

**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  
December 10, 2018 within the Boundaries of Said District**

Regular Meeting

Board President Chris Kloepfel called the Regular Meeting of the Board to order at 5:30 p.m.

**Board Members Present**

Amy Armstrong, Bruce Brown, Chris Kloepfel, Kathy Richards, Kathy Shannon

**Board Member Absent**

Heather Vazquez, Gianina Baker

**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 Armstrong to approve the agenda as presented. The motion carried on voice vote. Ayes 5. 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 Personnel 120/2(c)(1) and Student Discipline 120/2(c)(9). The motion carried on roll call. Ayes 5. Nays 0.

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

**Open Session**

The Board convened into *Open Session* at 6:05 p.m.

**Guests**

Representatives from CFT, local media and other interested persons

**Action Agenda: New Business**

Administrative Appointment – Chief Communications Officer: Ken Kleber

Member Shannon moved, with a second by Member Brown to approve the Administrative Appointment – Chief Communications Officer. The motion carried on roll call. Ayes 5. Nays 0.

As shared with the Board in April 2018, as we listened to community and staff input, the District determined additional resources were needed to ensure the lines of communication internally and externally are strong as we continue work on our \$200+ million, multi-year facilities projects. The Board hired Stephanie Stuart to lead this effort. Subsequently, however, Ms. Stuart decided to remain at Parkland College as a Vice President.

Because of this, the vacant position of Chief Communications Officer was advertised through the District's website as well as Indeed.com, the PRSA website, and the IASA Job Bank. Seven candidates were interviewed by a team consisting of District administration, certified staff, and support staff. Three candidates returned for Level II interviews. Mr. John Lyday was selected as the next Chief Communications Officer for Champaign Unit 4 Schools.

Mr. Lyday began his career in 1976 as a News Director at WWMM Radio in Arlington Heights, Illinois. In this position, he directed and produced local programming, daily talk shows, and live election coverage. In March 1978, he accepted a position as the Public Information Specialist at High School District 214 in Arlington Heights, where he served as the media contact until 1983 when he stepped up to the Director of School/Community Relations in the U-46 School District in Elgin, Illinois. During his 13 year career at Elgin, one of the largest public school districts in Illinois, Mr. Lyday directed internal and external communications, media relations, and provided counsel to the Superintendent and Board of Education. In the years that followed, Mr. Lyday worked as Director of Group Communications for The Tribune Company in Chicago, Communication Manager for Lake County in Waukegan, Illinois, and Associate Executive Director for the Illinois Association of School Boards. Most recently he was the Public Relations and Media Advisor for Morton Community Bank in Morton, Illinois before launching Lyday Communications, a consulting, training, and speaking service for corporate, education, government, and non-profit businesses.

Mr. Lyday attended Northwestern University where he earned a Bachelor of Science in Journalism in 1976. He has also completed Master's level coursework at Illinois State University.

The recommended annual salary for Mr. Lyday is \$119,893, plus all appropriate Board-approved administrator benefits, prorated from July 1, 2018. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Mr. John Lyday as the next Chief Communications Officer, effective December 17, 2018, at the above-listed salary and appropriate fringe benefits.

Construction Documents Design and Estimate Approval – South Side Elementary Addition and Renovations: Sandra Roesler

Member Shannon moved, with a second by Member Kloeppel to approve the Construction Documents Design and Estimate Approval – South Side Elementary Addition and Renovations. The motion carried on roll call. Ayes 5. Nays 0.

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On September 10, 2018, the Board of Education approved the project design and estimate through the Design Development Phase.

Representatives from district staff, BLDD Architects, Broeren Russo Builders and Midwest Construction Professionals returned to share updated information on the design and estimate. This design is reflective of feedback received from district staff and school staff in teacher review meetings held November 11 and December 4, 2018.

Administration requested Board approval of the Construction Documents design and estimate at \$11,100,000. This allows for completion of the design for bid release in mid-December and subsequent bid opening mid-January 2019.

Design Development and Estimate Approval – McKinley Fields: Mark Roessler

Member Richards moved, with a second by Member Shannon for Design Development and Estimate Approval – McKinley Fields. The motion carried on roll call. Ayes 5. Nays 0.

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On September 10, 2018 the Board of

Education reviewed and approved the Schematic Design documents and estimate for McKinley Fields.

Representatives from Perkins+Will/IGW and O'Shea Builders presented to the Board of Education, the Design Development phase of design and accompanying estimate for McKinley Fields.

Administration requested Board approval of the Design Development documents and estimate so that the team can move into the Construction Document phase of the design work.

Storm and Sanitary Relocations Contract and O'Shea Builders Amendment – Central High Schools – Additions and Renovations: Mark Roessler

Member Shannon moved, with a second by Member Richards to approve Storm and Sanitary Relocations Contract and O'Shea Builders Amendment – Central High Schools – Additions and Renovations. The motion carried on roll call. Ayes 5. Nays 0.

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities.

On November 29, 2018, Administration received and opened bids for the Central High School Storm and Sanitary Relocations. Five bids were submitted. Board approval of the contract for this scope, as well as an amendment to O'Shea Builder's contract to allow them to manage this contract was requested.

Construction for this package will commence after execution of the agreements and will continue into April 2019. The schedule is intended to allow for site clearing and preparation prior to the north gym addition construction starting next spring.

For execution and management of the one contract, O'Shea has established a Guaranteed Maximum Price of \$1,060,435.00. Expenses for this project will be paid from referendum bond proceeds in the Capital Projects Fund and fund balance.

Administration recommended approval of the contract for Duce Construction for storm and sanitary relocations and the associated amendment to O'Shea Builders' contract.

Transfer From Transportation Fund Contingency: Paul Douglas

Member Brown moved, with a second by Member Richards to approve the Transfer From Transportation Fund Contingency. The motion carried on roll call. Ayes 5. Nays 0.

The FY19 Budget includes dollars allocated to the contingency line in the Transportation Fund. The allocation provides the Board of Education with flexibility in addressing one-time expenses on an as-needed basis for a specific, identified purpose. The Fiscal Year 2019 Transportation budget allocated \$500,000 to the contingency line, and Administration requested Board approval to transfer up to that amount from Contingency to Capital Outlay for school bus replacement.

Administration recommended Board approval to transfer up to \$500,000 from Contingency to Capital Outlay.

Public Hearing and Adoption of 2018 Tax Levy: Tom Lockman

The Public Hearing opened at 7:02 p.m. Hearing no comments from the public, the Public Hearing closed at 7:03 p.m.

Member Shannon moved, with a second by Member Brown to approve the Public Hearing and Adoption of 2018 Tax Levy. The motion carried on roll call. Ayes 5. Nays 0.

The Truth-in-Taxation Act requires that when a school district's proposed tax levy, as extended and less debt service, reflects an increase of more than 105% of the prior year's extension, the school district must publish a notice of such intent and hold a public hearing on the matter. The proposed 2018 Levy exceeds the 2017 Extension by more than 105% and, therefore, an advertisement of a public hearing was placed in The News-Gazette and a separate public hearing will be held.

District EAV: The total EAV for this year is projected to be \$2,295,299,410, a 3.7% increase over the previous year, with \$49,407,560 for new construction.

District Administration recommended a levy totaling \$119,775,662 for 2018. The proposed corporate and special purpose property taxes to be levied are \$102,365,412, representing an 8.94% increase over the 2017 capped extension. The estimated property taxes to be levied for debt service are \$17,410,250, representing a 0.08% increase over the 2017 bond and interest extension.

Approval of the 2018 Levy as presented will ensure the District receives the property taxes to which it is entitled under the Property Tax Extension Limitation Law.

Administration recommended Board approval of the adoption of the 2018 tax levy as stated in the "Resolution Regarding the Estimated Taxes Necessary to be Levied for the Year 2018" and direct the Chief Financial and Legal Officer to file the Certificate of Tax Levy with the County Clerk prior to the last Tuesday in December.

Abatement of Property Taxes for Levy Year 2018 – (Pay Debt Service on Outstanding Bonds – Series 2010A & Series 2010B and 2010C and 2010D): Tom Lockman

Member Shannon moved, with a second by Member Armstrong for Approval of Abatement of Property Taxes for Levy Year 2018 – (Pay Debt Service on Outstanding Bonds – Series 2010A & 2010B and 2010C and 2010D). The motion carried on roll call. Ayes 5. Nays 0.

Consistent with the passage of the 1% County School Facilities Occupation Tax in April 2009, the District committed to its residents that it would abate all of the principal and interest owed on the then-outstanding Bonds of the District, as well as the Alternate Revenue Source Series 2010A & Series 2010B and Series 2010C & 2010D Bonds.

The total amount of the abatement is \$3,092,892.50 for Series 2010A & 2010B and \$4,879,442.00 for Series 2010C & 2010D.

Administration recommended approval of the Abatement Resolutions.

**Consent Agenda: Unfinished/New Business**

Member Shannon moved, with a second by Member Kloeppel to approve the Consent Agenda – Unfinished/New Business. The motion carried on roll call. Ayes 5. Nays 0.

The following Consent Agenda items were approved:

Approval of the Project Labor Agreement With East Central Illinois Building and Construction Trades Council (ECIBCTC): Elizabeth Stegmaier

In 2008, the Board of Education entered into a Project Labor Agreement with the East Central Illinois Building and Construction Trades Council. On October 10, 2017 the Board reviewed and approved an amended agreement effective until December 31, 2018. As the District looks to continue its track record of both procuring quality contractors and generating capital construction projects which are completed on time and on or under budget, Administration recommended that the Board approve this updated Agreement through December 31, 2019. At that time, the District will again review the Agreement in the context of the work performed under the Agreement in order to determine the its impact and effectiveness in ensuring that District goals related to its capital construction projects are achieved.

Administration recommended approval of the Project Labor Agreement with ECIBCTC.

Approval of the Bid for Centennial High School Phase I Hazardous Material Asbestos Abatement: Mark Roessler

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On December 4, 2018, Administration received and opened bids for Centennial High School Phase I Hazardous Material Abatement. Three contractors submitted bids and Administration recommended that Thornburgh Abatement, Inc. be awarded the contract.

Thornburgh Abatement, Inc. bid is \$76,312.00. Expenses for this project will be paid from referendum bond proceeds in the Capital Projects Fund and fund balance.

Administration recommended approval of contract for Centennial High School Hazardous Material Abatement Phase I to Thornburgh Abatement, Inc. for their bid amount of \$76,312.00.

Approval of the Bid for Central High School Phase I Hazardous Material Asbestos Abatement: Mark Roessler

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On December 6, 2018, Administration received and opened bids for Central High School Phase I Hazardous Material Abatement. Four (4) contractors submitted bids and Administration recommended that Environmental Assurance, LLC be awarded the contract.

Environmental Assurance's bid is \$99,970.00. Expenses for this project will be paid from referendum bond proceeds in the Capital Projects Fund and fund balance.

Administration recommended approval of contract for Central High School Hazardous Material Abatement Phase I to Environmental Assurance, LLC for their bid amount of \$99,970.00.

Human Resource Changes: Ken Kleber

The Human Resource Changes were approved as presented.

Bills and Treasurer's Report – November: Tom Lockman

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

Minutes of November 12, 2018 and November 27, 2018

The minutes were approved as presented.

Resolution Authorizing Disposal of District Personal Property: Paul Douglas

The Illinois School Code requires Board of Education approval of the disposition of District property. The District has identified such personal property which is no longer needed for District purposes. A Board Resolution is required in order to dispose of this surplus property.

Administration recommended that the Board of Education approve the disposal of personal property as identified in the Resolution.

**Action Agenda: New Business**

Student Discipline – Student #205597

Member Shannon moved, with a second by Member Richards that student #205597 shall be provided an alternative placement for the remainder of the 2018-19 school year for violating Conduct Code #34 Weapon-Related Activities of the Unit #4 Student Code of Conduct. So long as the student meets the attendance and behavioral requirements of the student's alternative placement during the expulsion period, the Board shall hold its discipline determination in abeyance. If the student does not accept the alternative placement or meet the attendance and behavioral requirements of the offered alternative placement, then the decision of the Board of Education is that student #205597 is expelled from School for the remainder of the 2018-19 school year for violating #34 Weapon-Related Activities of the Unit #4 Student Code of Conduct. The duration of the alternative placement/expulsion is based on the egregiousness of the violation of Code #34, prior discipline and other interventions attempted, continuing safety threat posed by student's presence in school and the significant detrimental impact of the student's conduct on the learning environment. The removal of the student from the learning environment is in the best interest of the District because the student's continuing presence would constitute a safety risk and/or disruption. The motion carried on roll call. Ayes 5. Nays 0.

**Adjournment**

There being no further business, Member Shannon moved, with a second by Member Armstrong, to adjourn the meeting at 7:31 p.m. The motion carried on voice vote. Ayes 5. Nays 0.

Board Approved: January 14, 2019