

**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
January 9, 2012 within the Boundaries of Said District**

Regular Meeting

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

Board Members Present

Jamar Brown, Kristine Chalifoux, Sue Grey, Thomas Lockman, Greg Novak

Staff Members Present

Interim Superintendent Judy Wiegand, Chief Operating Officer, Gene Logas, Interim Executive Director of Human Resources, Arlene Blank, Interim Executive Director of Curriculum Design, Educational Services & Equity Carol Stack, Interim Executive Director of Curriculum Design, Educational Services & Equity Mary Muller

Approval of Agenda

Member Lockman moved, with a second by member Chalifoux, to approve the agenda as presented. The motion carried on voice vote.

Executive Session

Member Lockman 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 120/2(c)(2), Property Acquisition/Lease/Purchase 120/2(c)(5), Student Discipline 120/2(c)(9), and Actual/Potential Litigation 120/2(c)(11). The motion carried on roll call. Ayes 5. Nays 0.

The Board convened into *Closed Session* at 5:33 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

Public Comment

Mark Palmer brought the Board up-to-date on the CU Mentoring Program.

Charles Schultz appreciated the interaction with Board members at PTA Council on November 3, 2011. He is excited to see how the District will continue to address trust issues with the community.

Camilla Sanders spoke about the importance of having substitutes with the appropriate credentials when teachers are out for extended periods.

Craig Walker spoke about the working cash bond issue and the importance of minority representation.

Reports

Presentation of 2010-11 Audit by Baker Tilly: Gene Logas

Jim White from Baker Tilly was present and went through the audit. Administration is pleased with the independent auditor's opinion that the Financial Statements were prepared in

accordance with Generally Accepted Accounting Principles. This is the best opinion that an audit client can receive. The “clean” opinion will result in lower interest rates on bonded debt, which may be sold in the future. Rating agencies like Standard & Poor’s and Moody’s take the “unqualified” opinion into consideration when issuing a rating on a governmental unit. A positive audit equals a positive rating and, thus, lower interest rates.

Discussion of Potential Working Cash Bond Issue: Gene Logas

Mary Kane, Senior Vice President and Tom Crabtree, Vice President from Stifel Nicolaus were present at the meeting.

The one percent increase in the sales tax rate has allowed the District to accomplish many improvements to its elementary school buildings. The \$86.7 million bond issue (which is being completely repaid with the one percent increase) allowed the Board of Education to complete a new B T Washington Elementary School (under budget and on time) and a remodeled and expanded Garden Hills Elementary School (under budget and on time). In addition, the new Carrie Busey Elementary School in Savoy is progressing as planned and will open under budget and on time for the 2012-13 school year. Beginning this summer, Westview will have a significant addition and be completely remodeled. This project will be completed in time for the 2013-14 school year. Beginning in the summer of 2013-14 Bottenfield will have a significant addition and Bottenfield and Robeson Elementary Schools will be completely remodeled. These projects will be completed in time for the 2014-15 school year. Finally, in the summer of 2014-15 Kenwood will have a significant addition and be completely remodeled. This project will be completed in time for the 2015-16 school year. Along with the purchase of land for a new Central High School, the above renovations will exhaust the total bond issue.

In order to continue to upgrade the District’s facilities it is necessary to embark on Phase II which includes improvements to our existing middle schools. The following projects which would be accomplished through energy performance contracts will generate a significant energy savings for the taxpayers while also providing an improved learning environment at Jefferson and Franklin Middle Schools. These buildings will receive the majority of Phase II improvements because under all options for future district-wide facility planning, they will continue to be utilized. At the same time, most of the future facility options include a continued usage of Central High School in some capacity. Therefore, the expenditure to upgrade the lights at Central appears to be a good investment due to the quick repayment through reduced utility costs. The geothermal and lighting projects at Jefferson and Franklin Middle Schools combined with new lights at Central High School will cost an estimated \$7.3 million.

In addition to the projects above, the State of Illinois has passed yet another unfunded mandate on to local school districts. Beginning in 2014-15, the State has mandated that all state tests be conducted on-line. This necessitates that all district buildings have wireless capability at an estimated cost of just over \$2 million. It would be inexcusable to spend \$2 million to only meet the testing requirements several times per year. Therefore, the district wishes to implement current technology (smart boards, document cameras and projectors) in the remainder of its school buildings for an estimated cost of \$840,000.

The total recommended August 2012 bond issue is therefore made up of:

Energy efficiency projects	\$7,341,000
Wireless technology in all buildings	\$2,050,000
Smart boards, document cameras & projectors	<u>\$840,000</u>
Total August 2012 Working Cash Bond Issue	<u>\$10,231,000</u>

In addition, the District would like to spend the next year examining the costs to provide laptops to every student in 3rd through 11th grade where online state testing will begin in 2014-15.

Moreover, these added computers will be incorporated into the daily curriculum. While administration estimates that the cost will be approximately \$3.4 million, the in-depth study will ensure that the correct technology is purchased to enhance academic achievement. Next, the District would like to build a new Transportation Facility for an estimated \$1.3 million. In addition to the facility flooding several times a year, a transportation consultant who visited the site last year called it the worst Transportation Facility that he had seen in 30 years. It lacks appropriate space for management purposes, training purposes and is conducive to poor morale, high turnover and a shortage of drivers. The second component of the working cash bond to be issued in August 2013 would consist of:

Laptops for every student in 3 rd – 11 th grades	\$3,437,000
New Transportation Facility	<u>\$1,300,000</u>
Total August 2013 Working Cash Bond Issue	<u>\$4,737,000</u>

The total estimated Working Cash Bond Issue(s) would equal \$14,968,000. The projects would be financed through a 20 year bond issue. This would cost the average taxpayer with a \$150,000 home approximately 5.7 cents more on their tax bill or \$28.50 annually. The increase would still leave the district with by far the second lowest rate in Champaign County of any unit school district and one of the lowest in the Large Unit District Association (LUDA). The debt will be structured to repay the interest on the computers within the first five years.

Finally, the District also intends to install window air conditioners at Edison Middle School for an estimated cost of \$694,000. These units will be paid from the sales tax proceeds available in Fund 61. In addition, the District will use property tax dollars from operations to allocate \$250,000 in the summer of 2013 to provide professional development for teaching staff so that every teacher will be able to successfully incorporate technology into the curriculum.

2012-13 Projections for Kindergarten and First Grade

In reviewing current enrollment at Kindergarten, we currently have 776 students enrolled as of 1/5/12. Further analysis of our Kindergarten data shows that there has been an average increase of 0.7% for the past two years as students move from Kindergarten to 1st grade. Factoring in this growth we anticipate the number of students for 1st grade to be 781 students. In looking ahead to the 2012-13 school year, we currently have 736 seats available for 1st grade students, which indicate that 45 students are placed above the 1st grade cap leading to overcrowded classroom conditions. We anticipate the enrollment for our 2012-13 Kindergarten class to follow a similar enrollment pattern to our current Kindergarten class based on projections. Our current enrollment at Kindergarten is 776 students with 736 seats currently available under the cap. We have 40 students currently assigned over the cap in Kindergarten, which has led to the assignment of teacher aides at the majority of buildings to assist with the extra students until this past December.

We are currently reviewing all options across buildings; some of the options that we are considering are adding a 1st grade classroom at Dr. Howard School and another 1st grade classroom to another building. We are reviewing the possibility of adding a Kindergarten classroom at Booker T. Washington School. The addition of two 1st grade classrooms will provide 46 additional seats, which will adequately serve the projected 781 1st grade students ensuring all schools will remain at the district classroom cap of 23 students. The enrollment in two 1st grade classrooms will be done through an open enrollment process in which current Kindergarten students would have an opportunity to enroll their child in one of the additional 1st grade classrooms for the 2012-13 school year. The addition of one Kindergarten classroom will provide 23 additional seats for students. We will monitor enrollment and if numbers warrant, another kindergarten class will be added.

The rationale for looking at Booker T. Washington School as a possible site is due to the 4 open classrooms that exist at this school. The leadership team also recognizes the attractive nature of the magnet and this would provide more seats to accommodate more students who would like to participate in this school. At Dr. Howard an additional 1st grade classroom is being reviewed as a possible site as there is currently a classroom that is being used to house a district nurse and mentor coordinator. Dr. Howard has also been an attractive school for parents, which also houses the gifted program.

The District would need to provide four additional classroom teachers, 0.7 FTE of additional staffing for specials teachers, textbooks, other classroom materials, desks or tables, chairs and teachers desk for 1 classroom at Dr. Howard.

Action Agenda

Preparation of Tentative 2012-13 Budget: Gene Logas

The Board of Education must, by resolution, designate some person or persons to prepare a tentative budget for fiscal year 2012-13. The appropriate resolution has been prepared. The tentative budget will be presented at the second meeting in August with passage scheduled for the first meeting in September. Administration recommends Board approval of the resolution to designate Gene Logas, Chief Operating Officer, as the person to prepare the tentative budget for 2012-13. The resolution was read into the minutes.

Member Novak moved, with a second by Member Lockman, to approve the Preparation of Tentative 2012-13 Budget. The motion carried on roll call. Ayes 5. Nays 0.

CECC Temporary Parking Lot Lease: Gene Logas

Amy Hayden, Principal of the Champaign Early Childhood Center informed administration that especially during winter months it would be conducive to lease approximately 27 spaces from the owner of the parking lot at 710 N Neil St. The monthly fee is \$375. The total for the three month term running from January 1, 2012 to March 31, 2012 is \$1,125. If the property is available next winter we would like to renew the lease for the period December 1, 2012 – March 31, 2013 at a cost of \$1,500.

The cost to lease the parking lot for the winter of 2011-12 is \$1,125 and for the winter of 2012-13 is not to exceed \$1,500 to provide additional parking spaces for the Early Childhood Center.

Member Chalifoux moved, with a second by Member Lockman, to approve the lease for additional parking spaces for the Early Childhood Center retroactive to January 1, 2012 and for next fiscal year if the lot is still available. The motion carried on roll call. Ayes 5. Nays 0.

Consent Agenda – Unfinished Business

Member Novak moved, with a second by Member Lockman, to approve the Consent Agenda. The motion carried on roll call. Ayes 5. Nays 0.

The Board of Education approved the following Consent Agenda items:

Proposed Policies and Procedures

In an effort to keep the District's Policies and Procedures Manual current and up to date, the following policies and procedures were approved at the January 9, 2012 Board Meeting:

674R Service Animal Requests

Indicates District's Service Animal Procedure.

722/R Student Athlete Concussions and Head Injuries

Recent legislation requires each school board to adopt a policy regarding student athlete concussions and head injuries that is in compliance with the protocols, policies and by-laws of the Illinois High School Association. The Center for Disease Control estimates that 300,000 concussions are sustained during sports-related activity in the United States. The purpose of this policy is to safeguard student-athletes who participate in interscholastic programs in the Champaign Unit 4 schools by (1) educating student athletes, school personnel and parents/guardians about concussions, (2) requiring that a student athlete be removed from play when a concussion is suspected and requiring an appropriate health care professional to provide clearance for the student-athlete to return to play or practice, and (3) implementing the concussion management requirements specified by the Illinois High School Association.

Consent Agenda – New Business

Member Chalifoux moved, with a second by Member Brown, to approve the Consent Agenda. The motion carried on roll call. Ayes 5. Nays 0.

The Board approved the following Consent Agenda items:

Approval of Change Orders at BT Washington

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. At this time it is necessary for the entire Board of Education to approve the following change orders through December 2011. Please note that the project contingency on this project is currently \$842,125.

Broeren Russo Construction in room	- \$14,000 Revises SC-1 floor to sheet vinyl with cove base 104 & 105 \$643 Provide bridge for the rain barrel \$1,756 Extend sidewalk to edge of existing pavement \$930 Revise hydrant at rain barrel and add sign -\$385 Otto Baum to patch sign -\$11,056 Total change order #6
Commercial Mechanical, Inc.	\$3,552 Provide heat pump filter seal \$5,815 Provide a gasketed filter closure for heat pump units for better efficiency \$9,367 Total change order #5
Felmley-Dickerson Co.	\$2,242 Provide backer board and trim at the art mural \$2,887 Provide drywall and framing in the elevator shaft -\$1,108 Delete Exterior Accessibility Sign scope of work \$709 Revise graphics at MEP devices \$435 Delete book rail and provide additional painting \$1,665 Revise swing support kit supports \$2,136 Provide temporary and permanent guard rail in Art room \$8,823 Provide a temporary rail height extension at the two atriums and 2 nd floor corridor -\$2,137 Reconcile Dumpster and General Allowance amounts \$15,652 Total change order #7
Reliable Plumbing & Heating Co.	\$4,763 Revise sinks in the plastic laminate tops -\$8,069 Delete piping, valves & insulation

	\$1,606 Add a wall hydrant (WH-1) to the courtyard area
	\$1,809 Add a hot water circulation pup to the system
	\$109 Total change order #4
T. Davis Electric boxes	\$1,539 Provide sealed security camera conduits and outside of building
	\$0 Revise electric connection to the kiln
	\$345 Add rings for the additional layer of drywall
	\$6,916 Provide power to electric hardware
	\$308 Pull neutral wiring to solar system
	\$7,219 Provide power to plumbing fixtures
	\$1,678 Provide electrical to monument sign
	\$0 Provide additional exit sign
	\$1,388 Provide additional receptacles
	\$780 Add a fire strobe device in IT room
	\$3,273 Add a receptacle to IDF rooms
	\$391 Provide electric to hot water circulation pump
	\$1,292 Connect the lock at the gate to the Fire alarm system
	\$25,129 Total change order #6

Minutes – December 12, 2011 Board Meetings

The Board of Education approved the minutes as presented.

Bills & Treasurer's Report

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

Human Resource Changes

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

Executive Session

Member Novak moved, with a second by Member Lockman, 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), Land Acquisition 120/2(c)(5), Student Discipline 120/2(c)(9), and Actual/Potential Litigation 120/2(c)(11). The motion carried on roll call. Ayes 5. Nays 0.

The Board convened into *Closed Session* at 8:23 p.m.

Member Tomlinson joined the meeting at 8:25 via the telephone.

The Board convened into *Open Session* at 8:45 p.m.

Member Lockman moved, with a second by Member Chalifoux, to expel student #59037 from Centennial High School for the remainder of the 2011/2012 school year and first semester of the 2012/2013 school year. He/she should be reassigned based on the recommendations of the IEP Team for violating Conduct Code #19 (Physical Confrontation with Student) and #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 5. Nays 0. Abstained 1. Member Tomlinson Abstained.

The Board convened into *Closed Session* at 8:47 p.m.

1/9/12

Regular Meeting

The Board convened into *Open Session* at 8:58 p.m.

Adjournment

There being no further business, Member Chalifoux moved, with a second by Member Brown to adjourn the meeting 8:59 p.m. The motion carried on voice vote.

Board Approved: February 13, 2012