

**Minutes of the SPECIAL Meeting of the Board of Education
Community Unit School District No. 4, Champaign County, Illinois
Savoy Recreation Center, 402 Graham Drive, Savoy, Illinois
February 22, 2016 within the Boundaries of Said District**

Special Meeting

Board President Chris Kloeppe called the Special Meeting of the Board to order at 5:03 p.m.

Board Members Present

Amy Armstrong, Gianina Baker, Chris Kloeppe, Kathy Richards, Kathy Shannon, Lynn Stuckey (arrived at 5:08 p.m.), Jonathan Westfield

Staff Members Present

Superintendent Judy Wiegand, Deputy Superintendent Laura Taylor, Assistant Superintendent Susan Zola, Assistant Superintendent Angela Smith, Executive Director of Human Resources Ken Kleber, Chief Financial and Legal Officer Tom Lockman, Director of Operations Matt Foster

Approval of Agenda

Member Shannon moved, with a second by Member Richards, to approve the agenda. The agenda was approved as presented. The motion carried on voice vote. Ayes 6. Nays 0.

Executive Session

Member Westfield moved, with a second by Member Richards, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Student Discipline 120/(c)(9). The motion carried on roll call. Ayes 6. Nays 0.

The Board convened into *Closed Session* at 5:06 p.m.

Open Session

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

Reports: New Business

Village of Savoy Update: Dr. Judy Wiegand

Mayor Robert McCleary, Village Manager Dick Helton and Dan Davies presented information on the planned growth for the Village of Savoy.

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

Transportation Facility Update: Matt Foster

During the past two weeks the District has been working with Gorski-Reifsteck Architects and O'Shea Builders to identify the appropriate building design features and their associated costs for a complete Transportation Facility. The District has made site visits to MTD and held programming meetings with the Transportation, Copy Services, and Food Service staffs to make sure that these departments have their needs identified and included in a complete building design. The District has a very detailed view of these design features and their costs for the schematic design stage in planning development. The District is now working with Gorski-Reifsteck and O'Shea Builders to optimize the design.

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

2015-16 Goals and Indicators – Middle School: Dr. Judy Wiegand & Angela Smith

Research (Marzano, McRel) indicates that effective superintendents must focus on: collaborative goal setting, non-negotiable goals for achievement and instruction, use of resources to support achievement and instruction, monitoring goals for achievement and instruction, and a defined autonomy and relationship with the schools.

All of the above components are in place as evidenced by goals and indicators that have been set by the Board. Having District defined, common goals, along with a system of accountability has allowed for a tight alignment. Performance evaluations for all central office and building administrative staff are directly connected to the goals and indicators set by the Board. Having defined autonomy allows us to have an effective balance of centralized direction while allowing building level administration the freedom to respond effectively and efficiently to their students and families.

Administration highlighted curriculum, instruction, and assessment at the middle school level. The elementary school presentation will be on March 14. Administration also pointed out how the work being done directly correlates to the Superintendent's Goals and Indicators for 2015-16, and the challenges and successes we are experiencing.

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

Board Policy 520.09/R and Related Administrative Fringe Benefits: Ken Kleber

Board Policy 520.09/R governs the use of vacation time by twelve (12) month administrative staff. This Policy was last approved by the Board in December 2003. The Payroll Department recently requested that the District review its process for "rolling over" unused administrative vacation time to simplify processes, provide consistency between different groups of employees, and reduce paperwork. The Superintendent supports this request.

Revision to this Policy will also require an amendment to the Administrative Fringe Benefits document for reasons of consistency. The Administrative Fringe Benefits package was last approved by the Board of Education in December 2013.

Since the current vacation "approval" process is merely a formality, there is no added cost to the District as a result of this change. A minor cost savings will occur due to the reduction in paperwork and data entry time associated with the change.

District Administration recommended the Board approve the revisions to Board Policy 520.09/R and the revised Administrative Fringe Benefits package at its March 29, 2016 meeting.

Action Agenda: New Business

Special Board Committee – Tier Two Membership: Dr. Judy Wiegand

Member Shannon moved, with a second by Member Baker to approve the Special Board Committee – Tier Two Membership. The motion carried on roll call. Ayes 7. Nays 0.

The Board approved the creation of a Special Board Committee (Policy 255) to assist in the development of a facility plan. The committee consists of two tiers, with Tier One providing information on needed improvements at the elementary, middle, and high school levels. The charge of the Tier Two Committee is to discuss possible options on how best to support the capacity and programming needs at all levels presented by Tier One, with a final report highlighting recommendations to the Board of Education at the May 9, 2016 Board Meeting (tentative timeline and can be adjusted if needed).

The Tier Two Committee will consist of 16 members and made up elected officials, the business community, and at large community members. The members of the Tier Two Committee will be as follows:

Board of Education: Chris Kloeppel and Amy Armstrong

City of Champaign: Paul Faraci and Will Kyles
Champaign Park District: Tim McMahon and Craig Hayes
Village of Savoy: R. Dee Shonkwiler
MTD: Brad Diel
Champaign County Chamber of Commerce: Laura Weis
Economic Development Council: Craig Rost
Black Chamber of Commerce: Troy Deen
At Large Members: Sam Banks, Laura Berg, Luz Murillo, Alan Nudo, Jewell White
Facilitator: Steve Carter

Administration recommended approval of the Special Board Committee Tier II Membership.

Consent Agenda: New/Unfinished Business

Member Stuckey moved, with a second by Member Richards to approve the Consent Agenda: New/Unfinished Business. The motion carried on roll call. Ayes 7. Nays 0.

The following Consent Agenda items were approved:

Resolution Authorizing Sale of One Salt/Sand Spreader: Tom Lockman

The District has one salt/sand spreader that is no longer used. A Board Resolution is required in order to sell this surplus property by bid.

The proceeds from the sale of the used equipment will be credited back to the Operations & Maintenance Fund.

Administration recommended that the Board approve the Resolution to sell the surplus Salt/Sand Spreader to the highest bidder.

Approval of Release and Settlement of Claim – Hanover Insurance: Tom Lockman

The approval of Release and Settlement of Claim – Hanover Insurance was approved as presented.

Hourly Nursing Staff Wages & Fringe Benefits: Ken Kleber

The salary and benefits package for the District's Hourly Nurses has not been reviewed since 2014. The District has been successful filling its nursing vacancies but wants to ensure it retains these valuable employees. Additionally, this document incorporates changes required by the Affordable Care Act (ACA) to avoid financial penalties on the District. Because of this, Administration is recommending the Board approve revisions to the wages and fringe benefits package for Hourly Nurses.

The estimated maximum cost of the additional Sick/Personal Leave when applied to the District's existing pool of eligible employees is approximately \$1,250 per year. The cost of the longevity bonuses will be determined by the years of service of Hourly Nurses in the future. This year, the District expects to pay out \$1,000 in bonuses as a result of this change.

Administration recommended that Board approve the proposed wages and benefits package.

Student Discipline

Member Stuckey moved, with a second by Member Shannon that student #540942 should be expelled from Centennial High School for the remainder of the 2015-16 school year and first semester of the 2016-17 school year and should be reassigned to an alternative setting at the administration's direction for violating Conduct Code #34 Weapon-Related Activities. Such

expulsion shall be held in abeyance so long as the student meets the attendance and behavioral requirements of the assigned placement. If such requirements are met, upon expiration of the reassigned term, the expulsion will be vacated and the student may return to his/her regularly assigned school. The motion carried on roll call. Ayes 7. Nays 0.

Member Westfield moved, with a second by Member Stuckey that student #203370 should be expelled from Edison Middle School for the remainder of the 2015-16 school year and should be reassigned to an alternative setting at the administration's direction for violating Conduct Code #36 Mob Action. Such expulsion shall be held in abeyance so long as the student meets the attendance and behavioral requirements of the assigned placement. If such requirements are met, upon expiration of the reassigned term, the expulsion will be vacated and the student may return to his/her regularly assigned school. The motion carried on roll call. Ayes 6. Nays 0. Abst. 1. Member Richards abstained.

Member Stuckey moved, with a second by Member Richards that student #212773 should be expelled from Centennial High School for the remainder of the 2015-16 school year and the entire 2016-17 school year and should be reassigned to an alternative setting at the administration's direction for violating Conduct Code #34 Weapon-Related Activities. Such expulsion shall be held in abeyance so long as the student meets the attendance and behavioral requirements of the assigned placement. If such requirements are met, upon expiration of the reassigned term, the expulsion will be vacated and the student may return to his/her regularly assigned school. The motion carried on roll call. Ayes 7. Nays 0.

Member Westfield moved, with a second by Member Stuckey that student #510233 should be expelled from Edison Middle School for the remainder of the 2015-16 school year and should be reassigned to an alternative setting at the administration's direction for violating Conduct Codes #19 Physical Confrontation with Student and #36 Mob Action. Such expulsion shall be held in abeyance so long as the student meets the attendance and behavioral requirements of the assigned placement. If such requirements are met, upon expiration of the reassigned term, the expulsion will be vacated and the student may return to his/her regularly assigned school.

Member Shannon moved, with a second by Member Westfield that student #511043 should be expelled from Franklin Middle School for the remainder of the 2015-16 school year and should be reassigned to an alternative setting at the administration's direction for violating Conduct Codes #18 Physical Confrontation with Staff and #19 Physical Confrontation with Student. Such expulsion shall be held in abeyance so long as the student meets the attendance and behavioral requirements of the assigned placement. If such requirements are met, upon expiration of the reassigned term, the expulsion will be vacated and the student may return to his/her regularly assigned school.

Recommendation for Termination – Scott Christenson: Ken Kleber

This item was removed from the agenda.

Adjournment

There being no further business, Member Richards moved, with a second by Member Stuckey, to adjourn the meeting at 8:05 p.m. The motion carried on voice vote. Ayes 7. Nays 0.

Board Approved: March 14, 2016