

**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
April 14, 2014 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

John Bambenek, Laurie Bonnett, Jamar Brown, Kristine Chalifoux (arrived at 6:19 p.m.), Kerris Lee, Ileana Saveley, Lynn Stuckey

Staff Members Present

Superintendent Judy Wiegand, Assistant Superintendent Laura Taylor, Assistant Superintendent Susan Zola, 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 10G. RFP – iPad 2's and 10K. Anthony Donato Lease Renewal (1300 North Hagan) were removed from the Consent Agenda and placed on the Action Agenda. Member Saveley moved, with a second by Member Lee, to approve the agenda as amended. The motion carried on voice vote. Ayes 6. Nays 0.

Executive Session

Member Bambenek 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) and Student Discipline 120/(c)(9), 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 6:07 p.m.

Guests

Representatives from CFT, local media and other interested persons

Reports: New Business

Facility Strategic Planning: Dr. Judy Wiegand

The District has spent time learning about several potential scenarios regarding our facility strategic plan. The administrative team recommended that the Board narrow the scenarios for consideration to Scenarios One, Eight and Nine. Administration believes that these three options have many positive elements to consider as we continue to work towards one comprehensive facility strategic plan.

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

Action Agenda: New Business

Administrative Appointment – Assistant Principal at Stratton Elementary: Ken Kleber

Member Brown moved, with a second by Member Lee to approve the Administrative Appointment – Assistant Principal at Stratton Elementary. The motion carried on roll call. Ayes 7. Nays 0.

Bills and Treasurer’s Report – March

Member Stuckey moved, with a second by Member Brown to approve the Bills and Treasurer’s Report – March. The motion carried on roll call. Ayes 7. Nays 0.

The Bills and Treasurer’s Report – March was approved as presented.

2013-14 School Calendars: Maria Alanis

Member Brown moved, with a second by Member Stuckey to approve the 2013-14 School Calendars. The motion carried on roll call. Ayes 7. Nays 0.

Annually, the administration requests that the Board adjust the adopted calendar to set the last official day of school.

As required by the Illinois State Board of Education, the calendar adopted by the Board includes five (5) emergency (inclement weather) days. To-date, the District has used four of the emergency days that have impacted student attendance days. Assuming that no additional emergency days will be needed for the remainder of the academic year, the last attendance days for students this school year will be:

June 3, 2014.....	Regular Calendar Schools
June 9, 2014.....	Balanced Calendar Schools

The last day of school for graduating seniors remains the same: May 21, 2014. Final exam days for seniors are May 20 – 21, 2014. Final exam days for all other students are June 2 – 3, 2014.

Staff Development Days

June 4, 2014 Institute Day: Regular Calendar Schools
 June 5, 2014 SIP Day: Regular Calendar Schools
 June 10, 2014 Institute Day: Balanced Calendar Schools
 June 11, 2014 SIP Day: Balanced Calendar Schools

Administration recommended that the Board of Education approve the 2013-14 official last days of school for students:

- Tuesday, June 3, 2014 for the Regular Calendar schools
- Monday, June 9, 2014 for the Balanced Calendar schools

The last day for all staff whose final day was scheduled to be May 29 (Regular Calendar) or June 4 (Balanced Calendar) will now be June 5 (Regular Calendar) or June 11 (Balanced Calendar).

Approval of Bottenfield Change Order #6: Matt Foster

Member Stuckey moved, with a second by Member Chalifoux to approve Bottenfield Change Order #6. The motion carried on roll call. Ayes 7. 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 March 2014. Please note that the total project contingency on this project is \$394,484.00, which leaves the current total at \$303,907.00.

CHANGE ORDER NO. 06		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
COA 49	Field Coordination Issue: Provide blocking to increase fascia heights at additions to match height of fascia at existing building. The actual field conditions did not match those shown on the record drawings. Note: This work was performed on a time and material basis. The final cost came in under the contractor's estimate.	\$5,189.00
COA 54	Owner Request: Provide sound barrier wall closure at top of walls along grid line K.	\$1,276.00
COA 55	Owner Request: Provide removable stainless steel utility shroud cover at sink piping in kitchen in lieu of stud wall framing.	\$686.00
COA 67	Drawing Coordination: Provide framing at existing building for new roof opening penetrations. Note: This work was performed on a time and material basis. The final cost came in under the contractor's estimate.	\$620.00
COA 70	Owner Request: Revise kitchen equipment.	\$1,339.00
COA 71	Drawing Coordination: Add condensate pumps and power in rooms 115, 115A and 115B.	\$5,641.00
COA 75	Owner Request: Revise trim detail around markerboards and tackboards.	\$0.00
COA 76	Field Coordination Issue: Wrap existing window mullion with new aluminum trim for a finished look. Mullion was cut short when windows were replaced due to an existing bulkhead that has since been removed.	\$280.00
COA 77	Owner Request: CREDIT for removing recessed paper towel receptacles from contractor's scope.	-\$161.00
COA 78	Drawing Coordination: Provide shunt trip breaker for kiln room.	\$418.00
COA 79	Owner Request: Paint existing ceramic wall tile wainscot at main entry.	\$588.00
COA 80	Field Coordination Issue: Revise ceiling height and material. Add headers at vestibule at west addition entry to coordinate with pipe routing above ceiling.	\$2,783.00
COA 81	Owner Request: Provide sound barrier wall closure at top of wall at room 202B.	\$828.00
	TOTAL CHANGE ORDER NO. 06:	\$19,487.00

The total of the change orders for Bottenfield is:

CHANGE ORDER	AMOUNT
Change Order No. 01 - 05	\$71,090.00
Change Order No. 06	\$19,487.00
TOTAL CHANGE ORDERS:	\$90,577.00

Administration recommended Board approval of the change order for Bottenfield totaling \$19,487.00

Approval to Proceed with Bids for the Kenwood Renovation Project: Matt Foster

Member Brown moved, with a second by Member Chalifoux for Approval to Proceed with Bids for the Kenwood Renovation Project. The motion carried on roll call. Ayes 7. Nays 0.

Cannon Design and Bailey Edward Architects provided a Construction Document phase update for the Kenwood Renovation Project. The presentation included an updated Construction Document estimate and the project schedule. It was the goal of administration that after hearing the presentation and viewing the updated cost model, the Board of Education would grant approval to seek bids on this project.

Administration recommended that Cannon Design / Bailey Edward on the Board of Education's behalf seek bids for the renovations at Kenwood Elementary School.

Approval of Robeson/Bottenfield Abatement Change Order No. 3: Matt Foster

Member Saveley moved, with a second by Member Bambenek for Approval of Robeson/Bottenfield Abatement Change Order No. 3. The motion carried on roll call. Ayes 7. 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 April 2014. Please note that the total project contingency on this abatement project is \$0.

CHANGE ORDER NO. 03		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
1.	CREDIT from the Abatement Contractor for not providing bonds.	-\$2,058.00
	TOTAL CHANGE ORDER NO. 03:	(\$2,058.00)

The total of the change orders for Robeson/Bottenfield abatement is:

CHANGE ORDER	AMOUNT
Change Order No. 01 and 02	\$4,729.27
Change Order No. 03	-\$2,058.00
TOTAL CHANGE ORDERS:	\$2,671.27

Administration recommended Board approval of the change order for Robeson/Bottenfield abatement totaling -\$2,058.00.

Acceptance of Bid for the Sale of Marquette (203 S. Fifth, Champaign): Matt Foster

Member Stuckey moved, with a second by Member Chalifoux to accept the Bid for the Sale of Marquette (203 S. Fifth, Champaign). The motion carried on roll call. Ayes 7. Nays 0.

The School District received one bid for the Marquette property. The bid was opened on April 3, 2014. The bid submitted met District requirements and was deemed acceptable. The bid was in the amount of \$2,000,002. The property will be put back on to the tax rolls and will likely be developed to enhance the neighborhood.

The \$2,000,002 will be added to our Capital Projects Fund. Under state statutes sale proceeds on property are to be used for future property acquisition or capital construction such as replacing or purchasing long term asset.

Administration recommended Board approval to accept the bid for the Marquette property.

Agreement for Consulting Services Approval: Tom Lockman

Member Brown moved with a second by Member Chalifoux to approve the Agreement for Consulting Services. The motion carried on roll call. Ayes 7. Nays 0.

Over the past several years, the District has been engaged in a long-range planning process for determining the capabilities, needs and future of its existing facilities. As a step in that process, the District is now seeking architectural and professional services to meet the comprehensive needs of the District to, in collaboration with District staff, effectively program, plan, and design a new Central High School and a renovated Centennial High School. Related services would include but are not limited to sustainable design services, services regarding LEED initiatives and certification, and other services the firm may have experience in providing to districts considering construction and renovations to high school buildings.

These schools would be constructed or updated to contemporary standards to enhance student achievement and provide the highest-quality educational experience for District students and staff. This would include programming space for all curricular and extracurricular activities, including interscholastic athletics, band, music and drama as well as the most up-to-date advancements in sustainable technology and security.

Written statements of qualifications were received from twelve different firms. Administration recommended the approval of the Agreement for Consulting Services with the team of Gorski Reifsteck and DLR Group.

Architectural and professional services would be provided under this Agreement for a fee of \$120,000.

Administration recommended approval of the Agreement for Consulting Services with Gorski Reifsteck and DLR Group.

RFP – iPad 2's: Matt Foster

Member Stuckey moved, with a second by Member Brown for approval of the RFP – iPad 2's. The motion carried on roll call. Ayes 6. Nays 1. Member Stuckey voted no.

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 twenty-nine vendors, posted on the District's website and advertised in the News-Gazette. A response was received from one vendor (publicly owned) and opened on March 20, 2014. The iPad 2 was discontinued on March 18, 2014 and Apple, Inc. was the only vendor to bid the iPad 4's. If the District rebid it, Apple, Inc. would be the only company to respond again. Staff recommended that the bid be awarded to Apple, Inc. for \$68,220.00. The cost for 180 iPad 4's will be charged to the 2013-14 World Language Adoption budget.

Administration recommended the award of the RFP for iPad 4's to Apple Computer for \$68,220.00.

Anthony Donato Lease Renewal (1300 North Hagan): Matt Foster

Member Stuckey moved, with a second by Member Lee for approval of the Anthony Donato Lease Renewal (1300 North Hagan). The motion carried on roll call. Ayes 6. Nays 1. Member Stuckey voted no.

A lease addendum between the District and Anthony Donato for the lease of 1300 North Hagan, Champaign, IL which the Servicenter uses for storage for an additional year effective April 15, 2014 – April 14, 2015 at a cost of \$1,540 per month was provided to the Board for their review.

Administration recommended approval of the Anthony Donato Lease Addendum for one year through April 14, 2015.

Consent Agenda: Unfinished/New Business

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

The following Consent Agenda items were approved:

Minutes of March 4, 2014, March 10, 2014, March 17, 2014 and March 31, 2014

The minutes were approved as presented.

Human Resource Changes: Ken Kleber

The Human Resource Changes were approved as presented.

Reduction in Force – Certified Staff: Ken Kleber

The Board of Education is required by law to notify teachers via written notice at least forty-five (45) days before the end of any school term if he/she is to be removed or dismissed as part of a reduction-in-force.

The financial implications will be determined by the salary assigned to the individual staff members and whether or not the positions assigned to the staff members are filled by returning employees or eliminated.

The following named certificated employee of the District has been selected for honorable dismissal as a result of a decision of the Board to decrease the number of teachers employed by the Board, or a decision of the Board to discontinue some particular type of teaching services:

<u>Level</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>
District			
Wright, Tanna	Deaf & Hard of Hearing Teacher	Centennial High	1.0

Administration recommended the identified certified staff be reduced for the reasons indicated.

Resolution to Authorize Reclassification – Rachel Maehr: Ken Kleber

Under the Illinois School Code, the Board of Education is required to give written notice if it intends to reassign or reclassify a Principal or Assistant Principal for the upcoming school term. After doing so, the Board is also required to act on the actual reclassification. The Board approved a Resolution to Give Written Notice to Rachel Maehr on March 31, 2014. The purpose of this Resolution is to authorize the reclassification.

District Administration recommended that the Board of Education adopt the Resolution to Authorize Reclassification of Rachel Maehr.

Rebid – Westview School Domestic Water Meter Relocation: Matt Foster

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 four vendors, posted on the District's website and advertised in the News-Gazette. Bids were originally opened on February

19, but all bids were rejected due to specification inconsistencies. The project was Re-Bid and bids were received from three vendors (one woman-owned) and opened on March 20, 2014. The cost for Westview School Domestic Water Meter Relocation of \$32,400.00 and will be charged to the O&M FY14 budget.

Administration recommended the award of the bid for the Westview School Domestic Water Meter Relocation to Reliable Plumbing and Heating Company for \$32,400.00.

Bid – Warehouse Paper Supplies: Matt Foster

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 twenty-nine vendors, posted on the District’s website and advertised in the News-Gazette. Bids were received from thirteen vendors and opened on March 5, 2014. Administration recommended the item-by-item award of these supplies to the lowest qualified bidder (one woman-owned business):

Contract Paper Group	\$136,385.28
HP Products Corporation	\$60,496.80
Lorenz Supply Company	\$9,823.55
Midland Paper	\$5,728.55
Paper 101	\$22,690.65
Performance Foodservice-Fox River	\$52,800.30
Pyramid School Products	\$13,128.04
Standard Stationery Supply Co	\$3,023.80
Wallace Packaging, LLC	<u>\$27,443.22</u>
	<u>\$331,520.19</u>

The initial cost for paper 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 paper supplies totaled \$293,600.53. Besides price increases, there were more items bid this year than last year.

Administration recommended the item-by-item award of paper supplies to the lowest qualified bidders as described above totaling \$331,520.19.

Bid – B T Washington IT Room Cooling Unit: Matt Foster

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, bids were posted on the District’s website and advertised in the News-Gazette. Bids were received from five vendors and opened on March 27, 2014. Administration recommended that the bid be awarded to Reliable Plumbing and Heating Company for \$73,765. The cost will be charged to the O&M FY14 budget.

Administration recommended the award of the bid for the BT Washington IT Room Cooling Unit to Reliable Plumbing and Heating Company for \$73,765.

Donation – Skateland Spring Skating Passes: Matt Foster

The donation submitted for the April 14, 2014 Board Meeting was for Spring Break skating passes from Skateland for Barkstall, Bottenfield, Carrie Busey, Dr. Howard, Garden Hills, Kenwood, Robeson, South Side, Stratton, Westview, Edison and Jefferson valued at \$36,192.00.

This donation was in need of approval by the Board of Education as it was \$5,000 or more in value.

Administration recommended Board approval of the donation for Spring Break skating passes from Skateland valued at \$36,192.00 for elementary and middle schools.

Student Discipline

Member Stuckey moved, with a second by Member Lee, to expel student #540937 from Jefferson Middle School for the remainder of the 2013-14 school year, the 2014-15 school year and first semester of the 2015-16 school year. He/she should be reassigned to READY for violating Conduct Code #8 (Drug-Related Offenses--Delivery), #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. The student may return to his/her regularly assigned school following the expulsion period. The motion carried on roll call. Ayes 7. Nays 0.

Adjournment

There being no further business, Member Brown moved, with a second by Member Saveley, to adjourn the meeting at 8:10 p.m. The motion carried on voice vote.

Board Approved: May 12, 2014