

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  
June 13, 2011 within the Boundaries of Said District

Regular Meeting

Board Vice President Stig Lanesskog called the Regular Meeting of the Board to order at 5:32 p.m.

**Board Members Present**

Jamar Brown, Kristine Chalifoux, Stig Lanesskog, Thomas Lockman, Greg Novak, David Tomlinson

**Board Members Absent**

Sue Grey

**Staff Members Present**

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

**Approval of Agenda**

Member Tomlinson moved, with a second by Member Chalifoux, to approve the amended agenda. The motion carried on voice vote. The 2011/2012 Student Code of Conduct was moved from Consent to Action.

**Executive Session**

Member Tomlinson moved, with a second by Member Novak, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Personnel 120/2(c)(1), Student Discipline 120/2(c)(9), and Actual/Potential Litigation 120/2(c)(11) as it relates to Johnson, et al. v. Board of Education. The motion carried on roll call. Ayes 6. Nays 0.

The Board convened into *Closed Session* at 5:36 p.m.

**Open Session**

The Board convened into *Open Session* at 6:05 p.m.

**Guests**

Representatives from CFT, local media and other interested persons

**Board**

Vice President Stig Lanesskog introduced Dr. Robert Malito as the Interim Superintendent. Dr. Malito greeted the Board and the audience. He expressed his enthusiasm about working with the Champaign Unit 4 family.

**Reports**

Report from Parkland College President

Parkland College President Tom Ramage provided a brief report on Parkland's relationship with Unit 4, specifically what happens to Unit 4 students when they attend Parkland.

STEP – World Languages

Director Maria Alanis provided a brief overview of the STEP evaluation on World Languages. An executive summary of the evaluation was provided. In keeping with state and national standards and research based practices, the overall goals of Champaign Community Unit School District No. 4's world languages program is to promote and foster the acquisition of a non-English language. It was the committee's recommendation that the District seek to implement the recommendations of the final evaluation. A copy of the entire S.T.E.P. evaluation document is available upon request.

During the 2009-10 school year, Champaign Community Unit School District No. 4 budgeted \$7,125 for the world languages department for supplemental supplies and materials and professional development. The salaries and benefits for 23 world languages teachers totaled \$1,113,398 during the evaluation year (2009-10).

Preliminary Presentation of 2011/2012 Budget

CFO Gene Logas presented an update on the preliminary 2011/2012 budget.

In December 2010, the Board of Education was provided a 2010-11 budget update and a three-year financial forecast which included initial budget projections for 2011-12. The CFO updated that information through a preliminary budget presentation for FY 2011-12 in order to provide a historical context and identify financial trends.

As a result of State funding levels not yet having been set for K-12 Education, it is very difficult to prepare the preliminary budget for the Board of Education. As a result of a CPI increase of 2.7%, significant new construction, carryover of \$591,000 in Federal Education Jobs Funding revenue, and the utilization of IDEA Grant carry forward monies, it appears that a very slight surplus could occur in 2011-12. Unfortunately, due to a very small amount of growth in property taxes for 2012-13, it appears the District will run a deficit in that year. If the economy improves and further cuts by the State are not made, 2013-14 may produce a balanced budget.

First Reading – Board of Education Proposed Policies/Procedures (710.08R Rights & Responsibilities – Search & Seizure)

Assistant Superintendent Judy Wiegand presented the proposed procedure, which will be submitted for approval at the July 18, 2011 Board meeting.

**Action Agenda**2011/2012 Student Code of Conduct

Member Lockman moved, with a second by Member Tomlinson, to approve the 2011/12 Student Code of Conduct. The motion carried on roll call. Ayes 6. Nays 0.

Assistant Superintendent Judy Wiegand presented the recommended 2011/2012 Student Code of Conduct. The Discipline Advisory Committee held meetings during the months of January through April for the purpose of revising the District's Student Code of Conduct for the 2011-12 school year. The Code is one of the foundational components of Unit 4's district-wide behavior management plan. It consists of an informational section that provides an overview of the tenets of Unit 4's Student Code of Conduct, elementary and secondary sections that discuss disciplinary violations and consequences, elementary and secondary glossaries, and sections that cover

transportation issues, administrative procedures regarding substance abuse, search and seizure, student discipline, harassment, electronic network access, electronic device use, publication restrictions, and student tardiness (high school). A copy of the Code was provided.

Staff development will be provided to building administrators and campus personnel, including new teachers, substitute teachers, and bus drivers during the month of August prior to the beginning of the 2011-12 school year. Additionally, staff development will take place throughout the school year on an as-needed basis.

Each year in the spring semester, the Discipline Advisory Committee, CFT and CESP representatives, parents, Board members, and district-level administrators, reviews and revises the Student Code of Conduct for approval by the Board of Education. This year the Code, including the proposed changes, was reviewed by legal counsel as well.

### **Consent Agenda**

Member Novak moved, with a second by Member Tomlinson, to approve the Consent Agenda. The motion carried on roll call. Ayes 6. Nays 0.

The Board of Education approved the following Consent Agenda items:

#### Second Reading – Proposed Board of Education Policies/Procedures (Discipline – Substance Abuse Elementary & Secondary; Rights & Responsibilities – Electronic Devices; Student Welfare – Administering Medications to Students)

The Board of Education approved the following proposed policies/procedures as presented.

Policy 710.14 – DISCIPLINE – Substance Abuse (Secondary)

Policy 710.14R – DISCIPLINE – Substance Abuse (Secondary)

Policy 710.15 – DISCIPLINE – Substance Abuse (Elementary)

Policy 710.15R – DISCIPLINE – Substance Abuse (Elementary)

Policy 710.20 RIGHTS AND RESPONSIBILITIES – Electronic Devices

Policy 710.20R RIGHTS AND RESPONSIBILITIES – Electronic Devices

Policy 720.14R STUDENT WELFARE – Administering Medications to Students

#### Science Adoption (Elementary, Middle School & High School)

The Board of Education approved the proposed K-12 science adoption request for SY2011-12 in the amount of \$380,812.50 and \$367,200.54 for the SY 2012-13 for a total of \$748,013.04. With FY10 expended adoption funds totaling \$125,062.17, the complete science adoption will total \$873,075.21.

Several pilots for science instruction have occurred over the last two school years (2009–2011):

- Elementary and middle teachers designed and piloted 8 science units.
- High school teachers piloted new/revised courses.

Future pilots include:

- Eighteen units will be designed and piloted during 2011–2013.
- Eight units will be designed and piloted for middle school during 2011–2013.
- Three high school level courses will be designed in June and July for adoption during the fall of 2011–2012.

A partial high school science adoption (Biology text for both high schools and Chemistry text for Central only) was approved by the Board of Education on May 10, 2010. The second year of the three-year adoption sequence for K-8 will occur during 2011-2012. The high school adoption will be complete the fall of 2011.

Elementary, middle, and high school on-going staff development occurred in the 2010-11 school year during the design and piloting of the adopted science curriculum. All elementary and middle science teachers will receive professional development during the school year on each new science unit as adopted.

Financial Implications:

<u>K-5 Elementary School Science:</u>	
SY11 elementary partial adoption total	\$67,902.27
 <u>6-8 Middle School Science:</u>	
SY11 middle school partial adoption total	\$25,923.85
 <u>9-12 High School Science:</u>	
SY11 high school completion of adoption total	<u>\$286,985.98</u>
<b>Total FY11 Science Adoption</b>	<b>\$380,812.50</b>
 <u>SY10 high school partial (Biology &amp; Chemistry) adoption total</u>	
	\$125,062.17
<b>Total FY10 &amp; FY11 Science Adoption</b>	<b>\$505,874.67</b>
<b><u>Total Balance for FY12</u></b>	<b><u>\$244,125.33</u></b>

SY 11-12/12-13 - Estimated funds required to complete the K-8 science adoption	\$367,200.00
Total Balance for FY12	<u>- \$244,125.33</u>
Additional funds required to complete adoption	<b>TOTAL \$123,075.21</b>

To complete the K-8 adoption through SY12-13, additional funds beyond \$750,000 will be required. An additional \$123,075.21 is an estimated cost to compliment a rich science curriculum.

Donations

The Board of Education accepted the donation for summer break skating passes valued at \$37,956.00 from Skateland for Barkstall, Bottenfield, Carrie Busey, Dr. Howard, Garden Hills, Kenwood, Robeson, South Side, Stratton, BTW, Westview, Edison, Franklin and Jefferson. This donation required approval by the Board of Education as it is \$5,000 or more in value.

Bid – Athletic Field Lighting Replacement @ Centennial High School (Exhibit “A”)

The Board of Education approved awarding the bid to Remco Electrical Corporation in the amount of \$211,537 for athletic field lighting replacement at Centennial High School.

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 on May 13, 2011 for the lighting replacement at Centennial High School. Four bids were received and opened on May 25, 2011. The lowest bid was from Remco Electrical Corp. for \$226,440.00. A change order will be issued to credit the district for \$14,903.00 for the change of underground electrical feeders from copper to aluminum. Therefore, the net low bid was \$211,537.

In addition, the district retained Bailey Edward Design for architectural services related to this project at a cost of \$16,008 and there will be an expense of \$43,950 to repaint the light poles. Total cost for the athletic field lighting replacement at Centennial High School is \$271,495. The original estimate of \$165,000 did not include the cost of repainting the poles or the architectural fees.

Bid - Furniture for BTW (Exhibit "B")

The Board of Education approved awarding the bid to Illini Supply in the amount of \$246,330 for furniture for B T Washington.

Board Policy states that bids will be solicited when items are expected to exceed a total of \$10,000. Requests were also sent to vendors, posted on the district's website and advertised in the News-Gazette on May 26, 2011 for the furniture for B T Washington Elementary School. Four bids were received and opened on June 7, 2011. The lowest bid was from Illini Supply for \$246,330.

Bids – Athletic Locker Replacement – Franklin & Centennial; Barkstall Elementary School Access Road Repairs; Buses; Cafeteria – Equipment @ Centennial & Central; Cafeteria – Pizza Services; Computer Equipment & Supplies – Garden Hills & BTW; Marquee @ Centennial; Miscellaneous Supplies; Petroleum Products; Transportation Garage Parking Expansion; Warehouse – Paper Supplies Revised; Yearbook Printing (Exhibit "C")

The Board of Education approved awarding the bids as presented.

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 bids listed above.

Six bids were received on May 10<sup>th</sup> for the Athletic Locker Replacements at Franklin Middle School and Centennial High School. The low bid was from Lyon Workspace Products for \$39,304.27 and will be paid from Capital Projects in 2011-12.

Two bids were received on June 7, 2011 for the Barkstall Elementary School Access Road Repairs. The low bid that met bid specs was Open Road Paving Company, LLC for \$71,800 and will be paid from the Capital Projects Fund.

Three bids were received on May 17<sup>th</sup> for buses. The low bid for five 71 passenger and two 30 passenger buses was from Midwest Transit for \$513,996 and the low bid for two 14-passenger buses was from Southern Bus and Mobility for \$79,946. The 71 and 14 passenger buses will be leased and paid from the Transportation Fund and the 30 passenger buses will be purchased using ARRA IDEA Flow Through Grant funds.

Four bids were received on April 15<sup>th</sup> for cafeteria equipment for Centennial and Central High Schools. The low bid was from KEC Design for an electric cook/hold over and proofer/holding cabinet) for \$11,345 (after a \$1,000 trade-in rebate). This will be paid from the 2011-12 Food Service equipment budget.

Three bids were received on May 3<sup>rd</sup> for pizza for the 2011-12 school year. The low bid for pizza was from Papa John's for \$4.74 per pie. This will be paid from the Food Service 2011-12 budget.

One bid was received on May 9, 2011 for the Centennial High School Marquee. It was from Daktronics, Inc for \$23,936 and will be paid for by Centennial activity funds and decentralized funds in 2011-12.

Fourteen bids were received for Garden Hills and B T Washington Desktops, Laptops, Related Equipment, Monitors, Cameras and Cables, and Computer Furniture. The low bid that met bid specs for desktops was from Global Gov/Ed Solutions for \$100,201.20, for laptops was from System Solutions, Inc for \$24,950, for Netbooks was from CDI Computer Dealers Inc. for \$24,696, for Netbook batteries and charging stations was from CDI Computer Dealers Inc for \$8,176, for document cameras was from SHI International Corp for 21271.80, for digital cameras and camcorders was from Aprisa Technology LLC for \$3,000.80, for Ethernet cables was from GovConnection, Inc for \$725, for monitors was from SHI International Corp for \$29,700, for rolling tables was from Dell Marketing for \$2,811.15, and for mobile lecterns was from Rogards Office Plus for \$13,562.43. The total for all equipment and furniture is \$229,094.38 and will be paid from Capital Project Funds.

Ten bids were received for Miscellaneous Supplies on May 18<sup>th</sup>. The Miscellaneous Supply bids were awarded on an item-by-item basis to the lowest bidders totaling \$10,562.10. This will be charged to the appropriate budget in the Educational Fund in 2011-12.

The only bid for Petroleum Products was received on May 11th from Petroleum Traders. The cost for the fuel will be charged to the Transportation budget in 2011-12.

Four bids were received for the Transportation Garage Parking Expansion. The low alternate bid was from Cross Construction for \$43,000 and will be paid from Capital Projects Funds.

There is a revision to the Paper Supply bid for the addition of serving container trays and another revision due to noncompliance. The new total is \$292,210.70. Last year the total was \$294,910.66.

Four bids were received for the Yearbook Printing and was re-bid and opened on April 27<sup>th</sup>. The low bid for two years was Walsworth Publishing for \$66,200, which includes a \$6,000 rebate or credit for each high school, and is based on satisfactory performance. This will be paid charged to the high schools yearbook activity accounts.

#### Approval of Superintendent Search Firm Agreement (Exhibit "D")

The Board of Education approved the Letter of Agreement with School Exec Connect in the amount of \$22,300, plus advertising costs.

The Board of Education determined that it is in the best interest of the district to hire a consulting firm to lead the process which will culminate in the selection of the next Superintendent for Champaign Unit 4. The Board of Education interviewed two excellent search firms on June 6, 2011 and determined that the district's needs are best met by School Exec Connect. The total

cost of the search will not exceed \$22,300 (plus advertising which will be approved by the Board of Education).

#### FY12 District Depositories

The Board of Education approved the financial institutions outlined below to be used as direct depositories for District funds for fiscal year 2011-12.

Annually, the Board needs to formally approve depositories used for financial activities of the District. One local bank (First Midwest Bank) serves as the main depository for the District, with other local banks being used when investments are made. The State channels payments to the District through First Midwest Bank and The Illinois Funds. For fiscal year 2011-12, the following financial institutions may be used for financial activities:

Busey Bank	Heartland Bank
Centrue Bank	The Illinois Funds
Chase	Illinois Metropolitan Investment Fund (IMET)
Commerce Bank	ISDLAF (Illinois Liquid Asset Fund)
First Bank of Savoy	Multi-Bank
First Federal Savings Bank	PNC
First Mid-Illinois Bank & Trust	Regions Bank
First Midwest Bank	

As funds become available for investment purposes, the District's Chief Financial Officer solicits bids from these banking institutions to secure the best interest rates on Certificates of Deposits, Treasury Notes and Commercial Paper. All transactions are in compliance with the Board's policy (410.04) for the investment of District funds.

#### Resolution – Prevailing Wage Rates (Exhibit “E”)

The Board of Education adopted the Resolution ascertaining and determining prevailing wage rates, and further, that the Chief Financial Officer will be directed to advertise and file with the State Index Department a copy of said resolution as required by the Prevailing Wage Act.

According to 820 ILCS 130/9, the Prevailing Wage Act requires all public bodies to annually, during the month of June, investigate and ascertain the prevailing rate of wages established for various crafts of this area, with such information to be made available for inspection by any interested party. Prevailing wage rates for Champaign County have been secured from the Illinois Department of Labor and the appropriate resolution has been prepared. When specifications are drawn for contractual services on construction type jobs, the Prevailing Wage Rates will be a part of the general conditions in the respective bid specifications.

#### School Resource Officer (SRO) Contract Renewal & Extension (Exhibit “F”)

The Board of Education approved the annual SRO contract renewal/extension through June 30, 2012 at a cost of \$243,058. Per the original contract language, the SRO contract was presented to the Board of Education for annual renewal and extension. The term of the agreement will be July 1, 2011 through June 30, 2012. The contract will maintain the current SRO staffing level at five officers. The cost to be paid by the school district for the 2011-12 contract extension is \$243,058. The cost in 2010-11 was \$241,821.

2011/2012 IASB Membership Dues

The Board of Education approved continuing its membership in the Illinois Association of School Boards and approved payment of membership dues for fiscal year 2011/2012 in the amount of \$ 13,076.80. Dues were set based on the District's ADA and net operating expenses for 2008/2009.

2011/2012 LUDA Membership Dues

The Board of Education approved continuing its membership in the Large Unit District Association and approved payment of the \$3,000 membership dues for fiscal year 2011/2012.

Temporary Non-Union Positions & Salaries

The Board of Education approved the recommendation as presented.

At various times during the school year, it is necessary to hire individuals to assist with tasks that require additional help to complete. Such tasks include, but are not limited to grounds maintenance, and mowing; painting, moving furniture and major informational mailings to parents and community members.

These temporary positions have been and will continue to be "non-union" positions. In keeping with "past practice" such positions have been posted for a minimum of five days, and individuals hired to fill these positions have interviewed with the appropriate supervisors similar to the District's normal practice for hiring.

Salaries for temporary positions have been established jointly by the Human Resources Department and the Business Office to ensure there is funding available, appropriate for the position, and that there is no conflict with the CESP contract for similar work. Salaries generally have been based upon the first step of the previous year of comparable job task, much like what is paid to substitute workers. The salaries for these temporary positions would range from \$9.00 to a maximum of \$10.53 per hour, based upon the current CESP contract.

Minutes – February 28, 2011, March 28, 2011 & May 9 & 16, 2011 Board Meetings

The Board of Education approved the minutes as presented.

Bills & Treasurer's Report (Exhibit "G")

The Board of Education approved the bills and treasurer's report as presented.

Human Resource Changes (Exhibit "H")

The Board of Education approved the HR Changes as presented.

Employment of Interim Superintendent (Exhibit "I")

Member Tomlinson moved, with a second by Member Novak, to approve the employment of Robert Malito as interim superintendent. The motion carried on roll call. Ayes 6. Nays 0.

**Executive Session**

Member Chalifoux moved, with a second by Member Novak, 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 7:52 p.m.

Member Tomlinson left the meeting at 8:15 p.m.

### **Open Session**

The Board convened into *Open Session* at 9:07 p.m.

#### Human Resource Changes – Appointments (Exhibit “J”)

Member Lockman moved, with a second by Member Chalifoux, to approve the appointment of Elizabeth deGruy as the Director of Special Education, effective June 20, 2011 at a salary of \$101,000, plus appropriate administrative benefits. The motion carried on roll call. Ayes 5. Nays 0.

#### Student Discipline

Member Chalifoux moved, with a second by Member Novak, to expel student # 590844 from Franklin Middle School for the first semester of the 2011/2012 school year and should be reassigned to READY for violating Conduct Code #18 (Physical Confrontation with 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 5. Nays 0.

Member Lockman moved, with a second by Member Chalifoux, to expel student # 570128 from Centennial High School for the 2011/2012 school year and should be reassigned to READY for violating Conduct Code #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 5. Nays 0.

Member Lockman moved, with a second by Member Novak, to expel student # 600460 from Centennial High School for the 2011/2012 school year, at which time administration will review and make a future determination of placement, and should be reassigned based on the recommendation of the IEP Team for violating Conduct Code #24 (Threats to/Intimidation of 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 5. Nays 0.

Member Chalifoux moved, with a second by Member Brown, to expel student # 550095 from Edison Middle School for the 2011/2012 school year and should be reassigned to READY for violating Conduct Code #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 5. Nays 0.

Member Novak moved, with a second by Member Lockman, to expel student # 590071 from Centennial High School for the 2011/2012 school year and should be reassigned to READY for violating Conduct Code #6 (Disobedience), Code #7 (Disruptive Behavior), and Code #28 (Verbal Abuse 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 5. Nays 0.

Member Chalifoux moved, with a second by Member Brown, to expel student # 550247 from Central High School for the 2011/2012 school year and should be reassigned based on the recommendation of the IEP Team for violating Conduct Code #24 (Threats to/Intimidation of 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 5. Nays 0.

Member Lockman moved, with a second by Member Chalifoux, to expel student # 620832 from Centennial High School for the 2011/2012 school year and should be reassigned to READY for violating Conduct Code #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 5. Nays 0.

### **Adjournment**

There being no further business, Member Novak moved, with a second by Member Chalifoux, to adjourn the meeting at 9:13 p.m. The motion carried on voice vote.

*Board Approved: July 18, 2011*