

**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 11, 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, Stig Lanesskog, Thomas Lockman, Ileana Saveley, David Tomlinson

Staff Members Present

Superintendent Judy Wiegand, Assistant Superintendent Laura Taylor, Interim Executive Director of Human Resources Arlene Blank, Interim Executive Director of Human Resources Margie Jobe.

Approval of Agenda

Member Tomlinson moved, with a second by Member Brown, to approve the agenda. 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/(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 5:34 p.m.

Open Session

The Board convened into *Open Session* at 6:04 p.m. and the meeting was dedicated to Gene Logas.

Guests

Representatives from CFT, local media and other interested persons

Communications

Karen Rose spoke about bullying. Charles Schultz would like to see more tracking of RFP's on the District's website. Doretha Simmons gave a beautiful tribute to Gene Logas.

Reports: New Business

Public Hearing: School Calendar Holiday Waiver: Maria Alanis

The District is seeking a one-time modification of the school calendars. Public Act 96-0640 was enacted on August 24, 2009. This Public Act added new language to Section 24-2 of the Illinois School Code, 105 ILCS 5/2-3.25g stating that a school board or eligible entity is authorized to hold school or schedule teachers' institutes, parent/teacher conferences, or staff development activities, including school improvement and in-service training on five legal school holidays:

- Columbus Day
- Lincoln's Birthday
- Casimir Pulaski Day
- Martin Luther King Day

- Veteran's Day

Previously, districts had to submit a waiver/modification application to the Illinois State Board of Education (ISBE) every five years. Per the Champaign-Ford Regional Office of Education, currently, districts are to hold a public hearing and submit the holiday waiver/modification only once. For each waived holiday, the person/persons honored by the holiday will be recognized through instructional activities conducted on that day or if the day is not used for student attendance, on the first school day preceding or following that holiday.

The required notices for the public hearing have been sent to the newspaper, unions, and state legislators. After taking input during the public hearing, the board should vote on the proposed holiday waiver.

There are no foreseen ADA implications that can impact District funding by the State of Illinois.

A record of comments/concerns will be kept at the Mellon Building.

It is the administration's recommendation that the Board of Education hold a public hearing on the proposed school calendar holiday waiver for submission to the Regional Office of Education.

Amended motion removing Martin Luther King Day and Veteran's Day was moved by Member Lanesskog, and seconded by Member Chalifoux The motion passed on roll call. Ayes 7. Nays 0.

High School Grade Configuration Report: Dr. Judy Wiegand

The high school options under consideration include a change from the current grade configuration of K-5, 6-8 and 9-12. One of the options under consideration includes changing the middle school grade configuration to include grades 6 and 7, a prep academy that would have grades 8 and 9, and one high school grades 10-12. Previous presentations from Central and Centennial Administration highlighted the positive aspects of this configuration, along with the limitations.

In order to inform the Board and the Champaign Community, a thorough literature review was conducted by University of Illinois Graduate student, Lisa De La Rue. Lisa joined the meeting via Skype and shared her findings as it relates to grade configuration, student achievement and participation with the Board of Education. Her reports will be made available on the District's website.

High School Options: Dr. Judy Wiegand

The Champaign Central High School Relocation Impact Study aims to assess some of the impacts of the decision of where to locate a new Central High School. The study was performed by Holly Nelson on behalf of the Champaign Unit 4 Schools, with assistance from the City of Campaign. Holly Nelson is a second-year student in the Master of Urban Planning Program at the University of Illinois and a 2004 graduate of Central High School. Her interests are in land use and sustainability and how the high school's location will impact the community.

Four to six scenarios were analyzed by Ms. Nelson on aspects of transportation, environmental, social, and costs impacts. In April, Ms. Nelson shared a summary of her findings related to transportation and social impacts. At the June 11th Board Meeting she will shared findings related to fiscal impacts, environmental impacts, and summary of tradeoffs. The goal of the presentation was to inform the Board and its constituents to enable better decision-making.

Action Agenda – New Business

Administrative Appointments: Dr. Judy Wiegand

Member Tomlinson moved, with a second by Member Chalifoux to approve the Administrative appointments. The motion carried on roll call. Ayes 7. Nays 0.

Interim Assistant Principal at Jefferson Middle School

The position of Interim Assistant Principal of Jefferson Middle School was advertised through the District's website. Ten candidates participated in interviews and were interviewed by a team of Jefferson representatives.

Ms. Davina Stewart was selected as the most outstanding candidate. Ms. Stewart received her Bachelor's degree in Social Science from Olivet Nazarene University in 1996, and an Associate's Degree in Psychology from Kankakee Community College in 2004. She holds two Master's Degrees; one in Education Administration from Governors State University in 2006, and another in Education/Curriculum and Instruction in 2008, also from Governors State University. Ms. Stewart is currently working on her doctorate in Educational Leadership Curriculum and Foundations at Chicago State University.

Ms. Stewart currently holds the position of Dean of Students at Lincoln School, Joliet, IL (2011-present). Prior to this assignment, she was the Interim Assistant Principal at Kankakee High School (2008-2009), and Dean of Students at Kankakee High School (2007-2008). Ms. Stewart taught in the classroom as a social science teacher for approximately six years. From 1988 through 1992, Ms. Stewart served as a Sergeant in the United States Army as a Behavioral Science Specialist.

Ms. Stewart's salary will be \$57,684, plus all Board-approved fringe benefits, including contributions to the Teachers' Retirement System. The effective date of this appointment is August 1, 2012. The contract year is August 1 through June 15 annually.

Annual evaluation to be completed by the appropriate district-level administrator.

Administration recommended that the Board of Education approve the appointment of Ms. Davina Stewart in the position of Interim Assistant Principal at Jefferson Middle School at the above stated salary plus all Board-approved fringe benefits, including Board approved contributions to the Teachers' Retirement System.

Assistant Principal of Centennial High School

The position of Assistant Principal of Centennial High School was advertised through the District's website. Three candidates participated in interviews and were interviewed by a team of Centennial representatives.

Mr. Ryan Cowell was selected as the most outstanding candidate. Mr. Cowell received his Bachelor's degree in Spanish from the Michigan State University in 2004, and a Bachelor's degree in English from Eastern Illinois University in 2007. He received his Master's in Educational Administration and Leadership from the University of Illinois in 2011.

Mr. Cowell currently holds the position of Instructional Coach/English Teacher at Centennial High. Prior to this assignment, he taught Spanish and English at Centennial. Mr. Cowell has also served as an AVID teacher. Mr. Cowell has participated on numerous Centennial teams/committees, including AVID Site Team, School Improvement Team, Literacy Team, Social Action Committee, Instructional Committee, and the Restructuring Transition Team.

Mr. Cowell's salary will be \$62,079, plus all Board-approved fringe benefits, including contributions to the Teachers' Retirement System. The effective date of this appointment is August 1, 2012. The contract year is August 1 through June 15 annually.

Annual evaluation to be completed by the appropriate district-level administrator.

Administration recommended that the Board of Education approve the appointment of Mr. Ryan Cowell in the position of Assistant Principal at Centennial High School at the above stated salary plus all Board-approved fringe benefits, including Board approved contributions to the Teachers' Retirement System.

Assistant Principal at Bottenfield Elementary

The position of Assistant Principal of Bottenfield Elementary was advertised through the District's website. Eight candidates participated in interviews and were interviewed by a team of Bottenfield representatives.

Ms. Angelica Franklin was selected as the most outstanding candidate. Ms. Franklin received her Bachelor's degree in Music Education from the University of Illinois in 2000. She received her Master's in Music Education from the University of Illinois in 2003. Ms. Franklin completed her Master's in Educational Administration and Leadership from the University of Illinois in 2009.

Ms. Franklin currently holds the position of Dean of Students at Urbana High School (2010-present). Prior to this assignment, she taught choir at Urbana High School (2005-2010), choir at Champaign Central High (2002-2005), and choir at Urbana Middle School (2000-2002). As Dean of Students at Urbana High, Ms. Franklin developed relationships with students and families through Positive Behavior Interventions and Supports/Response Intervention practices while assisting students with improving behavior, attendance, and day to day needs. Ms. Franklin was an administrative supervisor during multiple events during and after school. Ms. Franklin also served Urbana High as the New Teacher Coordinator and was responsible for indoctrinating new staff into the established professional learning community of the high school.

Ms. Franklin's salary will be \$56,210, plus all Board-approved fringe benefits, including contributions to the Teachers' Retirement System. The effective date of this appointment is August 1, 2012. The contract year is August 1 through June 15 annually.

Annual evaluation to be completed by the appropriate district-level administrator.

Administration recommended the Board of Education approve the appointment of Ms. Angelica Franklin in the position of Assistant Principal at Bottenfield Elementary at the above stated salary plus all Board-approved fringe benefits, including Board approved contributions to the Teachers' Retirement System.

Bid: Refurbished Desktop Computer Units: Judy Wiegand

Board Policy states that bids will be solicited when items are expected to exceed a total of \$10,000. However, bids for computers are exempt from the bidding statute (105 ILCS 5/10-20.21(a)(vii)).

Requests were sent to 51 vendors, posted on the District's website and advertised in the News-Gazette. Bids were received from six companies for 600 DELL-755 series refurbished desktop computers and monitors which were opened on June 5, 2012. At this time, administration would like to reject all bids.

Member Lockman moved, with a second by Member Tomlinson to reject all bids received by the School District for the 600 DELL-755 series refurbished desktop computers and monitors which were opened on June 5, 2012. The motion carried on roll call. Ayes 7. Nays 0.

Member Tomlinson moved, with a second by Member Chalifoux to approve contract with System Liquidation for 600 DELL-760 series desktop computers and monitors for a price not to exceed \$179,400, which computers shall carry a five-year warranty, pursuant to Section 10-20.21(a)(vii) of the Illinois School Code and will be paid from the technology budget in 2011-12. The motion carried on roll call. Ayes 7. Nays 0.

Bid: Buses: Barbara Ramsay

Member Tomlinson moved, with a second by Member Lockman to approve the bid for Two 71-Passenger School Buses, One 71 (59 or 35+5) Passenger School Buses, Three 30-Passenger School Buses and Four 14-Passenger Multi-Functional School Activity Buses. The motion carried on roll call. Ayes 7. Nays 0.

Board Policy states that bids will be solicited when items are expected to exceed a total of \$10,000.

Requests were sent to four vendors, posted on the District's website and advertised in the News-Gazette. Bids were received from four companies which were opened on May 31, 2012. Administration recommended award of all of the bids for buses to Midwest Transit Equipment.

The costs for the buses with trade-in allowance are as follows:

Two 71 Passenger Buses	\$150,314
One 71 (59 or 35+5) Passenger Buses	\$88,059
Three 30 Passenger Buses	\$217,462
Four 14 Passenger Buses	<u>\$152,424</u>
Total	\$608,259

The buses will be paid from the Transportation Fund.

Title I School-Wide Plan – Bottenfield Elementary: Trevor Nadrozny

This item was pulled from the agenda and will be presented at the July 9, 2012 Board Meeting.

Safe Routes to School – Dr. Howard: Barbara Ramsay

Member Tomlinson moved, with a second by Member Chalifoux to approve The School Travel Plan. The motion carried on roll call. Ayes 7. Nays 0.

Safe Routes to School is a federal transportation program focused on creating a safe walking and biking environment for school children. The purpose of this travel plan is to provide guidance to Dr. Howard Elementary, the School District and the City of Champaign for specific actions on how to increase safety for school children walking and biking to school at Dr. Howard Elementary. The travel plan is intended to be used by the District, the City of Champaign and the Champaign Urbana Safe Routes to School Project when applying for grants and other funding to implement the recommended action.

The travel plan was completed by the Champaign County Regional Planning Commission (CCPRC) with guidance from a steering committee and Dr. Howard's Parent-Teacher Association. The plan includes:

- Installing permanent vehicular speed feedback signs on University Avenue and Church Street in Dr Howard school zones

- Installing new sidewalk ramps and retrofitting existing sidewalks to be ADA compliant and fill in sidewalk gaps

A power point presentation was prepared by CCPRC that showed some of the proposed improvements.

Administration recommended Board approval of the School Travel Plan.

Resolution – Prevailing Wage Rates: Dr. Judy Wiegand

This item was pulled from the agenda and will be presented at the June 21, 2012 Board Retreat.

Resolution – Permanent Transfer of Working Cash Fund Interest: Dr. Judy Wiegand

This item was pulled from the agenda.

Resolution – Transfer of Capital Projects Fund Interest: Dr. Judy Wiegand

This item was pulled from the agenda.

Career Centers Update: Dr. Judy Wiegand

Member Tomlinson moved, with a second by Member Lockman to approve the cost for abatement fees for the Career Centers (not to exceed \$32,670). The motion carried on roll call. Ayes 7. Nays 0.

The College and Career Centers project for Central and Centennial is currently out to bid, with bids due on June 21, 2012. Construction is scheduled to run from mid-July to mid-November, pending Board award of the contract at the July 9th Board meeting. The flooring abatement for the Career Centers needs to be complete prior to the start of construction, so this work will be performed in early July. (Note: In the event that this project does not move forward for some unforeseen reason, the District's exposure would be the installation of new flooring (carpeting and minimal vct in the abated areas.) The amount includes three (3) abatement areas of work in the amounts of \$9,990, \$9,540 and \$4,100 in addition to project oversight in the amount of \$9,040.

The total cost for abatement fees for the Career Centers is \$32,670.

Administration recommended approval of the asbestos abatement fees for the Career Centers for a total cost of \$32,670.

Proposed On-Line Meal Pay Plan: Arlene Blank

Member Chalifoux moved, with a second by Member Brown to approve the proposed on-line meal pay plan. The motion carried on roll call. Ayes 7. Nays 0.

Administration proposed that the District offer an On-Line Meal Pay to the parents/guardians of the District's students. There is no cost to the District for the service. Parents will pay a transaction fee of \$1.75 each time a payment is made. Each payment of \$1.75 covers all the students in the family.

Parents/guardians will be able to view their child(ren)'s account and make payments to their account when the balance is low.

There are several advantages to offering this service. The District will be responding to parents who, in increasing numbers, have been asking for a charge service. One transaction can

include all the children in a family. Students will not have to remember to bring their lunch money to school or experience lost meal money.

The system, Nutrikids (Lunchbytes), allows parents to check their child(ren)'s accounts and balances on-line and make payments as the balance gets low.

Administration recommended the Board of Education accept the Proposed On-line Meal Pay Plan.

Proposed Board Policy 440.03 FOOD SERVICES – Charging Costs of Meals: Arlene Blank
This item was tabled until the June 21, 2012 Board Retreat.

Consent Agenda – Unfinished Business

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

The Board of Education approved the following Consent Agenda items:

Proposed Board of Education Policies/Procedures: Arlene Blank

The proposed policies/procedures listed below represents the continued effort to update the District's Policy and Procedures Manual. Changes made are due to new laws, recommendations from the ISBA and title/position changes.

Policy 720.01/R STUDENT WELFARE – Care of Students with Diabetes in School

The new Diabetes and Bullying laws mandate annual staff training.

Policy 720.10/R STUDENT WELFARE – Preventing Bullying, Intimidation, and Harassment

Policy 720.23 STUDENT WELFARE – Safe School Zones

Policy 840.01 SCHOOL COMMUNITY RELATIONS – Conduct on School Property

Student Code of Conduct 2012-13: Orlando Thomas

The Discipline Advisory Committee held meetings during the months of January-April for the purpose of revising the District's Student Code of Conduct for the 2012-13 school year. The Student Code of Conduct is one of the foundational components of our district-wide behavior management plan. The Code 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 summary of proposed changes 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 2012-13 school year. Additionally, staff development will take place throughout the school year on an as-needed basis.

Cost for mailing the Code of Conduct is approximately \$1,500.

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 submission to the Board of Education for its approval. Since the Code was reviewed by legal counsel last year, just the proposed changes were reviewed by counsel this year.

Consent Agenda – New Business

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

The Board of Education approved the following Consent Agenda items:

Minutes of May 14, 2012 and May 21, 2012

The Board of Education approved the minutes as presented.

Bills and Treasurer's Report – May

The Board of Education approved the Bills and Treasurer's Report as presented.

CFT Request for Additional Sick Leave: Dr. Margie Jobe

Pursuant to the Champaign Federation of Teachers Collective Bargaining Agreement, Article VII Section C.2, the Board may in its sole discretion, at the request of the CFT, grant a teacher up to 25 days of sick leave over and above that accumulated by a teacher. Two hundred cumulative days shall be available.

CFT has submitted 11 requests from teachers for additional sick leave days.

Each teacher is reimbursed in the dollar amount of his or her calculated daily rate of pay times the number of days granted for additional sick leave. This amount is added to their final paycheck for the school year.

Administration recommended that the Board of Education approve the requests for additional sick days.

Donation – Summer Break Skating Passes: Dr. Judy Wiegand

The donation submitted for the June 11, 2012 Board Meeting is for Summer Break skating passes from Skateland for Barkstall, Bottenfield, Carrie Busey, Dr Howard, Garden Hills, Kenwood, Robeson, Stratton, Washington and Westview valued at \$28,398.

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 Summer Break skating passes from Skateland valued at \$28,398 for elementary schools.

Kids Plus Salary Increases: Dr. Judy Wiegand

The mission of the Kids Plus Before and After School Program includes providing a quality, age-appropriate program in a safe environment. The most critical component to providing a quality program and safe environment includes maintaining a stable and reliable staff. During a period of three months during the 2011-12 school year, Kids Plus lost fourteen employees, with five of those employees leaving to pursue or accept higher paying positions. It has also been noted that many good applicants have turned down an offer to work for the Kids Plus Program because the rate of pay is too low.

The total cost to the Kids Plus Program will be \$40,234 yearly. The salary increase for the site directors is \$21,600 per year. The salary increase for the Director and Asst Director is \$11,234 per year. The attendance incentive for assistant site directors and activity leaders is \$7,400 per year. Staff turnover rates will be monitored.

The Superintendent recommended that the Board of Education approve the salary increases for the Kids Plus Program.

Additional Staffing Request: Dr. Judy Wiegand

On March 12 and March 26 the Board of Education approved the following certified teaching positions for the 2012-13 school year:

March 12	3.0	To meet projected student enrollment needs
March 26	5.0	To allow the district to respond quickly at the beginning of the year should there be unanticipated needs

In addition, at this time administration is requesting the addition of two high school teachers to add support to the restructuring programs – Response to Intervention.

The Board actions on March 12 and March 26 created up to eight new positions for next year. Due to increased enrollment at the elementary level seven of these positions have already been allocated. The list of new positions includes added Kindergarten classrooms at Carrie Busey, Barkstall, South Side, Robeson and Bottenfield – as well as added first grade classrooms at Barkstall and Dr. Howard. With seven of the eight positions already allocated for next year, administration is requesting the addition of three more certified teaching positions for the 2012-13 school year. This will result in the district having four available certified teaching positions already approved and budgeted so that the Administration can move quickly to address any unforeseen large classroom issues.

The estimated cost for two additional high school teachers for the RTI Program and three additional certified teaching positions to address overcrowding is \$250,000.

Administration recommended the addition of five certified teaching positions in the 2012-13 budget as discussed above.

Human Resource Changes: Dr. Margie Jobe

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

RFP: Hovercam T3 Document Cameras: Dr. Judy Wiegand

Board Policy states that bids will be solicited when items are expected to exceed a total of \$10,000.

Requests were sent to 51 vendors, posted on the District's website and advertised in the News-Gazette. Three companies responded to the RFP which was opened on May 23, 2012. Administration recommends awarding the bid School Tech Supply for \$54,080. They were the only vendor that met bid specifications.

The cost of \$54,080 for the Document Cameras will be charged to the Technology budget in 2011-12.

Administration recommended Board approval of the RFP Hovercam T3 Document Cameras to School Tech Supply for \$54,080.

RFP: Interactive Whiteboards and Digital Projectors: Dr. Judy Wiegand

Board Policy states that bids will be solicited when items are expected to exceed a total of \$10,000.

Requests were sent to 51 vendors, posted on the District's website and advertised in the News-Gazette. One company responded to the RFP which was opened on May 31, 2012. Bradfield's bid totals \$734,572.

The cost of interactive whiteboards and digital projectors will be paid from the District's Technology budget in 2011-12.

Administration recommended Board approval of the RFP to Bradfield's for \$734,572 for interactive whiteboards and digital projectors.

RFP: Wireless Access Points, Switches, Licenses, Installation and Other Related Equipment: Dr. Judy Wiegand

Board Policy states that bids will be solicited when items are expected to exceed a total of \$10,000.

Requests were sent to 11 vendors, posted on the District's website and advertised in the News-Gazette. Three companies responded to the RFP which was opened on May 31, 2012. Administration recommends awarding the bid to Sentinel Technologies, Inc. for \$72,004.12. Although they were not the low bidder, to maintain the consistency of the District's platform and to utilize previous investments to their maximum, the decision was made to continue with the Cisco platform.

The cost of wireless access points, switches, licenses, installation and other related equipment totaling \$72,004.12 will be paid from the Capital Projects Fund Interest Earnings.

RFP: Netbook Computer Units Batteries Charging Stations and Laptop Carts: Dr. Judy Wiegand

Board Policy states that bids will be solicited when items are expected to exceed a total of \$10,000.

Requests were sent to 51 vendors, posted on the District's website and advertised in the News-Gazette. One company responded to the RFP which was opened on May 22, 2012. Ricoh USA's bid totals \$60,958.

The cost of netbook computer units, batteries, charging stations and laptop carts will be charged to the Children's Low-cost Laptop Program Grant.

Administration recommended Board approval of the RFP to Ricoh USA for netbook computer units, batteries, charging stations and laptop carts totaling \$60,958.

Bid: Cafeteria Pizza Services: Dr. Judy Wiegand

Board Policy states that bids will be solicited when items are expected to exceed a total of \$10,000.

Requests were sent to four vendors, posted on the District's website and advertised in the News-Gazette. Bids were received from two companies which were opened on May 17, 2012. Administration recommends that the bid be awarded to Domino's Pizza for \$4.95 per pizza. Last year the price per pizza was \$4.74.

The costs for the pizza will be charged to the Food Service Budget for 2012-13.

Administration recommended Board approval of the pizza services bid to Domino's Pizza for \$4.95 per pizza.

Bid: General Supplies: Dr. Judy Wiegand

Board Policy states that bids will be solicited when items are expected to exceed a total of \$10,000.

Requests were sent to 20 vendors, posted on the District's website and advertised in the News-Gazette. Bids were received from eight companies which were opened on April 12, 2012. Administration recommends an item-by-item award of the general supplies bid totaling \$11,684.04.

The initial cost to purchase the general supplies of \$11,684.04 will be charged to the district's warehouse asset account and charged to the proper expenditure accounts as ordered. Last year the bids totaled \$9,438.26.

Administration recommended an item-by-item award of the bid for general supplies to the lowest qualified bidders totaling \$11,684.04.

Bid: Petroleum Products: Dr. Judy Wiegand

Board Policy states that bids will be solicited when items are expected to exceed a total of \$10,000.

Requests were sent to five vendors, posted on the District's website and advertised in the News-Gazette. Bids were received from two companies which were opened on May 30, 2012. The low bid was from Petroleum Traders Corporation.

The cost for all fuels will be paid from the Transportation Budget in 2012-13.

Administration recommended Board approval of the bid for petroleum products to Petroleum Traders Corporation for 2012-13.

Bid: Warehouse – Arts and Crafts Supplies: Dr. Judy Wiegand

Board Policy states that bids will be solicited when items are expected to exceed a total of \$10,000.

Requests were sent to 20 vendors, posted on the District's website and advertised in the News-Gazette. Bids were received from nine companies which were opened on May 9, 2012. Administration recommends an item-by-item award of the arts and crafts supplies bid totaling \$3,916.44.

The initial cost to purchase the arts and craft supplies of \$3,916.44 will be charged to the district's warehouse asset account and charged to the proper expenditure accounts as ordered. Last year the bids totaled \$5,564.46.

Administration recommended an item-by-item award of the bid arts and crafts supplies to the lowest qualified bidders totaling \$3,916.44.

Bid: Warehouse Training Aides and BloodBorne Pathogens Supplies: Dr. Judy Wiegand
Board Policy states that bids will be solicited when items are expected to exceed a total of \$10,000.

Requests were sent to 22 vendors, posted on the District's website and advertised in the News-Gazette. Bids were received from five companies which were opened on May 9, 2012. Administration recommends an item-by-item award of training aids and blood borne pathogens supplies totaling \$4,882.69.

The initial cost to purchase the training aids and blood borne pathogens supplies of \$4,882.69 will be charged to the district's warehouse asset account and charged to the proper expenditure accounts as ordered. Last year the bids totaled \$3,127.90.

Administration recommended an item-by-item award of the bid for training aids and blood borne pathogens supplies to the lowest qualified bidders totaling \$4,482.69.

FY13 District Depositories: Dr. Judy Wiegand

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 2012-13, 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.

The Superintendent recommended Board approval of the financial institutions outlined above to be used as direct depositories for District funds for fiscal year 2012-13.

Temporary Non-Union Positions and Salaries: Dr. Judy Wiegand

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 our normal practice for hiring.

Salaries for temporary positions have been established jointly by the Human Resources Department and the Business Office to insure 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.

We would like to have Board approval to establish this as a guideline for the Human Resources Department and the Business Office to work collectively to set these temporary salaries based upon funding being available through the Board approved budget. Completion of tasks requiring temporary assistance, evaluation to be completed by appropriate supervisor. Administration recommended Board approval as outlined in above background statement.

2012-13 LUDA Membership Dues: Dr. Judy Wiegand

An invoice has been received for renewal of the District's membership in the Large Unit District Association (LUDA). LUDA dues have been established at \$3,000 for fiscal year 2012/2013.

Administration recommended that the Board of Education continues its membership in the Large Unit District Association and approve payment of the \$3,000 membership dues for fiscal year 2012/2013.

2012-13 IASB Membership Dues: Dr. Judy Wiegand

An invoice has been received for renewal of the Board's membership in the Illinois Association of School Boards. Based on the District's ADA and net operating expenses for 2009/2010, membership dues for fiscal year 2012/2013 have been set at \$ 13,302.00.

Administration recommended that the Board of Education continues its membership in the Illinois Association of School Boards and approve payment of membership dues for fiscal year 2012/2013 in the amount of \$ 13,302.00.

Executive Session

Member Lockman moved, with a second by Member Brown, 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 7:47 p.m.

Open Session

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

Stig Lanesskog left the meeting at 8:45 p.m.

Notice to Remedy

Member Tomlinson moved, with a second by Member Chalifoux, to adopt the Resolution authorizing a Notice to Remedy for certified employee #170993. The motion carried on roll call. Ayes 6. Nays 0.

6/11/2012 Regular Meeting

Adjournment

There being no further business, Member Tomlinson moved, with a second by Member Lockman, to adjourn the meeting at 8:50 p.m. The motion carried on voice vote.

Board Approved: July 9, 2012