

**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
March 11, 2013 within the Boundaries of Said District**

Regular Meeting

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

Board Members Present

Arlene Blank, Jamar Brown, Kristine Chalifoux, Stig Lanesskog, Dave Tomlinson, Phillip VanNess

Board Members Absent

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, Interim Business Manager Joe Davis, School Attorney Tom Lockman

Approval of Agenda

Member Brown moved, with a second by Member Tomlinson, to approve the agenda. The motion carried on voice vote.

Executive Session

Member Tomlinson moved, with a second by Member Blank, 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 6:05 p.m.

Guests

Representatives from CFT, local media and other interested persons

Reports: New Business

ISAT and Change in Cut Scores: Dr. Judy Wiegand

The Illinois State Board of Education (ISBE) recently decided to increase the grading scale for the Illinois Standards Achievement Test (ISAT). The end result is that the percentage of elementary and middle school students “meeting” or “exceeding” standards is expected to drop substantially when the scores of this year’s test are reported next fall – even though their actual scores may increase. A good analogy is a

pole vaulter who clears the bar at 12 feet, improves his vault to 13 feet, but cannot clear the bar because it has been raised to 15 feet. His performance improved, but the bar was raised even higher.

What impact will the new grading scale have? By aligning the 2012 test scores to the new scale, the percentage of students statewide who met the standard would have dropped from 86 percent in math and 79 percent in reading to 60 percent in both subjects. Again, that does not reflect any drop in scores, just a raising of the bar. ISBE's reasoning for raising the scores needed to "meet" or "exceed" the ISAT standards is to better align the ISAT standards with those of the Prairie State Achievement Exam (PSAE) administered to 11th grade students in Illinois, as well as to align it with the new federal Common Core standards designed to indicate college and career readiness.

The ISAT or any standardized test is a snapshot in time of a student's performance. Data can be interpreted or compared in a number of ways. For example, Illinois ranks first in the nation in the percentage of students who meet all four of the American College Testing (ACT) benchmarks for college readiness among the nine states that give the ACT test to all graduating students.

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

Action Agenda Item

Resolution – Abatement of Working Cash Fund: Dr. Joseph Davis

Member Blank moved, with a second by Member Brown to approve the Resolution - Abatement of Working Cash Fund. The motion carried on roll call. Ayes 6. Nays 0

Section 20.10 of The Illinois School Code states that any school district may abate its working cash fund at any time, upon the adoption of a resolution so providing, and direct the transfer moneys in that fund to any fund most in need of the money. The appropriate resolution was prepared providing for the Abatement Amount of \$3,039,791.60 and the permanent transfer to the Operations and Maintenance Fund.

In accordance with the rules and regulations of the Illinois State Board of Education and Section 10050 (d) (2) of Title 23 of the Illinois Administrative Code, the District is authorized to further transfer the Abatement Amount from the Operations and Maintenance Fund to the District's Capital Projects Fund to be used as provided in said rules and regulations.

Abatement of Working Cash Fund, transfer to Operations & Maintenance Fund and further transfer to Capital Projects Fund in the amount of \$3,039,791.60.

Administration recommended that the Board of Education approve the Resolution Abating the Working Cash Fund and transfer in the amount of \$3,039,791.60.

Resolution – Permanent Transfer of Working Cash Fund Interest: Dr. Joseph Davis
Member Blank moved, with a second by Member Chalifoux 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 Illinois School Code provides for the permanent transfer of interest earned from investments of the Working Cash Fund. Interest earned from investments during fiscal year 2011, as reported in the June 30, 2011 Audit, total \$44,201.87 and interest earned from investments during fiscal year 2012, as reported in the June 30, 2012 Audit total \$25,763.64. The appropriate resolution was prepared providing for the permanent transfer of interest to the Education Fund for FY11 and FY12.

Transfer of \$69,965.51 from the Working Cash Fund to the Education Fund for FY11 and FY12 interest.

Administration recommended Board approval of the resolution for the permanent transfer of Working Cash Fund interest for FY11 and FY12 totaling \$69,965.51.

Recommend General Contractor for Robeson Renovation Project: Dr. Joseph Davis
Member Chalifoux moved, with a second by Member VanNess to approve the recommendation for General Contractor for Robeson Renovation Project. The motion carried on roll call. Ayes 6. Nays 0.

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, the bid was posted on the District's website and advertised in the News-Gazette. Bids were received from four vendors and opened on February 21, 2013. Administration recommended that the bid for the General Contractor for the Robeson Renovation Project be awarded to Johnco Construction for a base bid of \$2,093,900 plus alternates totaling \$90,600.

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|----------------------------|--------------|
| Robeson Renovation Project | |
| Base Bid: | \$2,093,900 |
| Alternate 4: | 12,500 |
| Alternate 5: | 34,200 |
| Alternate 6: | 38,200 |
| Alternate 7: | <u>5,700</u> |
| Total | \$2,184,500 |

This will be paid from the Capital Projects Fund (Fund 60). The budget estimate was \$2,540,636.

Administration recommended that the Board award the General Contract for the Robeson Renovation Project bid to Johnco Construction for \$2,184,500 and approve the contract with Johnco Construction. The Letter to Proceed will be sent by Bailey Edward Design to Johnco Construction after the March 11, 2013 Board Meeting.

Consent Agenda: Unfinished/New Business

Member Tomlinson moved, with a second by Member Brown 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:

Approval of Robeson Midwest Engineering and Testing, Inc. Contract: Dr. Joseph Davis

Midwest Engineering and Testing, Inc. (MET) is being retained to perform independent material testing services during construction on the Robeson Renovation project. Services will be coordinated with the General Contractor and include items such as concrete testing, weld inspection, grout testing, etc.

The proposal from Midwest Engineering and Testing, Inc. for the material testing services at Robeson is a budget estimate for \$3,493. This will be paid from the Capital Projects Fund (Fund 60).

Administration recommended that the Board approve the Midwest Engineering and Testing, Inc. Proposal for Robeson Elementary School budgeting \$3,493.

Bid: Bottenfield and Robeson Asbestos Abatement: Dr. Joseph Davis

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, the bid was posted on the District's website and advertised in the News-Gazette. Bids were received from seven vendors and opened on February 21, 2013. Administration recommended that Midway Contracting Group be awarded the bid for asbestos abatement at Bottenfield and Phase 1 asbestos abatement at Robeson Elementary School.

Bottenfield and Robeson Phase 1: \$179,000.00

The fee for Reliable Environmental Solutions design, inspection and sample analysis is \$32,425 for Bottenfield and \$7,260 for Robeson Phase 1, bringing the total cost for asbestos abatement at Bottenfield and Robeson Phase 1 to \$218,685 which will be paid from Fund 60. The District budgeted \$188,100 for asbestos removal services for Bottenfield and Robeson Phase 1. Note that Robeson Phase 2 asbestos abatement expenses are not included in these fees.

Administration recommended that the Board award the Bottenfield and Robeson Asbestos Abatement bid to Midway Contracting Group for \$179,000.00 and approve the attached contract.

Approval of Robeson Alpha Controls Contract: Dr. Joseph Davis

The existing BAS (Building Automation Systems) and the monitoring of the mechanical systems in the District's facilities are done with the use of Schneider brand control products. In order to ensure compatibility with the existing systems, the District has been working with Alpha Controls to install Schneider products in the renovation projects.

The proposal from Alpha Controls for the Access Control System and Intrusion Detection System at Robeson is for \$41,000. This will be paid from the Capital Projects Fund (Fund 60).

Administration recommended that the Board approve the Alpha Controls Proposal for Robeson Elementary School totaling \$41,000.

Approval of Westview Change Order No. 6: Dr. Joseph Davis

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 February 2013. Please note that the total project contingency on this project is \$270,140.00, which leaves the current total at **\$127,350.00**.

| CHANGE ORDER NO. 06 | | |
|-----------------------------------|--|--------------------|
| CHANGE ORDER AUTHORIZATION | DESCRIPTION | AMOUNT |
| COA 30 | Design Issue: When the geothermal and new windows were installed in the summer of 2011, the replacement of all exterior storefront systems was intentionally left out of this work. The direction was to include this work with the renovation scope. The base bid documents provided for the replacement of the main entry storefront only. The remaining three exterior storefront areas at exit stairs #1, #2 and #3 were overlooked on the documents. This cost is to replace the remaining exterior storefront systems, so that the building envelope will be brought up to today's energy efficient standards. | \$44,052.00 |
| | TOTAL CHANGE ORDER NO. 06: | \$44,052.00 |

The total of the change orders for Westview is:

| CHANGE ORDER | AMOUNT |
|-----------------------------|---------------------|
| Change Order No. 01 - 05 | \$98,738.00 |
| Change Order No. 06 | \$44,052.00 |
| TOTAL CHANGE ORDERS: | \$142,790.00 |

Administration recommended Board approval of the change order for Westview totaling \$44,052.00.

RFP – Beverage and Snack Vending Services: Dr. Joseph Davis

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, the RFPs for Beverage and Snack Vending Services were posted on the District's website and advertised in the News-Gazette. RFPs were opened on February 25, 2013.

Both Central States Coca-Cola and Pepsi-Cola submitted RFPs for Beverage Services for shared contracts that are very similar to the contracts that expired on June 30, 2012. Pepsi-Cola was the only vendor to submit a RFP for Snack Vending Services.

There was not a significant difference between the two companies in the proposed reimbursement to the school district over the three-year contract. All reimbursements depend on the amount of beverages sold.

Administration recommended that the Board approve the Beverage service contracts with Pepsi-Cola and Coca-Cola for the period through June 30, 2016 and the Snack service contract with Pepsi-Cola through June 30, 2015.

Bid: Custodial Supplies: Dr. Joseph Davis

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 44 vendors, posted on the District's website and advertised in the News-Gazette. Bids were opened on January 31, 2012.

On January 31, 2012, bids were received from 15 vendors for the Custodial Supply bid. Staff recommended the item-by-item award of custodial supplies to the following lowest qualified bidders:

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|----------------------------|-------------------|
| AFP Industries, Inc. | \$6,182.04 |
| Central Supply | \$1,521.60 |
| Fox Valley Chemical Co. | \$694.40 |
| Genesis II, Inc. | \$1,481.76 |
| HP Products Corporation | \$17,201.80 |
| Interboro Packaging Corp | \$1,625.00 |
| Pyramid School Products | \$2,961.84 |
| Quill Corporation | \$99.36 |
| Spectrum Janitorial Supply | \$47.28 |
| Unipak Corporation | <u>\$1,785.00</u> |
| | \$33,600.08 |

The initial cost will be charged against the District's warehouse asset account and expenses as supplies are ordered. The prior year's bid totaled \$36,724.25.

Administration recommended that the Board of Education approve the item-by-item award of custodial supplies totaling \$33,600.08.

Minutes of February 4, 2013, February 11, 2013, and February 25, 2013

The Board of Education approved the minutes as presented

Bills and Treasurer's Report - February

The Board of Education approved the Bills and Treasurer's Report as presented.

Human Resource Changes

The Board of Education approved the Human Resource Changes as presented.

Policy #355 Succession of Authority to the Superintendent: Dr. Laura Taylor

This proposed policy represents the continued effort to update the District's Policy and Procedures Manual. This policy is related to the line of authority when the Superintendent is temporarily absent or temporarily incapacitated.

Administration recommended the Board of Education approve the proposed policy change.

Adjournment

There being no further business, Member Brown moved, with a second by Member Tomlinson, to adjourn the meeting at 7:09 p.m. The motion carried on voice vote.

Board Approved: April 8, 2013