

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  
August 14, 2006 Within the Boundaries of Said District

Regular Meeting

Board President Margie Skirvin called the Regular Meeting of the Board to order at 7:00 p.m.

**Board Members Present**

Scott Anderson, Minosca Alcantara, Nathaniel Banks, Arlene Blank, Margie Skirvin, David Tomlinson

**Board Members Absent**

Reginald Alston

**Staff Members Present**

Superintendent Arthur Culver, Deputy Superintendent Dorland Norris, Assistant Superintendent Beth Shepperd, Assistant Superintendent Ecomet Burley, Chief Financial Officer Gene Logas, Facilities/Transportation Supervisor Joe Davis

**Guests**

Representatives from CFT, and local media and other interested persons

**Approval of Agenda**

Scott Anderson moved, with a second by David Tomlinson, to approve the agenda. The motion carried on voice vote.

**Public Comment**

Greg Novak expressed appreciation for the administration's time and effort on the implementation of School Resource Officers (SRO). He asked if the officers were in place.

Assistant Superintendent Ecomet Burley stated that the following officers were in place:

- Shelly DeMay @ Jefferson Middle School
- Jonathan Westfield @ Edison Middle School/Columbia Center
- Robb Wills @ Franklin Middle School/Columbia Center
- Ed Wachala @ Centennial
- Brandon Thomas @ Central

The officers completed 40 hours of SRO training, reviewed the Standard Operating Procedures (SOP), and met with principals to review the SOP. The operating procedures were also shared with Plaintiffs' attorney. The next step will be to finalize the SOP.

**Board**

Scott Anderson publicly thanked Sam Hankins for his years of service and his excellent work with the Edison Band.

Nathaniel Banks briefly responded to recent News-Gazette articles and letters to the editor regarding the District's position concerning the Consent Decree. He stated that no one wants to spend monies in areas that are not needed, but that the reason the District is in the Consent Decree is because the District had

numerous failings when it came to servicing the needs of African American children. The lawyers and consultants are helping the District get through this deficit. The Consent Decree, hopefully, will not be here forever, but the District needs to have people in place long enough to address those issues in a meaningful way, and to have a much better system in place that will serve all students in the long run. He encouraged everyone to continue to have patience.

Arlene Blank responded to recent News-Gazette articles and emails she received regarding Consent Decree fees. The Board had no control over attorney/consultant fees. The consultants were chosen by the Plaintiff class. The District has to pay their going rate. Prior Board members tried previously to bring costs down but were unsuccessful.

Margie Skirvin publicly recognized Arlene Blank for becoming an IASB LeaderShop Academy member. This achievement exemplifies the life long learning all board members model for their students and community.

Board member Reginald Alston arrived at 7:12 p.m.

## **Reports**

### Consent Decree Update – AVID Summer Institute Training

Director Dedrick Martin provided a brief update regarding the AVID Summer Institute Training. AVID is a reform program that focuses on professional development, site team research and planning, and provides an elective class that supports a targeted group of underachieving students. The mission of AVID is to ensure that all students, most especially the least served students in the middle, capable of completing a college path will: succeed in rigorous curriculum; enter mainstream activities of the school; increase their enrollment in four-year colleges; & become educated and responsible participants and leaders in a democratic society.

Seventeen Unit 4 teachers and three administrators attended the AVID Summer Institute in Austin from June 25<sup>th</sup>-29<sup>th</sup>, 2006. AVID has been implemented in all five secondary campuses for a total of 26 AVID classrooms. Each class serves approximately twenty AVID students each year.

Staff development opportunities will be provided at the conclusion of each quarter for AVID classroom teachers and again by required participation in the Summer Institute training.

The total cost for the AVID Summer Institute training totaled \$33,945.72.

Registration	\$8,625.00	Title IV Funds
Hotel	\$7,539.40	Title IV Funds
Shuttle Transportation	\$ 392.52	Title IV Funds
Airline Tickets	\$8,388.80	District Funds
Teacher Stipends	\$9,000.00	Title IV & District Funds

The program has an internal evaluation that each AVID school site must submit on a yearly basis. This evaluation examines students' demographics and student achievement in honors level courses, along with a few supplemental evaluation measures developed by the district. AVID is also included on the cycle of programs to be evaluated by STEP.

Board of Education Proposed Policies (Administrative Responsibility of Principal - Crisis Management; Safety Program - Plan for Responding to a Medical Emergency at an Indoor Physical Fitness Facility; Student Welfare - Cellular Radio Telecommunication)

Assistant Superintendent Ecomet Burley presented modifications/changes on the following proposed policies.

Policy 356.02 (ADMINISTRATIVE RESPONSIBILITY OF THE PRINCIPAL – Crisis Management)

This policy was revised to specify ‘high school students’ instead of ‘secondary’ students and now requires that photo identification cards are to be worn, rather than carried, by high school students. Language was added to indicate that failure to comply with the requirement to wear a photo identification card will result in disciplinary consequences being administered, as indicated in the Student Code of Conduct.

Procedures 500.05R – (SAFETY PROGRAM – Plan for Responding to a Medical Emergency at an Indoor Physical Fitness Facility)

Regulations were developed as per recent State of Illinois legislation requiring such relative to the installation of automatic external defibrillators and their utilization across the District. Draft regulations incorporating the requirements of the new legislation were secured from the Illinois Association of School Boards and modified as appropriate for the District.

Policy/Procedures 710.20/710.20R – (STUDENT WELFARE – Cellular Radio Telecommunication)

Policy revisions will now allow for electronic signaling devices to be allowed on elementary campuses. Many parents have purchased cell phones for their elementary-aged students. Phones will still need to be de-activated during the school day and kept out of sight, unless written approval by the Principal is granted due to health or health-related situations.

Staff development will be required, as necessary, relative to the new regulations for the automatic external defibrillators that will be located across the District.

Changes to Policy 743.01 should result in reduced costs for printing and labor spent on processing forms. Camera equipment will be purchased to ensure that all secondary campuses have the capability to implement the policy.

The District’s Crisis Coordinator will assume responsibility for ensuring that the new procedures for Policy 500.05 are thoroughly implemented, as well as oversight for the implementation of the photo identification expectations at the secondary level.

Champaign Unit #4 Peer Jury Initiative

Assistant Superintendent Ecomet Burley shared the following information regarding the Peer Jury Initiative. Teen courts, also known as peer juries, are programs that utilize the principles of Balanced and Restorative Justice. The American Youth Policy Forum states that peer juries are “...peer operated sentencing mechanisms that constructively allow the offender to take responsibility, be held accountable, and make restitution for violating the law.” In the past ten years, there has been a 300% increase in the number of schools across the country that utilize peer juries as an alternative to traditional disciplinary action. Peer juries could provide a needed intervention in order to curb the escalating number of students receiving a suspension in the District.

The pilot program would initially target students at Central High School who commit acts of violence, truancy, tardiness, and insubordination or other acts that traditionally lead to suspension. During the past school year, a total of 1,266 suspensions were issued for violations of the Student Code of Conduct, and 80% of those suspensions involved minority students. In addition, the program would be a collaborative effort between community agencies such as the Champaign/Urbana Area Project Office,

Project Access (Mental Health Providers), TALKS Mentoring Program, and Champaign Unit #4 School District.

The goals of the program would be to reduce the number of students receiving a suspension for the first time to less than 5%, decrease the students suspended more than once to less than 5% for the 2006-07 school year, and provide campuses with a viable alternative to suspension. Other goals include:

- ✓ Establishment of a peer jury model in one school during the 2006-07 SY
- ✓ Youth empowerment
- ✓ Train 20-35 youth in the peer jury model
- ✓ Train 2-5 adults on peer jury supervision
- ✓ Maintain a 70% completion rate of peer jury agreements
- ✓ Provide the District with an alternative diversionary measure for disciplinary infractions.

Staff development will be provided for youth jurors and a staff supervisor in the month of September with the first peer jury session beginning in October.

Funds have been budgeted in the Pupil Services Department budget to cover the cost of \$3,000 for one adult supervisor and for a facility to conduct peer jury sessions.

The program will be evaluated based upon the following indicators of progress:

- ✓ The number of cases seen by the peer jury (goal for first year = 35 cases)
- ✓ The number of youth and adults that serve on peer juries (15-25 youth, 2-5 adults)
- ✓ The successful diversion of 20-35 cases to an alternative disciplinary option
- ✓ Pre/post surveys given to participants to measure juror growth and skill enhancement
- ✓ The number of youth in attendance at the Career/College Job Expo

Marilyn Garmon, who is with the CU Area Project, presented the positives of the Peer Jury Initiative.

### **Action Agenda**

#### Resolution to Accept 2006/2007 Tentative Budget (Exhibit "A")

Arlene Blank moved, with a second by Reginald Alston, to adopt the Resolution Accepting the 2006.2007 Tentative Budget and providing for Notice of Hearing thereon. The motion carried on roll call. Ayes 7. Nays 0.

Chief Financial Officer Gene Logas provided a brief presentation regarding the 2006/2007 tentative budget. The tentative budget for fiscal year 2006/2007 was prepared and was ready for review by the Board of Education. As required by law, the tentative budget must be available for general public review for a minimum of 30 days. The final budget will be presented for adoption at the September 11, 2006 regular meeting of the Board. The appropriate resolution accepting the tentative budget and providing for notice of public hearing was made available.

The tentative budget reflects estimated total revenues of \$86,361,735 and estimated expenditures of \$88,315,356 for a net difference of \$1,953,621. The difference will be offset by the transfer (as planned) of \$2,100,000 from the Working Cash Fund. Although ISBE considers this to be a "deficit budget", the spend down of fund balances is planned. The District issued \$6.3 million in Working Cash Bonds in 2006 which increased the total fund balances to over \$15 million. The plan was to use \$2.1 million of this money each year in 2007, 2008 and 2009. Thus, the District actually ran a large "surplus" in 2006, and will run "deficits" (planned) for the next three years.

Gene Logas also shared a copy of the Three-Year Budget Forecast 2007/2009 for Champaign Unit 4.

MTD Contract (Exhibit “B”)

Scott Anderson moved, with a second by David Tomlinson, to approve the contract between the Champaign-Urbana Mass Transit District and Champaign Unit 4 for the 2006/2007 school year. The motion carried on roll call. Ayes 7. Nays 0.

Facilities/Transportation Supervisor Joe Davis provided a brief presentation of the MTD Contract. Last year, the Board of Education signed a three year contract with the Champaign-Urbana Mass Transit District to transport middle school and high school students. The agreed upon amount was \$190,000. The District had to add an additional route last year, and because of over crowding issues at Franklin Middle School, MTD was authorized to provide one additional route for the 2006/2007 school year. The route will take students from the Lincolnshire/Ironwood/Trails of Brittany areas to Franklin Middle School without having to transfer buses. The costs of the changes needed last year and the new route this year increased the MTD contract to \$200,712. The amount of \$230,000 was previously budgeted in this year’s budget since the additional routes would be needed. The annual cost is \$200,712; last year the cost was \$190,000.

Semiannual Review of Closed Session Minutes

Arlene Blank moved, with a second by David Tomlinson for the Closed Session Minutes to remain closed, with the exception of the February 20, 2006 Closed Session Minutes, which will be opened to the public. The motion carried on roll call. Ayes 7. Nays 0.

Pursuant to amendments to the Open Meetings Act, the Board of Education must semiannually review the minutes of all closed meetings. The purpose of the review is to determine whether the need for confidentiality still exists in all or part of the minutes or if the minutes, or any part thereof, may be opened to the public. The amendments require a review of all minutes of closed sessions beginning January 1, 1982, when it was first required to keep minutes. The Board must review all closed session minutes every six months to determine whether or not they must remain confidential. The Board may review closed session minutes in closed session as long as the action declaring the minutes open or remaining confidential is taken in public session.

**Consent Agenda**

Scott Anderson moved, with a second by Reginald Alston, 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:

Donations

The Board of Education approved the donation submitted by Skateland in Savoy for summer skating passes valued at \$32,140, and the donation by the Kiwanis Welfare Foundation in the amount of \$5,000 to purchase new computers for the ECP Program, Centennial and Central High School. Skating passes were donated to Barkstall, Bottenfield, Carrie Busey, Dr. Howard, Garden Hills, Kenwood, Robeson, South Side, Stratton, Washington, Westview, Edison, Franklin and Jefferson. Donations in the amount of \$5,000 or more in value must be approved by the Board of Education.

Grant - FY07 NCLB Application – Title I, II, IV, V

The Board of Education approved the submission of the FY07 NCLB Consolidated grant application in the amount of \$2,135,998.

The ISBE has determined that districts must file a combined proposal for the four federal entitlement grants. Several of the private schools in the district will participate in the Titles I, II, IV and V.

The ***FY07 Title I*** grant, totaling \$1,570,753 (FY06 \$1,572,296), will be used by seven elementary schools and Columbia Alternative School to provide language arts and math instruction to educationally disadvantaged students. The District's portion of the grant is \$1,541,400. A dollar amount totaling \$29,353 will be used by one private school participating in the grant.

The ***FY07 Title II*** grant, Teacher Quality, totals \$505,302 (FY06 \$514,341) and will be utilized to support professional development in math, science, social science, ELA, and gifted areas; curriculum writing, workshop/conferences. The District's portion of the grant is \$467,661. A dollar amount totaling \$37,641 will be distributed among the private schools participating in the grant. The District's allotment also funds 6.0 classroom teachers through the Class Size Reduction section of the grant (\$258,303). The professional development amount totals \$209,358.

The ***FY07 Title IV*** grant, Safe and Drug-Free Schools and Communities, totals \$41,818 (FY06 \$53,956) and will be utilized to support safe and drug free/character education materials and programs. The District's portion of the grant is \$35,221. A dollar amount totaling \$6,597 will be distributed among the private schools participating in the grant.

The ***FY07 Title V*** grant, Innovative Education Program Strategies, totals \$18,125 (FY06 \$35,007) and will be used to fund the purchase of gifted materials, library media materials, and to support assessment. The District's portion of the grant is \$15,294. A dollar amount totaling \$2,831 will be distributed among the private schools participating in the grant.

***The comprehensive grant totals \$2,135,998 (FY06 \$2,175,600).***

The Title I, II, IV and V grants pick up all costs, including salary increases.

The District submits the NCLB Performance Report on an annual basis.

#### Grant – State Consolidated Application TBE/TPI, IEP, LIPLEP

The Board of Education approved the Fiscal Year 2007 Consolidated Grant Application to Serve Limited English Proficient (LEP) Students (State Transitional Bilingual Education/Transitional Program of Education (TBE/TPI) in the amount of \$225,979; Title III Language Instruction Programs for Limited English Proficient Students (LIPLEPS) in the amount of \$41,500; and Title III Immigrant Education Program (IEP) in the amount of \$80,795 for a combined total of \$348,274.

The District applied for State TBE/TPI, Title III LIPLEPS, and Title III IEP grants to serve English language learners, grades K-12, during the 2006-2007 school year. The application was written with input from the Bilingual Parent Advisory Council (PAC) to continue meeting the educational needs of our English language learners.

The following instructional and support positions were funded with grant monies:

- Six (6) English/Spanish bilingual teachers at B.T. Washington Elementary
- One (1) English as a Second Language (ESL) teacher assistant at Edison Middle School
- One (1) English as a Second Language (ESL) teacher assistant at Central High School
- One (1) half-time English/Spanish bilingual counselor at Central High School

- One (1) part-time English Language Proficiency Test Coordinator
- One (1) full-time ESL/Bilingual Department Secretary

The staff development activities and training in various areas of ESL/Bilingual Education will be provided as required by the Illinois State Board of Education.

The FY 07 Consolidated Application Grant for ESL/Bilingual Education totals \$348,274. The majority of the grant funds will be used for instructional and support positions. No funds may be expended until the District receives application approval from the Illinois State Board of Education’s Division of English Language Learning. Staff development activities and training will be funded with FY06 carryover grant funds and with FY07 District funds.

All activities in the grant are monitored and evaluated by the Illinois State Board of Education’s Division of English Language Learning. The bilingual program will go through the District’s evaluation process.

Bids – Cafeteria – Milk/Juice (Exhibit “C”)

The Board of Education awarded the bid to Cloverleaf Farms as presented. By Board Policy, bids are to be solicited when items are expected to exceed a total of \$10,000. As part of the bidding process, bids were solicited and received.

Signature Authorizations (Exhibit “D”)

The Board of Education approved the co-signatures on respective banking accounts of the District for FY06/07 as presented. By direction of the Board, two signatures are required on all checks written against checking accounts of the District.

Request to Attend Professional Conference

The Board of Education authorized all necessary and proper expenses for individuals attending the 2006 Joint Annual Conference. In accordance with Board Policy, a request was submitted for Board of Education members to attend the 2006 Annual Joint conference sponsored by the Illinois Association of School Administrators, the Illinois Association of School Boards, and the Illinois Association of School Business Officials. The conference is being held November 17-19, 2006 in Chicago.

Fee Schedule – Freedom of Information Act

The Board of Education approved the fee schedule for documents requested under the FOIA as outlined below. Annually, by law the district is charged with the setting of reasonable fees for the reproduction and certification of requested documents available to the public via the provisions of the Illinois Freedom of Information Act. Documents may be provided free of charge or at a reduced cost if it is determined that the requested information primarily benefits the general public. There is no charge for search or review of records.

The recommended fee schedule for 2006/2007 is listed below. These recommendations reflect no increase from the previous school year:

<u>Photocopying</u>	<u>Certifying</u>
\$ .20 per page, 8 1/2 x 11	\$3.00 per record
\$ .25 per page, 8 1/2 x 14	

Transcript fees

First completed copy free, all subsequent copies at \$1.00 each

Computer printouts

\$ .50 per sheet, 8 1/2 x 11  
\$ .75 per sheet, 14 1/2 x 11

plus a \$10 machine charge

FY06 District Depositories Revision

The Board of Education approved the financial institutions outlined below to be used as direct depositories for district funds for fiscal year 2005-06. Annually, the Board needs to formally approve depositories used for financial activities of the district. One local bank (First Midwest Bank) serves as the main depository for the district, with other local banks being used when investments are made. The State channels payments to the district through the First Midwest Bank and The Illinois Funds.

For fiscal year 2005-06, the following financial institutions may be used for financial activities:

Chase	Heartland Bank
Busey Bank	Hickory Point Bank
Centrue Bank	The Illinois Funds
First Bank of Savoy	ISDLAF (Illinois Liquid Asset Fund)
First Federal Savings Bank	Main Street Bank & Trust
First Mid-Illinois Bank & Trust	National City Bank
First Midwest Bank	Regions Bank

As funds become available for investment purposes, the district’s Assistant Superintendent for Financial Services and Operations solicits bids from these banking institutions to secure the best interest rates on Certificates of Deposits, Treasury Notes and Commercial Paper. All transactions are in compliance with the Board’s policy (410.04) for the investment of district funds.

Lease-Purchase Agreement with Sovereign Bank (Exhibit “E”)

The Board of Education approved the Lease-Purchase Agreement with Sovereign Bank as presented. As previously discussed, the District sent a RFP to obtain the lowest possible interest rate on the financing for the seven school buses needed for the 2007 school year. At the June 26, 2006 Board Meeting, the Board approved the financing arrangement with Sovereign Bank. The buses were delivered and the Board of Education needs to approve the formal Lease Agreement. The amount for 2007 of \$94,514 has been included in the budget.

Resolution Authorizing Legal Representative to File Request to Intervene in Property Tax Board Matters (Exhibit “F”)

The Board of Education adopted the Resolution Authorizing Michael J. Tague and Flynn, Palmer & Tague, as Legal Representative to File Request to Intervene in Property Tax Appeal Board Matters.

Regency Commercial Associates (Savoy Plaza, Route 45 and Curtis Road) has appealed to the State of Illinois Property Tax Appeal Board in an effort to have their assessed value decreased by nearly \$300,000. The decrease in assessed value would cost the school district approximately \$11,000 per year in property tax revenue. Mike Tague believes this is a case in which we should intervene. He envisions that the Village of Savoy will assist with a pro rata contribution of his fee which he now estimates to be \$1,500.00. Mike Tague’s intervention could save the district over \$11,000 per year in property tax dollars.

Minutes – May 22, 24 & 25, 2006 & June 5, 12 & 26, 2006 Board Meetings

The Board of Education approved the minutes as presented.

Bills & Treasurer’s Report (Exhibit “G”)

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

Human Resource Changes (Exhibit “H”)

The Board of Education approved the Human Resource changes as presented.

Contract with FIRM (Futures in Rehabilitation Management) for Criminal History Background Checks (Exhibit “I”)

The Board of Education approved the contract with Futures in Rehabilitation Management (FIRM) as the district’s provider for finger print identification services 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 Employee appointments, employment and compensation 120/2(c)(1), Student Discipline 120/2(c)(9), & Actual Litigation related to the Consent Decree 120/2(c)(11). The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 9:31 p.m.

**Open Session**

The Board convened into *Open Session* at 11:00 p.m.

Student Discipline

David Tomlinson moved, with a second by Arlene Blank, to expel student #693337 from Central High School for the entire 06/07 school year and reassigned to an alternative school at the administration’s discretion for violating Conduct Code #18 (Physical Confrontation with Staff), and #19 (Physical Confrontation with Student) 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.

Administrative Appointments - Deans, Centennial High School & Columbia Center (Exhibits “J”)

Scott Anderson moved, with a second by David Tomlinson, to approve the appointment of Thelma Carpenter-Ellis as Dean at Centennial High School, and Flavian J. Prince as Dean at Columbia Center. The motion carried on roll call. Ayes 7. Nays 0.

**Adjournment**

There being no further business, Scott Anderson moved, with a second by David Tomlinson, to adjourn the meeting at 11:02 p.m. The motion carried on voice vote.

---

President, Board of Education

---

Secretary, Board of Education

