

**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  
December 14, 2015 within the Boundaries of Said District**

Regular Meeting

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

**Board Members Present**

Amy Armstrong, Laurie Bonnett, Chris Kloeppe, Kathy Richards, Kathy Shannon, Lynn Stuckey (arrived at 5:31 p.m.) Jonathan Westfield

**Staff Members Present**

Superintendent Judy Wiegand, Deputy Superintendent Laura Taylor, Assistant Superintendent Susan Zola, Assistant Superintendent Angela Smith, Executive Director of Human Resources, Ken Kleber, Executive Director of Operations Matt Foster, Chief Financial and Legal Officer Tom Lockman

**Approval of Agenda**

Member Westfield moved, with a second by Member Bonnett to approve the agenda as presented. The motion carried on voice vote. Ayes 6. Nays 0.

**Executive Session**

Member Shannon moved, with a second by Member Richards, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Personnel 120/2(c)(1), Property Acquisition/Lease/Purchase 120/2(c)(5), and Student Discipline 120/2(c)(9). The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 5:32 p.m.

**Open Session**

The Board convened into *Open Session* at 6:03 p.m.

**Guests**

Representatives from CFT, local media and other interested persons

**Reports: New Business**

Tap In Leadership Academy Presentation: Dr. Judy Wiegand

Tap In Leadership Academy (Tap In) is a 501(c)(3) nonprofit organization founded in 2010. The mission of Tap In Leadership Academy is to enhance educational achievement, support leadership development, and raise cultural awareness so that all of their scholars are college and career ready upon high school graduation. Students at all performance levels benefit from the additional support and encouragement that Tap In provides. Scholars are enrolled based on their desire to improve academic performance and leadership skills.

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

Update/Review Adopt-A-School: Dr. Judy Wiegand

In May, 2012, a Superintendent's Book Study was conducted as a means to begin discussions on issues pertinent to the future of Unit 4 in the areas of curriculum, instruction, and assessment. The premise of the book and the discussions were:

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- Discuss how district leadership drives student achievement
- Emphasis on strong communication - especially with the school board
- Determine principles for effective instruction & assessment
- Establish “non-negotiables” for instruction and achievement
- Identify instructional and assessment frameworks
- Define what social justice leadership means in Unit 4
- Develop action plans & top priorities for Unit 4

One of the sessions focused on collaborative goal setting, board alignment and allocation of resources. One of the action items was how do we make the Board a more integral part of our work. Responses from the participants included the following:

- Serve as advocates for schools, teachers and students in the District
- Building bridges between the schools and the community
- Clear communication and transparency
- Greater presence in buildings (spend “real time” with students and teachers; walkthroughs; conversations with teachers and principals)

One action to help move forward in this area was to have Board members ‘adopt’ schools to support a greater presence and spend ‘real time’ with students and teachers. Current assignments are:

Barkstall	Kathy Richards
Bottenfield	Kathy Shannon
BTW	Chris Kloepfel
Carrie Busey	Amy Armstrong
CECC	Lynn Stuckey
Centennial	Kathy Richards/Amy Armstrong
Central	Jonathan Westfield/Lynn Stuckey
Dr. Howard	Laurie Bonnett
Edison	Laurie Bonnett/Jonathan Westfield/Lynn Stuckey
Franklin	Chris Kloepfel/Amy Armstrong
Garden Hills	Kathy Shannon/Laurie Bonnett
IPA	Jonathan Westfield
Kenwood	Chris Kloepfel
Jefferson	Kathy Richards/Kathy Shannon
Novak Academy	Laurie Bonnett/Kathy Shannon
READY	Chris Kloepfel
Robeson	Amy Armstrong
South Side	Kathy Richards
Stratton	Jonathan Westfield
Westview	Lynn Stuckey

Board Members provided feedback on their relationship with adopted schools. Dr. Wiegand will get feedback from building Principals as well.

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

### 2016-17 Proposed School Calendars: Maria Alanis

A committee comprised of parents, teachers, support staff, principals, and District administrators met throughout the current school year to develop the 2016-17 school calendars.

Using parameters established by the Illinois State Board of Education and District-specific considerations, the committee developed the proposed calendars. The considerations and parameters include:

- Attention to factors that promote positive learning and work environments for students and staff members, respectively (e.g., continuity of instructional time, state testing, etc.).
- Holding semester exams at the end of the first semester, before winter break.
- Adherence to contract language relative to the design of the school calendars.
- Alignment of the Regular and Balanced calendars to allow all District staff members to participate together in professional development on designated Institute days or District school improvement days.
- Placement of the fall and spring holidays to ensure sensitivity to families traveling over designated holiday breaks and/or to other variables.
- Alignment of the District's spring break with the University of Illinois' spring break.

A fundamental goal in the development of the District calendars is to incorporate the maximum amount of considerations into a well-designed calendar that meets the needs of the majority of the diverse stakeholders served by Champaign Unit School District #4. There are no foreseen ADA implications that can impact District funding by the State of Illinois.

It is the administration's recommendation that the Board approve the proposed 2016-17 calendars at the January 11, 2016 Regular Board Meeting.

**Action Agenda: New/Unfinished Business**

High School ESL Teacher Staffing Request: Ken Kleber

Member Shannon moved, with a second by Member Kloepfel to approve the High School ESL Teacher Staffing Request. The motion carried on roll call. Ayes 7. Nays 0.

District Administration has been actively reviewing student enrollment and needs for the current school year. Based on this review, the following change to staffing allocations is being recommended:

- Add a 1.0 FTE ESL Teacher (Interim) at Central High School.

Reasons for this addition include:

- The number of Students with Interrupted Formal Educations (SIFE) is greater than prior years.
- Student needs are more intensive than can be supported by the existing allocation of ESL teachers.

Needs for next school year will be determined as part of the annual staffing review process in the Spring.

The District will not fill a currently vacant ESL Teacher Aide position at Central, resulting in a total estimated cost of this addition of \$13,888.

District Administration recommended approval of this staffing request as outlined above.

Resolution – Abating Property Taxes for Levy Year 2015 (Pay Debt Service on Outstanding Bonds – Series 1997 & Series 2006B): Tom Lockman

Member Stuckey moved, with a second by Member Richards to approve the Resolution – Abating Property Taxes for Levy Year 2015 (Pay Debt Service on Outstanding Bonds – Series 1997 & Series 2006B). The motion carried on roll call. Ayes 7. Nays 0.

The District committed to the District's residents that it would abate all of the principal and interest owed on the outstanding Bonds of the District previously issued for construction and renovation of Building purposes. This includes the Series 1997 and Series 2006B Bonds.

This Resolution confirms that the District will abate the property taxes levied as promised to District residents. The total amount of the abatement is \$2,838,855 (\$168,880 + \$2,669,975). This is required to secure Board signatures on the Abatement document so that it may be filed with the County Clerk prior to March 1, 2016.

Administration recommended approval of the Resolution Abating Property Taxes for 2015 for Bond Series 1997 & Series 2006B.

Resolution – Abating Property Taxes for Levy Year 2015 (Pay Debt Service on Outstanding Bonds – Series 2010A & Series 2010B): Tom Lockman

Member Shannon moved, with a second by Member Stuckey to approve the Resolution – Abating Property Taxes for Levy Year 2015 (Pay Debt Service on Outstanding Bonds – Series 2010A & Series 2010B). The motion carried on roll call. Ayes 7. Nays 0.

The District committed to the District's residents that it would abate all of the principal and interest owed on the outstanding Bonds of the District. This includes the Alternate Revenue Source Series 2010A and Series 2010B Bonds. In order to legally abate this property tax, the bond covenants require that the District illustrate that it has at least 125% coverage. A calculation was provided to the Board.

This Resolution confirms that the District will abate the property taxes levied. The total amount of the abatement is \$3,092,892.50. This is required to secure Board signatures on the Abatement document so that it may be filed with the County Clerk prior to March 1, 2016.

Administration recommended approval of the Resolution Abating Property Taxes for 2015 for Bond Series 2010A & Series 2010B.

Resolution – Abating Property Taxes for Levy Year 2015 (Pay Debt Service on Outstanding Bonds – Series 2010C & Series 2010D): Tom Lockman

Member Stuckey moved, with a second by Member Westfield to approve the Resolution – Abating Property Taxes for Levy Year 2015 (Pay Debt Service on Outstanding Bonds – Series 2010C & Series 2010D). The motion carried on roll call. Ayes 7. Nays 0.

The District committed to the District's residents that it would abate all of the principal and interest owed on the outstanding Bonds of the District. This includes the Alternate Revenue Source Series 2010C and Series 2010D Bonds. In order to legally abate this property tax, the bond covenants require that the District illustrate that it has at least 125% coverage. A calculation was provided to the Board.

This Resolution confirms that the District will abate the property taxes levied. The total amount of the abatement is \$2,114,042. This is required to secure Board signatures on the Abatement document so that it may be filed with the County Clerk prior to March 1, 2016.

Administration recommended approval of the Resolution Abating Property Taxes for 2015 for Bond Series 2010C & Series 2010D.

Resolution – Proposed 2015 Tax Levy: Tom Lockman

Member Shannon moved, with a second from Member Bonnett to approve the Resolution – Proposed 2015 Tax Levy. The motion carried on roll call. Ayes 7. Nays 0.

The Truth-in-Taxation Act requires that when a school district's proposed tax levy, as extended and less debt service, reflects an increase of more than 105% of the prior year's extension, the school district must publish a notice of such intent and hold a public hearing on the matter. The proposed 2015 Levy does not exceed the 2014 Levy by 105% and, therefore, neither a separate public hearing nor advertisement of a public hearing was necessary.

District EAV: The total EAV for this year is projected to be \$1,968,899,561 and \$31,168,330 for new construction. The EAV last year was \$1,926,391,441.

The District was able to levy \$96,090,972.50 for this year-this includes the amount necessary for bonds and interest payments. After we abate our 6 bonds, as in keeping with Our Promises Made Promises Kept commitment, the actual levy amount will fall to \$88,045,183. This amount is an increase of \$3,505,009 and is a 4.1% increase over the previous year's levy.

The total amount for bonds levied this year will be \$9,056,202 (*Before* abatement). The total amount abated for bonds, as in keeping with our commitment to Promises Made Promises Kept, is \$8,045,789.50. The net amount of the bond levy will be \$1,010,412.50 for bonds (*After* abatement).

Approval of the 2015 Levy in December will provide the District with the potential to receive the allowable amount of property taxes after tax caps for a net amount of \$96,090,972.50 (which includes debt service).

Administration recommended Board approval of the proposed tax levy adoption as stated in the "Resolution Regarding the Estimated Taxes Necessary to be Levied for the Year 2015" and the "Resolution Concerning and Effecting Tax Levy for 2015" and direct the Chief Financial and Legal Officer to file the Certificate of Tax Levy with the County Clerk prior to the last Tuesday in December.

**Consent Agenda: Unfinished/New Business**

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

The following Consent Agenda items were approved:

Human Resource Changes: Ken Kleber

The Human Resource Changes were approved as presented.

Bills and Treasurer's Report – November: Tom Lockman

The Bills and Treasurer's Report – November was approved as presented.

Minutes of November 9, 2015, November 16, 2015 and November 23, 2015

The minutes were approved as presented.

E-Cigarette Policies: Tom Lockman

These updates represent the District's effort to continue to update its Board Policy manual and related Administrative Procedures. The policies included in this report (Policy 450.08 R: Building and Grounds Management – Rental of Facilities, Policy 500.67: General Personnel – Prohibition of Tobacco use on School Property, Policy 719: Student Discipline – Prohibited Student Conduct and Policy 830.02: Community Use of Facilities – Public Conduct on School Property) have sections that deal with the prohibition of tobacco use and the District-wide ban on smoking in school facilities. These updates are intended to add language which also includes a prohibition on the use of electronic cigarettes and vaping products.

Administration recommended approval of the policy changes.

Digital Transformation of Professional Practice Chromebooks: Dave Hohman

The Unit 4 Educational Technology Department is committed to equipping our District with effective instructional technology tools that support 21<sup>st</sup> century teaching and learning. A key part of this commitment to being Future Ready is the digital transformation of professional practice as outlined in the Educational Technology presentation September 14th. All certified staff members will receive a Chromebook for their professional practice. This will allow all certified staff to use digital tools in professional practice for effective communication and collaboration, learn shoulder to shoulder with colleagues in professional settings, and gain experience and skill using devices and tools that students are using.

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 October 5<sup>th</sup>, 2015, to 51 vendors inviting the submission of sealed bids for 900 Toshiba Chromebooks and setup service for all Chromebooks. The invitation and specifications for the RFP were also posted on the District's website. Bids were received from 9 companies and were opened on October 16<sup>th</sup>, 2015 with the following results:

	900 New Toshiba Chromebooks	900 ACAD Google ChromeOS Management Licenses	Service for 900 New Toshiba Chromebooks	GRAND TOTAL
AKA Comp Solutions, Inc	\$236,250.00	\$22,680.00	\$11,025.00	\$269,955.00
Best Buy Stores, L.P.	\$242,550.00	\$22,050.00	\$9,000.00	\$273,600.00
CDS Office Technologies.	\$252,000.00	\$22,500.00	\$7,272.00	\$281,772.00
COTG-A Xerox Company	\$244,800.00	\$22,500.00	\$9,000.00	\$276,300.00
Global Gov/Ed Solutions Inc.	\$237,600.00	\$21,888.00	\$9,000.00	\$268,488.00
Riverside Technologies, Inc.	\$251,000.00	NO BID	INCLUDED	\$251,000.00
Sterling Computers Corporation	\$246,141.00	\$22,500.00	\$13,500.00	\$282,141.00

Tierney Brothers, Inc.	\$225,000.00	\$24,300.00	\$8,550.00	\$257,850.00
TKOEDucation Technology Solutions	\$268,650.00	\$24,075.00	\$10,125.00	\$302,850.00

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%).

Administration recommended the bid for the desktop computers and the laptops be awarded to Tierney Brothers, Inc. The total cost of \$257,850 will be paid from debt service.

1:1 Secondary Pilot Lease: Dave Hohman

The lease agreement between the District and Commerce Bank was provided to the Board for their review. The lease is for 1500 Chromebooks and 50 carts that were approved on October 26, 2015 at the special board meeting. The yearly lease payments of \$117,601.72 will be paid from debt service.

Administration recommended the Board approve the lease for the 1500 Chromebooks and 50 carts with Commerce Bank.

Resolution to Authorize Reclassification – Yalanda Graham: Ken Kleber

The resolution was approved as presented.

**Executive Session**

Member Shannon moved, with a second by Member Stuckey, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Personnel 120/2(c)(1), Property Acquisition/Lease/Purchase 120/2(c)(5), and Student Discipline 120/2(c)(9). The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 7:49 p.m.

**Open Session**

The Board convened into *Open Session* at 9:29 p.m.

**Action Agenda: New Business**

Recommendation for Termination – Katrina Johnson: Ken Kleber

Member Richards moved, with a second by Member Shannon to approve the Recommendation for Termination – Katrina Johnson. The motion carried on roll call. Ayes 7. Nays 0.

The Resolution was approved as presented.

**Student Discipline**

Member Stuckey moved, with a second by Member Westfield that student #201147 should be expelled from Jefferson Middle School for the remainder of the 2015-16 school year and first semester of the 2016-17 school year for violating Conduct Codes #16 Horseplay/Scuffling, #18 Physical Confrontation with Staff or School/District-Authorized Personnel, and #24 Threats to/Intimidation of Staff or School/District-Authorized Personnel of the Champaign Unit #4 Student Code of Conduct. Such expulsion shall be held in abeyance so long as the student meets the attendance and behavioral requirements of the student’s alternative placement during the expulsion period. If such requirements are met, upon expiration of the reassigned term, the

expulsion will be vacated and the student may return to his/her regularly assigned school following the expulsion period. The motion carried on roll call. Ayes 7. Nays 0.

Member Stuckey moved, with a second by Member Shannon that student #600538 should be expelled from Franklin Middle School for the remainder of the 2015-16 school year and should be reassigned to an alternative setting at the administration's direction for violating Conduct Codes #18 Physical Confrontation with Staff and #19 Physical Confrontation with Student. Such expulsion shall be held in abeyance so long as the student meets the attendance and behavioral requirements of the assigned placement. If such requirements are met, upon expiration of the reassigned term, the expulsion will be vacated and the student may return to his/her regularly assigned school. The motion carried on roll call. Ayes 7. Nays 0.

Member Westfield moved, with a second by Member Stuckey that student #550510 should be expelled from Centennial High School for the remainder of the 2015-16 school year and should be reassigned to an alternative setting at the administration's direction for violating Conduct Code #8 Drug-Related Offenses of the Champaign Unit #4 Student Code of Conduct. Such expulsion shall be held in abeyance so long as the student meets the attendance and behavioral requirements of the student's alternative placement during the expulsion period. If such requirements are met, upon expiration of the reassigned term, the expulsion will be vacated and the student may return to his/her regularly assigned school following the expulsion period. The motion carried on roll call. Ayes 7. Nays 0.

Member Richards moved, with a second by Member Stuckey to uphold the suspension for student #211613. The motion carried on roll call. Ayes 7. Nays 0.

**Adjournment**

There being no further business, Member Bonnett moved, with a second by Member Richards, to adjourn the meeting at 9:35 p.m. The motion carried on voice vote. Ayes 7. Nays 0.