

**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
November 18, 2013 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, Scott MacAdam, Ileana Saveley (arrived at 5:44 p.m.), 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

Item 9d Westview Change Order #14 was pulled from the agenda. Member MacAdam moved, with a second by Member Brown, to approve the agenda as amended. The motion carried on voice vote. Ayes 6. Nays 0.

Executive Session

Member Brown moved, with a second by Member MacAdam, 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 5:31 p.m.

Open Session

The Board convened into *Open Session* at 6:00 p.m.

Guests

Representatives from CFT, local media and other interested persons

Reports: New Business

2014-15 High School Course Proposals/Curriculum Handbook Changes: Dr. Laura Taylor
Consistent with our District's focus to provide educational opportunities that are relevant and stimulating to students, the faculties of Central and Centennial High Schools and District Administration have recommended revisions to course offerings for the 2014-2015 school year. Building principals, teachers/CACs from individual departments, and counselors of both schools were an integral part of the process. The revisions include course deletions and clarification/explanation of both general information and specific course descriptions. A summary outlining proposed changes was provided.

Several new course pilots were proposed. All course pilot proposals followed the required curriculum pilot request process. Some of the pilot proposals were school initiated and others were initiated at the District level based on District goals. A brief description of the new course pilots was provided.

Each spring, Central Office administrators and the high school principals determine staffing allocations for the next school year. The allocations are dependent on student enrollment numbers for current courses and for curriculum pilot requests initiated at the building level.

1.0 FTE is being requested to begin the computer science initiative at Central and Centennial. This will provide flexibility in terms of scheduling that will enable the program to grow. Final FTE will be determined based on student enrollment numbers in the spring. It is predicted that enrollment patterns will shift within a few years and FTE needs will be adjusted accordingly.

High school courses that require summer writing will be considered for approval following the guidelines outlined in the Curriculum Development and Evaluation Guide. Funds are budgeted for summer writing. Approximately \$12,500 is requested for equipment and supplies for the computer science initiative. Final determination will be made in consultation with Parkland College and is based on enrollment. Pilot courses will be evaluated using the procedures described in the District's Curriculum Development and Evaluation Guide.

This was an informational item and no action was required by the Board. The Board will give final approval of the 2014-15 High School Course Proposals/Curriculum Handbook Changes on December 9, 2013.

High School Site Selection: Matt Foster

Gorski/Reifsteck Architects were hired to assist the Board in selecting a new high school site. This process is geared to facilitate the decision making in an objective manner and narrow the sites to three by December, 2013. Members from Gorski Reifsteck provided an overview of the process used to date and next steps. The fixed fee for their services is \$66,150.

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

2013 District Report Card: Dr. Judy Wiegand

The Illinois State Board of Education (ISBE) released the state report card as well as report cards for schools and districts across the state on October 31, 2013.

This year, the state is in the process of making significant changes to its education structure to demand higher levels of learning than ever before. In turn, the state ISBE has raised the bar in its performance expectations on the Illinois Standards Achievement Test in Math and English Language Arts to provide a clearer picture of students' progress toward college and career readiness. As a result, far fewer students are meeting and exceeding performance expectations.

These higher expectations do not mean that our students here in Champaign know less or are less capable. ISBE is simply raising the bar on how much it expects from students and teachers.

Highlights of this year's District report card include:

- The District graduation rate has increased from 81.4% last year to 86.1% and has made significant gains in increasing the graduation rate of African-American and low-income students.
- Bottenfield and South Side Elementary Schools made Adequate Yearly Progress (AYP) for the 2012-13 school year.
- If we use the previous scale for this year's test scores, our students are performing on par with their peers from previous years.

- The District report card offers a snapshot of how students in our District are performing but is not the only measure of success. As a District, our focus will remain on outcomes and ensuring that all of our students are prepared for post-secondary success after graduation.

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

Resolution Abating Property Taxes for Year 2012 (Pay Debt Service on Outstanding Bonds – Series 1997 and Series 2006B): Matt Foster

The District committed to the District's residents that it would abate all of the principal and interest owed on the outstanding Bonds of the District previously issued for construction and renovation of Building purposes. This includes the Series 1997 and Series 2006B Bonds. This item was presented as a Discussion Item. It is anticipated the Board will approve it at the December 9, 2013 meeting.

The Resolution confirms that the District will abate the property taxes levied as promised to District residents. The total amount of the abatement is \$2,841,680 (\$170,180 + \$2,671,500). This is required to secure Board signatures on the Abatement document so that it may be filed with the County Clerk prior to March 1, 2014.

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

Resolution Abating Property Taxes for Year 2012 (Pay Debt Service on Outstanding Bonds – Series 2010A and Series 2010B): Matt Foster

The District committed to the District's residents that it would abate all of the principal and interest owed on the outstanding Bonds of the District. This includes the Alternate Revenue Source Series 2010A and Series 2010B Bonds. This item was presented as a Discussion Item. It is anticipated the Board will approve the Resolution at the December 9, 2013 meeting. In order to legally abate this property tax, the bond covenants require that the District illustrate that it has at least 125% coverage.

The Resolution confirms that the District will abate the property taxes levied. The total amount of the abatement is \$3,092,893 - \$996,013 (BAB reimbursement) = \$2,096,880. This is required to secure Board signatures on the Abatement document so that it may be filed with the County Clerk prior to March 1, 2014.

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

Resolution Abating Property Taxes for Year 2012 (Pay Debt Service on Outstanding Bonds – Series 2010C and Series 2010D): Matt Foster

The District committed to the District's residents that it would abate all of the principal and interest owed on the outstanding Bonds of the District. This includes the Alternate Revenue Source Series 2010C and Series 2010D Bonds. This item is being presented as a Discussion Item. It is anticipated the Board will approve it at the December 9, 2013 meeting. In order to legally abate this property tax, the bond covenants require that the District illustrate that it has at least 125% coverage.

The Resolution confirms that the District will abate the property taxes levied. The total amount of the abatement is \$1,775,507 - \$412,381 (BAB reimbursement) = \$1,363,126. This is required to secure Board signatures on the Abatement document so that it may be filed with the County Clerk prior to March 1, 2014.

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

Action Agenda: New Business

Ratification of CESP Tentative Agreement: Ken Kleber

Member MacAdam moved, with a second by Member Brown to approve the Ratification of CESP Tentative Agreement. The motion carried on roll call. Ayes 7. Nays 0.

The Champaign Educational Support Professionals (CESP) contract expired on June 30, 2013. The District and CESP reached a Tentative Agreement on November 13, 2013 for a new three-year contract. The tentative agreement includes provisions for contributions towards single coverage health care premiums; food service qualifications, licensing, and job titles; uniform allowances; attendance, overtime, and break procedures; vacation rollover and paid holidays; and other changes to contract language.

The salary schedule will be adjusted as follows:

- Year 1 – Step Increase + 2.6%
- Year 2 – Step Increase + 1.85%
- Year 3 – Step Increase + 1.6%

Separate wage adjustments will also be provided for Bus Monitor, Safety Officer, Sign Language Interpreter, Payroll Clerk, and Cafeteria Coordinator classifications to allow the District to remain competitive in the market and attract candidates for hard-to-fill positions. The Tentative Agreement does not require the addition of personnel.

Administration recommended that the Board approve the Tentative Agreement with the Champaign Educational Support Professionals for a three-year contract spanning July 1, 2013 through June 30, 2016.

Student Ambassador Program: Dr. Judy Wiegand

Member Stuckey moved, with a second by Member MacAdam to approve three student representatives for the Student Ambassador Program. The motion carried on roll call. Ayes 7. Nays 0.

On July 8, 2013, the Board of Education approved the Student Ambassador Program. This program is part of the District's effort to engage and be responsive to all District stakeholders. The Student Ambassador Program is an opportunity for the Board of Education to hear student opinions, and issues and concerns related to their experiences in District schools.

The Board of Education shall annually appoint three high school students (one from each high school campus) to serve a one year term as a Student Ambassador to the Board. Since this program was formally approved July, 2013, the 2013-14 school year will serve as a pilot, with representatives serving only a portion of the year (December 2013 - June 2014).

The Superintendent is recommending to the Board the following students to serve as Student Ambassadors to the Board of Education for the remainder of the 2013-14 school year:

Central High School:	Cedric Jones
Centennial High School:	Larterrious Johnson
Novak Academy:	Shane Kelton

The Superintendent recommended Board approval for the students listed above to serve as Student Ambassadors to the Board of Education for the remainder of the 2013-14 school year.

Approval of Westview Change Order No. 13: Matt Foster

Member Brown moved, with a second by Member Stuckey to approve Westview Change Order No. 13. The motion carried on roll call. Ayes 7. 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 October 2013. Please note that the total project contingency on this project is \$270,140.00, which leaves the current total at **-\$17,833.00**.

CHANGE ORDER NO. 13		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
CCD 06	Field Condition: The exterior east wall of the building was excavated below grade to provide new drainage and lower level windows. Once excavated, the existing poured concrete foundation wall and brick were found to be offset. This was not shown on the record drawings. This cost is for added metal furring that was needed in order to be able to install the new exterior metal panels plumb and account for the offset in the wall.	\$2,232.00
CCD 09	Drawing Coordination: Add a new transfer duct and connect to two (2) new ceiling mounted return grilles with flexible ductwork between areas now separated by a new wall as a part of the remodel.	\$2,585.00
CCD 11	Field Condition: The Drawings called for new roofing on the existing west canopy. The tapered insulation layout on the Drawings did not work with the actual existing parapet heights. This cost is for reworking the drainage on this canopy and providing a new copper gutter.	\$676.00
COA 37 REV	Field Condition: This cost is for the removal of existing VCT floor tile in four (4) classrooms. This tile was not asbestos containing, so it was not removed during abatement. This work was performed on a time and material not-to-exceed basis and came in significantly under the estimated cost of \$11,170.	\$6,438.00
COA 87	Field Condition/Drawing Coordination: The existing radiator cover in the corridor where Stair 2 was extended was determined to be below the new level of concrete to be poured as an infill. This cost was for the work to remove the radiator and patch the wall at this area.	\$977.00
COA 88	Drawing Coordination/Owner Request: Provide interface for key fob at entry vestibule doors to be consistent with other renovated building secured entry configurations.	\$423.00
COA 89	Drawing Coordination: At three (3) door openings, provide the correct power supplies to function with the door hardware. The originally specified power supply brand was not compatible.	\$1,818.00
TOTAL CHANGE ORDER NO. 13:		\$15,149.00

The total of the change orders for Westview is:

CHANGE ORDER	AMOUNT
Change Order No. 01 - 12	\$272,824.00
Change Order No. 13	\$15,149.00
TOTAL CHANGE ORDERS:	\$287,973.00

Administration recommended Board approval of the change order for Westview totaling \$15,149.00.

Approval of Westview Change Order No. 14: Matt Foster

This item was removed from the agenda.

Approval of RFP for Controlled Choice – Student Assignment Plan: Matt Foster

Member MacAdam moved, with a second by Member Brown to approve the RFP for Controlled Choice – Student Assignment Plan. The motion carried on roll call. Ayes 7. Nays 0.

The District requested consultants to propose services in support of the Controlled Choice Student Assignment Plan focusing on the development and licensing of software to implement and manage the Choice Plan. Two proposals were received and opened on November 7, 2013 and interviews were held on November 12, 2013. Administration recommended the award of the Controlled Choice – Student Assignment Plan RFP to Codagami. The costs for the Controlled Choice Student Assignment Plan services are \$98,500.

Administration recommended approval of the Controlled Choice – Student Assignment Plan RFP to Codagami for \$98,500.

Resolution – Proposed 2013 Tax Levy

Member MacAdam moved, with a second by Member Brown to approve the Resolution – Proposed 2013 Tax Levy. The motion carried on roll call. Ayes 7. Nays 0.

The Truth-in-Taxation Act requires that when a school District’s proposed tax levy, as extended and less debt service, reflects an increase of more than 105% of the prior year’s extension, the school District must publish a notice of such intent and hold a public hearing on the matter. The proposed 2013 Levy does not exceed the 2012 Levy by 105% and, therefore, neither a separate public hearing nor advertisement of a public hearing was necessary.

District EAV: The total EAV for this year is projected to be \$1,937,003,566. The EAV last year was \$1,927,016, 407. New construction was \$24,366,460. This is the first increase in EAV over the last three years.

Homeowner Impact: The anticipated tax rate for this year is 4.2647 which is an increase of 15 cents over last year’s rate (after bond abatement). The average tax bill for a homeowner with a \$150,000 home assessment this year will be \$2,132.33. This is an increase of \$73.10 for homeowner over the previous year.

The District was able to levy \$88,975,526 for this year-this includes the amount necessary for bonds and interest payments. After we abate our 6 bonds, as in keeping with Our Promises Made Promises Kept commitment, the actual levy amount will fall to \$82,673,840.44. This amount is an increase of \$3,309,669 and is a 4.17% increase over the previous year’s levy.

The total amount for bonds levied this year will be \$7,284,499 (*Before* abatement). The total amount abated for bonds, as in keeping with our commitment to Promises Made Promises Kept, is \$6,301,686. The net amount of the bond levy will be \$982,813 for bonds (*After* abatement).

Approval of the 2013 Levy in December will provide the District with the potential to receive the allowable amount of property taxes after tax caps for a net amount of \$82,673,840.44 (which includes debt service).

Administration recommended the Board of Education approve the Resolution Regarding the Estimated Taxes Necessary to be Levied for 2013.

Bills and Treasurer's Report – October: Matt Foster

Member Brown moved, with a second by Member Lee to approve the Bills and Treasurer's Report – October. The motion carried on roll call. Ayes 7. Nays 0.

Consent Agenda: Unfinished/New Business

Member MacAdam moved, with a second by Member Brown to approve the Consent Agenda – New/Unfinished Business. The motion carried on roll call. Ayes 7. Nays 0

The following Consent Agenda items were approved:

2013-14 Tepper Electric Arts Endowment Grant: Cheryl O'Leary

This school year, 33 Tepper Grant requests totaling \$23,355.31 were submitted. Nineteen monetary awards totaling \$12,980.48 will be provided through the Tepper Electric Arts Endowment. This endowment, funded by the Tepper Electric Supply Company, provides Unit #4 with an annual donation of \$10,000 for student activities and/or educational experiences that promote student exposure to and involvement in the fine arts. The carry-over from the 2012-2013 school year is \$2,980.48. Including this year's grant total, the Tepper Electric Endowment has awarded grants totaling approximately \$255,000 over the past twenty years.

On October 08, 2013, the selection committee met and reviewed applications for funding. Members of the Tepper Review committee consisted of Cheryl O'Leary, Director of Special Programs, Laurie Scott, Magnet Grant Writer, Stacey Gross, Centennial Fine Arts Teacher, Sarah Filkins, Robeson Fine Arts Teacher, and Marian Wyatt, Centennial Fine Arts Teacher. A listing of the grants submitted and the amounts funded was provided

Administration recommended that the Board of Education approve the monetary awards totaling \$12,980.48 provided through the Tepper Electric Arts Endowment.

FY 13 State School Library Grant: Dr. Susan Zola

A grant, intended for qualifying school libraries, has been included in the legislation for the Illinois Library System Act. The grant funds are being made available at seventy-five cents (\$.737) per capita based on the September 30, 2013 enrollment.

School districts must be members of a regional library system or meet the requirements and have applied for membership in a system. A qualified school library is one that has a centrally accessible and bibliographically organized library and has one employee whose primary duty is to serve as a librarian.

Based on the District's September 30, 2013 enrollment benchmark for buildings with a librarian on staff, and a total enrollment of 9,717, the District is applying for \$7,287.75. The actual funding will depend on the number of school districts which apply for the funds.

The funds will be used to purchase materials to support the District Library Media Centers (LMC). The grant covers all costs. Linking for Learning: The Illinois School Library Media Program Guidelines, 2nd Edition, 2005

Administration recommended approval of the proposed school library grant in the amount of \$7,287.75 with permission to submit the same to the Illinois State Library via Illinois Heartland Library System.

Human Resource Changes: Ken Kleber

The Human Resource Changes were approved as presented.

Minutes of October 7, 2013, October 14, 2013, October 21, 2013 and October 28, 2013

The Board of Education approved the minutes as presented.

Donation – Skateland: Matt Foster

The donation submitted for the November 18, 2013 Board Meeting was for Fall Break skating passes from Skateland for Barkstall, Bottenfield, Carrie Busey, Dr. Howard, Kenwood, Robeson, South Side, Stratton, Westview, Edison and Jefferson valued at \$33,386.00. This donation is 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 for Fall Break skating passes from Skateland valued at \$33,386 for elementary and middle schools.

Authorization of Jefferson Middle School Security Systems Upgrades: Matt Foster

The State of Illinois has made \$50 million available in FY 2014 for the School Maintenance Grant (SMG) program. The program provides a dollar-to-dollar matching grant for maintenance or upkeep of buildings or structures for educational purposes. Projects will be funded in order of priority per School Construction Law, with health/life safety projects—including security—receiving top priority after emergency projects.

Administration has asked the Director of Operations to move forward with project planning and believes that the Jefferson Middle School security systems upgrades, including the replacement of the phone/voice mail system which requires a phone in every classroom in order to be 911 compliant and the replacement of existing security cameras and installation of an additional cameras to provide coverage of all common areas which require surveillance will receive favorable consideration from the Regional Office of Education and will be competitive at the state level. In order to move forward with the grant application process, the Board of Education must authorize the Jefferson maintenance project.

The District could receive up to \$34,365 in grant funds, with local matching funds estimated to be \$34,365 for completion of the project. Matching funds will be included in the FY15 budget, Fund 20.

Administration recommended that the Board of Education authorize the Jefferson Middle School Security Systems Upgrades.

Policy 465 Safety Program – Comprehensive Safety and Crisis Plan: Tom Lockman

This policy represents the District's effort to continue to update its Board Policy manual. Changes to the existing policy reflect the need for a school shooting drill to be held once every school year, in cooperation with local law enforcement agencies.

Administration recommended approval of this policy.

Policy 705.09 Controlled Schools of Choice: Tom Lockman

This policy represents the District's effort to continue to update its Board Policy manual. The changes to the existing policy are being added to allow all families to access the diverse program offerings across the District while promoting diversity within our schools.

Administration recommended approval of this policy.

Policy 625.10 Curriculum Design for Family Life and Sex Education: Tom Lockman

This policy represents the District's effort to continue to update its Board Policy manual. This new policy was added to the existing health curriculum for grades 6-12.

Administration recommended approval of this policy.

Policy 725.01R Academic Achievement – Grading: Tom Lockman

This administrative procedure represents the District's effort to continue to update its Board Policy manual. The administrative procedure was revised to reflect the District's goal to ensure that all students are given an opportunity to reach their full potential and master the requirements of a well-balanced curriculum.

Student Discipline

Member Stuckey moved, with a second by Member MacAdam, to expel student #208548 from Franklin Middle School for the remainder of the 2013-14 school year. He/she should be reassigned to READY for violating Conduct Codes #18 (Physical Confrontation with Staff) and #19 (Physical Confrontation with Student) of the Champaign Unit 4 Student Code of Conduct. The student may return to his/her regularly assigned school following the expulsion period. The motion carried on roll call. Ayes 7. Nays 0.

Member MacAdam moved, with a second by Member Lee, to expel student #570765 from Jefferson Middle School for the remainder of the 2013-14 school year. He/she should be reassigned to READY for violating Conduct Codes #34 (Weapon-Related Activities) of the Champaign Unit 4 Student Code of Conduct. The student may return to his/her regularly assigned school following the expulsion period. The motion carried on roll call. Ayes 6. Nays 0. Abst. 1. Member Saveley abstained.

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 Property Acquisitions/Lease Purchase 120/(c)(5). The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 8:46 p.m.

Open Session

The Board convened into *Open Session* at 10:32 p.m.

High School Site Selection

Board President Laurie Bonnett read the numbers of the top six high school sites selected (4, 5, 6, 11, 12 and 13). She listed the reasons as to why site #1 and site #2 were not selected.

Site 1:

- IDOT safety study may impact/remove 10%-20% of the usable net acreage.
- A 20" rain water main bi-sects the site and the cost of relocation may be significant.
- A flood plain exists on site and may impact usability locations of programmatic elements.

Site 2:

- The net usable acreage is below programmatic needs.
- Both power and natural gas utilities require reinforcement. Additional study would be required to ensure the available services to support a 1500 student high school.
- The site is not expandable should additional program needs arise within the anticipated lifespan of a high school campus.
- Several easements exist on site that may impact development.
- Businesses would be required to move.
- Cost of demolition.

Adjournment

There being no further business, Member MacAdam moved, with a second by Member Brown, to adjourn the meeting at 10:36 p.m. The motion carried on voice vote.

Board Approved: December 9, 2013