

**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 10, 2013 within the Boundaries of Said District**

Regular Meeting

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

**Board Members Present**

Laurie Bonnett, Jamar Brown, Kristine Chalifoux, Scott MacAdam, Ileana Saveley, Lynn Stuckey

**Staff Members Present**

Superintendent Judy Wiegand, Assistant Superintendent Laura Taylor, Assistant Superintendent Angela Smith, Executive Director of Human Resources Ken Kleber, School Attorney Tom Lockman, Executive Director of Business Services Matt Foster

**Approval of Agenda**

Item 9H. Tax-Exempt Lease-Purchase Financing for Two Used 71 Passenger Propane Buses, Item 10H. Approval of Midwest Transit Bus Lease, and 10I. Bid: Two 2013 30 Passenger School Buses were pulled from the agenda. Item 10J. Approval of Change Order No. 01 at Robeson, 10K. Approval of Westview Change Order No. 08, 10L. Approval of Westview Change Order No. 09, Item 10M. Approval of Westview Change Order No. 10, and Item 10N. FY 14 District Depositories were removed from the Consent Agenda and placed on the Action Agenda. Member MacAdam moved, with a second by Member Brown, to approve the agenda. The motion carried on voice vote. Ayes 6. Nays 0.

**Executive Session**

Member MacAdam 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 6. Nays 0.

The Board convened into *Closed Session* at 5:33 p.m.

**Open Session**

The Board convened into *Open Session* at 6:00 p.m.

**Guests**

Representatives from CFT, local media and other interested persons

**Reports: New Business**

Champaign-Urbana Schools Foundation Presentation: Dr. Judy Wiegand/Gail Rost

CUSF is an independent, non-profit community supported foundation whose purpose is to enhance the quality of education in both the Champaign Unit 4 School District and Urbana School District #116. The Champaign Urbana Schools Foundation was incorporated as a 501(c) 3 in March 1988 with the goal of generating new sources of money from local businesses and community members for K-12 education. The work of the CUSF is more important today than ever. The District cannot rely on the federal and state agencies to provide the needed resources for our schools, and as a community we need to face this reality. Over its 25-year history, CUSF has supported both school districts with over \$1.3 million in support through:

1.Grants to teachers for their classrooms (\$919,000), 2.Pass-throughs to benefit special projects (\$393,000) 3.Scholarships (\$55,000) and 4.Teacher Recognition (\$8,000).

Champaign Unit #4 contributes \$15,000 to Champaign-Urbana Schools Foundation annually.

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

International Academy: Maria Alanis

The District is committed to providing English acquisition and core instructional support to ensure the academic achievement and well-being of English Language Learners (ELLs). As our ELL student enrollment numbers continue to grow, the District is looking ahead and has been researching effective ways to support ELL students who need to meet academic and linguistic goals established by the Illinois State Board of Education (ISBE). ELLs have to meet the same academic standards as non-ELLs. They have to perform at the same level, using the same assessments, as their English-speaking peers.

Research indicates that traditional English as a Second Language (ESL) and bilingual education programs are not designed to meet the specific needs of newcomers. Unlike other ELL students, newcomers and Students with Interrupted Formal Education (SIFE) need additional socio-emotional support in order to easily transition to US schools. Often SIFE students do not have the literacy skills that other ELLs have acquired by having attended school in their home countries, and/or in the US.

The Champaign Unit School District #4 International Academy will provide the much-needed support to ELLs, grades 5-8, who are:

- Students with Interrupted Formal Education (SIFE)
- Recent Immigrants or Newcomers
- Long-Term English Language Learners (ELLs)

Total staffing is 2.0 FTEs: 1.0 FTE ESL teacher and 1.0 FTE ESL teacher assistant (approved by the Board on 3/25/13). The Director of ESL/Bilingual Education will be the supervising administrator for the International Academy. As required by the Illinois State Board of Education (ISBE), professional development in various areas of ESL/Bilingual Education will be provided. Title III grant funds will be used to pay for professional development.

These positions will be funded with District funds. The cost for salary and benefits for 1.0 FTE ESL teacher is \$50,000 and \$25,000 for 1.0 FTE ESL teacher assistant. Total cost is \$75,000 (approved by the Board on 3/25/13). Consumable and non-consumable supplies and instructional materials will be purchased with District and Title III grant funds.

All instructional activities are monitored and evaluated by the Division of English Language Learning at ISBE and the Director of ESL/Bilingual Education.

Administration recommended that the Board of Education accept this report as an informational item.

Policy 465.08 Movable Soccer Goal Safety: Tom Lockman

This proposed policy represents the District's effort to continue to update its Board policy manual. The Movable Soccer Goal Safety Act requires school districts to develop a policy that addresses the safety issues with movable soccer goals. This policy has been developed to

provide District administration with procedures to ensure the goals of the Movable Soccer Goal Safety Act are met.

This was an informational item with action to be taken at the July 8, 2013 Board of Education meeting.

Policy 631/R Education of Homeless Children: Tom Lockman

This proposed policy and procedure represents the District's effort to continue to update its Board policy manual. This policy and procedure is related to the education of homeless children and has been developed to better identify the District's practices and obligations under the McKinney-Vento Homeless Assistance Act and Illinois state law.

This was an informational item with action to be taken at the July 8, 2013 Board of Education meeting.

Policy 652 Guidelines for Employee Communication, Use of District Networks and Social Media: Tom Lockman

This policy was presented to the Board to assist in communicating the District's expectations of employees regarding communication, use of District networks and social media.

This was an informational item with action to be taken at the July 8, 2013 Board of Education meeting.

**Action Agenda: New Business**

Bills and Treasurer's Report – May: Matthew Foster

Member MacAdam moved, with a second by Member Brown to approve the Bills and Treasurer's Report – May. The motion carried on roll call. Ayes 6. Nays 0.

The Bills and Treasurer's Report – May were approved as presented.

Summer Youth Employment Program: Orlando Thomas

Member Brown moved, with a second by Member Chalifoux to approve additional funding for the Summer Youth Employment Program. The motion carried on roll call. Ayes 6. Nays 0.

In October 2012, the City of Champaign and Champaign Unit 4 Schools each obligated \$75,000 to support the Summer Youth Employment Program (SYEP).

During the past two years, Illinois workNet served as the contracted third party to provide payroll services and worker compensation/liability coverage. Due to budget cuts, workNet is no longer able to provide this service. District administration pursued the possibility of the District being identified as the employer of record and handling payroll and worker compensation coverage internally. In May, District administration determined, for various reasons, that it was not feasible for the District to be the employer of record.

After exploring several options, including contracting for payroll services, purchasing separate worker compensation/liability coverage, and contracting with temporary employment agencies, the District identified the Regional Planning Commission (RPC) as the agency to provide these third-party services.

The RPC has estimated costs for this service to be approximately \$34,800. A breakdown of this fee is as follows:

- RPC administrative costs: \$60 per student for 130 students      \$ 7,800

- Program licenses: \$180 per student, purchased in bundle of 150 \$27,000
  - This is a one-time purchase fee. Estimated costs for future years should only include a percentage of licensure maintenance fees.

The City of Champaign has agreed to fund \$14,400 of this expense. This covers the cost for 60 students in the SYEP; however, a funding source for the remaining \$20,400 must be identified. Due to the impending start of the SYEP, District administration is requesting that the Board approve one-time funding for the additional \$20,400.

Now that District administration is fully aware of all the ramifications related to identifying an employer of record for the SYEP, planning for future SYEP program funding will include the costs for this service. End-of-the-year program evaluation will be completed in August.

Administration recommended that a one-time payment in the amount of \$20,400 be paid to the RPC for administering payroll and worker compensation services associated with the 2013 Summer Youth Employment Program (SYEP).

Student Code of Conduct 2013-14: Orlando Thomas

Member Stuckey moved, with a second by Member MacAdam to approve the Student Code of Conduct 2013-14. The motion carried on roll call. Ayes 6. Nays 0.

The Discipline Equity/Advisory (DEA) Committee held meetings during the months of January-April for the purpose of revising the District's Student Code of Conduct for the 2013-14 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 2013-14 school year. Additionally, staff development will take place throughout the school year on an as-needed basis. The cost for mailing the Code of Conduct is approximately \$1,500.

Each year in the spring semester, the Discipline Equity/Advisory Committee, comprised of 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. The proposed changes have been reviewed by District Counsel Thomas Lockman.

Administration recommended that the 2013-14 Student Code of Conduct be approved.

Westview Technology: Dave Hohman

Member Stuckey moved, with a second by Member Brown to approve Westview Technology. The motion carried on roll call. Ayes 6. Nays 0.

The Unit 4 Educational Technology Department is committed to equipping our buildings with effective instructional technology tools that support 21<sup>st</sup> century student learning. The District

has set a precedent for schools going through renovations to be furnished with 1:1 devices in grades 3-5 and 6 devices per room in K-2.

Board policy states that requests for proposals will be solicited when items are expected to exceed a total of \$25,000. Formal requests were mailed on May 20, 2013, to 51 vendors inviting the submission of sealed RFPs for Samsung Chromebooks, ACAD Google ChromeOS License and Support, Mini Laptop Carts, Laptops, and Desktop Computers. The invitation and specifications for the RFP were also posted on the District's website. Bids were received from three companies and were opened on June 3, 2013 with the following results:

<b>ITEM</b>	<b>BRADFIELD'S INC.</b>	<b>CDI COMPUTER DEALERS INC.</b>	<b>RICOH</b>
284 New Samsung Chromebook XE303C12	\$70,716.00	No Bid	\$72,704.00
284 Three-Year ACAD Google ChromeOS MGT License and Support	\$8,520.00	No Bid	\$8,270.08
Nine New Spectrum mLT30 Mini Laptop Carts	\$12,150.00	No Bid	\$12,043.62
41 New Dell Latitude E6530 Laptops	No Bid	\$31,676.19	\$38,435.45
Seven Dell Optiplex 7010 SFF Desktop Computers	No Bid	Option 1 \$4,402.02 Option 2 \$3,303.02	\$4,968.18

The Educational Technology Department reviewed the proposals and the criteria were weighted in importance as follows: Price (45%), compatibility/accuracy (30%), warranty and service (15%), and value added service (10%).

It was recommended that the bid for the 284 new Samsung Chromebook XE303C12 and three-year ACAD Google ChromeOS License and Support be awarded to Bradfield's Inc. for a total of \$79,236.00. The Chromebooks and licensing come together as a group. Bradfields total cost of device and licensing is less expensive than the total cost from Ricoh. It is recommended that the bid for the new Spectrum mLT30 Mini Laptop Carts, 41 new Dell Latitude E6530 laptops, and seven Dell Optiplex 7010 SFF Desktop Computers be awarded to Ricoh for a total of \$55,447.25. Though the bid was lower from CDI Computer Dealers, Inc. for the Dell Latitude E6530 laptops and Optiplex 7010 SFF desktop computers, CDI's bid was for either refurbished or a model that was not in the specifications.

There are no additional staffing needs. The building technician (with assistance from the other technicians if needed) will be able to set up the laptops and desktops for staff use. The Chromebooks can be initialized and set up in the carts by our student workers through the Summer Youth Employment Program program this summer.

The total cost of \$134,683.25 will be charged to the Capital Projects Fund.

Administration recommended that the Board of Education accept the bid from Bradfields for the 284 new Samsung Chromebook XE303C12 and three-year ACAD Google ChromeOS License and Support and accept the bid from Ricoh for the new Spectrum mLT30 Mini Laptop Carts, 41 new Dell Latitude E6530 laptops, and seven Dell Optiplex 7010 SFF Desktop Computers.

Freshmen Only Day: Dr. Laura Taylor

Member Chalifoux moved, with a second by Member Macadam to approve Freshmen Only Day. The motion carried on roll call. Ayes 6. Nays 0.

The District Transition Committee chaired by Central Principal Mr. Joe Williams and Booker T. Washington Principal Asia Fuller created a venue for administrators to focus on ways of providing support for students as they transition from one level of school to another. Individuals working on the 9<sup>th</sup> grade transition considered the following four options:

- Reinstatement of the 9<sup>th</sup> Grade Only Day from previous years – cost is approximately \$15,000-\$20,000.
- Only 9<sup>th</sup> grade students attend until 10:00 am and then the rest of the student body has a 10:00 am start time. This will cost the District approximately \$2000 for an additional MTD run.
- Host a 9<sup>th</sup> grade transition open house a week or so before school starts run by administrators and volunteers – no cost to the District.
- Host a 9<sup>th</sup> grade transition open house a week or so before school starts run by administrators and some teachers/counselors who are interested in attending – If we can get 20 to volunteer at each building and give them a \$100 stipend – cost to the District is \$4000.

Upon considering pros and cons of each option, we are requesting the reinstatement of the Freshmen Only Day on the first day of school at both high schools.

The cost associated with having freshmen only attend the first day is due to our 180 day school calendar and Average Daily Attendance (ADA). If any students are absent for those days they must be marked absent unless the days are full-day institute/SIP days. This means that all sophomores through seniors would be marked excused absent, costing the District ADA funds from ISBE. ADA is calculated on the highest three months and historically the August/September calculation is one of the three highest.

Administration recommended the Board of Education reinstate the 9<sup>th</sup> Grade Only Day.

Contract for Consultant Services – Guy M. Cahill & Associates, Inc.: Dr. Judy Wiegand

Member Chalifoux moved, with a second by Member Stuckey to approve the Contract for Consultant Services – Guy M. Cahill & Associates, Inc. The motion carried on roll call. Ayes 6. Nays 0.

Administration recommended that the District contract with Guy M. Cahill & Associates, Inc. for professional services related to the management of the Business Office to ensure success in the transition of Business Office management. Guy M. Cahill & Associates, Inc. will be contracted to work for a period of 100 days/500 hours at \$600/day during the 2013-2014 school year.

Administration recommended that the Board of Education approve the contract for consultant services with Guy M. Cahill & Associates, Inc.

Appointments – Promises Made, Promises Kept: Dr. Judy Wiegand

Bruce Knight will represent the City of Champaign and was left off the original list by mistake. Three representatives are still to be determined and will be brought to the Board for approval when they are selected. Member Brown moved with a second by Member MacAdam to approve the Appointments – Promises Made, Promises Kept. The motion carried on roll call. Ayes 6. Nays 0.

The Promises made, Promises Kept Committee originally convened in 2009 and was charged by the Board of Education to monitor the use of revenue received from the sales tax referendum (1% sales tax), and to ensure the citizens of Champaign that funds would be used for the projects outlined to the voters. This level of oversight is a commitment from the Board of Education to the community that it takes seriously its commitment to the voters and will be transparent with how sales tax dollars are spent.

Former Board Member and Unit 4 Administrator, Ms. Arlene Blank serves as the Chairperson. The following individuals are being recommended to serve a 2 year term on the Promises Made, Promises Kept Committee. This two year term will allow for continued oversight of the sales tax revenue and completion of the projects outlined to the voters.

- Bruce Knight, City of Champaign
- Dan McCall, President, Bricklayers LU #8
- Joan Dykstra, Village of Savoy Trustee
- Kenneth Ballom, University of Illinois Associate Vice Chancellor for Student Affairs/Dean of Students
- Steve Gardner, C-U Schools Foundation Board Member
- PTA Council, TBD
- CFT, TBD
- CESP, TBD

Administration recommended that the Board of Education accept the names as outlined above to serve on the Promises Made, Promises Kept Committee for a term of two years (SY 2014 and SY 2015).

Appointments – Board Committees/Representatives: Dr. Judy Wiegand

Member Chalifoux moved, with a second by Member Brown to approve the Appointments – Board Committees/Representatives for the 2013-14 school year. The motion carried on roll call. Ayes 6. Nays 0.

From time to time, Board members have been asked to serve on committees to represent the District. The administration has prepared the following list of committee appointments, including committees of the Board (e.g., negotiations teams), and committees that serve other organizations (e.g., C-U Schools Foundation Board).

Committee	Estimated Time Commitment	2013/2014 Member(s)
C-U Schools Foundation Board	Monthly	Scott MacAdam
*CFT Areas of Consultation	Monthly	Laurie Bonnett
*CFT Negotiations Team	Several meetings - negotiation years	Laurie Bonnett

*CESP Areas of Consultation	Monthly	Jamar Brown Scott MacAdam
*CESP Negotiations Team	Several meetings - negotiation years	Jamar Brown Scott MacAdam
Controlled Choice Committee	Twice per Year	Laurie Bonnett
Discipline Advisory/Equity	1/24, 2/7, 2/14, 2/26, 3/7 (4:00-5:00)	Jamar Brown Ileana Saveley
EEE Committee	Twice per Semester	Ileana Saveley
Facilities Committee	Monthly	Kristine Chalifoux Lynn Stuckey
Finance Committee	Quarterly	Scott MacAdam Jamar Brown
IASB Governing Board Representative		Scott MacAdam
Promises Made, Promises Kept	Quarterly	Lynn Stuckey
Strategic Planning	As needed	Kristine Chalifoux Lynn Stuckey

\*Contractual/Legal/Non-Operational Committees

Administration recommended that the Board of Education update representation for the 2013-14 school year.

Approval of Change Order No. 01 at Robeson: Matthew Foster

Member Chalifoux moved, with a second by Member Stuckey to approve the Change Order No. 01 at Robeson. The motion carried on roll call. Ayes 6. Nays 0.

Arlene Vespa has authority to approve change orders up to \$25,000. After that she must check with the Board President and a designated Board Member before signing the paperwork which leads to a change order. That process has been adhered to. It was necessary for the entire Board of Education to approve the following change orders processed through May 2013. The total project contingency on this project is \$142,200.00, which leaves the current total at **\$140,090.41.**

<b>CHANGE ORDER NO. 01</b>		
<b>CHANGE ORDER AUTHORIZATION</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
COA 001	Design Coordination Issue: This change is for various door hardware related items. Overall these changes are a CREDIT.	-\$937.00
COA 002	Design Coordination Issue: Provide two GFCI circuit breakers for a washer and dryer.	\$223.87
COA 003	Design Coordination Issue: Incompatible power supplies were specified for the electric door hardware. This change provides the correct power supplies.	\$2,822.72
<b>TOTAL CHANGE ORDER NO. 01:</b>		<b>\$2,109.59</b>

The total of the change orders for Robeson is \$2,109.59.

Administration recommended Board approval of the change order for Robeson totaling \$2,109.59.

Approval of Westview Change Order No. 08: Matthew Foster

Member MacAdam moved, with a second by Member Chalifoux to approve the Change Order No. 08 at Westview. The motion carried on roll call. Ayes 6. Nays 0.

Arlene Vespa has authority to approve change orders up to \$25,000. After that she must check with the Board President and a designated Board Member before signing the paperwork which leads to a change order. That process has been adhered to. It was necessary for the entire Board of Education to approve the following change orders processed through May 2013. The total project contingency on this project is \$270,140.00, which leaves the current total at **\$84,534.00.**

<b>CHANGE ORDER NO. 08</b>		
<b>CHANGE ORDER AUTHORIZATION</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
COA 22 R1	Unforeseen Field Condition: Repair damaged masonry walls in classrooms. Extensive damage had occurred during the abatement process; masonry blocks were gouged, cracked or punctured. This includes some walls that needed structural rebuilding due in part to existing conditions.	\$15,562.00
COA 52	Unforeseen Field Condition: Relocate an existing waste line that was exposed after demolition of an existing wall within the Library.	\$3,111.00
COA 53	Coordination Issue: Change the breaker sizes on mechanical unit Heat Pump numbers 2-8.	\$2,483.00
COA 55	Owner Request: Delete installation of adjustable shelving in the Literacy Classroom. Shelving to be transferred to the Owner upon completion of the project as attic stock – CREDIT.	-\$91.00
COA 60	Owner Request: Change lighting control switching due to building schedule and maintenance issues.	\$758.00
COA 62	Unforeseen Field Coordination: Move location of wall-mounted projection screen to the West wall of Gym 123. Provide surface-mounted wire mold and outlet to provide power for the projection screen.	\$822.00
COA 68	Unforeseen Field Condition: Revise lighting layout due to conflicts with existing structural members.	\$438.00
COA 69	Design Issue: Demolish existing plaster soffit that, once adjacent casework was removed, was not structurally secured and could not be utilized with proposed construction for this area.	\$1,043.00
	<b>TOTAL CHANGE ORDER NO. 08:</b>	<b>\$24,126.00</b>

The total of the change orders for Westview is:

<b>CHANGE ORDER</b>	<b>AMOUNT</b>
Change Order No. 01 - 07	\$161,480.00
Change Order No. 08	\$24,126.00
<b>TOTAL CHANGE ORDERS:</b>	<b>\$185,606.00</b>

Administration recommended Board approval of the change order for Westview totaling \$24,126.00.

Approval of Westview Change Order No. 09: Matthew Foster

Member Brown moved, with a second by Member Stuckey to approve the Change Order No. 09 at Westview. The motion carried on roll call. Ayes 6. Nays 0.

Arlene Vespa has authority to approve change orders up to \$25,000. After that she must check with the Board President and a designated Board Member before signing the paperwork which leads to a change order. That process has been adhered to. It was necessary for the entire Board of Education to approve the following change orders processed through May 2013. The total project contingency on this project is \$270,140.00, which leaves the current total at **\$61,520.00.**

<b>CHANGE ORDER NO. 09</b>		
<b>CHANGE ORDER AUTHORIZATION</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
COA 54	Owner Request/Field Condition: Replace existing warped door frame. Replace with a new frame to work with the new door scheduled for this opening.	\$602.00
COA 56	Unforeseen Field Condition: Install metal framing to flush out new plaster system with existing adjacent surface. After demolition of existing door, it was apparent that the masonry substructure was not erected in the same plane, causing an uneven surface for new finishes.	\$255.00
COA 61	Code Issue/Drawing Coordination: Add fire strobes to fire department connections and classroom restrooms per third party code review comments.	\$6,678.00
COA 64	Drawing Coordination: Relocate existing heat pump from room 110C to room 211B. Rough-in new thermostat location at new wall next to light switches adjacent to doorway. HVAC controls will be contracted separately by Owner.	\$6,653.00
COA 65	Unforeseen Field Condition: Extend a return air mixing box from the return air inlet on heat pump and connect outdoor air inlet. This work will provide the Enrichment room with the required ventilation. This is a pre-existing condition and a code requirement.	\$7,700.00
COA 66	Drawing Coordination: Provide motor starter and 2 contacts for BAS control of return air fan in lieu of the VFD in the schedule.	\$1,126.00
<b>TOTAL CHANGE ORDER NO. 09:</b>		<b>\$23,014.00</b>

The total of the change orders for Westview is:

<b>CHANGE ORDER</b>	<b>AMOUNT</b>
Change Order No. 01 - 08	\$185,606.00
Change Order No. 09	\$23,014.00
<b>TOTAL CHANGE ORDERS:</b>	<b>\$208,620.00</b>

Administration recommended Board approval of the change order for Westview totaling \$23,014.00.

Approval of Westview Change Order No. 10: Matthew Foster

Member Stuckey moved, with a second by Member Saveley to approve the Change Order No. 10 at Westview. The motion carried on roll call. Ayes 6. Nays 0.

Arlene Vespa has authority to approve change orders up to \$25,000. After that she must check with the Board President and a designated Board Member before signing the paperwork which leads to a change order. That process has been adhered to. It was necessary for the entire Board of Education to approve the following change orders processed through May 2013. The total project contingency on this project is \$270,140.00, which leaves the current total at **\$38,555.00.**

<b>CHANGE ORDER NO. 10</b>		
<b>CHANGE ORDER AUTHORIZATION</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
COA 57	Field Coordination Issues: Modify casework configurations based on existing classroom layout, wall conditions and mechanical equipment.	\$9,511.00
COA 59	Drawing Coordination: Demolish portion of existing stairway, and build new ramp within the existing building lower level corridor. This is an accessibility issue that was not identified during design.	\$13,454.00
<b>TOTAL CHANGE ORDER NO. 10:</b>		<b>\$22,965.00</b>

The total of the change orders for Westview is:

<b>CHANGE ORDER</b>	<b>AMOUNT</b>
Change Order No. 01 - 09	\$208,620.00
Change Order No. 10	\$22,965.00
<b>TOTAL CHANGE ORDERS:</b>	<b>\$231,585.00</b>

Administration recommended Board approval of the change order for Westview totaling \$22,965.00.

FY 14 District Depositories: Matthew Foster

Member Stuckey moved, with a second by Member Brown to remove the FY14 District Depositories from the Consent Agenda and place on the Action Agenda. The motion carried on roll call. Ayes 6. Nays 0.

Member Brown moved, with a second by Member Saveley to approve the FY14 District Depositories. The motion carried on roll call. Ayes 4. Nays 0. Abst. 2. Member Stuckey and Member MacAdam abstained.

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 2013-14, 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 Executive Director of Business Services 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.

Administration recommended Board approval of the financial institutions outlined above to be used as direct depositories for District funds for fiscal year 2013-14.

**Consent Agenda: Unfinished/New Business**

Member Brown moved, with a second by Member Saveley to approve the Consent Agenda – New/Unfinished Business. The motion carried on roll call. Ayes 6. Nays 0

The following Consent Agenda items were approved:

Minutes of May 6, 2013 and May 13, 2013

The Board of Education approved the minutes as presented.

Human Resource Changes

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

District and Building Rising Star Action Plans: Dr. Laura Taylor

The Champaign Unit 4 School District, eight of our elementary schools, and all of our middle schools were required by the Illinois State Board of Education to start the new Rising Star Improvement process this year. Unlike in years past, Rising Star is a continuous improvement process broken down into focused and manageable units. This means that there is not a 35-90 page improvement plan for the Unit 4 Board to approve. The Board is asked to approve parts of a larger plan and will be asked to do so each year.

During the first semester the District team assessed the required 50 indicators and the school teams assessed the required 105 indicators. During the second semester the teams identified 4-6 objectives and tasks to work on during the 2013-2014 school year. Some schools used Rising Star before this year so their plans may be more extensive.

The following is a list of the schools and their Rising Star status.

<u>First Year of Rising Star</u>	<u>Has been Using Rising Star</u>	<u>Start Rising Star Next Year</u>
Barkstall	Garden Hills	Carrie Busey
Dr. Howard	Robeson	Centennial
Kenwood	Washington	Central
Stratton	Westview	Possibly Bottenfield
Edison		
Franklin		
Jefferson		

The State/Regional Office of Education eliminated school support this year and is eliminating district support next year. The District Directors and Assistant Superintendent of Achievement and Student Services provide support for buildings upon request.

Administration recommended the Board of Education approve the District and School action plans.

Resolution: Appointment of School Treasurer: Dr. Judy Wiegand

The Illinois School Code requires that the Board of Education appoint a school treasurer. The Code requires that the treasurer be properly bonded and that these bonds be filed in the Office of the Regional Superintendent of Schools by September 1 of each year. At this time administration recommended that Matthew Foster be appointed school treasurer effective July 1, 2013.

Administration recommended Board approval of the resolution to appoint Matthew Foster as school treasurer effective July 1, 2013.

Policy 705.21 Non-Public School Student Including Private, Parochial, and Home-Schooled Students: Tom Lockman

This policy represents the District's effort to continue to update its Board policy manual. This policy is related to attendance and standardized testing for non-public school students and is being updated to reflect the District's practice of administering the Explore test to eighth-grade students who are considering enrolling in one of the District's high schools to assist in determining placement. This policy is further being updated to reflect the District's current practice in assessing proficiency in a special content area.

Administration recommended that the Board of Education approve the proposed policy.

Approval of Change Order No. 18 at Carrie Busey Savoy: Matthew Foster

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. It was necessary for the entire Board of Education to approve the following change orders processed through May 2013. The total project contingency on this project is \$737,515, which leaves the current total at **\$386,903.94** (NOT including Change Order No. 09, the North Addition).

<b>CHANGE ORDER NO. 18</b>		
<b>CONSTRUCTION PROPOSAL REQUEST</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
CPR 95	Owner Request/Design Issue: This CPR is the cost to extend the sanitary line from the main building to the north addition. The north addition prompted the need to extend the sanitary line to feed the new toilet room in the addition. The decision was made to trench the floor and extend the lines below the slab as opposed to going overhead with a pump for long-term maintenance reasons.	\$24,144.02
CPR 101	Code Issue: Provide three maximum occupancy load signs as required by code in the library, cafeteria/commons and gymnasium.	\$379.55
CPR 129	Field Condition: Credit for changing electrical cover plates from stainless steel to white plastic.	-\$124.23
CPR 131	Field Condition: Credit for several landscape plants that were installed in smaller sizes than called for on the Drawings or removed from the Scope of Work.	-\$600.00
<b>TOTAL CHANGE ORDER NO. 18:</b>		<b>\$23,799.34</b>

The total of the change orders for Carrie Busey Savoy is:

<b>CHANGE ORDER</b>	<b>AMOUNT</b>
Change Order No. 01 through 08 and 10 through 17	\$326,811.72
Change Order No. 18	\$23,799.34

<b>SUBTOTAL CHANGE ORDERS:</b>	<b>\$350,611.06</b>
Change Order No. 09 – North Addition	\$992,691.00
<b>TOTAL CHANGE ORDERS:</b>	<b>\$1,343,302.06</b>

Administration recommended Board approval of the change order for Carrie Busey Savoy totaling \$23,799.34.

Bid: Petroleum Products: Matthew Foster

Board Policy states that bids will be solicited when items are expected to exceed a total of \$25,000.

Requests were sent to five vendors, posted on the District's website and advertised in the News-Gazette. Bids were received from three companies which were opened on May 29, 2013. The low bid for diesel fuel, blended fuel and regular unleaded was from Illini FS. The cost for all fuels will be paid from the Transportation Budget in 2013-14.

Administration recommended Board approval of the bid for petroleum products to Illini FS for 2013-14.

Resolution Prevailing Wage Rates: Matthew Foster

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 was 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.

Administration recommended Board approval of the Resolution ascertaining and determining prevailing wage rates, and further, that the Business Office will be directed to advertise and file with the State Index Department, a copy of said resolution as required by the Prevailing Wage Act.

Resolution: Preparation of Tentative 2013-14 Budget: Dr. Judy Wiegand

The Board of Education must, by resolution, designate some person or persons to prepare a tentative budget for fiscal year 2013-2014. 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 recommended Board approval of the resolution to designate Matthew Foster, Executive Director for Business Services, as the person to prepare the tentative budget for 2013-14.

Signature Authorizations FY14: Dr. Judy Wiegand

By direction of the Board, two signatures are required on all checks written against checking accounts for the District. A revised list of staff to be authorized as co-signatures on respective accounts for fiscal year 2013-2014 was provided.

Administration recommended Board approval of the signature authorization for FY14 on the respective banking accounts for fiscal year 2013-2014.

**Executive Session**

Member Brown moved, with a second by Member Chalifoux, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Personnel 120/2(c)(1), Negotiations 120/(c)(2), Property Acquisitions/Lease Purchase 120/(c)(5), Student Discipline 120/(c)(9), and Actual/Potential Litigation 120/2(c)(11). The motion carried on roll call. Ayes 6. Nays 0.

The Board convened into *Closed Session* at 8:12 p.m.

**Open Session**

The Board convened into *Open Session* at 9:13 p.m.

**Student Discipline**

Member MacAdam moved, with a second by Member Chalifoux, to expel student #202053 from Jefferson Middle School for the 2013-14 school year. He/she should be reassigned to an alternative school setting for violating Conduct Code #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 6. Nays 0.

Member Stuckey moved, with a second by Member Saveley, to expel student #202055 from Jefferson Middle School for the 2013-14 school year. He/she should be reassigned to an alternative school setting for violating Conduct Code #8 (Drug-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 6. Nays 0.

Member Chalifoux moved, with a second by Member MacAdam, to expel student #205486 from Jefferson Middle School for the 2013-14 school year. He/she should be reassigned to READY for violating Conduct Code #8 (Drug-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 6. Nays 0.

Member Stuckey moved, with a second by Member Saveley, to expel student #204758 from Centennial High School for the first quarter of the 2013-14 school year. He/she should be reassigned READY for violating Conduct Code #8 (Drug-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 1. Member MacAdam voted no.

**Adjournment**

There being no further business, Member MacAdam moved, with a second by Member Brown, to adjourn the meeting at 9:20 p.m. The motion carried on voice vote.

Board Approved: July 8, 2013