

**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 13, 2014 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, 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

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

Executive Session

Member Stuckey 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 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 5:33 p.m.

Open Session

The Board convened into *Open Session* at 6:09 p.m.

Guests

Representatives from CFT, local media and other interested persons

Board Comments

Board President Laurie Bonnett read Scott MacAdam's letter of resignation from the Board of Education effective January 13, 2014.

Reports: New Business

2014-15 Proposed School Calendars: Maria Alanis

A committee comprised of parents, teachers, support staff, principals, and District administrators met throughout the current school year to develop the 2014-15 school calendars.

Using parameters established by the Illinois State Board of Education and District-specific considerations, the committee developed the proposed calendars. The considerations and parameters include:

- Attention to factors that promote positive learning and work environments for students and staff members, respectively (e.g., continuity of instructional time, state testing, etc.).
- Holding semester exams and the end of the first semester, before winter break.

- Adherence to contract language relative to the design of the school calendars.
- Alignment of the Regular and Balanced calendars to allow all District staff members to participate together in professional development on designated Institute days or District school improvement days.
- Placement of the fall and spring holidays to ensure sensitivity to families traveling over designated holiday breaks and/or to other variables.
- Alignment of the District's spring break with the University of Illinois' spring break.

A fundamental goal in the development of the District calendars is to incorporate the maximum amount of considerations into a well-designed calendar that meets the needs of the majority of the diverse stakeholders served by Champaign Unit School District #4.

There are no foreseen ADA implications that can impact District funding by the State of Illinois.

This was an informational item and no action was required by the Board at this time. This will go as an action item for approval at the February 10, 2014 Board of Education Meeting.

High School Site Selection – Country Fair: Matt Foster

Country Fair was a site with strong consideration by our School District and many in the community. The selection process utilized by the DLR/Gorski Reifsteck/Berns Clancy Team determined that the Country Fair site would not meet student learning requirements or be cost effective for the District and the Unit 4 Community. Here is an outline of factors compiled by the team that negatively impacted the Country Fair site.

1. According to a legal survey prepared by Berns Clancy on 6/26/13, the Country Fair property consists of 32.39 acres (gross). There are other adjacent properties at the northwest and southwest corners of the Country Fair "block" that could add an estimated 5.87 acres. In all, it appears the entire Country Fair block could total approximately 38.26 gross acres at a maximum.

The available site area is less than the 47 net acres required by the overall facility program. A site of this size does not lend itself to a typical high school building solution (3 floors or less) and would require extraordinary design measures with placement of outdoor program elements on the rooftop and a multistory parking garage. Even with those measures it is likely that additional program reductions would be required.

2. To the District's understanding, the site itself is not expandable beyond the above survey description of 38.26 acres hampering future projected growth. The site constraints would not allow for future expansion and student population growth putting the District back into its current high school situation in another 20-30 years.
3. We learned from Ameren Illinois that upgrades/reinforcement of their utilities would be required. Electrical service would require significant upgrades while natural gas would require lesser but not insignificant upgrades.
4. Additional traffic control and traffic access changes would be required. This work is complicated by the fact that, in this location, both Springfield Avenue and Mattis Avenue are state highways and under the jurisdiction of IDOT, not the city. No access will be allowed from the north.
5. It is our understanding the Country Fair property is not for sale. The negotiation process would likely be lengthy. It is also our opinion that purchase of the property would be

expensive and may include purchase of leases for many tenants and businesses on that site.

6. This site has significant, additional costs for demolition of existing buildings. Due to the age of these buildings there is likelihood that hazardous materials would be uncovered and require abatement and or remediation prior to demolition. Potential underground tank removal (and possible contamination) as well as demolition of the bank vault would add to the demolition and site preparation costs.
7. To offset the loss of sales taxes from the existing commercial site, the city is considering establishing a tax increment finance district over a larger area extending several blocks north and south along Mattis Avenue. It is unclear at this point what impacts this could have on the school site.
8. The Mass Transit District would require space on site for a bus transfer area, not calculated within the net acreage, therefore adding further constraints to an already undersized site for the planned use.
9. Storm water detention would have to be underground adding to construction costs.
10. Land acquisition costs are estimated to be \$11,000,000 and between \$3,000,000-\$4,000,000 or more for demolitions and hazardous material abatement.

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

720.25 Teen Dating Violence: Tom Lockman

This policy represents the District's effort to continue to update its Board Policy manual. This new policy is being implemented due to legislation passed by the Illinois General Assembly, signed by Governor Quinn last year, which is designed to educate students on teen dating violence and the available resources. The policy is intended to help ensure that every student has the right to a safe learning environment and to reflect the District's commitment to student safety.

Administration recommended approval of this policy change at the February 10, 2014 Board of Education meeting.

720 Student Welfare – Food Allergy: Tom Lockman

This policy represents the District's effort to continue to update its Board Policy manual. This policy update is intended to provide clear guidelines on the administration of Epinephrine auto-injectors in emergency situations as well as the storage and use of Epinephrine auto-injectors.

Administration recommended approval of this policy change at the February 10, 2014 Board of Education meeting.

500.26 General Personnel – Suspension with Pay: Ken Kleber

This policy represents the District's effort to continue to update its Board Policy manual. This policy update includes additional language affirmatively confirming the Superintendent's ability to temporarily reassign an employee to paid administrative leave pending investigation of any potential disciplinary matter and that such reassignment is not a suspension under this policy.

Administration recommended approval of this policy change at the February 10, 2014 Board of Education meeting.

240 Board Member Conflict of Interest: Ken Kleber

This policy represents the District's effort to continue to update its Board Policy manual. This policy update includes additional language regarding conflicts of interest for current and former Board members.

Administration recommended approval of this policy change at the February 10, 2014 Board of Education meeting.

520.09 Professional Personnel – Salary and Compensation: Ken Kleber

This policy represents the District's effort to continue to update its Board Policy manual. This policy update revises the existing terminology concerning Remediation and Professional Development Plans in determining eligibility for raises.

Administration recommended approval of this policy change at the February 10, 2014 Board of Education meeting.

Presentation of 2012-13 Audit by Baker Tilly: Matt Foster

Administration is pleased with the independent auditor's opinion on the 2012-13 financial statements. For the ninth straight year the District received a "clean" or unqualified opinion that the Financial Statements were prepared in accordance with Generally Accepted Accounting Principles. This is the best opinion that an audit client can receive.

The "clean" opinion will result in lower interest rates on bonded debt, which may be sold in the future. Rating agencies like Standard & Poor's and Moody's take the "unqualified" opinion into consideration when issuing a rating on a governmental unit. A positive audit equals a positive rating and, thus, lower interest rates.

Jim White from Baker Tilly was present to answer questions the Board had regarding the audit.

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

Action Agenda: New Business

Resolution Authorizing Notice to Remedy Randall (Randy) Strunk: Ken Kleber

Member Brown moved, with a second by Member Lee to approve the Resolution Authorizing Notice to Remedy Randall (Randy) Strunk. The motion carried on roll call. Ayes 6. Nays 0.

District administration recommended that the Board of Education formally adopt a *Resolution Authorizing Notice to Remedy* for Randall (Randy) L. Strunk, a tenured teacher. This Resolution is the result of inappropriate and unprofessional conduct.

Administration recommended that the Board of Education adopt the *Resolution Authorizing Notice to Remedy* for Randall (Randy) L. Strunk.

Public Hearing – School Calendar Waiver: Maria Alanis

Member Chalifoux moved, with a second by Member Brown to open the Public Hearing - School Calendar Waiver at 6:55 p.m. The motion carried on roll call. Ayes 6. Nays 0.

The District is seeking a five-year waiver of the school calendars. Public Act 96-0640 was enacted on August 24, 2009. This Public Act added new language to Section 24-2 of the Illinois School Code, 105 ILCS 5/2-3.25g stating that a school board or eligible entity is authorized to request a waiver or modification to the school calendar for use of banked time in 360-minute

blocks (one full day) instead of six 120-minute blocks with early student dismissals as In-Service Days: ILCS 5/18-8.05 (F) (2) (d) (2).

Per the Champaign-Ford Regional Office of Education, Districts are to hold a public hearing and submit the teacher institute/workshop days waiver/modification application to the Illinois State Board of Education (ISBE) every five years.

The District expects to see improvement in methods of instruction and student achievement under the waiver. The full-days will make scheduling of day care more convenient for working parents, and will increase the rigor, relevancy, and focus of professional development opportunities for District personnel.

The required notices for the public hearing have been sent to the newspaper, unions, and state legislators. After taking input during the public hearing, the Board should vote on the proposed Teacher Institute/Workshop Days waiver.

There are no foreseen ADA implications that can impact District funding by the State of Illinois. A record of comments/concerns will be kept at the Mellon Building.

Administration recommended that the Board of Education hold a public hearing on the proposed school calendar waiver for submission to the Regional Office of Education.

Hearing no comments from the public, Member Chalifoux moved, with a second by Member Stuckey to close the Public Hearing – School Calendar Waiver at 6:56 p.m. The motion carried on roll call. Ayes 6. Nays 0.

Approval of School Calendar Waiver: Maria Alanis

Member Brown moved, with a second by Member Lee to approve the School Calendar Waiver. The motion carried on roll call. Ayes 6. Nays 0.

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The District expects to see improvement in methods of instruction and student achievement under the waiver. The full-days will make scheduling of day care more convenient for working parents, and will increase the rigor, relevancy, and focus of professional development opportunities for District personnel.

Administration recommended that the Board of Education approve the school calendar waiver for submission to the Regional Office of Education.

Approval of Bottenfield Change Order No. 3: Matt Foster

Member Stuckey moved, with a second by Member Chalifoux to approve Bottenfield Change Order No. 3. 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 January 2014. Please note that the total project contingency on this project is \$394,484.00, which leaves the current total at **\$365,216.00**.

CHANGE ORDER NO. 03		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
COA 05R	Owner Request: Replace hose bib and associated piping in room 207. Modify casework in four locations to conceal hose bib piping. Note: After demolition, several now visible hose bib locations required work, some of which Unit 4 maintenance performed. This work was performed on a time and material not-to-exceed basis and came in under the estimated cost of \$2,360.	\$1,851.00
COA 09a	Unforeseen Field Condition: Behind the existing chalkboards that were removed, the CMU walls were parged. This cost is to frame out these walls and provide blocking and electrical rough-in. This work was performed on a time and material not-to-exceed basis.	\$17,344.00
COA 18R	Code Requirement: Provide floor drains in two (2) new toilet room locations in the existing part of the building. This work was performed on a time and material not-to-exceed basis and came in under the estimated cost of \$4,278.	\$3,531.00
COA 37	Field Coordination: Credit to reuse existing motor controllers for pumps P-1 and P-2. It was determined that these were adequately sized when installed with the recent geothermal project work 1-1/2 years ago for the additional equipment being added and did not require replacement.	-\$936.00
COA 42	Field Coordination: Credit to eliminate insulation for wing walls at cubbies being added in classrooms and to also reduce the framing at these locations.	-\$2,663.00
COA 43	Code Requirement: Revise sink depths and casework to meet ADA code.	-\$171.00
COA 46	Drawing Coordination: Provide two (2) steel lintels at the new south addition that were overlooked on the documents.	\$919.00
COA 48	Drawing Coordination: Provide eight (8) outlets for planned computer locations in Library and Literacy Library/Interventionist rooms that were overlooked on the documents.	\$3,072.00
COA 50	Field Condition: Provide additional framing required at the soffit of the existing entry canopy to support the new panel system. This work was performed on a time and material not-to-exceed basis.	\$5,736.00
COA 51	Code Requirement: Add spray fireproofing at perimeter wall detail to maintain required fire rating.	\$1,682.00
COA 52	Owner Request: Credit to remove drapery and track from project scope.	-\$8,925.00
COA 53	Field Condition / Drawing Coordination: Provide power to relocated heat pump and relocate outlet.	\$989.00
COA 57	Owner Request: Reduce elevation of restroom chase wall on one side for future maintenance access.	\$196.00
COA 58	Drawing Coordination: Cost related to additional CMU / storefront intersection details.	\$415.00
COA 59	Owner Request: Add three (3) access panels for wall hydrant valves for future maintenance access.	\$417.00

COA 60	Field Condition: Provide alternate dimmer configuration.	\$197.00
COA 61	Owner Request: Infill existing door 203b between classrooms.	\$1,746.00
COA 62	Owner Request: Revise dumpster enclosure to a more economical solution.	- \$12,981.00
COA 63	Drawing Coordination: Provide additional data jack rough-in at printer location in Art 130 overlooked on the documents.	\$230.00
	TOTAL CHANGE ORDER NO. 03:	\$12,649.00

The total of the change orders for Bottenfield is:

CHANGE ORDER	AMOUNT
Change Order No. 01 - 02	\$16,619.00
Change Order No. 03	\$12,649.00
TOTAL CHANGE ORDERS:	\$29,268.00

Administration recommended Board approval of the change order for Bottenfield totaling \$12,649.00.

Resolution: Permanent Transfer of Working Cash Fund Interest: Matt Foster
Member Stuckey moved, with a second by Member Saveley to approve the Resolution – Permanent Transfer of Working Cash Fund Interest. The motion carried on roll call. Ayes 6. 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 2012-2013, as reported in the June 30, 2013 Audit, total \$63,309.94. The appropriate resolution has been prepared providing for the permanent transfer of interest to the Education Fund.

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

Bills and Treasurer’s Report – December: Matt Foster
Member Chalifoux moved, with a second by Member Saveley to approve the Bills and Treasurer’s Report – December. The motion carried on roll call. Ayes 6. Nays 0.

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

Consent Agenda: Unfinished/New Business

Member Lee 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:

Resolution Authorizing the Sale of Used Vehicles: Matt Foster

The O & M Department and Transportation Department has used vehicles that are no longer used. A Board Resolution is required in order to sell this surplus property by bid.

The proceeds from the sale of the used equipment will be credited back to the O &M and Transportation Fund.

Administration recommended that the Board of Education approve the Resolution to sell the surplus used vehicles to the highest bidder.

1/13/2014 Regular Meeting

Minutes of December 2, 2013, December 9, 2013 and December 16, 2013

The minutes were approved as presented.

Human Resource Changes: Ken Kleber

The Human Resource Changes were approved as presented.

Donation – Skateland: Matt Foster

This donation is for Winter 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 \$41,804.00.

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 for the donation of Winter Break skating passes from Skateland valued at \$41,804.00 for elementary and middle schools.

Executive Session

Member Brown moved, with a second by Member Chalifoux, 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 120/2(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 7:40 p.m.

Open Session

The Board convened into *Open Session* at 7:51 p.m.

Adjournment

There being no further business, Member Lee moved, with a second by Member Stuckey, to adjourn the meeting at 7:52 p.m. The motion carried on voice vote.

Board Approved: February 10, 2014