

**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  
October 14, 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, 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 MacAdam moved, with a second by Member Brown, to approve the agenda. The motion carried on voice vote. Ayes 7. Nays 0.

**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), 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 7. Nays 0.

The Board convened into *Closed Session* at 5:31 p.m.

**Open Session**

The Board convened into *Open Session* at 6:04 p.m.

**Guests**

Representatives from CFT, local media and other interested persons

**Reports: New Business**

Policy 725.01R – Academic Achievement – Grading: Tom Lockman

This administrative procedure represents the District's effort to continue to update its Board Policy manual. Changes to this administrative procedure are being proposed to reflect changes to the grading system and report card at the elementary level as well as changes to Honor Roll designations at the high school level.

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

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 is being added to address recent changes to State law regarding the existing health curriculum for grades 6-12.

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

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. The revisions to this policy are being added to address recent changes to State law regarding crisis drills.

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

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 existing policy and the associated administrative procedures are being added to allow all families to access the diverse program offerings across the District while promoting diversity within our schools.

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

**Action Agenda: New Business**

Administrative Appointment: Ken Kleber

Member Chalifoux moved, with a second by Member Brown to approve Delores Lloyd as Interim Assistant Principal at Garden Hills Elementary School. The motion carried on roll call. Ayes 7. Nays 0.

Garden Hills is the largest elementary school and District administration believes that additional administrative support is necessary to ensure student success. Therefore, District administration recommended the allocation of an Interim Assistant Principal for the remainder of the 2013-2014 school year. The need for this additional position in future years will be revisited at the conclusion of the current term.

Since this additional support is needed immediately, District administration is recommending the appointment of Ms. Delores Lloyd as Interim Assistant Principal of Garden Hills Elementary.

Ms. Lloyd is currently serving Unit 4 Schools as the Pre K-5 English-Language Arts/Social Science Coordinator. She has held this position since August 2011. Ms. Lloyd previously served as Assistant Principal of Barkstall Elementary from August 2009 through June 2011. Prior to joining Unit 4 Schools, Ms. Lloyd worked as an elementary teacher for Urbana District 116 Schools.

Ms. Lloyd holds a Bachelor of Science degree in Psychology and a Master of Reading from Illinois State University. She received her degree in Educational Organization and Leadership from the University of Illinois. The effective date of appointment is October 15, 2014.

At this time, the District does not intend to fill the Coordinator position Ms. Lloyd is vacating. The recommended salary for the interim assignment is \$57,800 prorated from August 1, 2013 through June 15, 2014, plus all appropriate Board approved administrator benefits. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Ms. Delores Lloyd as Interim Assistant Principal effective October 15, 2013.

Operation Hope in Garden Hills, Beardsley Park and Douglass Park – 2013-14 Proposal:  
Orlando Thomas

Member MacAdam moved, with a second by Member Lee to approve the Operation Hope proposal. The motion carried on roll call. Ayes 7. Nays 0.

In February 2008, the Board approved Operation Hope, a collaborative partnership between Champaign Unit 4 Schools, the City of Champaign, the Champaign Park District, and other local service and community agencies, designed to aggressively develop proactive youth programs that will serve the needs of student residents of the Garden Hills neighborhood. This program has had much success and changed many lives. For 2013-2014, the Operation Hope program will be expanded to provide assistance to students and their families living in the Beardsley Park, Bristol Park, Douglass Park, and Garden Hills neighborhoods. The partner agencies will collaborate with efficacy to meet the needs of residents in these three neighborhoods.

History has shown us that if we fail to strategically and proactively address the sense of hopelessness many of our students face, we will find ourselves expending great cost on reactive measures that produce minimal long-term results. Because hopelessness is the root of many of our societal problems, we have collectively decided that we will use systems, programs, and people to remove the barriers to success and build bridges of hope for the students and families in the Beardsley Park, Bristol Park, Douglass Park, and Garden Hills areas. When problems emerged during the summer of 2007 in the Garden Hills community, the city and other local agencies rose to the challenge and effectively addressed the issues. Based on a proactive approach, Operation Hope is designed to produce systemic, long-term results.

Operation Hope's Purpose:

The ultimate purpose of Operation Hope is to engage students ages 14-19 in productive activities that will lead to an increase in hope for the future and a decrease in violence and deviant behavior.

Operation Hope Initiative Program Design:

The 2013-2014 Operation Hope initiative will encompass programs and activities to serve students ages 14-19 in the Beardsley Park, Bristol Park, Douglass Park, and Garden Hills neighborhoods.

Operation Hope is designed around four core initiatives, focused on exposure, experience, engagement, and education (4E Model). The 4E Model will be used as a foundational blueprint as we design activities and initiatives that will lead to a renewed sense of hope for the students we will serve. An infrastructure for success will replace the current sense of hopelessness many of our youth feel due to lack of engagement and scarcity of positive activities.

Programs that address each of the four core initiatives will focus on building a sense of hope in the students by exposing them to job opportunities and internships, engaging them in positive activities with positive role models, scheduling college and work site visits, and setting concrete expectations for success by supporting the educational process through supplemental educational services to students and families. We believe once students are engaged, hope can be restored.

High School Age Program Design:

The high school program will be designed based on the following components:

1. College/Career/Vocational experiences
2. Academic exposure and support

3. Community service
4. Positive recreational involvement
5. Parent workshops

Career/Vocational Experiences - school year and summer:

High school students who reside in targeted neighborhoods in the Beardsley Park, Bristol Park, Douglass Park, and Garden Hills will be identified early and targeted to receive additional assistance from a College/Career Placement Liaison in order to locate a job for the summer. The College/Career Placement Liaison will be responsible for monitoring the students' progress and working with employers to deal with any issues related to the students' employment. Students and families will have to sign contracts and letters of commitment with the College/Career Placement Liaison prior to participation. The College/Career Placement Liaison will also schedule workshops through the Operation Hope Summer Jobs Program for students and parents concerning career-related issues. Interviewing skills and other skills relevant to obtaining and maintaining employment will be discussed. By monitoring the academics and attendance of the high school students, the College/Career Placement Liaison sets high expectations and helps develop dependable employees. By connecting students with summer jobs, it is expected that skills will be developed that will lead students to understand the benefits of being productively engaged.

Academic Exposure and Support:

The College/Career Placement Liaison will be responsible for arranging tours of local colleges, businesses, and work sites. The goal of this activity will be to expose students to the future academic and career options that are available. The research shows that many students who are hopeless exist in that state because they have not been afforded an opportunity to venture outside of a 15-mile radius of their community. By exposing students to college and university students with whom they can relate, we increase the likelihood that they will see post-secondary education as a viable option. The College/Career Placement Liaison will also arrange for guest speakers, college enrollment specialists, and financial aid officers from local post-secondary institutions to share with students and parents pertinent information concerning the future possibilities.

Community Service:

The College/Career Placement Liaison will be responsible for organizing one comprehensive community service component in which all students who are a part of Operation Hope will participate. It is crucial that students experience the feeling of being able to help someone else, thereby improving their self-esteem and instilling in themselves a sense of pride in their community.

Positive Recreational Activities:

Recreational activities will be organized and offered by the park district, and transportation to the recreation site will be funded for student participants living in the targeted areas.

Parent Workshops:

The College/Career Placement Liaison, in conjunction with other social service agencies, will organize and provide parent workshops based on identified community needs. The workshops will be specifically designed for the parents of students in the program, but will be open to all interested parents in the Beardsley Park, Bristol Park, Douglass Park, and Garden Hills areas. Surveys will be conducted at the beginning of the initiative to determine the specific needs of the parents and students involved.

All of the activities mentioned above will occur over the course of a calendar year.

The Operation Hope initiative is about proactively designing systems, programs, and activities that will promote positive behavior and productivity by exposing students to future possibilities, engaging them in career and college exploration, involving them in community service, and setting the expectation that they will become productive citizens. We continue to see 100% graduation rates, 90% and above attendance rates, and improved grades. This preventative, proactive initiative serves as an investment in the community's future and should prove less expensive than intervention. We are improving lives by building hope.

The staffing needed to provide the services for this initiative include two full-time College/Career Placement Liaisons.

College/Career Placement Liaisons (\$20 per hour+ benefits) \$50,000 paid by City  
College/Career Placement Liaisons (\$20 per hour+ benefits) \$30,000 paid by United Way  
City (Grant) Contribution = \$50,000  
United Way Contribution= \$30,000

College visits (4-one visit per quarter) \$ 8,000 paid by CU4  
Facilities use for educational programs \$13,000 Gift In-Kind CU4  
Facilities use for guest speakers and parent workshops \$1,350 Gift In-Kind CU4  
CU4 Gift In-Kind Contribution = \$22,350

The program will be assessed by evaluating the number of incidents of deviant behavior in the community this year compared to past years without structured activities, and by the attendance and graduation rates of Operation Hope youth. Surveys will be completed by the participants and families to determine the qualitative impact of the community initiative.

Administration recommended that the Board of Education renew and extend the Operation Hope proposal to include residents in the Beardsley Park, Bristol Park, Douglass Park, and Garden Hills areas.

Modification to 2013-14 School Calendars: Maria Alanis

Member Stuckey moved, with a second by Member Chalifoux to approve the Modification to the 2013-14 School Calendars. The motion carried on roll call. Ayes 7. Nays 0.

A committee comprised of parents, teachers, support staff, principals, and District administrators met throughout the 2012-13 school year to develop the 2013-14 school calendars. This same committee met again in September 2013 to discuss modifications to the 2013-14 school calendars. Specifically, the committee discussed the School Improvement Plan (SIP) days.

Using parameters established by the Illinois State Board of Education and District-specific considerations, the committee developed the proposed modification to the Balanced and Regular School Calendars:

- Balanced Calendar: Move May 12, 2014 SIP Day to June 4, 2014.
- Regular Calendar: Move May 12, 2014 SIP Day to May 29, 2014.

A goal in the modification of the District calendars is to offer District staff an opportunity to participate in building-level school improvement activities before the summer break. This modification does not impact the number of student attendance days, the number of teacher work days, or the number of SIP days. There are no foreseen ADA implications that can impact District funding by the State of Illinois.

Administration recommended that the Board of Education approve the proposed modifications to the 2013-14 school calendars.

Bills and Treasurer’s Report – September: Matt Foster

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

The Bills and Treasurer’s Report – September were approved as presented.

Approval of Robeson Change Order No. 1 – Asbestos: Matt Foster

Member Chalifoux moved, with a second by Member Brown to approve Robeson Change Order No. 1 - Asbestos. 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 has been adhered to in this change order. It was necessary for the entire Board of Education to approve the following change orders processed through August 2013. Please note that the total project contingency on this abatement project is \$0.

<b>CHANGE ORDER NO. 01 (all items relate to Robeson abatement)</b>		
<b>CHANGE ORDER AUTHORIZATION</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
1.	Unforeseen Field Condition: Post demolition, it was discovered that many additional pipe fittings, both inside walls and above ceiling, required abatement to allow for tie in at existing areas. This cost is the removal of 182 asbestos containing fittings. Unit pricing per the contract was utilized in totaling these costs.	\$12,590.00
2. This is COA 021 per contract with Johnco.	Unforeseen Field Condition: This credit is for reimbursement of overtime to maintain the project schedule due to delays caused by the asbestos abatement. The abatement completed one day past the originally contracted time. Note: See also Change Order No. 05 to the Johnco contract.	-\$2,250.04
3. This is COA 012 per the contract with Johnco.	Unforeseen Field Condition: One sink was damaged during abatement. This is the reimbursement cost credit for replacement of the sink and faucet. Note: See also Change Order No. 03 to the Johnco contract.	-986.39
4. This is COA 022 per the contract with Johnco.	Unforeseen Field Condition: Post demolition, it was discovered that many additional pipe fittings, both inside walls and above ceiling, required abatement to allow for tie in at existing areas. This resulted in the General Contractor demobilizing from the site June 12 <sup>th</sup> - 17 <sup>th</sup> to allow for the abatement to occur. This credit is for reimbursement of overtime to maintain the project schedule due to this work not in the original project scope. Note: See also Change Order No. 05 to the Johnco contract.	-\$6,185.30
<b>TOTAL CHANGE ORDER NO. 01:</b>		<b>\$3,168.27</b>

The total of the change orders for Robeson abatement is:

<b>CHANGE ORDER</b>	<b>AMOUNT</b>
Change Order No. 01	\$3,168.27

Administration recommended Board approval of the change order for Robeson abatement totaling \$3,168.27.

Approval of Robeson Change Order No. 5: Matt Foster

Member Chalifoux moved, with a second by Member Lee to approve Robeson Change Order No. 5. 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 has been adhered to in this change order. It was necessary for the entire Board of Education to approve the following change orders processed through August 2013. Please note that the total project contingency on this project is \$142,200.00, which leaves the current total at **\$52,587.14**.

<b>CHANGE ORDER NO. 05</b>		
<b>CHANGE ORDER AUTHORIZATION</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
COA 021	Unforeseen Field Condition: This cost is for overtime to maintain the project schedule due to delays caused by the asbestos abatement. The abatement completed one day past the originally contracted time. Note: These costs are being reimbursed in full via Change Order No. 01 to the abatement contract.	\$2,250.04
COA 022	Unforeseen Field Conditions: Post demolition, it was discovered that many additional pipe fittings, both inside walls and above ceiling, required abatement to allow for tie in at existing areas. This resulted in the General Contractor demobilizing from the site June 12 <sup>th</sup> - 17 <sup>th</sup> to allow for the abatement to occur. This cost is for overtime to maintain the project schedule due to this work not in the original project scope. Note: These costs are being reimbursed in part (half) via Change Order No. 01 to the abatement contract. Partial reimbursement is reasonable because the abatement contractor delayed the overall work by not filing the 10-day notice with the State on time but also this work was not in the original project scope.	\$12,370.60
COA 023	Drawing Coordination Issue: Add a duplex receptacle for the under counter refrigerator in Nurse's Room 400H and a duplex receptacle for computer use. Add a grommet in the countertop for cord access.	\$751.29
COA 024A (Phase 1 Scope)	Owner Request and Unforeseen Field Condition: This credit is for the Fire Alarm Programming and Testing for the Phase 1 work. The subcontractor was unable to meet the schedule; therefore, the District contracted directly with Bennett Electronics to perform this work, meet the schedule and achieve occupancy prior to the start of school. Note: The Phase 2 fire alarm programming and testing will be backed out of the contractor's scope in a forthcoming change order, and the District will contract directly with Bennett Electronics for this work as well.	-\$881.65

COA 025	Owner Request: Post occupancy, the new principal elected to relocate his office to Social Work 401. This cost is for additional duplex receptacles for his work area.	\$453.35
<b>TOTAL CHANGE ORDER NO. 05:</b>		<b>\$14,943.63</b>

The total of the change orders for Robeson is:

<b>CHANGE ORDER</b>	<b>AMOUNT</b>
Change Order No. 01 - 04	\$74,669.23
Change Order No. 05	\$14,943.63
<b>TOTAL CHANGE ORDERS:</b>	<b>\$89,612.86</b>

Administration recommended Board approval of the change order for Robeson totaling \$14,943.63.

Donation – Busey Bank: Matt Foster

Member Brown moved, with a second by Member Lee to approve the Donation from Busey Bank. The motion carried on roll call. Ayes 5. Nays 0. Abst. 2

The donation submitted for the October 14<sup>th</sup> Board Meeting is for Busey Bank who donated \$10,000 for savings incentive credits to Summer Youth Employment Program participants. This donation was in need of approval by the Board of Education as it was \$5,000 or more in value.

Administration recommended Board approval of the donation from Busey Bank for Summer Youth Employment Program participants totaling \$10,000.

**Consent Agenda: Unfinished/New Business**

Member Brown moved, with a second by Member Saveley 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:

Human Resource Changes: Ken Kleber

The Human Resource Changes were approved as presented.

Minutes of September 9, 2013 and September 23, 2013

The Board of Education approved the minutes as presented.

**Executive Session**

Member Brown moved, with a second by Member Saveley, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider 120/2(c)(16) Self-Evaluation, practices and procedures or professional ethics when meeting with a representative of a statewide association of which the public body is a member. The motion carried on roll call. Ayes 7. Nays 0.

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

**Open Session**

The Board convened into *Open Session* at 9:42 p.m.

10/14/2013 Regular Meeting

**Adjournment**

There being no further business, Member Brown moved, with a second by Member Lee, to adjourn the meeting at 9:42 p.m. The motion carried on voice vote.

Board Approved: November 18, 2013