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
February 10, 2020 within the Boundaries of Said District

Regular Meeting

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

Board Members Present
Amy Armstrong, Gianina Baker (arrived at 5:33 p.m.), Chris Kloeppep, Kathy Shannon, Elizabeth Sotiropoulos, Heather Vazquez

Board Member Absent
Bruce Brown

Staff Members Present
Deputy Superintendent Laura Taylor, Assistant Superintendent Angela Ward, Executive Director of Human Resources Ken Kleber, Executive Director of Operations, Paul Douglas

Approval of Agenda
Member Shannon moved, with a second by Member Vazquez to approve the agenda as presented. The motion carried on voice vote. Ayes 5. Nays 0.

Executive Session
Member Sotiropoulos 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 Appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, specific individual who serves as an independent contractor or a volunteer of the public body or against legal counsel for the public body to determine its validity 120/2(c)(1), Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property 120/2(c)(8) and Student Discipline 120/2(c)(9). The motion carried on roll call. Ayes 5. Nays 0.

The Board convened into Closed Session at 5:32 p.m.

Open Session
The Board convened into Open Session at 6:00 p.m.

Guests
Representatives from CFT, local media and other interested persons

Public Comments
Benjamin Beaupre – Talked about the importance of trauma informed care.

Lauren Smith – Talked about building security at the Student, Family and Community Engagement Center at Mellon.

Communications
Superintendent Zola provided an update on District Math MAP scores.
Action Agenda: New Business

Administrative Appointment – Assistant Director of Operations: Ken Kleber

Member Kloeppel moved, with a second by Member Shannon to approve the Administrative Appointment – Assistant Director of Operations. The motion carried on roll call. Ayes 6. Nays 0.

With the recent promotion of Josh Munk to the position of Director of Facilities, the Assistant Director of Operations position became vacant. The open position was announced on the District’s website and other recruiting websites. Nine candidates were interviewed by a team of District administration and support staff. Ms. Ashlee McHaney was selected as the most outstanding candidate for the position.

Ms. McHaney is an experienced facilities and operations manager. Her background includes serving as Coordinator of Informal Recreation and Facilities with the University of Akron (Ohio), Assistant Manager with Goldfish Swim School (Ohio), Fitness Manager for the City of Broadview Heights Parks and Recreation (Ohio), and Illinois State University Coordinator of Facilities (Illinois). Ms. McHaney recently returned to Illinois after living in Ohio for several years.

Ms. McHaney holds a Bachelor of Science in Kinesiology, Exercise Science from Indiana University (2015) and a Master of Arts in Higher Education/Student Personnel from the University of Mississippi (2017).

The recommended salary for Ms. McHaney is $61,914 prorated from July 1, 2019, plus all appropriate Board-approved administrator benefits. The effective date of employment is February 5, 2020. This is a 260 days/year administrative position. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Ms. Ashlee McHaney as Assistant Director of Operations effective February 5, 2020 at the above-listed salary and appropriate fringe benefits.

Reports: New Business

Community Schools Update: Katina Wilcher

In the fall of 2016, a needs assessment was conducted to best determine the needs of our students and families. In the fall of 2017, using survey data, the District entered into community partnerships to support our efforts in meeting the needs of our students and families in the following areas: health support, social-emotional support, after school participation, academic support and technology, and parent engagement. While our community partnerships are growing, some of our most developed ones are Healthy Beginnings, Parent CommUniversity, Champaign Park District, Douglass Branch Library, Parkland College, and the University of Illinois Extension.

A proposal for targeted professional development with the National Center for Community Schools to heighten awareness around community schools, and facilitate an intensive bootcamp is pending. This proposal also includes ongoing consultation with the Director of Student, Family, and Community Engagement and other colleagues. Community Schools has one dedicated Community Schools Liaison; the Director has requested several additional positions to ensure adequate staffing to effect change on a macro-level that produces meaningful outcomes for our children and families. These requests will be reviewed upon completion of the Strategic Planning process.
In order appropriately staff Community Schools, a financial investment from the District, relative to providing dedicated Community Schools staff, is required. Additionally, support from viable community partners is important to effect change.

Semi-annual updates will be provided to the Executive Team and the Board of Education regarding the number of staff members who take part in trainings and the action planning and outcomes at buildings. The Director will also provide feedback from NCCS on their assessment and recommendations for our Community Schools work.

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

AA/EEO Audit and Report: Ken Kleber
The Human Resources Department is responsible for the establishment and implementation of the audit and reporting system for Affirmative Action/Equal Employment Opportunity. The Executive Director of Human Resources shall review the system on an annual basis and provide a written report to the Superintendent.

The report has also been reviewed by our AAEE Diversity Committee. Recommendations from the Committee will be incorporated into the District recruiting, hiring, and retention plans as appropriate.

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

Budget Transfer – Dr. Howard Elementary School Project Budget Decrease and Equivalent McKinley Athletic Fields Project Budget Increase: Sandra Roesler
In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. Construction for the New Dr. Howard Elementary School, with a total original construction cost of $13,669,566, is 65% complete. McKinley Fields Renovation with a construction Guaranteed Maximum Price Amendment equal to $6,042,228 is nearing completion.

Largely due to additional construction costs and delays resulting from unforeseen soil conditions, the McKinley project requires supplemental funding to accomplish work necessary to project completion. On top of added construction costs, there are additional owner’s costs necessary to adequately outfit the facility; including the purchase of new track and football equipment. Due to favorable bid results and manageable changes in the construction phase to date, the Dr. Howard project can yield contingency to McKinley Athletic Fields project without negatively impacting the project scope and schedule. Administration requested a transfer of $200,000 of owner contingency from the Dr. Howard project to the McKinley Athletic Fields project contingency.

Administration will process a decrease to the Dr. Howard Elementary budget and equivalent increase to the McKinley Athletic Fields budget.

Action Agenda: New Business
Construction Documents and Estimate Approval – Edison Middle School Renovation: Elizabeth Stegmaier
Member Shannon moved, with a second by Member Sotiropoulos to approve The Construction Documents and Estimate Approval – Edison Middle School Renovation. The motion carried on roll call. Ayes 6. Nays 0.
In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On October 15, 2019, the Board approved the Design Development phase of design and accompanying estimate for the Edison Middle School project. Administration requested Board approval of the Construction Documents and estimate so that the team can finalize bidding documents for this project.

Administration recommended approval of the Construction Documents and Estimate for the Edison Middle School Renovation project.

Construction Contracts and Broeren Russo Builders, Inc. Amendment – Edison Middle School Addition and Renovations Bid Package #1: Elizabeth Stegmaier

Member Kloeppel moved, with a second by Member Shannon to approve the Construction Contracts and Broeren Russo Builders, Inc. Amendment – Edison Middle School Addition and Renovations Bid Package #1. The motion carried on roll call. Ayes 6. Nays 0.

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On October 15, 2019, the Board of Education approved the project design and estimate through the Design Development.

The project received bids for Bid Package #1 of construction on February 4, 2020. After reviewing the bid results, Administration requested Board approval of six (6) construction contracts, as well as an amendment to Broeren Russo Builders, Inc.’s contract, allowing them to manage these construction contracts. For execution and management of the bid packages, Broeren Russo Builders, Inc. has established a Guaranteed Maximum Price Amendment of $4,575,429.00. Broeren Russo Builders Inc. has established a Guaranteed Maximum Price of $4,575,429.00. Expenses for this project will be paid from the Capital Projects Fund.

Administration recommended approval of the construction contract and associated amendment to Broeren Russo Builders, Inc.’s contract.

Student Discipline – Student #203091

Member Sotiropoulos moved, with a second by Member Vazquez that student #203091 shall be provided an alternative placement for the remainder of the 2019-20 school year and first semester of the 2020-21 school year for violating Conduct Codes: #18 Physical Confrontation with Staff and #19 Physical Confrontation with Student 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 to expel the student for the duration/remainder of the duration stated above. The duration of the alternative placement/expulsion is based on: the egregiousness of the violation of Conduct Codes listed above; 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 6. Nays 0.
Consent Agenda: New Business
Member Shannon moved, with a second by Member Sotiropoulos to approve the Consent Agenda – Unfinished/New Business. The motion carried on roll call. Ayes 6. Nays 0.

The following Consent Agenda items were approved:

Approval of 2020-2021 and 2021 and 2022 School Calendars: Dan Casillas
A committee comprised of parents, teachers, support staff, principals, and District administrators met on multiple occasions during the current school year to develop the 2020-2021 and 2021-2022 school calendars.

Using parameters established by the Illinois State Board of Education and District-specific considerations, the committee developed the proposed calendars. The considerations and parameters include:

- Attention to factors that promote positive learning and work environments for students and staff members, respectively (e.g., continuity of instructional time, state testing, etc.).
- Adherence to contract language relative to the design of the school calendars.
- Accommodation of the Balanced Calendar staff members and their request to have three (3) Institute Days at the beginning of their school year.
- Holding semester exams at the end of the first semester, before winter break.
- Placement of the fall and spring holidays to ensure sensitivity to families traveling over designated holiday breaks and/or to other variables.
- Alignment of the District’s spring holidays with the University of Illinois’ spring break.
- Efforts to provide maximum allowable time for Referendum projects and school improvements to be completed during the summers of 2020 and 2021.
- Attendance on Veteran’s Day.

A fundamental goal in the formation of the District calendars is to develop a well-designed calendar that meets the needs of the diverse stakeholders served by Champaign Unit #4 School District.

Administration recommended approval of the 2020-21 and 2021-22 school calendars.

Human Resource Changes: Ken Kleber
The Human Resource Changes were approved as presented.

Bills and Treasurer’s Report – January: Michele Johnson
The Bills and Treasurer’s Report – January were approved as presented.

Approval of Minutes from January 13, 2020 and January 27, 2020
The Minutes were approved as presented.

Central High School Additions and Renovation – Area C Science Room Tables: Mark Roessler
In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On September 9, 2019, the Board of Education approved a budget increase for Owner’s Cost for both Centennial High School and Central High School. Part of that funding increase was allocated for increasing the furniture budget at each school, including new furniture at most classrooms. By procuring Science tables through the construction contract via this contingency draw, we are able to match the Science casework that was already being provided as part of the construction contract. It was also more cost effective to procure it this way instead of through the furniture contracts.
Administration requested approval of the contingency draw for Area C Science Room Tables for Central High School Additions and Renovations project in the amount of two hundred and four thousand three hundred thirteen dollars and twenty-nine cents $204,313.29. Expenses for this scope of work will come from the Owner’s Contingency within the approved GMP contract with O’Shea Builders.

Administration recommended approval of the Science Classroom Mobile Tables Contingency Draw for Central High School Additions and Renovations for the amount of two hundred and four thousand three hundred thirteen dollars and twenty-nine cents $204,313.29.

Centennial High School Bid Release #2 – Science Classroom Mobile Tables Contingency Draw:
Mark Roessler
In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On September 9, 2019, the Board of Education approved a budget increase for Owner’s Cost for both Centennial High School and Central High School. Part of that funding increase was allocated for increasing the furniture budget at each school, including new furniture at most classrooms. By procuring Science tables through the construction contract via this contingency draw, we are able to match the Science casework that was already being provided as part of the construction contract. It was also more cost effective to procure it this way instead of through the furniture contracts.

Administration requested approval of the contingency draw for Science Classroom Mobile Tables for Centennial High School project in the amount of two hundred and two thousand four hundred thirty-seven dollars $202,437.00. Expenses for this scope of work will come from the Owner’s Contingency within the approved GMP contract with O’Shea Builders.

Administration recommended approval of the Science Classroom Mobile Tables Contingency Draw for Centennial High School Bid Release #2 for the amount of two hundred and two thousand four hundred thirty-seven dollars $202,437.00.

Executive Session
Member Sotiropoulos 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 Appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, specific individual who serves as an independent contractor or a volunteer of the public body or against legal counsel for the public body to determine its validity 120/2(c)(1). The motion carried on roll call. Ayes 6. Nays 0.

The Board convened into Closed Session at 9:02 p.m.

Open Session
The Board convened into Open Session at 9:20 p.m.

Action Agenda: New Business
Notice to Remedy – Johnetta Housley: Ken Kleber
Member Shannon moved, with a second by Member Sotiropoulos to approve the Notice to Remedy – Johnetta Housley as presented. The motion carried on roll call. Ayes 6. Nays 0.
Adjournment
There being no further business, Member Baker moved, with a second by Member Sotiropoulos to adjourn the meeting at 9:21 p.m. The motion carried on voice vote. Ayes 6. Nays 0.

Board Approved: March 9, 2020