

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
February 14, 2011 within the Boundaries of Said District

Regular Meeting

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

Board Members Present

Kristine Chalifoux, Sue Grey, Stig Lanesskog, Tom Lockman, Scott MacAdam, Greg Novak, David Tomlinson

Staff Members Present

Superintendent Arthur Culver, Deputy Superintendent Dorland Norris, Assistant Superintendent Beth Shepperd, Assistant Superintendent Judy Wiegand, Chief Financial Officer Gene Logas

Approval of Agenda

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

Executive Session

Member Novak moved, with a second by Member Grey, 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 120/2(c)(2), 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 5:32 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

Recognitions

The Board recognized student and staff achievements.

Reports

Administrative Proposed Revenue Enhancements & Budget Cuts for 2011/2012

Chief Financial Officer Gene Logas presented the proposed revenue enhancement and budget cuts for the 2011/2012 school year. On January 24th administration presented to the Board of Education its initial proposed Revenue Enhancements and Cuts for the 2011-12 school year. Administration met again with building principals and, as a result, there are several proposed changes in recommended cuts that will be reviewed with the Board. Administration recommended that a total of \$2 million be produced in revenue enhancements and budget cuts for the 2011-12 school year.

Proposed Cuts	Estimated Savings
Eliminate stipends for Asst. Athletic Directors at high schools	\$ 8,514
Reduce administrative assistants overtime by 20%	\$ 19,016
Cut Community Relations budget (print savings)	\$ 8,000
Reduce costs at alternative schools	\$ 50,000
Eliminate computer lab aides at elementary schools	\$ 72,522
Eliminate one maintenance worker	\$ 35,000
Eliminate two teachers at Dr. Howard (based on enrollment)	\$100,000
Reduce nursing hours (1 nurse to 180 days; reduce hourly rates for part-time sub nurses)	\$ 12,000
Net savings from retired teachers (%512,952 minus \$200,000 in cost of lane changes)	\$312,952
Pool bus stops	\$ 38,280
Cut building budgets by 10% (including athletic budgets)	\$154,193
Eliminate choral accompanists at high schools	\$ 42,000
Allow middle schools to determine where they will save \$25,000 each	\$ 75,000
Reduce secretaries at high schools (\$37,500 at each)	\$ 75,000
Review encore options (combine music/drama) – 1 less teacher	\$150,000
Reduce amount paid to student workers by 50% (\$86,000 paid in 2010)	\$ 43,000
Cut each high school by 4-6 teachers (follow staffing guidelines)	\$500,000
Reduce two coordinator positions (temporary)	\$100,000
Reduce enrichment by one FTE	\$ 50,000
Reduce mentor coordinator hours (one hour/week/each school)	\$ 6,000
Redesign delivery of K-12 band & strings thru scheduling	\$130,000
Reduce one counselor at each high school (4 instead of 5)	\$100,000
Reduce literacy support	\$100,000
Reallocate elementary schools social workers (schools determined by caseloads)	\$100,000
Subtotal – Proposed Expense Cuts	\$2,281,477
Revenue Enhancements	
Increase textbook fees from \$80 to \$85	\$ 22,112
Athletic participation fee	\$ 50,000
Increase Before/After School Program fees by \$10/month	\$ 30,000
Eliminate sophomore open lunch	\$ 50,000
Advertise on district web site	\$ 30,000
Increase summer school rates	\$ 11,000
Total Proposed Revenue Enhancements	\$ 193,112
Grand Total – Proposed Revenue Enhancements/Cuts	\$2,474,589

Action Agenda

Proposed Fund 61 Expenditures for 2011/2012 (Exhibit “A”)

Member Novak moved, with a second by Member Lanesskog, to approve the proposed Fund 61 expenditures for 2011-12 in the amount of \$1,242,997. The motion carried on roll call. Ayes 7. Nays 0.

A copy of the updated financial portion of the Ten-Year Capital Improvement Plan and the one page calculation of annual sales taxes available for Fund 61 was shared. Administration has attempted to respond to the comments made after the last Board Meeting by adjusting expenses accordingly. In order to complete the projects for 2011-12, it is necessary to gain Board approval soon. This will allow John Ayers time to bid these projects in the spring and complete the great majority of them this summer. While I am normally hesitant to ask the Board of Education to *piecemeal* approval of the budget, it is necessary in this case in order to bid and complete these projects this summer. While the total request in 2011-12 in Fund 61 is

\$1,242,997, I am confident that the actual expense will be lower than that (as these projects have been conservatively estimated). Even if the actual total is \$1,242,997, page 3 of the Ten-Year Capital Improvement Plan projects a June 30, 2012 ending fund balance of \$1,372,668.

Carrie Busey Design Development Plan & Budget (Exhibit “B”)

Member Lockman moved, with a second by Member Lanesskog, to approve the architectural plans through design development and the estimated budget. The motion carried on roll call. Ayes 7. Nays 0.

Stu Brodsky, OWP/P, reviewed the architectural plans through design development for Carrie Busey Elementary School.

Proposed Board of Education Policy (ATTENDANCE – Schools of Controlled Choice Seat Assignment 705.09)

Member Grey moved, with a second by Member Novak, to approve the proposed changes to Policy 705.09 Schools of Controlled Choice Seat Assignment. The motion carried on roll call. Ayes 7. Nays 0.

Dr. Judy Wiegand presented the proposed changes to Policy 705.09 Schools of Choice Controlled Choice Program which includes language to clarify socioeconomic guidelines, increase the number of choices from three to five, and provide details regarding magnet school registration. The proposed changes have been reviewed by legal counsel.

Commissioning Services Contract(Exhibit “C”)

Member Grey moved, with a second by Member MacAdam, to approve the contract with Facility Dynamics Engineering in the amount of \$90,680. The motion carried on roll call. Ayes 6. Nays 0. Abstained 1. Member Chalifoux abstained.

CFO Gene Logas provided a brief overview of the commissioning services contract. Facility Dynamics Engineering Inc. (FDE) currently serves as the commissioning agent for the Booker T. Washington and Garden Hills Schools. Given the firm’s familiarity with the District, staff felt that it would be to the District’s advantage to have them provide commissioning services for the new Carrie Busey School. Under Illinois law, the District is also exempt from having to re-issue a new Request for Qualifications (RFQ) for these services. Based on discussions with District staff and the architects, FDE developed detailed proposals for the scope of services and compensation for the commissioning of Carrie Busey. The cost for these services total \$90,680. Total cost of \$90,680 has been included in the Carrie Busey project budget.

Consent Agenda

Member Grey moved, with a second by Member MacAdam, to approve the Consent Agenda excluding the Bills & Treasurer’s Report. The motion carried on roll call. Ayes 7. Nays 0.

The Board of Education approved the following Consent Agenda items:

Resolution – Preparation of Tentative 2011/2012 Budget (Exhibit “D”)

The Board of Education adopted the resolution to designate Gene Logas, Chief Financial Officer, as the person to prepare the tentative budget for 2011-12. The Board of Education must, by resolution, designate a person or persons to prepare a tentative budget for fiscal year 2011-2012.

The Board of Education was provided a three-year projection through FY2013-14. This information will be updated in May. The tentative budget will be presented at the second meeting in August with passage scheduled for the first meeting in September.

Air Conditioning – Jefferson Computer Lab

The Board of Education approved a split unit air conditioning system to cool the Jefferson Computer Lab in the library at an estimated cost of \$30,517. A request to provide a split system to air condition the Library at Jefferson Middle School, along with the advantage of the system, was presented at the January 28, 2011 Board meeting. The system has several advantages (quieter, more energy efficient, provides a more even distribution of air, and better in-door air quality).

Design & Construction Plans for Westview, Bottenfield, Kenwood & Robeson

The Board of Education approved the timeline to complete design development for Westview, Bottenfield, Kenwood and Robeson. The plan is to complete schematic design by May or June 2011 at which time the Board of Education should decide whether to bid each school separately or bundle two schools into two bid packages. The timeline further outlines design development for bidding one or two schools to take place through August 2011, and completion of additions/renovations at Westview through July 2013.

January 24, 2011	OWP/P fee proposal and contract for the design of all four elementary schools presented to the Board of Education for discussion
February 14, 2011	Board approval of fee proposal and contract with OWP/P to design all four buildings
May 9, 2011	Present to Board schematic design with first cost estimate for all four buildings
May 23, 2011	Board approval of schematic design and first cost estimate for all four buildings
May 23, 2011	Discuss options for implementation – renovation/additions at the four schools <ul style="list-style-type: none"> A. Bid each school separately B. Bundle two schools into two bid packages
June – August 2011	Design development continues for ultimate bidding on either one or two buildings based on direction from the Board of Education
September 2011 –	
January 2012	Construction documents prepared by OWP/P Cannon Design and reviewed by the Board of Education
February 27, 2012	Review results of bidding with Board of Education
March 12, 2012	Board approval of contract with general contractor for either one building or two buildings
March 2012	Preliminary contractor work begins and development of shop drawings
June 6, 2012	Full scale construction renovation begins at Westview Elementary School
August 23, 2012	Westview students begin attending old Carrie Busey Elementary School for the 2012-13 school year
July 2013	Substantial completion of additions/renovations at Westview Elementary School

Bid – Centennial High School 1kw Photovoltaic System (Exhibit “E”)

The Board of Education awarded the bid to Sunair Systems in the amount of \$10,000 for the Centennial High School 1 KW Photovoltaic System, \$9,000 will be paid from an Illinois Clean Energy Community Foundation Grant, and the remaining \$1,000 will be funded by a private donation.

Board Policy states that bids will be solicited when items are expected to exceed a total of \$10,000. Requests were sent to vendors, posted on the district’s website and advertised in the News-Gazette for the 1 kW Photovoltaic System at Centennial High School. Five bids were received and opened on January 4, 2011. The lowest bid was from Sunair Systems for \$10,000.

Bid – Asbestos Abatement for Garden Hills (Exhibit “F”)

The Board of Education awarded the bid for asbestos abatement at Garden Hills to Midway Contracting Group for \$69,100. Bids were advertised and sent out. Five bids were received and opened on December 15, 2010. The lowest qualified bid was received from Midway Contracting Group for \$69,100. The work will be done in two phases, one in March and the other in June. The bid for asbestos abatement for \$69,100 is substantially less than the budgeted contingency of \$130,000.

Contract for Architectural Services at Westview, Bottenfield, Kenwood & Robeson Health Life Safety Amendment (Exhibit “G”)

The Board of Education approved the contract with OWP/P |Cannon Design for schematic design at Westview, Bottenfield, Kenwood and Robeson for \$445,000. The contract has been reviewed by CFO Gene Logas and Franczek Attorney Paul Millichap. The fee for the schematic design of all four elementary schools is \$351,000 plus \$94,000 in consultants and additional services (kitchen consultant, hardware consultant, landscape architect, renderings and cost estimating).

Recommendation for Bus Leasing in 2011/2012 (Exhibit “H”)

The Board of Education approved leasing buses for the 2011-12 school year as presented. The District has not acquired any new or replacement buses in the last two fiscal years. The annual lease cost to replace five 71-passenger buses, two 30 passenger buses and one 14-passenger bus and add one 14-passenger bus is estimated at \$127,000 for five years and will be paid out of the Transportation Fund.

The aging of the fleet, more expensive repairs and expanding population on the perimeter of our school district all necessitate that we upgrade our fleet in 2011-12. Administration believes it is necessary to either acquire five new 71-passenger buses or five one year old 71-passenger buses to replace the existing buses, to acquire two new 30-passenger early childhood buses, and there is a need to acquire two 14-passenger activity buses which will be located at the two high schools. The estimated annual lease payment for five years is just under \$127,000 (minus a one-time estimated trade-in of approximately \$42,000). Administration requested some flexibility in the actual mixture of used and new buses as it may be difficult to locate used buses to meet all of our needs.

Donations (Skateland Skating Passes; Fox Development – Trees for Barkstall; Westview PTA – Smart Boards for Classrooms; Lowe’s – Whiteboards for Franklin Middle School

The Board of Education accepted donations from Skateland for winter skating passes valued at \$38,842, trees at Barkstall valued at \$5,000, whiteboards at Franklin for \$5,000, and Smart Boards at Westview for \$6,000.

These donations are in need of approval by the Board of Education as they are \$5,000 or more in value. The first donation is for winter break skating passes from Skateland for Barkstall, Bottenfield, Carrie Busey, Dr Howard, Garden Hills, Kenwood, Robeson, South Side, Stratton, Washington, Westview, Edison, Franklin and Jefferson valued at \$38,842. Barkstall received a donation of trees, mulch and labor to plant the trees valued at \$5,000 from Fox Development, Franklin received \$5,000 from Lowe’s to purchase whiteboards for special education classrooms, and Westview received a donation of \$6,000 from their PTA for the purchase of four Smart Boards for classroom use.

Minutes – October 25, 2010 & January 10, 2011 Board Meetings

The Board of Education approved the minutes as presented.

Human Resource Changes (Exhibit “I”)

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

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 Personnel 120/2(c)(1), 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 9:00 p.m.

Open Session

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

Student Discipline

Member Lockman moved, with a second by Member Grey, to expel student #560190 from Central High School for the remainder of the 2010/2011 school year and the first semester of the 2011/2012 school year and should be reassigned to READY for violating Conduct Code #24 (Threats to/Intimidation of Staff) and Code # 28 (Obscenity/Verbal Abuse/Profanity to Staff) 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.

Human Resource Changes (Exhibit “J”)

Member Grey moved, with a second by Member Chalifoux to approve the appointment of Arlene Vespa as the Capital Projects Supervisor, and to approve the paid administrative leave of employee #172794. The motion carried on roll call. Ayes 7. Nays 0.

Adjournment

There being no further business, Member Grey moved, with a second by Member Chalifoux, to adjourn the meeting at 9:33 p.m. The motion carried on voice vote.

Board Approved: March 14, 2011