

**Minutes of the SPECIAL 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 27, 2017 within the Boundaries of Said District**

Special Meeting

Board President Chris Kloeppe called the Special Meeting of the Board to order at 5:32 p.m.

Board Members Present

Amy Armstrong, Gianina Baker, Chris Kloeppe, Kathy Richards, Kathy Shannon, Lynn Stuckey, Jonathan Westfield

Staff Members Present

Superintendent Judy Wiegand, Deputy Superintendent Laura Taylor, Assistant Superintendent Susan Zola, Assistant Superintendent Angela Smith, Executive Director of Human Resources Ken Kleber, Chief Financial and Legal Officer Tom Lockman

Approval of Agenda

Item 9G Approval of Contract for Purchase of 1203 W. Park and Item 9H Approval of Real Estate Agreement – 201 N. Lynn Street, 203 N. Lynn Street, 606 W. Park Avenue and 603 W. Church Street were moved to the Action Agenda. Member Stuckey moved, with a second by Member Shannon to approve the agenda as amended. The motion carried on voice vote. Ayes 7. Nays 0.

Executive Session

Member Richards moved, with a second by Member Shannon, 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) and Student Discipline 120/2(c)(9). The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 5:38 p.m.

Open Session

The Board convened into *Open Session* at 6:02 p.m.

Action Agenda: New Business

Administrative Appointment – Booker T. Washington STEM Academy Principal: Ken Kleber
Member Westfield moved, with a second by Member Shannon to approve the Administrative Appointment – Booker T. Washington STEM Academy Principal. The motion carried on roll call. Ayes 7. Nays 0.

The position of Principal of Booker T. Washington STEM Academy was advertised through the District's website and the Illinois Association of School Administrators' Job Bank. Four candidates participated in Level I interviews and were interviewed by a team of representatives from District administration and the Washington community, including licensed staff, support staff, parents, and student ambassadors. One candidate returned for a Level II interview. Dr. Thea Perkins was selected as Principal of Booker T. Washington STEM Academy beginning with the 2017-2018 School Year.

Dr. Perkins began her career as a School Social Worker. She worked for seven years with Proviso Area for Exceptional Children (Maywood, Illinois) and for six years with District 65 (Evanston, Illinois). Dr. Perkins began her administrative career with District 97 (Oak Park, Illinois) as an Assistant Principal for three years, and then as Principal for four years. Over a period of four years, Dr. Perkins served District 89 (Melrose Park, Illinois) as an Assistant Superintendent and

Superintendent. She has also served as a Director of Early Childhood (Rockford, Illinois), Deputy Superintendent for Curriculum and Instruction (Matteson, Illinois) and Behavior Interventionist (Joliet, Illinois). Dr. Perkins is currently in her third year of serving District 88 (Melrose Park, Illinois) where she served as Interim Director of Human Resources and is now serving as an Assistant Principal.

Dr. Perkins holds a Bachelor of Social Work (1985) and Master of Social Work (1986) from George Williams College/Aurora University. She holds a Master of Arts in Educational Leadership from Concordia University (1999), an Educational Specialist degree in Educational Leadership from Northern Illinois University (2005), and a Doctorate in Educational Leadership from Northern Illinois University (2013).

The effective date of Dr. Perkins' appointment is July 1, 2017. The recommended 2017-2018 salary for Dr. Perkins is \$95,934 plus all appropriate Board-approved administrator benefits. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Dr. Thea Perkins as Principal of Booker T. Washington STEM Academy effective July 1, 2017 at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – Garden Hills Principal: Ken Kleber

Member Armstrong moved, with a second by Member Richards to approve the Administrative Appointment – Garden Hills Principal. The motion carried on roll call. Ayes 7. Nays 0.

The position of Principal of Garden Hills Elementary was advertised through the District's website and the Illinois Association of School Administrators' Job Bank. Seven candidates participated in Level I interviews and were interviewed by a team of representatives from District administration and the Garden Hills community, including licensed staff, support personnel, parent representatives and student ambassadors. One candidate returned for a Level II interview. Ms. Elizabeth (Beth) Ladd was selected as Principal of Garden Hills Elementary beginning with the 2017-2018 School Year.

Ms. Ladd began her teaching career with Champaign Unit 4 Schools as a Special Education Teacher. In her eight years of services as a Special Education Teacher, Ms. Ladd held the positions of Special Education Teacher/Cross Categorical Program, Special Education Teacher/Self-Contained ED Program, and Special Education Teacher/Itinerant ED Program. Relocating to Indiana for a period of three years, Ms. Ladd served as Special Education Coordinator and Special Education Department Chair with MSD of Lawrence Township and Lawrence Central High (Indianapolis, Indiana). Returning to Champaign Unit 4 Schools, Ms. Ladd served as a Special Education Administrator for three school terms. Ms. Ladd is currently in her fifth year of service as the Assistant Director of Student Services with Urbana 116 (Urbana, Illinois).

Ms. Ladd holds a Bachelor of Science in Special Education from Indiana University (1998), and a Masters of Science in Educational Administration from Eastern Illinois University (2005). She also holds a Director of Special Education endorsement.

The effective date of Ms. Ladd's appointment is July 1, 2017. The recommended salary for Ms. Ladd is \$102,874.00, plus all appropriate Board-approved administrator benefits. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Beth Ladd as Principal of Garden Hills Elementary School effective July 1, 2017 at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – Director of Communications & Community Relations: Ken Kleber
Member Shannon moved, with a second by Member Armstrong to approve the Administrative Appointment – Director of Communications & Community Relations. The motion carried on roll call. Ayes 7. Nays 0.

The position of Director of Communications and Community Relations was advertised through the District's website, the Illinois Association of School Administrators' Job Bank, Indeed.com, and Public Relations Society of America. Seven candidates participated in Level I interviews and were interviewed by a team of District representatives, including administration, certified staff, and support staff. One candidate returned for a Level II interview. Ms. Emily Schmit was selected as the Director of Communications & Community Relations.

A graduate of Unit 4 Schools, Ms. Schmit is a life-long member of the Champaign community and has approximately 19 years of experience in the communications and marketing field. She currently holds the position of Marketing Specialist with Carle Foundation Hospital (6 + years). Other prior experience includes working as Marketing Director for One Main Development (3 + years), General Manager and Editor for The Hub (1.5 years), Senior Account Executive with Roundtable (2 + years), Client Services Executive with Royce Wagner (4 years), and Marketing Communications Specialist with Health Alliance (1 + years). Ms. Schmit holds a Bachelor of Arts in Sociology from the University of Illinois, Urbana-Champaign (1997).

The effective date of Ms. Schmit's appointment is April 10, 2017. The recommended salary for Ms. Schmit is \$80,225, plus all appropriate Board-approved administrator benefits. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Emily Schmit Director of Communications and Community Relations effective April 10, 2017 at the above-listed salary and appropriate fringe benefits.

Student Discipline – Student #200006

Member Shannon moved, with a second by Member Richards that student #200006 should be expelled from Franklin Middle School for the remainder of the 2016-17 school year and should be reassigned to an alternative setting at the administration's direction for violating Conduct Code #18 Physical Confrontation with Staff of the Champaign Unit #4 Student Code of Conduct. The duration of the expulsion is based on the egregiousness of the violation of Code #18 Physical Confrontation with Staff and prior discipline and other interventions attempted. Such expulsion shall be held in abeyance so long as the student meets the attendance and behavioral requirements of the assigned placement. If such requirements are met, upon expiration of the reassigned term, the expulsion will be vacated and the student may return to his/her regularly assigned school. The motion carried on roll call. Ayes 7. Nays 0.

Approval of Contract for Purchase of 1203 W. Park: Tom Lockman

Member Shannon moved, with a second by Member Armstrong to approve the Contract for Purchase of 1203 W. Park. The motion carried on roll. Ayes 6. Nays 0. Abst. 1. Member Stuckey abstained.

In an effort to provide additional flexibility for the District in developing the Dr. Howard campus, administration recommended approval of the Residential Sales Contract for 1203 W. Park Street with CDG Real Estate LLC for \$111,453.

The purchase price of \$111,453 will be paid from the Education Fund. Once the bonds are sold, this expense will be covered by the proceeds of the first bond sales.

Administration recommended approval of the Real Estate Agreement for the purchase of property at 1203 W. Park Street for \$111,453.

Approval of Real Estate Agreement – 201 N. Lynn Street, 203 N. Lynn Street, 606 W. Park Avenue and 603 W. Church Street: Tom Lockman

Member Stuckey moved, with a second by Member Shannon to approve the Real Estate Agreements – 201 N. Lynn Street, 203 N. Lynn Street, 606 W. Park Avenue and 603 W. Church Street. The motion carried on roll call. Ayes 7. Nays 0.

In January 2016, the School District entered into a Real Estate Option Agreement between Lynn Hurst Apartment Series and Hurst Real Estate Holdings, LLC for properties at 201 N. Lynn Street, 203 N. Lynn Street, 606 W. Park Avenue and 603 W. Church Street which are located adjacent to the Central High School Property. This Option Agreement granted the District the sole and exclusive option to purchase the properties for a period of 18 months from the date of the execution of the Agreement.

At this time, the District would like to enter into an Agreement with Lynn Hurst Apartment Series and Hurst Real Estate Holdings, LLC for the purchase of the parcels listed above for \$1,729,000 less 50% of the Option Fee paid by the District (\$5,000) and 50% of the appraisal fee paid by the District (\$750).

The purchase price of \$1,729,000 less option fee and appraisal credits totaling \$1,723,250 will be paid from the Education Fund. These costs are included in the referendum budget.

Administration recommended approval Real Estate Agreement for the purchase of properties at 201 N. Lynn Street, 203 N. Lynn Street, 606 W. Park Avenue and 603 W. Church Street adjacent to Central High School.

Consent Agenda: New Business

Member Richards moved, with a second by Member Shannon to approve the Consent Agenda: New Business. The motion carried on roll call. Ayes 6. Nays 1. Member Stuckey voted no.

The following Consent Agenda items were approved:

Human Resource Changes: Ken Kleber

The Human Resource Changes were approved as presented.

Release of Licensed Staff: Ken Kleber

The Board of Education is required by law to notify any non-tenured teacher via written notice at least forty-five (45) days before the end of any school term if he/she will not be re-employed for the following term.

The financial implications will be determined by the salary assigned to these individual staff members and whether or not the positions assigned to these staff members are filled by returning employees or eliminated.

Administration recommended the identified licensed staff listed below be released for the reasons indicated.

**CHAMPAIGN COMMUNITY SCHOOLS UNIT DISTRICT #4
RELEASE OF LICENSED STAFF
2016-2017**

Part-Time Certified Staff

Name	Position	Location	Full-Time Equivalent
Borden, Melinda	Occupational Therapist	Family Information Center	.60
Browning, Tyra	Rtl Interventionist	Dr. Howard Elementary	.50
Decker, Kathleen	English Teacher	Central High	.80
Dreste, Leah	6 th Grade Teacher	Edison Middle	.51
Fahey, Brian	Physical Education Teacher	Barkstall Elementary	.50
Freedman, Mark	6 th Grade Teacher	Franklin Middle	.50
Larson, Ashley	Rtl Interventionist	Robeson Elementary	.50
Michaelson, Debra	Rtl Interventionist	Westview Elementary	.50
Miller, Nicole	Rtl Interventionist	Barkstall Elementary	.50
Phillips, Amelia	Cross Categorical Teacher	Barkstall Elementary	.50
Putman, Priscilla	Enrichment Teacher	Stratton Elementary	.50
Reed, Stacey	Rtl Interventionist	Carrie Busey Elementary	.50
Wheatman, Elizabeth	8 th Grade Teacher	Jefferson Middle	.68
* Wilcoxon, Nicole	Physical Education Teacher	Carrie Busey Elementary	.34
* Zurich, Elizabeth	Math Teacher	Central High	.40

**Also Late Hire – Less than 120 Days*

Late Hire – Less Than 120 Days

Name	Position	Location	Hire Date
Bird, Atalace	English/Language Arts Teacher	Franklin Middle	01/17/2017
Brown, Whitney	2 nd Grade Teacher	Garden Hills Elementary	01/04/2017
* Cobb, Megan	Music Teacher	Robeson Elementary	01/04/2017
Davis, Teresa	Cross Categorical Teacher	Bottenfield Elementary	02/13/2017
Elliott, Lindsay	Special Education Teacher	Garden Hills Elementary	01/04/2017
Freeman, Mairi	4 th Grade Teacher	Westview Elementary	01/23/2017
Garth, Jansin	Physical Education Teacher	Jefferson Middle	01/04/2017
Hopper, Amanda	3 rd Grade Teacher	Kenwood Elementary	01/04/2017
Nickell, Jillian	Art Teacher	Central High	01/04/2017
Tate, Kimetrice	Dual Language Arts	International Prep Academy	01/04/2017
Titus, Nathan	7 th Grade Teacher	Jefferson Middle	01/11/2017
Wells, Carrie	7 th Grade Teacher	Edison Middle	01/04/2017
* White, Elizabeth	4 th Grade Teacher	Carrie Busey Elementary	01/04/2017

**Also Interim*

Retired, But Working

Name	Position	Location	Full-Time Equivalent
None			

Interim Assignments

Name	Position	Location	Full-Time Equivalent
Azer, Kaylynn	2 nd Grade Teacher	Bottenfield Elementary	1.0
Bracewell, Barbara	4 th Grade Teacher	Bottenfield Elementary	1.0
* Cobb, Megan	Music Teacher	Robeson Elementary	1.0
Jones, Bradley	Social Science Teacher	Central High	1.0
Lyons, Nathaniel	2 nd Grade Teacher	Kenwood Elementary	1.0
Martin, Ali	3 rd Grade Teacher	Washington Elementary	1.0
Miller, Kara	Math Teacher	Centennial High	1.0
O'Connor, Sarah	2 nd Grade Teacher	Washington Elementary	1.0
* White, Elizabeth	4 th Grade Teacher	Carrie Busey Elementary	1.0
Wycklendt, Amanda	4 th Grade Teacher	South Side Elementary	1.0

* Also Late Hire – Less than 120 Days

Licensure

Name	Position	Location	Full-Time Equivalent
Kyles, Nikkia	ESL Teacher	Edison Middle	1.0

Reductions In Force – Classified Staff: Ken Kleber

The Board of Education is required by law and the parties' collective bargaining agreement to notify classified staff via written notice if the employee will not be re-employed or his/her hours will be reduced for the following term. The collective bargaining agreement requires that notices must be given at least 60 days before the end of the school term.

The financial implications will be determined by the salary assigned to these individual staff members and whether or not the positions assigned to these staff members are filled by returning employees or eliminated.

District administration recommended approval of the resolution below.

**CHAMPAIGN COMMUNITY SCHOOLS UNIT DISTRICT #4
EDUCATIONAL SUPPORT PROFESSIONALS REDUCTION-IN-FORCE RESOLUTION**

WHEREAS, this Board has made a decision to decrease the number of employees in the category of positions of classified staff employed by the Board of Education because of low enrollments, grants not funded, financial constraints, interim assignments, or students not returning to the district, and

WHEREAS, provisions of Section 10.23.5 of the School Code and the Collective Bargaining Agreement require that when the Board decides to decrease the number of educational service personnel within a particular category of position, such personnel shall be given written notice of the Board's decision by certified mail at least 60 days before the end of the current school term, with the employee with the shorter length of continuing service with the school district within the respective category of position being dismissed first; and

WHEREAS, the following educational service personnel have the shortest length of continuing service employed by the Board and have been properly selected for dismissal for the reasons set forth above:

- **FINANCIAL CONSTRAINTS/REDUCTION OF DAY OR HOURS**
None
 - **DISTRICT NEED**
None
 - **UN-SECURE GRANT FUNDING**
- | Home Location | Hours Per Day |
|----------------------|----------------------|
| Croegaert, Jubal | 4.0 |

Dornfeld, Candice	Truant Intervention Specialist	Family Information Center	4.0
Jones, Verdell	Truant Intervention Specialist	Central High	8.0
Kelly, Richard	Truant Intervention Specialist	Edison Middle	8.0
Parks, Rickey	Truant Intervention Specialist	Franklin Middle	8.0
INTERIM/TEMPORARY EMPLOYMENT		Home Location	Hours Per Day
Tester, Tyler	Teacher Aide/Special Education	Jefferson Middle	7.0
Wheeler, Tyler	Teacher Aide/Special Education	Franklin Middle	7.0
Wilson, Aaron	Teacher Aide/Special Education	Westview Elementary	7.0
POSITION ELIMINATED OR RESTRUCTURED		Home Location	Hours Per Day
None			

NOW, THEREFORE, BE IT RESOLVED:

SECTION 1. That due to low enrollments, grants not funded, financial constraints, interim assignments, or students not returning to the district, it is necessary to decrease the number of employees or reduce hours in the aforesaid category of positions;

SECTION 2. That the above listed employees have the shortest length of continuing service with the school district with the aforesaid category of positions and are hereby dismissed effective with the end of the 2016-2017 school year, such dismissal being an honorable dismissal;

SECTION 3. The persons named shall be notified by certified mail or personal delivery, return receipt requested, of their dismissal and that they will not be employed as aforesaid by letter (Exhibit A). The letter shall be signed on behalf of this Board of Education and forwarded to each of said persons by the Executive Director of Human Resources at least sixty (60) days before the end of the current school year.

Dated: March 27, 2017

BOARD OF EDUCATION
CHAMPAIGN COMMUNITY SCHOOLS UNIT DISTRICT #4

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

The Resolution was approved as presented.

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

The Resolution was approved as presented.

Approval of Revised Agreement with American Legion: Tom Lockman

Due to the expansion of the District's bus fleet, secure parking areas for the bus fleet has become nonexistent. Having this agreement in place with the American Legion will not only allow the District to secure additional parking spots for the bus fleet but will also help the traffic pattern of busses. Controlling the exit and entrance will also help create a safe environment. The cost of the revised agreement will increase from \$13,223.00 to \$14,549.25 per year and will be charged to the Transportation Fund.

Administration recommended approval of the Revised Agreement with the American Legion for \$14,549.25 per year effective March 15, 2017.

Approval of Contract for Purchase of 1203 W. Park: Tom Lockman

This agenda item was moved to the Action Agenda.

3/27/2017 Regular Meeting

Approval of Real Estate Agreement – 201 N. Lynn Street, 203 N. Lynn Street, 606 W. Park Avenue and 603 West Church Street: Tom Lockman

This agenda item was moved to the Action Agenda.

Novak Academy Lease Renewal: Tom Lockman

The Lease Amendment between the school district and Big Four Freight for 815 N. Randolph which houses the Novak Academy was provided to the Board. Under this Lease Amendment, the District will exercise the third renewal option under the February 1, 2014 Lease Amendment and extend the term of the Lease from June 1, 2017 through May 31, 2018. Big Four Freight House L.L.C. has agreed to waive any increase to the monthly rate, which will remain at \$5,687.47.

Administration recommended approval of the Novak Academy lease amendment for one year through May 31, 2018.

Adjournment

There being no further business, Member Shannon moved, with a second by Member Stuckey, to adjourn the meeting at 7:06 p.m. The motion carried on voice vote. Ayes 7. Nays 0.

Board Approved: April 10, 2017