

**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 8, 2019 within the Boundaries of Said District**

Regular Meeting

Board President Chris Kloeppe called the Regular Meeting of the Board to order at 5:33 p.m.

**Board Members Present**

Amy Armstrong, Gianina Baker, Bruce Brown, Chris Kloeppe, Kathy Richards, Kathy Shannon, Heather Vazquez

**Staff Members Present**

Superintendent Susan Zola, Deputy Superintendent Laura Taylor, Assistant Superintendent Angela Ward, Assistant Superintendent Jennifer Ivory-Tatum, 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 Brown to approve the agenda as presented. The motion carried on voice vote. Ayes 7. Nays 0.

**Executive Session**

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

The Board convened into *Closed Session* at 5:34 p.m.

**Open Session**

The Board convened into *Open Session* at 6:02 p.m.

**Guests**

Representatives from CFT, local media and other interested persons

**Action Agenda: New Business**

Administrative Appointment – Director of Assessment, Digital Learning & Title Programs: Ken Kleber

Member Vazquez moved, with a second by Member Shannon to approve the Administrative Appointment – Director of Assessment, Digital Learning & Title Programs. The motion carried on roll call. Ayes 7. Nays 0.

The position of Director of Data, Assessment and Digital Learning is vacant for the 2019-2020 school year due to the resignation of the current director. This position has been restructured and retitled as the Director of Assessment, Digital Learning & Title Programs and has been expanded to include the oversight and facilitation of additional District programs. The position was recently posted and advertised through appropriate professional websites. Five candidates were interviewed by a team of District administration and staff. Ms. Rhonda Thornton was selected and will begin her service in this position on July 1, 2019.

Ms. Thornton is currently serving Decatur Public Schools as the Grant Administrator. She has served in this position for the last ten years (March 2009 – present). In this position, Ms. Thornton's responsibilities include support for School Improvement Planning, and facilitating alignment and direction of curriculum, instruction, professional development, technology, and

assessment practices. She also provides day-to-day management of State, Federal and local grants, including standards and budget compliance for all Title funds, School Improvement grants, Truant and Educational Options Program grants, Preschool for All grants, and Early Childhood grants.

Prior to her current position, Ms. Thornton served Decatur Public Schools as the 21<sup>st</sup> Century Coordinator (September 2007 – March 2009). Responsibilities included planning and management of extended day programming and recreational planning, working with community organizations and agencies, and supervising and evaluating program staff. Ms. Thornton's experience also includes serving as Director/Principal of Campus Middle School for Girls in Urbana (March 2005 – August 2007), Educational Specialist with the Association of Illinois Middle-Level Schools (August 2002 – March 2005) and Social Studies Teacher with Amelia Earhart Middle School in California (September 1995 – June 2002).

Ms. Thornton holds a CSBO/Superintendent Specialist degree from the University of Illinois/Springfield (May 2017), Master in Educational Leadership from the University of Illinois/Urbana-Champaign (July 2008), Master in Education from California State University/San Bernardino (July 2001), and Bachelor in History (Teacher Certification) from the University of California/Riverside (June 1995).

The recommended salary for Ms. Thornton is \$102,348, plus all appropriate Board-approved administrator benefits. Ms. Thornton will also be compensated at her daily rate for up to five (5) additional work days for work performed prior July 1, 2019. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Ms. Rhonda Thornton as Director of Assessment, Digital Learning & Title Programs beginning July 1, 2019 at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – Associate Principal/Summer School Principal at Edison: Ken Kleber

Member Shannon moved, with a second by Member Richards to approve the Administrative Appointment – Associate Principal/Summer School Principal at Edison. The motion carried on roll call. Ayes 7. Nays 0.

The vacancy for the position of Edison Middle School Associate Principal/Summer School Principal for the 2019-2020 school year was recently announced. Four candidates participated in interviews conducted by Edison administration, licensed staff, and classified staff. Mr. Kyle Freeman has been selected as the Associate Principal/Summer School Principal for Edison Middle School effective July 1, 2019.

Mr. Freeman currently serves Edison Middle School as Dean of Students. He has held this position since August 2018. Prior to this role, Mr. Freeman served as a Science and AVID teacher at Edison since August 2011.

Mr. Freeman holds a Bachelor of Science in Communications (2008) and a Bachelor of Science in Middle Level Education (2011), both from Illinois State University. He earned his Master of Science in Education Policy, Organization & Leadership (2017) from the University of Illinois.

The recommended salary for Mr. Freeman is \$80,890, plus all appropriate Board-approved administrator benefits. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Mr. Kyle Freeman as Associate Principal/Summer School Principal of Edison Middle School beginning July 1, 2019 at the above-listed salary and appropriate fringe benefits.

**Reports: New Business**

Transportation Fleet Replacement Plan: Paul Douglas

Director of Transportation, Amy Magrini, developed the transportation replacement plan for the Unit 4 yellow bus fleet. A comprehensive fleet replacement plan serves to ensure the safety of students, drivers, monitors, and staff. The plan also provides for the reduction of expenditures when it comes to preventive maintenance, and informs decisions related to routes, pool stops, and potential policy changes. Financial support comes from current transportation budget allotment over the next four years.

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

Referendum Projects Financial Update: Tom Lockman

In November 2016, District voters approved a facilities referendum to undertake facility improvements at several District facilities. The work has begun in earnest. As a follow up to information provided at the February 25<sup>th</sup> and March 11<sup>th</sup> Board meetings, Administration provided an update on project scopes, budgets, and bids to date as well as resources available to fund adjustments to project budgets.

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

**Consent Agenda: New Business**

Member Shannon moved, with a second by Member Brown 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.

Resolution to Authorize Reclassification – Mallory Morris: Ken Kleber

The Resolution to Authorize Reclassification – Mallory Morris was approved as presented.

Release of Licenses Staff: Ken Kleber

The Board of Education is required by law to notify any non-tenured teacher via written notice at least forty-five (45) days before the end of any school term if he/she will not be re-employed for the following term.

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

Administration recommended the identified licensed staff be released for the reasons indicated.

Settlement Agreement & Release – Thea Perkins: Ken Kleber

The Settlement Agreement & Release was approved as presented.

Minutes of March 11, 2019 and March 25, 2019

The minutes were approved as presented.

Bills and Treasurer's Report – March: Tom Lockman

The Bills and Treasurer's Report - March was approved as presented.

Resolution to Prepare a Final Budget for Fiscal Year 2019: Tom Lockman

Since adoption of the Fiscal Year 2019 Budget, additional matters impacting the budget have been resolved, most notably resolution of salary increases for certified and administrative staff. 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 Board approval of the Resolution to Prepare a Final Budget and providing for Notice of Hearing Thereon.

2018-2019 School Calendars: Dan Casillas

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 two of the emergency 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 as follows:

Regular Calendar Schools: May 28, 2019  
Balanced Calendar Schools: June 10, 2019

Schedule D Early Dismissals have been moved to the following days:

Regular Calendar Schools: May 24 and 28, 2019  
Balanced Calendar Schools: June 7 and 10, 2019

Other important dates are:

Final exam days for seniors: May 20 and 21, 2019  
Last day of school for graduating seniors: May 21, 2019  
Final exam days for all other students on the regular calendar: May 24 and 28, 2019  
Last Day for Regular Calendar Certified staff: May 29, 2019  
Last day for Balanced Calendar Certified staff: June 11, 2019  
SIP Day: Regular Calendar Schools: May 29, 2019  
SIP Day: Balanced Calendar Schools: June 11, 2019

Administration recommended that the Board of Education approve the 2018-2019 official last days of school for students as follows:

Regular Calendar Schools: May 28, 2019  
Balanced Calendar Schools: June 10, 2019

**Executive Session**

Member Shannon moved, with a second by Member Vazquez, 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 Actual/Potential Litigation 120/2(c)(11). The motion carried on roll call. Ayes 7. Nays 0.

4/8/2019 Regular Meeting

The Board convened into *Closed Session* at 8:34 p.m.

**Open Session**

The Board convened into *Open Session* at 11:06 p.m.

**Adjournment**

There being no further business, Member Richards moved, with a second by Member Vazquez, to adjourn the meeting at 11:06 p.m. The motion carried on voice vote. Ayes 7. Nays 0.

Board Approved: May 13, 2019