

**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
May 8, 2017 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, Bruce Brown, Chris Kloeppe, Kathy Richards, Kathy Shannon, Heather Vazquez

Board Members Absent

Gianina Baker

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, Chief Financial and Legal Officer Tom Lockman, Director of Operations Paul Douglas

Approval of Agenda

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

Guests

Representatives from CFT, local media and other interested persons

Executive Session

Member Shannon 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 Property Acquisition/Lease/Purchase 120/2(c)(5). The motion carried on roll call. Ayes 6. Nays 0.

The Board convened into *Closed Session* at 5:31 p.m.

Open Session

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

Action Agenda: New Business

Administrative Appointment – Assistant Superintendent of Achievement and Student Learning: Ken Kleber

Member Brown moved, with a second by Member Richards to approve the Administrative Appointment – Assistant Superintendent of Achievement and Student Learning. The motion carried on roll call. Ayes 6. Nays 0.

The position of Assistant Superintendent of Achievement & Student Learning was advertised through the District's website. Three candidates participated in Level I interviews and were interviewed by a team of District representatives, including District administration, District licensed staff and District support staff. One candidate returned for a Level II interview. Dr. Jennifer Ivory-Tatum was selected as the Assistant Superintendent of Achievement & Student Learning beginning with the 2017-2018 school year.

Dr. Ivory-Tatum began her career in education in as an Early Childhood Special Education Teacher at Bower Elementary with CUSD 200 (Warrenville, Illinois). She held this position from 1992-1994.

Joining Champaign Unit 4 Schools in the years 1994-1996, Dr. Ivory-Tatum served as an Early Childhood Special Education Teacher at Marquette Early Childhood Center. For the 1996-1997 school term, she served as a Regular Education Teacher with Canaan Academy (Urbana, Illinois). Returning to Champaign Unit 4 for the 1997-1998 school year, she taught 1st Grade Teacher at Robeson Elementary. From 1997-1998, Dr. Ivory-Tatum served as Facilitator, Consultant, and Teacher at Walt Disney Magnet with Chicago Public Schools. Rejoining Unit 4 Schools, she taught 2nd Grade Teacher at Robeson Elementary from 2000-2003 and was Instructional Specialist/Student Services Coordinator at Stratton Elementary from 2003-2005. Beginning with the 2005-2006 school year, Dr. Ivory-Tatum joined Urbana School District 116 (Urbana, Illinois) as the Principal for King Elementary School. After serving Urbana as Principal for eight school terms, Dr. Ivory-Tatum accepted the position of Deputy Superintendent for Urbana School District 116 beginning in July 2013. Dr. Ivory-Tatum will be leaving Urbana to join Champaign Unit 4 Schools as Assistant Superintendent of Achievement & Student Learning beginning with the 2017-2018 school year.

Dr. Ivory-Tatum holds a Bachelor of Science in Early Childhood Education (1991) and a Master of Arts in Special Education (1992), both from the University of Illinois, Urbana-Champaign. She holds a Doctorate of Education in Education and Organizational Leadership (2001), also from the University of Illinois, Urbana-Champaign. Dr. Ivory-Tatum completed her Superintendent's Endorsement (2016) at Eastern Illinois University (Charleston, Illinois).

The effective date of Dr. Ivory-Tatum's appointment is July 1, 2017. The recommended salary for Dr. Jennifer Ivory-Tatum is \$148,000.00, plus all appropriate Board-approved administrator benefits. Annual evaluation will be completed by the appropriate supervising administrator.

Incoming Superintendent Dr. Susan Zola recommended the appointment of Dr. Jennifer Ivory-Tatum as Assistant Superintendent of Achievement & Student Learning effective July 1, 2017 at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – Director of Transportation: Ken Kleber

Member Kloeppel moved, with a second by Member Armstrong to approve the Administrative Appointment – Director of Transportation. The motion carried on roll call. Ayes 6. Nays 0.

The position of Director of Transportation was advertised through the District's website and Indeed.com. Four candidates participated in Level I interviews and were interviewed by a team of District representatives. Ms. Amy Magrini was selected as Director of Transportation beginning with the 2017-2018 school year.

Ms. Magrini began her career with public schools in August 1999 as a classroom teacher at Eater Junior High School (Rantoul, Illinois). She joined Champaign Unit 4 Schools in August 2000 as a science and social studies teacher at Franklin Middle School. In addition to her teaching responsibilities at Franklin, she assisted with the coordination of curriculum within the building. In August 2006, Ms. Magrini accepted the position of Student Services Coordinator at Carrie Busey Elementary. This position was retitled to Assistant Principal beginning with the 2009-2010 school year. Ms. Magrini is currently serving Unit 4 Schools in a dual administrative role with responsibilities still at Carrie Busey, and since January 2017, Interim Director of Transportation Operations. Effective with the 2017-2018 school year, Ms. Magrini will be the permanent Director of Transportation.

Ms. Magrini earned her Bachelor of Science in Elementary Education (1999) from the University of Illinois, Urbana-Champaign. She earned her Masters of Education in Curriculum & Instruction

(2003), also from the University of Illinois, Urbana-Champaign. She also holds an advanced degree from the University of Illinois in Educational Leadership (2007).

The effective date of Ms. Magrini's appointment is July 1, 2017. The recommended salary for Ms. Magrini is \$93,264.00, plus all appropriate Board-approved administrator benefits. Annual evaluation will be completed by the appropriate supervising administrator.

Incoming Superintendent Dr. Susan Zola recommended the appointment of Amy Magrini as Director of Transportation effective July 1, 2017 at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – Special Education Administrator: Ken Kleber

Member Armstrong moved, with a second by Member Shannon to approve the Administrative Appointment – Special Education Administrator. The motion carried on roll call. Ayes 6. Nays 0.

The position of Special Education Administrator was advertised through the District's website. Six candidates participated in Level I interviews and were interviewed by a team of District representatives, including District administration, licensed staff, and support staff. Two candidates returned for Level II interviews. Ms. Cynthia Lockett was selected as Special Education Administrator (10-Month) beginning with the 2017-2018 school year.

Ms. Lockett began her career in education as a Special Education Teacher teaching students with moderate to severe disabilities with Lake Havasu Unified School District in Lake Havasu, Arizona (1994-1996). After completing graduate school, Ms. Lockett joined Unit 4 as a School Psychologist serving Barkstall and Kenwood Elementary Schools (1999-2005). Ms. Lockett left the District to obtain her law degree. She returned to public education in 2009, and since that time has served Unit 4 as a School Psychologist at Robeson and Westview Elementary Schools.

Ms. Lockett earned a Bachelor of Science in Special Education from the University of Illinois, Urbana-Champaign (1994). She then earned her Specialist in School Psychology from Eastern Illinois University in Charleston, Illinois (1999). Ms. Lockett earned her Juris Doctor from the University of Iowa College of Law in Iowa City, Iowa (2008), and her Master in Education from the University of Illinois, Urbana-Champaign (2014)

The effective date of Ms. Lockett's appointment is August 1, 2017. The recommended salary for Ms. Cynthia Lockett is \$66,691.00, plus all appropriate Board-approved administrator benefits. Annual evaluation will be completed by the appropriate supervising administrator.

Incoming Superintendent Dr. Susan Zola recommended the appointment of Ms. Cynthia Lockett as Special Education Administrator effective August 1, 2017 at the above-listed salary and appropriate fringe benefits

Reports: New Business

Building for the Future Update: Tom Lockman

On Tuesday, November 8, 2016, the resolution put forth by the Board of Education to issue up to \$183.4 million in bonds was approved by the voters. The plan as outlined in the resolution will impact six of our schools: Central High School, Centennial High School, Edison Middle School, Dr. Howard Elementary, International Prep Academy, and South Side Elementary. Administration provided an update to the Board of Education regarding planning efforts and timelines.

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

Action Agenda: New/Unfinished Business

Board Committee Representatives: Dr. Judy Wiegand

Member Shannon moved, with a second by Member Vazquez to update the Board Committee Representatives for the 2017-18 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. Below is a list of the Board Committee Representatives for the 2016-17 and 2017-18 school years.

Committee	Estimated Time Commitment	2016/2017 Member(s)	2017/2018 Member(s)
*CFT Areas of Consultation	Monthly	Chris Kloeppe Kathy Shannon	Chris Kloeppe Kathy Shannon
*CFT Negotiations Team	Several meetings - negotiation years	Chris Kloeppe Kathy Shannon	Chris Kloeppe Kathy Shannon
*CESP Areas of Consultation	Monthly	Amy Armstrong Kathy Richards	Amy Armstrong Kathy Richards
*CESP Negotiations Team	Several meetings - negotiation years	Amy Armstrong Kathy Richards	Amy Armstrong Kathy Richards
Controlled Choice Committee	Twice per Year	Amy Armstrong Kathy Richards	Bruce Brown Heather Vasquez Kathy Richards (Alternate)
Curriculum Steering	Quarterly	Kathy Richards Gianina Baker	Kathy Richards Gianina Baker
Discipline Advisory/Equity	Approximately 6 meetings per year (4:00-5:00)	Gianina Baker Kathy Shannon or Jonathan Westfield	Gianina Baker Bruce Brown Kathy Shannon (Alternate)
EEE Committee	Twice per Semester	Jonathan Westfield Kathy Shannon	Kathy Richards Kathy Shannon Amy Armstrong (Alternate)
IASB Governing Board Representative		Gianina Baker	Gianina Baker
Strategic Planning	As needed	Amy Armstrong Lynn Stuckey	n/a

*Contractual/Legal/Non-Operational Committees

Administration recommended the Board Committee Representatives be updated for the 2017-18 school year.

Adopt-A-School: Dr. Judy Wiegand

This agenda item was tabled for a later date.

DSP Compensation: Ken Kleber

Member Richards moved, with a second by Member Shannon to approve DSP Compensation. The motion carried on roll call. Ayes 6. Nays 0.

Salary increases for DSP staff members have been tied to the negotiated annual increase for the Champaign Educational Support Professionals (CESP) since 1998. The Superintendent

recommended that salaries for eligible DSP staff be increased by 4% for all DSP staff who return to the District for the 2017-2018 school year in their current positions. The effective date of the increase is July 1, 2017. Eligibility is determined using the same guidelines used for administrators. A list of eligible DSP staff members was provided to the Board.

Entry level salaries for all DSP positions will also be adjusted according to established District practice to reflect this change. The cost of the approved raise is 4% above last year's salaries plus appropriate IMRF contributions.

Administration recommended that the Board of Education approve the recommended salary increase for eligible DSP staff.

Administrative Compensation: Ken Kleber

Member Vazquez moved, with a second by Member Richards to approve Administrative Compensation. The motion carried on roll call. Ayes 6. Nays 0.

The Superintendent recommended a 4% salary increase for all eligible administrators who return to the District for the 2017-2018 school year in their current positions to be implemented according to Board Policy 520.09. This increase mirrors the percentage increase for Teachers. Also in accordance with this policy, the Superintendent has identified some administrators for additional adjustments due to changes in responsibilities. The effective date of the changes is July 1, 2017. Administrative pay increases are needed to remain regionally competitive and to acknowledge the hard work and challenges of working in a large, diverse school district. A list of eligible administrators was provided to the Board.

Entry level salaries for all administrative positions will also be adjusted according to established District practice to reflect this change. The cost of the approved raise is approximately 4% above last year's salaries plus appropriate TRS contributions.

Administration recommended that the Board of Education approve the salary increase for eligible administrators.

Resolution to Prepare a Final Budget for FY17 and Approval to Hold a Public Hearing on Such Budget on June 12, 2017: Tom Lockman

Member Shannon moved, with a second by Member Armstrong to approve the Resolution to Prepare a Final Budget for FY17 and Approval to Hold a Public Hearing on Such Budget on June 12, 2017. The motion carried on roll call. Ayes 6. Nays 0.

Since adoption of the FY17 Budget, additional matters impacting the budget have been resolved, most notably settlement of collective bargaining agreements with the Champaign Federation of Teachers and Champaign Educational Support Professionals. Accordingly, District Administration is preparing a budget amendment to most accurately reflect District revenues and expenditures. Prior to the approval of such amendment, the notice and hearing requirements for adoption under the School Code must be satisfied.

Administration recommended the approval of the Resolution to Prepare a Final Budget and Providing for Notice of Hearing Thereon.

Consent Agenda: Unfinished/New Business

Member Richards moved, with a second by Member Shannon to approve the Consent Agenda – Unfinished/New Business. The motion carried on roll call. Ayes 6. 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 – April: Tom Lockman

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

Minutes of April 10, 2017 and April 24, 2017

The minutes were approved as presented.

Approval of Carle Sports Medicine Contracts for High Schools Athletic Trainers: Tom Lockman

Administration recommended that the District renew the contracts with Carle Foundation Hospital on behalf of its Department of Sports Medicine for Athletic Training Services for Centennial High School and Central High School for five years beginning August 1, 2017 through June 15, 2022.

The fee schedule per school is:

2017-2018	\$9,000.00
2018-2019	\$9,270.00
2019-2020	\$9,270.00
2020-2021	\$9,270.00
2021-2022	\$9,546.00

These costs will be charged to the Education Fund.

Administration recommended approval of the athletic trainer contracts for Centennial and Central High Schools for FY18-FY22.

Transportation Agreement between Champaign-Urbana Mass Transit District and Champaign Unit 4 School District: Tom Lockman

The District maintains an on-going partnership with the Champaign-Urbana Mass Transit District to provide supplemental transportation for students attending District middle schools and high schools. The agreement covers the terms and conditions in place for the 2017-2018 school year. The cost for services for the 2016-17 school year under this Agreement total \$388,092.

Administration recommended approval of the agreement between the District and the Champaign-Urbana Mass Transit District.

Lease Agreement with Champaign County Regional Planning Commission: Tom Lockman

Administration recommended that the District extend the lease with the Champaign County Regional Planning Commission (CCRPC) for space at the former Curriculum Center building at 402 N. Randolph Street in Champaign through March 31, 2018. It is the opinion of Administration that extending this lease would be in the best interests of the residents of the District and the community as a whole as it would allow CCRPC to administer the Youth Assessment Center. The Champaign County Regional Planning Commission is responsible for 50% of the utilities costs for the Property.

Administration recommended approval of the Lease Agreement with Champaign County Regional Planning Commission.

Bid – Custodial Supplies: Tom Lockman

Board policy states that bids will be solicited when items are expected to exceed a total of \$25,000. As part of the bid process, requests were mailed to 54 vendors, posted on the District's website and advertised in the News-Gazette. Bids were received from 11 vendors and opened on April 11, 2017. Staff recommended the item-by-item award of these supplies to the lowest qualified bidder:

CDC Paper and Janitor Supply	\$566.20
CMI	\$671.40
HP Products Corporation	\$7,497.94
Lorenz Supply Co	\$21,672.20
Pyramid School Products	\$2,161.80
Quill Corporation	<u>\$1,932.29</u>
	<u>\$34,501.83</u>

The initial cost for custodial supplies will be charged against the District's warehouse asset account and then charged to the individual schools expense accounts as supplies are ordered. Last year the bids for custodial supplies totaled \$23,639.90.

Administration recommended the item-by-item award of custodial supplies to the lowest qualified bidders as described above totaling \$34,501.83.

Resolution Expressing Official Intent Regarding Certain Capital Expenditures to be Reimbursed from Proceeds of an Obligation to be Issued by Champaign Community Unit School District No. 4: Tom Lockman

As the Board of Education is aware, the District recently began making payments for various services that are currently being charged to the Educational Fund. Once the bonds authorized by District taxpayers through the November 2016 Referendum are sold, the District plans on reimbursing these costs.

Administration recommended approval of the resolution to reimburse the Educational Fund for eligible expenditures from the bond sales.

Adjournment

There being no further business, Member Brown moved, with a second by Member Vazquez, to adjourn the meeting at 7:07 p.m. The motion carried on voice vote. Ayes 6. Nays 0.

Board Approved: June 12, 2017