

**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 13, 2018 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, 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 Kloeppe to approve the agenda as presented. The motion carried on voice vote. Ayes 7. Nays 0.

**Executive Session**

Member Richards moved, with a second by Member Shannon, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Employee Appointments, Employment, Compensation, Dismissals, Complaints 120/2(c)(1), Negotiations 120/2(c)(2) and Property Acquisition, Lease, Purchase 120/2(c)(5). The motion carried on roll call. Ayes 7. Nays 0.

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

**Open Session**

The Board convened into *Open Session* at 6:10 p.m.

**Guests**

Representatives from CFT, local media and other interested persons

**Reports: New Business**

Stormwater Detention Easement Agreement with Champaign Park District – Centennial High School – Additions and Renovations: Elizabeth Stegmaier

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On June 25, 2018 the Board of Education approved an amendment to O’Shea Builder’s contract that increased their contingencies to allow for stormwater detention work to be added to the work being done at Tommy Stewart field (it was originally intended to be part of the larger project at a later date).

The Design has continued to develop and Administration has been working with Champaign Park District Staff and Board on an easement agreement to locate a significant portion of the stormwater detention for the Centennial/Tommy Stewart project on the Park District’s land. A proposed agreement was sent to the Champaign Park District for their review and action. The Park District discussed this at their Board meeting on Wednesday, July 25, 2018. Administration and Attorney Pat Fitzgerald provided a status update to the Board of Education.

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

District Technology Committee and Plan: Dr. Laura Taylor

Through a collaborative strategic planning process, the District Technology Planning Committee (DTPC) created a comprehensive multi-year technology plan. The tasks and plans of the committee included but were not limited to the following:

1. Review/develop the District technology vision statement
2. Review District data
3. Review two previous report recommendations from Educational Collaborators
  - a. School Technology Needs Assessment (March 25, 2015)
  - b. Baseline Survey Data Analysis and Annual Progress Update (March 2016)
4. Review work conducted this year
5. Development of goal statements
6. Development of action steps including budgets, timelines, and individuals responsible
7. Development of communication strategies to District stakeholders
8. Development of ongoing technology plan review

The DTPC identified the following seven areas of focus for goal development:

1. Digital Literacy for Students and Staff
2. Data and Systems Support
3. Infrastructure
4. Technical Support
5. Communication
6. Security
7. Equitable Access

District Technology Plan Committee Chair Dr. Laura Taylor and Action Group Chairs John Gutzmer, Mike Lehr, Sarah McCusker, and Jaime Roundtree shared progress on plan goals after one full year of implementation.

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

Referendum Project Construction Contracts – Minority and Women Business Enterprise Goals: Elizabeth Stegmaier

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. For these projects, the District has aspirational goals for participation by Minority and Women Business Enterprises (MBE/WBE) in the construction contracts. These goals are 12% for MBEs and 8% for WBEs. Previously, these goals were half of their current value and were set at 6% for MBE and 4% WBE.

Administration provided an update to the Board on construction contracts awarded to date and tracking towards the goals. The Capital Projects team will provide regular updates to the Board on goal tracking.

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

**Action Agenda: New Business**

Design Development Design and Estimate Approval – Central High School and Centennial High School – Additions and Renovations: Mark Roessler

Member Shannon moved, with a second by Member Brown to approve the Design Development Design and Estimate Approval – Central High School and Centennial High School – Additions and Renovations. The motion carried on roll call. Ayes 7. Nays 0.

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On February 12, 2018 representatives from Perkins+Will/IGW and O'Shea Builders presented to the Board of Education, and received approval on, the Schematic Design and Estimate. Representatives returned to share the updated information for the Design Development phase of the project.

Administration requested Board approval of the Design Development document for each school so that the team can move into the Construction Documents phase of the design work.

Administration recommended approval of the current design and estimate of the Design Development phase for Central and Centennial High School projects.

Resolution to Provide for a Public Hearing on Tentative 2019 Budget: Tom Lockman

Member Shannon moved, with a second by Member Vazquez for approval of the Resolution to Provide for a Public Hearing on Tentative 2019 Budget. The motion carried on roll call. Ayes 7. Nays 0.

The Illinois School Code requires that at least one public hearing be conducted prior to the adoption of the annual budget. In addition, the District must advertise for at least 30 days prior to the public hearing that the tentative budget is available for public inspection. The advertisement will appear in the August 24<sup>th</sup> edition of the News-Gazette. The resolution sets the time for the public hearing on the 2019 Budget to be 5:30 pm on September 24, 2018. Approval of the budget permits payment of District expenditures until final budget adoption.

Administration recommended Board approval of the accompanying Resolution to Provide for a Public Hearing on the Tentative 2019 Budget and its publication in the News-Gazette.

**Consent Agenda: Unfinished/New Business**

Member Shannon moved, with a second by Member Armstrong 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.

Bills and Treasurer's Report – July: Tom Lockman

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

Minutes of July 9, 2018 and July 30, 2018

The minutes were approved as presented.

Approval of Amendment to the Clark Dietz Surveying Contract to Bring Additional Surveying Services Within the Scope of the Existing Agreement with Clark Dietz: Mark Roessler

In July 2017, the Board approved the contract for Clark Dietz to perform land surveying at Central High School. Amendments to the contract have been executed as additional survey work was needed.

Administration requested additional surveying services for 206 N. New Street at the Central High School campus. This area needs to be surveyed to allow the design to proceed.

For execution of an amendment for additional survey work for a not-to-exceed sum of \$3,300. These additional services would amend the total contract amount to \$62,275. Expenses for this project will be paid from referendum bond proceeds in the Capital Projects Fund and fund balance.

Administration recommended approval of the amendment to Clark Dietz's contract.

Champaign-Urbana Schools Foundation Financial Support: Tom Lockman

Over the last several years the Champaign-Urbana Schools Foundation has done a tremendous job of supporting our school district and our teachers. In order to continue this level of support the Foundation requested that the District contribute \$15,000 to their operations.

Administration recommended Board approval of a maximum annual contribution of \$15,000 to the Champaign-Urbana Schools Foundation.

Bank Signature Authorizations FY19: Tom Lockman

By direction of the Board, two signatures are required on all checks written against checking accounts for the District. A revised list of staff to be authorized as co-signatures on respective accounts for fiscal year 2018-2019 was provided to the Board.

Administration recommended Board approval of the listing on the respective banking accounts for fiscal year 2018-2019.

**Executive Session**

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The Board convened into *Closed Session* at 8:26 p.m.

**Open Session**

The Board convened into *Open Session* at 9:06 p.m.

**Adjournment**

There being no further business, Member Richards moved, with a second by Member Shannon, to adjourn the meeting at 9:06 p.m. The motion carried on voice vote. Ayes 7. Nays 0.

Board Approved: September 10, 2018