

**Minutes of the SPECIAL 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 25, 2019 within the Boundaries of Said District**

Special Meeting

Board President Chris Kloeppe called the Special 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, Angela Ward Assistant Superintendent, Jennifer Ivory-Tatum Assistant Superintendent, Executive Director of Human Resources Ken Kleber, Chief Financial and Legal Officer Tom Lockman, Executive Director of Operations Paul Douglas

**Approval of Agenda**

Agenda item 11A Student Discipline – Student #511301 was moved to the beginning of the agenda after Informational Items. Member Shannon moved, with a second by Member Brown to approve the agenda as amended. The motion carried on voice vote. Ayes 7. Nays 0.

**Executive Session**

Member Shannon moved, with a second by Member Armstrong, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider 120/2(c)(1) Employee Appointments, Employment, Compensation, Dismissals, Complaints and 120/2(c)(9) Student Discipline. The motion carried on roll call. Ayes 7. Nays 0.

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

**Open Session**

The Board convened into *Open Session* at 6:02 p.m.

**Action Agenda: New Business**

Student Discipline – Student #511301

Member Shannon moved, with a second by Member Armstrong that student #511301 shall be provided an alternative placement for the remainder of the 2018-19 school year and first semester of the 2019-20 school year for violating Conduct Codes #7 Disruptive Behavior and #18 Physical Confrontation with Staff 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 disruption. The motion carried on roll call. Ayes 5. Nays 0. Abst. 1. Member Brown Abstained. Member Vazquez was not present for the vote.

**Reports: New Business**

K-8 Curriculum Adoption Update and Textbook Proposal for High School Science: Mike Lehr & Jaime Roundtree

The Illinois State Board of Education (ISBE) adopted the Next Generation Science Standards (NGSS) on February 19, 2014. These new Illinois Learning Standards for Science went into effect in the 2016-2017 school year. The purpose of these new, more rigorous standards is to better prepare students to be college and career ready. The Champaign Unit #4 adoption process is committed to supporting the instructional practices and resources necessary for alignment to the new Illinois Learning Standards for Science. Documents provided to the Board represented the recommendations of the High School Science Adoption Committee.

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

Referendum Projects Financial Update: Elizabeth Stegmaier

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. The work has begun in earnest. Administration provided an update on spending to date overall, breakdown of spending, and tracking against minority and women business enterprise goals. The Capital Projects team will provide regular updates to the Board on the referendum projects and MBE/WBE goal tracking.

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

**Action Agenda: New Business**

South Side Elementary Remco Construction Contract Approval and Broeren Russo GMP Amendment: Sandra Roesler

Member Shannon moved, with a second by Member Armstrong for approval of South Side Elementary Remco Construction Contract Approval and Broeren Russo GMP Amendment. 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 December 10, 2018, the Board of Education approved the project design and estimate through the Construction Documents phase.

The Project Management Team was in front of the Board on January 28, 2019 and requested Board approval of eleven (11) construction contracts, as well as an amendment to Broeren Russo Builders, Inc.'s contract, allowing them to manage construction contracts. The recommendation also included restructuring and rebidding bid packages for general trades, roofing, electrical, and low voltage in February - March 2019.

On review of bids received and how to best restructure bids for cost savings, the construction management team of Broeren Russo Builders, Inc. and Midwest Construction professionals recommended bid packages for electrical and low voltage be included in a revised, Phase 2 GMP Amendment rather than re-bid. It is their opinion that a re-bid of the electrical and low voltage bid packages will likely result in bids higher than those received on January 28, 2019.

Administration requested Board approval of one (1) added construction contract, as well as a revised, amendment to Broeren Russo Builders, Inc.'s contract, allowing them to manage this construction contract and those approved on January 28, 2019.

Bid packages for general trades and roofing have been restructured for rebidding February - March 2019. Rebidding is not expected to affect the overall project schedule. Construction for Phase 2 will commence in March 2019 in keeping with the current project schedule.

For execution and management of the one contract, Broeren Russo Builders, Inc. has established a Guaranteed Maximum Price of \$5,971,837. Expenses for this project will be paid from referendum bond proceeds in the Capital Projects Fund and fund balance.

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

**Consent Agenda: New Business**

Member Brown moved, with a second by Member Shannon to approve the Consent Agenda: 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.

Resolution – Preparation of Tentative 2019-2020 Budget: Tom Lockman

The Board of Education must, by resolution, designate some person or persons to prepare a tentative budget for Fiscal Year 2019-2020. The appropriate resolution has been prepared.

Administration recommended Board approval of the resolution to designate Tom Lockman, Chief Financial and Legal Officer, as the person to prepare the tentative budget for Fiscal Year 2019-2020.

Resolution – Permanent Transfer of Working Cash Fund Interest: Tom Lockman

Section 20.5 of The School Code of Illinois provides for the permanent transfer of interest earned from investments of the Working Cash Fund. Interest earned from investments during Fiscal Year 2018, as reported in the June 30, 2017 Audit, total \$100,816.64. The appropriate resolution has been prepared providing for the permanent transfer of such interest to the Educational Fund.

Administration recommended the Board of Education approve the Resolution Authorizing Permanent Transfer of Interest from the Working Cash Fund to the Educational Fund.

Approval of Urbana Champaign Sanitary District Connection Fees – Central High School: Elizabeth Stegmaier

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On December 10, 2018, the Board approved construction contracts for Storm and Sanitary relocations at Central High School. Previous payments to Urbana Champaign Sanitary District (UCSD) for their Interceptor Cost Recovery Fee were within the delegated payment authority and have been made in the amount of \$49,178.00.

As required by UCSD ordinances, payment of \$63,417.60 for the Connection Fee is also required before the new sanitary sewer can be connected to the existing sewer system.

For payment of the Urbana Champaign Sanitary District connection fees: \$63,417.60. Expenses for this project will be paid from referendum bond proceeds in the Capital Projects Fund and fund balance.

Administration recommended approval of payment for Urbana Champaign Sanitary District connection fees on and near the Central High School campus.

Approval of Urbana Champaign Sanitary District Connection Fees – Centennial High School: Elizabeth Stegmaier

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

As required by Urbana Champaign Sanitary District (UCSD) ordinances, payment of \$31,691 for the Interceptor Cost Recovery Fee is required before the permit can be issued and payment of \$40,867.20 for the Connection Fee is required before the new sanitary sewer can be connected to the existing sewer system.

For payment of the Urbana Champaign Sanitary District total fees: \$72,558.20. Expenses for this project will be paid from referendum bond proceeds in the Capital Projects Fund and fund balance.

Administration recommended approval of payment for Urbana Champaign Sanitary District connection fees on and near the Centennial High School.

Managed Internet Service Consolidated Communications: John Gutzmer

On April 17th 2017 Champaign Unit 4 Schools entered into a 2 year contract with Consolidated Communications to increase our managed internet service to 5Gbps. This alleviated a key bottleneck in providing adequate internet to the District's staff and students. The IT department has since implemented a process and policy to continually monitor district network usage and implement increases when necessary as part of the District Technology Plan. Through that process we have determined that this circuit and the load balanced circuit will meet the Districts internet needs for the duration of the contract.

Managed internet circuits are installed at our primary data center at Booker T. Washington and delivered to the rest of the District through redundant rings on our metro area network. This circuit will be load balanced with an additional 600 Mbps circuit with diverse paths to the internet and automatic failover.

This contract was bid through the federal Universal Service Administrative Company in accordance with the e-rate process. The federal form 470 was opened on January 12th, 2019 and closed on February 14th, 2019. The Technology Department reviewed the proposals from 6 vendors and the criteria were weighted in importance as follows: Price (30%), Non-recurring Costs (10%), Prior Experience (20%), Local Vendor (20%), Transition Process (20%)

**5 GB**

<b>Company</b>	<b>Total MRC</b>	<b>Length of Term</b>	<b>Total</b>	<b>Notes</b>
CTC	\$3,138	24 Months	\$75,312	80% e-rate discount

This contract utilizes an existing circuit and will not require installation, or a contract to replace the automated failover in our core routing infrastructure.

The newly bid contract represents a decrease from the existing 5Gbps circuit from \$3999 / month to \$3138 / month. This will be funded with an 80% e-rate discount. The Districts obligation will be \$627 / month.

Administration recommended the bid for the 5Gbps managed internet service be awarded to Consolidated Communications.

Managed Internet Service AT&T: John Gutzmer

In July 2016 Champaign Unit 4 Schools entered into a 3 year contract with AT&T to add a 600Mbps circuit to provide additional capacity for the District and provide failover capability in the event of a failure of one of the circuits. This circuit is load balanced with routing rules that provide service to Dr. Howard and South Side with failover rules for the rest of the District. The IT department has implemented a process and policy to continually monitor district network usage and implement increases when necessary as part of the District Technology Plan. Through that process we have determined that this circuit and the load balanced circuit will meet the Districts internet needs for the duration of the contract.

Managed internet circuits are installed at our primary data center at Booker T. Washington and delivered to the rest of the District through redundant rings on our metro area network. This circuit will be load balanced with an additional 5 GB circuit with diverse paths to the internet and automatic failover

This contract was bid through the federal Universal Service Administrative Company in accordance with the erate process. The federal form 470 was opened on January 12th, 2019 and closed on February 14th, 2019. The Technology Department reviewed the proposals from 6 vendors and the criteria were weighted in importance as follows: Company Price (30%), Non Recurring Costs (10%), Prior Experience (20%), Local Vendor (20%), Transition Process (20%)

It is recommended the bid for the 600 Mbps managed internet service be awarded to AT&T.

**600 Mbps**

Company	Total MRC	Length of Term	Total	Notes
AT&T	\$1,477.60	24 Months	\$35,462.40	80% eRate discount

This contract utilizes an existing circuit and will not require installation, or a contract to replace the automated failover in our core routing infrastructure.

The newly bid contract represents a decrease from the existing 600Mbps circuit from \$3785 / month to \$1478 / month. This will be funded with an 80% e-rate discount. The District's obligation will be \$296 / month.

Administration recommended the bid for the for the 600 Mbps managed internet service be awarded to AT&T.

Approval of the Bid for Centennial High School Phase II Hazardous Material Asbestos Abatement: Elizabeth Stegmaier

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On February 15, 2019, Administration received and opened bids for Centennial High School Phase II Hazardous Material Abatement. Four (4) contractors submitted bids and Administration recommended that Thornburgh Abatement, Inc. be awarded the contract for Base Bid No. 1. Base Bid No. 2 is within Board delegated authority level. Thornburgh Abatement, Inc. bid for Base Bid No. 1 is \$284,809.50. 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 II to Thornburgh Abatement, Inc. for their bid amount of \$284,809.50.

Bid – Apple iPads: John Gutzmer

The Unit 4 Educational Technology Department is committed to equipping our District with effective instructional technology tools that support 21<sup>st</sup> century teaching and learning. These iPads will be used to pilot next generation classroom technology at each schools as well as increasing access to resources in library and media centers. Three professional development sessions will be scheduled for all of the technology that will be purchased through the grant and to obtain feedback from teachers prior to a broader rollout through the construction process

Board policy states that requests for proposals will be solicited when items are expected to exceed a total of \$25,000. Formal requests were mailed on February 7th, 2019 to vendors inviting the submission of sealed bids for 150 Apple iPads. The invitation and specifications for the RFP were also posted on the District’s website. Bids were received from four companies and were opened on February 21st, 2019 with the following results:

Company	Cost per Unit	Quantity	Total	Notes
F&E Trading	\$290.00	150	\$43,500.00	Enrolled with vendor ID
Apple Inc	\$2,940.00	15 (150 total)	\$44,100.00	Packs of 10
Diltex Inc	\$306.18	150	\$45,927.00	Enrolled with vendor ID
AKA Comp Solutions INC	\$344.39	150	\$51,658.60	Enrolled with vendor ID

The Technology Department reviewed the proposals and the criteria were weighted in importance as follows: Price (55%), compatibility/accuracy (25%), ease of installation (5%), warranty and service (15%). IT staff will enroll and configure the iPads when they are received before deploying them to the individual schools.

Administration recommended the bid for the Apple iPads be awarded to Apple Inc. for \$44,100.00 and be paid for by Title I and II Funds.

Bid – Chromebooks: John Gutzmer

The Unit 4 Educational Technology Department is committed to equipping our district with effective instructional technology tools that support 21<sup>st</sup> century teaching and learning. These chromebooks will be used to pilot next generation classroom technology at K-12 schools as well as increasing access to resources in library and media centers. Three professional development sessions will be scheduled for all of the technology that will be purchased through the grant and to obtain feedback from teachers prior to a broader rollout through the construction process.

Board policy states that requests for proposals will be solicited when items are expected to exceed a total of \$25,000. Formal requests were mailed on February 7th, 2019 to vendors inviting the submission of sealed bids for 300 Chromebooks and 300 licenses. The invitation and specifications for the RFP were also posted on the District’s website. Bids were received from seven companies and were opened on February 21st 2019 with the following results:

Company	Price Per Unit	Price Per License	Quantity	Total	Notes
SHI	\$203.00	\$25.00	300	\$68,400.00	
Diltex Inc	\$208.64	\$23.49	300	\$69,639.00	
Hypertec USA Inc	\$209.00	\$24.00	300	\$69,900.00	
Troxell	\$212.06	\$24.00	300	\$70,818.00	
Virtucom	\$213.00	\$24.00	300	\$71,100.00	
AKA Comp Solutions	\$344.78	\$25.00	300	\$110,934.00	
Trinity3	\$269.00	\$0	300	\$80,700.00	License Included

The Technology Department reviewed the proposals and the criteria were weighted in importance as follows: Price (55%), Compatibility/Accuracy (25%), Ease of Installation (5%), and Warranty and Service (15%).

IT staff will enroll and configure the Chromebooks when they are received before deploying them to the individual schools.

Administration recommended the bid for the Chromebooks and License be awarded to SHI International Corporation for \$68,400.00 and be paid for by Title I and II Funds.

**Executive Session**

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

The Board convened into *Closed Session* at 7:35 p.m.

2/25/2019 Special Meeting

**Open Session**

The Board convened into *Open Session* at 7:59 p.m.

**Adjournment**

There being no further business, Member Shannon moved, with a second by Member Richards to adjourn the meeting at 7:59 p.m. The motion carried on voice vote. Ayes 7. Nays 0.

Board Approved: February 25, 2019