

Member Bambenek moved, with a second by Member Brown to approve the Consent Agenda – New/Unfinished Business. The motion carried on roll call. Ayes 5. Nays 0.

The following Consent Agenda items were approved:

Minutes of December 8, 2014

The minutes of December 8, 2014 were approved as presented.

Human Resource Changes

The Human Resource Changes were approved as presented.

Communications & Community Relations Responsibilities and 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.

In July 2012, the District hired a new Community Relations Coordinator, Stephanie Stuart. Since that time, the level of responsibility associated with the position has grown exponentially and now includes extended supervision and evaluation of other employees, creation of professional development activities for other staff, and a dramatically increased workload on evenings and weekends.

For these reasons, District Administration recommended that Ms. Stuart's position be re-titled as Director of Communications & Community Relations. Her current salary is \$61,987 + all Board-approved DSP benefits. The new recommended salary, retroactive to July 1, 2014, is \$70,524 + all Board-approved Administrator benefits.

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

Donation – Bottenfield Playground Equipment: Matt Foster

This donation was for funding playground equipment at Bottenfield Elementary School for \$31,000.00 from the Bottenfield PTA. This donation was 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 from Bottenfield PTA for playground equipment for \$31,000.00.

Donation – Skateland Winter Skating Passes: Matt Foster

This donation is for Winter Skating Passes from Skateland for Barkstall, Bottenfield, Dr. Howard, Kenwood, Robeson, South Side, Stratton, Westview, Edison Franklin and Jefferson valued at \$32,580.00. This donation was 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 from Skateland for Winter Skating Passes valued at \$32,580.00.

2015 Centennial Summer Trip to Puerto Rico: Tom Lockman

The Board previously approved this trip request at its December 8, 2014 Meeting. It was brought back to the Board for approval so that graduating seniors may attend.

Administration recommended approval of this Policy change.

1/12/2015 Regular Meeting

Agreement for Lease of Office Space Between Champaign Unit 4 School District and the Illinois Safe Schools Alliance: Tom Lockman

The District will continue to lease office space to the not-for-profit organization in Room 29 of the Columbia Building, for the period from December 1, 2014 through November 20, 2015.

Administration recommended approval of this agreement.

Adjournment

There being no further business, Member Bambenek moved, with a second by Member Brown, to adjourn the meeting at 7:06 p.m. The motion carried on voice vote.

Board Approved: February 9, 2015