

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 8, 2010 Within the Boundaries of Said District

Regular Meeting

Board Vice President Sue Grey called the Regular Meeting of the Board to order at 6:35 p.m.

Board Members Present

Kristine Chalifoux, Sue Grey, Stig Lanesskog, Scott MacAdam, Greg Novak

Board Members Absent

Thomas Lockman, David Tomlinson

Staff Members Present

Superintendent Arthur Culver, Deputy Superintendent Dorland Norris, Assistant Superintendent Beth Shepperd, Assistant Superintendent Michael McFarland, Chief Financial Officer Gene Logas

Approval of Agenda

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

Executive Session

Member MacAdam moved, with a second by Member Lanesskog, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Property Acquisition/Lease/Purchase 120/2(c)(5), Student Discipline 120/2(c)(9), & Litigation 120/2(c)(11). The motion carried on roll call. Ayes 5. Nays 0.

The Board convened into *Closed Session* at 6:37 p.m.

Board President Tomlinson joined the meeting via telephone at 6:50 p.m.
Tomlinson ended telephonic participation at 6:59 p.m.

Open Session

The Board convened into *Open Session* at 7:03 p.m.

Guests

Representatives from CFT, local media and other interested persons

Public Comment

Ann Erickson, Alisia Goines and Jennifer Bernard spoke in support of the PreK program.

Member Lockman joined the meeting at 7:23 p.m.

PTA Council

Nancy Hoetker commended the administration regarding the budget process, for conducting a community forum to obtain input, and for posting the information on the Unit 4 web site.

Board Members

Member Novak asked the administration to provide the following information regarding the Pre-K program (total cost of program; amount funded by the District; amount funded by the state). He spoke briefly regarding Barkstall losing access to Curtis Road due to upcoming closure between Mattis Road and Wynstone. Member Novak also asked for a discussion on working cash bonds and a discussion on student discipline at a future Board study session.

Member Tomlinson joined the meeting via telephone at 7:35 p.m.

ReportsUpdate on Investment Bond Proceeds

Laura Pauli of PMA Financial Network, investment broker for Unit 4, discussed briefly the District's investment strategy of the bond proceeds and shared the 2010 Bond Proceeds/Total Portfolio Report as of February 23, 2010. She thanked Board Member Scott MacAdam for sharing his expertise and for his active involvement in the process.

Action AgendaProposed Budget Cuts & Revenue Enhancements for 2010/11 Budget (Exhibit "A")

Member Lanesskog moved, with a second by Member MacAdam, to approve the budget cuts and revenue enhancements for the 2010-11 budget totaling \$2,361,338 as presented. The motion carried on roll call. Ayes 7. Nays 0.

Chief Financial Officer Gene Logas presented the administration's recommended cuts/revenue enhancements for the 2010/2011 budget. The Board of Education conducted a thorough review of potential cuts and revenue enhancements for the 2010-11 Budget. These cuts and enhancements were discussed with the Board on January 25, February 8, February 17 and February 22. In addition, public comment was also received by the Board and Administration. A community meeting was held on February 18 to garner input directly from community members. Assistant Superintendent Beth Shepperd also discussed the proposed cuts with union officials. The process has been completely open and transparent to the public. The input from the Board and public allowed the administration to recommend the following cuts/revenue enhancements.

Recommended Expenditure Cuts	Estimated Savings
Freeze Administrative Salaries in 2010/11	\$192,000
Eliminate Board Travel	\$ 5,719
Goal – reduce district-wide O/T by 25% in Ed Fund	\$ 48,819
Reduce food purchases at district events (excluding building lunches at winter break, \$13,000; new teachers orientation, \$1500; & principal appreciation lunch, \$700)	\$ 14,800
Move eligible capital expenses from O&M Fund to sales tax financing	\$200,000
Reduce district-wide travel	\$ 50,000

Move Nurtured Heart Consultant's fee to grant	\$ 60,000
Reduce 2.0 custodians for one year	\$ 60,000
Implement energy savings program	\$ 25,000
Reduce 1 DSP position	\$ 70,000
Reduce Directors by 1.0	\$ 85,000
Cut departmental budgets (not building budgets)	\$400,000
Eliminate Director of HR & fill PR position with lower paid coordinator	\$ 30,000
Reduce 4.0 FTEs at the two high schools	\$200,000
Eliminate Sp Ed Director	\$100,000
Eliminate additional director	\$100,000
Eliminate Stratton Extended Day	\$230,000
Eliminate 1 teacher leader	\$ 55,000
Total Recommended Cuts	\$1,926,338
Recommended Revenue Enhancements	
Sell land at Barkstall (2006 appraisal)	\$395,000
Sell lot at Dr. Howard (1201 W University)	\$ 40,000
Total Recommended Revenue Enhancements	\$435,000
Total – Recommended Cuts plus Revenue Enhancements	\$2,361,338

Reports

Academic Spotlight – Kenwood Elementary Super Saturday Academy & ISAT Support

Principal Lisa Geren shared the following information regarding the Saturday Academy initiative. The Kenwood Super Saturday Academy was developed to provide an additional academic boost for students in grades three, four and five prior to the ISAT exams. Based on the January benchmark scores, At Promise students were identified, invited, and encouraged to participate in the Kenwood Super Saturday Academy. The opportunity was also extended to any student in grades three, four or five. Eighty-four students signed up and participated in the month-long (every Saturday in February) two-hour venture. In addition, other supports included providing a healthy breakfast each morning of the four-day test, “You Can Do It” buddies, and parent, teacher and student “Good Luck Shout Outs.”

The seven teachers hired to teach the Super Saturday Academy were given specific and well developed test prep materials from a compilation of Coach, Buckle Down and ISAE website practice test materials. They were encouraged to present the lessons in a “hand-on “manner and in unconventional formats.

Support for the Kenwood Super Saturday Academy was provided through the Extended Learning Funds. A majority of the breakfast initiative was funded through donations and gifts from parents and the Kenwood community. Community volunteers and PTA mothers also donated numerous hours of preparation support,

Assessment and evaluation will be determined by specific student improvement based on their current status on the January benchmark and their progress as determined on the ISAT exam. It

is also noted that the success of this program can be measured by the enthusiastic attendance and the relationships that were further developed between Kenwood faculty and students.

Board Member Tomlinson ended telephonic participation at 8:19 p.m.

Education Equity Excellence (EEE) Committee Report

Deputy Superintendent Dorland Norris provided a brief update on the EEE Committee. The Education Equity Excellence Committee has met formally on December 16, 2009 and on February 18, 2010.

At the December 2009 meeting, terms were established for community committee members. Three-year terms were designated for Lily Jimenez, Virginia Holder, Jamar Brown, Nancy Hoetker and Karl Radnitzer. Members assigned to serve a two-year term include Nathaniel Banks, Jerome Chambers, Annette Jones, Cristina Medrano and Melodye Benson-Rosales. An overview/history of the Consent Decree was provided to the EEE Committee by District Administrators and Attorney Sally Scott. In addition, Dr. Hunter, Facilitator, reviewed the meeting norms and reporting schedule. Finally, Task Force updates were provided for Special Education, Discipline, AP Honors and Attendance, in addition to an update regarding the AA/EEO Report.

At the February 18, 2010 meeting, Deputy Superintendent Norris shared information pertaining to the District's 2009 School Report Card and factors considered in determining Adequate Yearly Progress (AYP). Sarah Evans, Director of Special Education, reported on the Successes and Initiatives for the 2009-2010 school year. Lastly, Verdell Jones, Truancy Interventionist, provided an update on truancy interventions including Silent Voices, WIA Summer Jobs programs, Check and Connect Training, Operation Graduation, as well as an update on the H1N1 initiative.

Future EEE Committee meetings: April 8, 2010 and June 3, 2010, 4 p.m., Mellon Building

Possible Extension of East University Avenue TIF District

Bruce Knight, City Planning Director, and T.J. Blakeman, City Planner, spoke about the City's desire to extend the TIF District by 13 years (maximum allowed by law). The City administration is considering extending only a piece of the TIF District and releasing approximately one-half of the annual increase in property tax revenue (\$196,471 out of \$385,072) due to increases in property values within the TIF District. City administration believes this will allow them to continue to pursue development within a portion of the TIF District, while also releasing a significant amount of annual revenues beginning in the 2011-12 school year. The City further believes the continued development of the TIF District will ultimately produce far more incremental revenues than those postponed (\$385,072 - \$196,471 = \$188,601 for 13 years). Board approval is necessary in order for the State to approve the extension. Bruce Knight asked the administration for a letter of support from Unit 4 for enabling the legislation before the General Assembly. Superintendent Culver will provide the letter of support.

AA/EEO Audit & Report

Director Doretha Simmons shared the results of the AA/EEO Audit & Report. The Director of Human Resources is responsible for the establishment and implementation of the audit and

reporting system for Affirmative Action. The Assistant Superintendent for Human Resources/Community Relations shall review the system on an annual basis and provide a written report to the Superintendent.

The annual audit includes:

1. an audit and report of current records on applicants, national labor statistics, employees selection, work force composition compared to relevant labor market, hires and building level distribution of work force,
2. and a listing of names of a standing committee (composed of members of both bargaining units, parents, administrators, and community members) which reviews the records and makes recommendations to the Superintendent.

Recommendations will be incorporated into the Human Resources recruiting plan as appropriate.

Assessment/Evaluation: Evaluate results of minority hiring annually. Revise procedures to reflect results of the evaluation. The District has 18.3% minority certified staff. This is the District's highest percentage to date.

Middle School Schedule Proposal for 2010/2011

Director Judy Wiegand shared the Middle School Schedule Proposal for 2010/11. Middle school principals Susan Zola, Carmela David, and Angela Smith also shared information on the general framework. A review of the District's current middle school schedules indicated that the time devoted to teaching in English/Language Arts and Mathematics is lower than the average reported by the State. The middle schools devote 85 minutes in English/Language Arts instruction compared to 92 minutes at the State, and in mathematics Unit 4 devotes 42 minutes compared to 51 minutes for State average (Illinois District Report Card 2009). Additionally, consultant Elliot Merenbloom recommended that 80% of the day should be devoted to core instruction.

The middle school principals were provided the following parameters and were asked to provide draft schedules. A copy of the draft schedule from each of the three middle schools for the 2010-11 school year was shared.

Parameters:

- A minimum of 60 minutes for math instruction
- A minimum of 90 minutes for an English/Language Arts block
- Eight percent of the day devoted to core instruction

The English/Language Arts block was piloted this year at Jefferson Middle School. In preparation for this pilot, summer writing was conducted in 2009. On-going staff development will need to occur at all middle schools for teaching in a block. Also, the science and social science teachers will have an opportunity to block instruction and create interdisciplinary units. Secondary curriculum coordinators have developed a schedule to provide staff development support during the 2010-11 school year. Training will take place during designated team meeting times. Summer writing costs to support the English/Language Arts block and possible interdisciplinary units in Science and Social Science is approximately \$6,000.

The following student performance indicators will be monitored and analyzed (grade rate distribution, benchmark, quarterly and/or common assessments, ISAT performance in reading, math, and science).

Enrollment Projections

Director Roger Grinnip provided a brief update on the enrollment projections. Several variables affect the enrollment projections for the District. The variables include actual live birthrates for residents living within the boundaries of the District, the mobility of the population, and shifts in residential building patterns. Two instruments utilized to calculate enrollment are the Demographic Study completed in 2008 by Cropper GIS and the *Gardner-Wohlers Enrollment Project System*.

The District used the actual live birthrates and 10 years of history to produce the Gardner projections. The projections include special education students attending schools within the District, but do not include those enrolled at special schools outside Unit 4. Additionally, the projections do not include any numbers for Champaign Early Childhood Center as this is a limited enrollment school. The District cannot enroll all students that may want to attend, thus enrollment is capped.

The following chart includes the Gardner and the Demographer projections for 2010/2011 compared to actual enrollments from SY 2010. The current total enrollment in the District is 9,436 including all sources.

Grade	SY10/11 (A)	SY10/11 (B)	SY09/10 *
K	718	746	705
1	730	743	751
2	759	741	743
3	734	722	750
4	747	716	706
5	705	698	651
6	639	657	688
7	672	682	644
8	645	654	601
9	722	743	807
10	732	661	699
11	635	662	637
12	580	668	594
Total	9018	9093	8976

(A) Garner-Wohlers Enrollment Project System

(B) McKibben Demographics/Cropper GIS 2008 Demographic Study

*Current benchmark numbers for comparison to projections

Energy Performance Contract

A discussion was held regarding the installation of geo-thermal systems in a number of Unit 4 elementary schools. Chief Financial Officer Gene Logas asked the Board of Education for direction related to including Kenwood in the proposal for geo-thermal systems which will be

funded by the DCEO Grant. The schools included in the original proposal are Bottenfield, Robeson and Westview. The Board supported the request to include Kenwood in the proposal, and also authorized the issuance of an RFP for the projects.

Consent Agenda

Member Novak moved, with a second by Member Chalifoux, to approve the Consent Agenda. The motion carried on voice vote. Ayes 6. Nays 0.

Proposed Board of Education Policies/Procedures (BUILDING & GROUNDS MANAGEMENT – Capital Improvement; DISCIPLINE – Use of Behavioral Interventions for a Student Receiving Special Education Services; SCHOOL-COMMUNITY RELATIONS – School Visitation for Special Education Observation or Evaluation Process

The Board of Education approved the following proposed policies which represent the continued effort to update the District's Policy and Procedures Manual.

Policy 451 BUILDING AND GROUND'S MANAGEMENT – Capital Improvement

New policy to guide Capital Improvement Plan.

Policy 715.08 DISCIPLINE – Use of Behavioral Interventions for a Student Receiving Special Education Services

Indicates changes required by law.

Policy 715.08R DISCIPLINE – Use of Behavioral Interventions for a Student Receiving Special Education Services

Indicates changes required by law.

Policy 840.03 SCHOOL-COMMUNITY RELATIONS – School Visitation For Special Education Observation or Evaluation Purposes

Indicates changes required by law.

Policy 840.03R SCHOOL-COMMUNITY RELATIONS – School Visitation For Special Education Observation or Evaluation Purposes

Indicates changes required by law.

Bid – Centennial High School Centrifugal Chiller Rebuild (Exhibit “B”)

The Board of Education approved awarding the bid for Centennial High School Centrifugal Chiller Rebuild to Hunzeker Service Agency for \$31,312.

Board policy states that bids will be solicited when items are expected to exceed a total of \$10,000. As part of the bidding process, the bid was advertised in the News-Gazette. Formal bids were mailed to three vendors. Bids were received from two vendors and opened on February 19, 2010.

Hunzeker Service Agency bid \$31,312 for the rebuild of the centrifugal chiller at Centennial. A lower bid of \$23,780 was submitted by ENTEC Services but their overhaul work was not done on the specific make and model chiller at Centennial. They also did not submit the qualification documentation of 30 years experience with Trane Centrifugal Chiller Service. The cost of the rebuild will be charged to the O & M budget.

Demolition of School Facilities Permit (Exhibit “C”)

The Board of Education approved the signing of the permits to demolish the houses near Garden Hills and B T Washington (BTW) that were purchased by the District.

The Regional Office of Education notified the district that in order to demolish B.T. Washington, the houses recently purchased near BTW, and the houses recently purchased near Garden Hills, the permits must be approved and signed by both the Board President and Superintendent. The cost to demolish the building and houses will be determined by bid. The application from the Regional Office of Education does not require any payment.

Central High School Student Trip to Costa Rica

The Board of Education approved the request from Central High School to travel abroad. Central High School teachers Veronica Thompson and Jennifer Garbe-Tanner plan to take a group of Central High School students to Costa Rica March 21, 2010 through March 30, 2010. Students will experience the “tico” culture, communicate in Spanish, and explore the incredible sights Costa Rica offers. Central students will leave the country with a deeper understanding of the importance of nature conservation, differing eco-systems, the history of the country and its people, and an appreciation for the Costa Rican culture and Spanish language.

Resolution Approving a Bond Record Keeping Policy (Exhibit “D”)

The Board of Education adopted the resolution establishing a Bond Record Keeping Policy and naming the Chief Financial Officer as the Compliance Officer in charge of the record keeping.

To prepare for a potential audit by the IRS (all issuers of BABs face the possibility), Chapman & Cutler recommended that the District adopt the resolution. It requires extensive record keeping. The records must be kept until at least three years after the bonds are repaid.

Minutes – January 14 & 25, 2010 & February 8, 2010 Board Meetings

The Board of Education approved the minutes as presented.

Bills & Treasurer’s Report (Exhibit “E”)

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

Human Resource Changes (Exhibit “F”)

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

Executive Session

Member Lanesskog moved, with a second by Member Lockman, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Personnel 120/2(c)(1) and Student Discipline 120/2(c)(9). The motion carried on roll call. Ayes 6. Nays 0

The Board convened into *Closed Session* at 9:32 p.m.

Open Session

The Board convened into *Open Session* at 10:48 p.m.

Student Discipline

Member MacAdam moved, with a second by Member Chalifoux, to expel student #560235 from Central High School for the remainder of the 2009/10 school year and the entire 2010/11 school year and reassigned to READY for the 2010/2011 school year for violating Conduct Code #07 (Disruptive Behavior) and Code #19 (Physical Confrontation with Student) of the Champaign Unit #4 Student Code of Conduct. The student may return to the regularly assigned school following the expulsion period. The motion carried on roll call. Ayes 6. Nays 0.

Member Lockman moved, with a second by Member Novak, to expel student #651012 from Central High School for the remainder of the 2009/10 school year and the entire 2010/11 school year and reassigned to READY for the 2010/11 school year for violating Conduct Code #06 (Disobedience), Code #19 (Physical Confrontation with Student) and Code #25 (Threats to/Intimidation of Student) of the Champaign Unit #4 Student Code of Conduct. The student may return to the regularly assigned school following the expulsion period. The motion carried on roll call. Ayes 6. Nays 0.

Public Hearing on Honorable Dismissal/Reduction In Force of Tenured Employees Pursuant to Section 24-12 of the Illinois School Code

A public hearing was held at 10:50 p.m.

Board Vice President Grey read the resolution into the minutes.

The public hearing was closed at 10:54 p.m. as there were no public comments.

Resolutions – Reduction-In-Force: ESP; Dismissal of Non-Tenured Administrator; Reassignment of Tenured Administrators (Exhibit “G”)

Member Lanesskog moved, with a second by Member Chalifoux, to adopt the resolution for the Reduction-in-Force as presented. The motion carried on roll call. Ayes 6. Nays 0.

Resolution – Reassignment/Reclassification of Administrator (Exhibit “H”)

Member MacAdam moved, with a second by Member Chalifoux, to adopt the resolution for the reassignment/reclassification of the administrator as presented. The motion carried on roll call. Ayes 6. Nays 0.

The Resolutions were read into the record.

Adjournment

There being no further business, Member Lockman moved, with a second by Member Novak, to adjourn the meeting at 10:50 p.m. The motion carried on voice vote.

Board Approved: April 12, 2010