

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  
September 17, 2007 Within the Boundaries of Said District

Regular Meeting

Board President David Tomlinson called the Regular Meeting of the Board to order at 7:03 p.m.

**Board Members Present**

Nathaniel Banks, Arlene Blank, Kristine Chalifoux, Susan Grey, Scott MacAdam, Greg Novak, David Tomlinson

**Staff Members Present**

Superintendent Arthur Culver, Deputy Superintendent Dorland Norris, Assistant Superintendent Beth Shepperd, Assistant Superintendent Michael McFarland, Chief Financial Officer Gene Logas, Administrator Joe Davis

**Guests**

Representatives from CFT, and local media and other interested persons

**Approval of Agenda**

Greg Novak moved, with a second by Arlene Blank, to approve the agenda. The motion carried on voice vote.

**Public Comment**

Numerous parents, community members, and teachers spoke in support of the basketball program that was piloted at Edison Middle School and also for the Nurtured Heart Approach.

**Reports/Discussion**

Academic Spotlight – Garden Hills (Professional Learning Communities - PLC)

Principal Cheryl O’Leary provided a presentation regarding the implementation of PLC strategies at Garden Hills.

Garden Hills School implemented Professional Learning Community strategies to ensure high levels of learning for all students. The strategies implemented have led to a cultural change at the school. Currently, fifty percent of the Garden Hills staff has attended some level of Professional Learning Community training. Garden Hills’ staff contributes the reduction in discipline referrals and the academic success over the past two years to the systems developed as a Professional Learning Community.

Additional training requests include:

- The Professional Learning Communities Pyramid of Interventions Workshop and the Building Common Assessments Workshop. Two teachers at each grade level would attend. Total training cost would be \$6,900.00, which includes a registration fee of \$575.00 per person, plus travel and hotel costs.
- A book study on Professional Learning Communities with the book Learning by Doing. The cost for 40 staff members at \$27.95 per book totals \$1,118.00.

- Professional Learning Community training for all new staff at a cost of \$550.00 per person. The conference cost for 14 new staff members at \$550.00 per person totals \$7,800.00.

Garden Hills has truly implemented PLC concepts over the past two years when the majority of the staff had attended the conference at this time. Each year, Garden Hills has expanded the number of teachers that have participated. Garden Hills has put forth \$9,200.00 in conference cost and \$4,536.00 in accommodations. Over the past three years the cost of the Professional Learning Community has cost Garden Hills \$13,736.00.

The focus approach of the learning community has produced tremendous results for Garden Hills' students. The fifth graders this year have had teams of teachers that have attended the conference for third and fourth grade. The fifth graders this year met ISAT math standards at 100% and reading standards at 97.9%. Third graders for the third consecutive time have met the state math standards above 80%. Fifth grade students did not work with staff that had attended the Professional Learning Communities Conference and the ISAT data for fifth grade reflects the inconsistency.

#### Middle School Athletic Offerings Throughout Unit 4

Assistant Superintendent Michael McFarland provided a brief report on the current middle school offerings in Champaign Unit 4 schools. The following athletic activities are currently offered at all Unit 4 Middle Schools

Cross country	6th	7th	8th	Jefferson	Edison	Franklin
Boys	X	X	X	X	X	X
Girls	X	X	X	X	X	X
Basketball	6th	7th	8th	Jefferson	Edison	Franklin
Boys		X	X	X	X	X
Girls		X	X	X	X	X
Wrestling(Housed at Edison)	6th	7th	8th	Jefferson	Edison	Franklin
Boys	X	X	X	X	X	X
Girls	X	X	X	X	X	X
Volleyball	6th	7th	8th	Jefferson	Edison	Franklin
Boys						
Girls		X	X	X	X	x
Exploratory Baseball	6th	7th	8th	Jefferson	Edison	Franklin
Boys	X	X	X		X	
Girls	X	X	X		X	
Sixth Grade Basketball	6th			Jefferson	Edison	Franklin
Boys	x				x	
Girls	x				x	
Track	6th	7th	8th	Jefferson	Edison	Franklin
Boys		Canceled	in 06	Previously	offered at	Jefferson
Girls		Canceled	in 06	Previously	offered at	Jefferson

In conjunction with the activities listed in the chart, schools have intramural activities on campus for students that include flag football, soccer, swimming, baseball, tennis, ping pong, basketball, and floor hockey. The decision of which intramural activity to offer is determined by campus administration and is usually influenced by student interest and expertise of available personnel.

The District supports offering intramural activities that involve students competing against other students from the same campus in an after-school setting; however, no interscholastic program that involves students competing with students from other campuses should be implemented.

The Athletic Taskforce will evaluate all athletic offerings during this fall semester and make recommendations concerning District-supported athletic programs during the fall of the 07/08 school year. The District will ensure that all coaches and parents understand that the athletic offerings listed above, with the exception of sixth grade basketball, exploratory baseball and track, are the only ones approved according to the district athletic handbook. Sixth grade basketball, exploratory baseball, and track will not be offered until the work of the Athletic Taskforce is complete.

Consent Decree Update – Leadership Training & Staff Development

Director Dedrick Martin provided the following report regarding leadership training and staff development.

On August 6, Dr. Alfred Tatum, an Assistant Professor in the Department of Literacy Education at Northern Illinois University, conducted training for Champaign Unit 4 School administrators and coordinators entitled: Using A More Anatomically Complete Model of Literacy Instruction for Struggling Adolescent Readers. All Champaign Unit 4 building administrators, coordinators, and central office administrators were in attendance for this training. This full day training focused on:

- The Role of Literacy Instruction
- Practical Approaches and Moral Responses
- Use of empowering text orientation vs. use of disempowering text orientation
- Reverse Trajectory and Literacy Trajectory

On August 22, Jerry Mills, a teacher consultant, conducted a presentation for all secondary teachers entitled: Don’t Doubt the Dream. Mr. Mills focused on practical insights and solutions to the challenges faced daily by teachers, students, service staff, and parents in the real world. Using the five basic needs: Survival, Belonging, Power, Freedom and Fun, his training offered insight into why many kids struggle and what can be done to make real and positive changes in the teaching and learning process and the lives of students.

The District will seek to bring other diversity related training and other leading consultants for continued staff development for teachers and building administrators.

Anatomically Complete Model of Literacy	Dr. Alfred Tatum	\$3,000 ( <i>Equity Budget FY08</i> )
Don’t Doubt The Dream	Jerry Mills	\$5,500 ( <i>Title II Budget FY07</i> )
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Total		\$8,500

Training participants were allowed an opportunity to ask questions and provide verbal feedback. Teachers were very positive about the trainings overall. Surveys were given at the Don’t Doubt The Dream training session.

Student Enrollment – Preliminary Benchmark (Exhibit “A”)

Director Roger Grinnip reviewed and shared the preliminary 10-day benchmark data.

On September 7<sup>th</sup> the 10 day Benchmark Report for the 2007-2008 school year showed that the PreK-12 enrollment in the district is 9,330. The preschool total is 301. The report represented a grade by grade breakdown of the enrollment after 10 days of school. The official Benchmark Report is not due until the completion of the fall housing report which represents total enrollment effective September 30<sup>th</sup> 2007.

Planning Discussion - Long-Range Facilities & Infrastructure Plan

Board member Kristine Chalifoux provided a brief overview on the planning process for the long-range facilities and infrastructure plan. A list of names to serve on the Visioning Committee will be finalized and presented in the near future.

**Action Agenda**

Arlene Blank moved, with a second by Greg Novak, to approve the proposed policies with minor revisions. The motion carried on roll call. Ayes 7. Nays 0.

Proposed Board of Education Policies

Director Judy Wiegand presented the following proposed policies and procedures. The proposed policies and procedures represent the continued effort to update the District’s Policy and Procedures Manual.

The following policies were revised to reflect IASB’s language establishing certification requirements and time lines for receipt of information to school districts.

Policy 200 (BOARD OF EDUCATION: District Governance)

Policy 200.01 (BOARD OF EDUCATION LEGAL STATUS: Powers and Duties of the Board)

Policy 215.02 (BOARD OF EDUCATION: Term of Office)

Policy 235 (BOARD OF EDUCATION: Board of Education Member Ethics)

Policy 245.01 (BOARD OF EDUCATION OFFICERS: Duties of the President)

Policy 270.01 (BOARD OF EDUCATION: Types of Board Meetings)

Policy 270.02 (BOARD OF EDUCATION: Organizational Board Meeting)

Policy 270.16 (BOARD OF EDUCATION: Board of Education Meetings – Quorum)

Policy 270.17 (BOARD OF EDUCATION MEETINGS – Rules of Order)

Policy 315.02 (SUPERINTENDENT – Duties)

Policy 356 (GENERAL SCHOOL ADMINISTRATION: Administrative Responsibility of the Principal)

Policy 500.06 (GENERAL PERSONNEL – Abused and Neglected Child Reporting)

Policy 625.11 (CURRICULUM DESIGN – Use of Films/Videos)

Policy 720.14R (STUDENT WELFARE – Administering Medications to Students)

Policy 830.02 (COMMUNITY USE OF FACILITIES – Public Conduct on School Property, Convicted Child Sex Offenders)

Policy 630.07 (SPECIAL PROGRAMS AND ACCOMODATIONS – Elementary Enrichment and Self-Contained Middle School Honors and High School Advanced Placement/Upper Level Courses)

1) New policy regarding placement and support of students in gifted and honors level programs.

The Board of Education took a 5 minute break at 8:35 p.m.

The Nurtured Heart Approach (Exhibit “B”)

Sue Grey moved, with a second by Kristine Chalifoux, to approve the Nurtured Heart Approach contract as presented. The motion carried on roll call. Ayes 7. Nays 0.

Deputy Superintendent Dorland Norris introduced Principal Susan Zola who provided a report regarding the Nurtured Heart Approach.

The purpose of the Nurtured Heart Approach (NHA) is to transform children’s character and spirit so they know they can cope with problems and succeed socially and emotionally. This success includes their ability to overcome problems in life, to know they are greater than whatever personal problems they may have, to be a great friend and partner to others and to be a conscientious citizen.

Nurtured Heart is a three-pronged approach designed to accomplish the following:

1. Pursue the Positive: Find example after example of moments where the students are coping well, making good decisions, regaining self-control, and showing great character. These examples are reflected back to the students so they have an ever-growing body of evidence that they are valuable, competent and belong in a positive life. Students learn they are wonderful on the inside because there is unending evidence to support it.
2. No Negative Leaks: By not giving problems a lot of your relationship time, attention and energy, you teach the students several things: a) everybody has problems, b) they do not have to have problems in order to get a relationship with adults, c) their positive behavior will lead to relationship success, and d) their problems do not defeat or upset you. Problems become unnecessary as a way to gain relationships.
3. Strictness: There is no need for reminders, fussing, lectures, investigations and exceptions. The rules are the rules and are enforced 24/7. The “game” is easy to learn and succeed at because the rules are clear.

Three years ago both training and funding for the NHA was provided by the Mental Health Center as a pilot to a small group of teachers at Franklin Middle School. During the 2006-07 school year, the pilot was expanded to Jefferson Middle School where training was provided to the entire staff. Last semester Dr. Zola, Jefferson Middle School Principal, traveled to Arizona where she received NHA training. The training costs were shared between the offices of the Deputy Superintendent and Assistant Superintendent of Achievement and Pupil Services. An overview of NHA was provided to all District administrators and student service coordinators by Dr. Zola and Tom Grove on February 27, March 27, April 24 and May 1, 2007. Additional training was provided by Tom Grove to District staff on June 13, August 8 & 9, 2007

Dr. Zola believes that the implementation of Nurtured Heart has improved the overall climate at the school. At Jefferson discipline referrals of African American students were reduced by 20 percent, while discipline referrals overall were reduced by 16 percent. Based on principal interest, Westview Elementary School, Edison Middle School and Columbia School are slated for NHA implementation for the 2007-08 school year.

Professional development will be provided to the aforementioned schools, including Jefferson. A Board Credit course will be offered for additional training for interested staff. Jefferson will be used as a training site during the first semester of the school year where teachers from the participating schools can observe with Tom the use of the NHA in the classroom and review classroom videos to further enhance their learning of the model. During the second semester, teachers from other schools in the District can participate in the on-site training opportunities at Jefferson. One time per month, Dr. Susan Zola will provide support to any principals in the District implementing the NHA

Mr. Tom Grove, LMFT of the Mental Health Center, will provide Nurtured Heart Approach training and consultation services to participating schools and District staff at the rate of \$100.00 per hour for 565 contract hours for a total fee of \$56,500.00. Funding for these services has been included in the 2007-2008 fiscal year budget. The District will fund \$28,500.00, while the special education grant will fund the remaining \$28,000.00 as pre-referral intervention strategy.

Analysis of data from pre and post-implementation of Nurtured Heart will allow the District to determine program effectiveness as it relates discipline, attendance, teacher retention and standardized tests scores. Qualitative data will be assessed via teacher feedback and the level of efficacy of NHA implementation.

#### High School Collaboration Plan

Greg Novak moved, with a second by Arlene Blank, to approve the additional staff development time for high school collaboration. The motion carried on roll call. Ayes 6, Nays 1. Board member Chalifoux voted Nay.

Director Judy Wiegand presented to the Board the High School Collaboration Plan. Principal Ron Bode and Principal William Freyman spoke in support of the collaboration plan.

Beginning with the 2004-05 school year, Central and Centennial High School were provided additional staff development time through the use of a late start schedule. High school reform is a complex task, and providing additional time for the high schools was based on this recognized need. Over the last two school years, four days were designated as late start. The school day was modified by reducing all class periods, allowing all classes to meet during the day. On late start days, classes began at 9:10 instead of 8:15, allowing faculty and staff time to meet at the beginning of the day.

The late start model takes into account the lack of a common planning time high school staff members have for collaboration during the school day. Prior to the 2004-05 school year, much of this work was addressed during monthly faculty/staff meetings, but the amount of work that needs to be done cannot be accomplished during this limited amount of time. The addition of the late start days provides this additional time. District-established school improvement days are dedicated to already established curriculum initiatives and do not allow sufficient time for building level needs. As we look to the 2007-08 school year, content area literacy will continue to be a major focus of school improvement initiatives, along with the development of professional learning communities, differentiation of instruction, and positive behavior facilitation. These are major initiatives, and if we expect to see implementation that makes a difference in achievement and the climate of our high schools, we need to provide additional opportunities for teachers to interact and understand how these changes can be implemented in their classroom. By increasing the use of the late start model, time and attention can be devoted to these crucial areas of school improvement. The request is to increase the use of the late start model to twice a

month. Although this is a significant increase, it will clearly communicate the importance of reform at the high school level and that the district is willing to support the work being done at this level. By establishing a regular schedule that includes a specific day each week it will be easier to establish a routine for students, parents, and transportation.

The cost to expand this model is \$22,600 for the academic year has been budgeted. This expense is directly related to transportation and the addition of routes for MTD and yellow bus service.

Evaluation of how this time is spent will be addressed through the development of specific objectives. Written documentation that details how the time is spent will be maintained and reviewed.

#### Public Hearing on Adoption of FY08 Budget

A public hearing on the 2008 Proposed Budget was held at 9:49 p.m.

Chief Financial Officer Gene Logas provided the following information and presented the FY08 budget. The Illinois School Code, Article 17, requires that each school district in the State prepare a budget in tentative form and make it conveniently available to public inspection for at least 30 days prior to the Board taking action to approve the budget. The district must also publish a notice to hold a public hearing on the tentative budget.

The public hearing is to allow for a presentation of the various revenues included in the budget and the expenditures that are expected to be made during the fiscal year. After the presentation, the Board of Education may have questions prior to accepting comments or questions from the general public.

Public comments were made thanking CFO Gene Logas for his presentation.

The Public Hearing was closed at 11:05 p.m.

#### Resolution – Adoption of FY08 Budget (Exhibit “C”)

Scott MacAdam moved, with a second by Arlene Blank to adopt the resolution approving the Fiscal Year 2008 budget as presented. Board President David Tomlinson read the resolution into the minutes. The motion carried on roll call. Ayes 7. Nays 0.

The Illinois School Code 105 ILCS 5/17-1 requires each school district to adopt its operating budget not later than September 30<sup>th</sup> of each year. The tentative budget was available for public inspection since August 13, 2007 and a public hearing was conducted at this September 17, 2007 Board meeting to meet statutory requirements.

All administrators responsible for building, department, program and grant areas participated in the budget development process and are responsible for the management of their respective budget areas throughout the year. In addition, the Business Office will closely monitor all budgets and will communicate concerns to the appropriate party.

Through the adoption of the FY08 budget, the Board of Education acknowledges anticipated Total Direct Receipts, Other Financing Sources and Other Receipts in the amount of \$93,536,452 and anticipated Total Direct Disbursements, Other Financing Uses and Other Disbursements in the amount of \$94,130,541 for a net difference of (\$594,089) during Fiscal Year 2008, beginning July 1, 2007 and ending June 30, 2008. The budget will be closely monitored throughout the year and a decision will be

made in June (when the budget is amended) as to whether a transfer is needed or not from the Working Cash Fund.

### **Consent Agenda**

Sue Grey moved, with a second by Greg Novak, to approve the Consent Agenda. The motion carried on roll call. Ayes 7. Nays 0.

The Board of Education approved the following Consent Agenda items:

#### Bids (Workstations Informational Technology Department (Exhibit “D”))

The Board of Education approved the bid from Stocks in the amount of \$12,276.00. By policy of the Board of Education, bids are to be solicited when items are expected to exceed a total of \$10,000.00. As part of the bidding process, bids were sent to 16 vendors and received from four vendors. Costs were included in Technology’s FY08 Budget, not to exceed \$15,000.

#### 2007/2008 Application for Recognition of Schools

The Board of Education approved the 2007-08 Annual Application for Recognition of Schools for submission to the ROE as presented.

Annually, the district is required to forward information and assurances of compliance with provisions of School Code and Health/Life Safety through the Regional Office of Education to the Illinois State Board of Education. ISBE requires each individual school to complete the “Application for Recognition of Schools” form which includes the previously requested health/life safety information as well as the policy compliance. The required documents were prepared for submission in order to meet this requirement. Review by the Board of Education is required by the Department of Recognition and Supervision of the Illinois State Board of Education.

#### Signature Authorizations (Exhibit “E”)

The Board of Education approved the list of authorized co-signatures on respective banking accounts for the district for fiscal year 2007-08 as presented.

By direction of the Board, two signatures are required on all checks written against checking accounts for the District. A list of staff to be authorized as co-signatures on respective accounts for fiscal year 2007-2008 was provided.

#### Board Minutes

The Board of Education approved the March 7, 2007, July 2, 17 & 30, 2007, August 27, 2007 & September 10, 2007 Board meeting minutes as presented.

#### Bills & Treasurer’s Report (Exhibit “F”)

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

### **Executive Session**

Nathaniel Banks moved, with a second by Arlene Blank, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Personnel related to employee appointments, employments, compensation, dismissals, complaints 120/2(c)(1), Student Discipline 120/2(c)(9), and Actual/Pending Litigation 120/2(c)(11). The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 11:09 p.m.

The Board convened into *Open Session* at 12:30 a.m. on September 18, 2007.

### **Open Session**

#### Administrative Compensation (Exhibit "G")

Arlene Blank moved, with a second by David Tomlinson to approve a 4% pay increase for administrators to be implemented according to Board Policy 520.09 and the revisions of benefits as presented. The motion carried on roll call. Ayes 7. Nays 0.

#### Human Resource Changes (Exhibit "H")

Nathaniel Banks moved, with a second by Sue Grey, to approve the HR changes. The motion carried on roll call. Ayes 7. Nays 0.

#### Student Discipline

Scott MacAdam moved, with a second by Kristine Chalifoux, to expel student #069452 from Central High School for the remainder of the 07/08 and reassigned to Columbia for violating Code #19 (Physical Confrontation with Student) and Code #34 (Weapon-Related Activities) of the Champaign Unit #4 Student Code of Conduct. The student may return to the home school following the expulsion period, provided the student has completed the requirements of the alternative school. The motion carried on roll call. Ayes 7. Nays 0.

### **Adjournment**

There being no further business, Arlene Blank moved, with a second by Nathaniel Banks, to adjourn the meeting at 12:33 a.m. on September 18, 2007. The motion carried on voice vote.

*Approved: November 12, 2007*



