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
January 13, 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, Bruce Brown, Chris Kloeppel, Kathy Shannon, Elizabeth Sotiropoulos, Heather Vazquez

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 Sotiropoulos moved, with a second by Member Shannon to approve the agenda as amended. The motion carried on voice vote. Ayes 7. 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 Employee appointments, employment, compensation, dismissals, complaints 120/2(c)(1) and Student Discipline 120/2(c)(9). 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 5:56 p.m.

Guests
Representatives from CFT, local media and other interested persons

Freedom of Information Act Requests
Superintendent Zola gave a verbal report of FOIA requests that have been received.

Public Comments
Mike Ingram – Talked about the importance of the One to One Mentoring program and scholarships.

Creel Unbeloved – In favor of the root causes study and asked what could be done in the meantime for students.

Diana Hildebrand – Is a first grade Garden Hills teacher and talked about some of the needs of Garden Hills – more resources, smaller class sized, resident trauma team, relevant professional development and certified co-teachers. She invited another who has ideas to please reach out and get involved.

Sharlene Denos – Talked about the benefits of the dual language program at IPA.

Azark Cobbs – Talked about the Garden Hills neighborhood. He feels the International Prep Academy should be given adequate facilities.
Barbara Suggs-Mason – She is concerned about low achievement of Unit #4’s African-American students.

Jennifer Enoch – Suggested the District use research based strategies. She feels IPA needs more space and all students could benefit from the dual language program.

Geovanny Vega – Talked about the importance of the Dual Language program and wants the program to expand.

Peggi Stockley – She feels resources and materials are needed to help teachers to teach students where they are and how they learn.

Amy Revilla – Requested more listening sessions and that we all work together to make sure all students are being treated fairly.


Josh Payne – Talked about Garden Hills’ student data. He feels a trauma support team and paid mentors at each building could be beneficial.

Martel Miller – Talked about student achievement for Unit #4’s African-American students.

Minnie Pearson – Talked about the important of trauma informed education and the need to work together to educate our students.

Maria Flores – Reminded everyone that we are one unit/one community.

**Reports: New Business**

**Reflections and Looking Ahead: Dr. Susan Zola**

Unit 4 began a discussion on the needs of both Garden Hills and IPA at the December 9th Board Meeting. The Board received an update on data requested over the last several weeks, feedback from various stakeholders and some recommendations for next steps. The link to the presentation is:


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

**Action Agenda: New Business**

**Public Hearing on 2020-2021 and 2021-2022 Proposed School Calendars:** Dan Casillas Member Sotiropoulos moved, with a second by Member Vazquez to open the Public Hearing on the 2020-2021 and 2021-2022 Proposed School Calendars. The motion carried on roll call. Ayes 7. Nays 0.

The public hearing was opened at 8:12 p.m. There were approximately 18 people in the audience.

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 break 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.

The Calendar Committee recommended the Board of Education hold a public hearing on the 2020-2021 and 2021-2022 Proposed School Calendars with the approval of these proposed calendars scheduled for the February 10, 2020 Board Meeting.

Hearing no comments from the public, Member Shannon moved, with a second by Member Vazquez to close the Public Hearing at 8:16 p.m. The motion carried on roll call. Ayes 7. Nays 0.


The Board of Education approved the Capital Improvement and Maintenance/Repair Plan October 28, 2019. In 2012, Franklin STEAM Academy HVAC system was updated with Bard geothermal vertical unit ventilators without a reheat function. Over the years, O&M has been fighting high humidity levels. Retrofitting the vertical unit ventilators with a reheat function will help mitigate high humidity levels and produce a comfort level for students and staff.

Financial Implications:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction cost Estimate</td>
<td>$251,000</td>
</tr>
<tr>
<td>Contingency (10%)</td>
<td>$  25,000</td>
</tr>
<tr>
<td>A/E Fee (10% Maximum)</td>
<td>$  25,000 (NTE)</td>
</tr>
<tr>
<td>Project Cost</td>
<td>$301,000</td>
</tr>
</tbody>
</table>

Administration recommended approval of the GHR Engineers and Associates, Inc. Proposal – Franklin STEAM Academy.

Student Discipline – Student #218818
Member Sotiropoulos moved with a second by Member Shannon that student #218818 shall be provided an alternative placement for the remainder of the 2019-20 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 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 Code 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 7. Nays 0.

Consent Agenda: New Business
Member Shannon moved, with a second by Member Brown 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.

Student Worker Wages: Ken Kleber & Seth Hansen
Currently, the wage for Student Workers is set at $8.25/hour. Due to changes to the Illinois minimum wage that took effect on January 1, 2020, District administration recommended this rate be increased to $9.25/hour through June 30, 2020.

The minimum wage is slated to increase again next year. A recommendation for the 2021 school year will be presented to the Board this Spring. The total cost of the increase depends on the total number of hours worked by Student Workers each year. Based on recent years’ figures, labor costs could increase by approximately $1,000 per year as a result of this change. Administration recommended that Board accept the proposed wage outlined above.

Bills and Treasurer’s Report – December: Michele Johnson
The Bills and Treasurer’s Report – December was approved as presented.

Minutes of December 9, 2019
The Minutes were approved as presented

Approval of Closed Session Minutes: July, 2019 – December, 2019
The Minutes were approved as presented.

Approval of the Project Labor Agreement with the East Central Illinois Building 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. 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 the updated Agreement through December 31, 2020. At that time, the District will again review the Agreement in the context of the work performed under the Agreement in order
to determine 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.

Central High School Additions and Renovation – Operable Window 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 adding operable windows to the new windows being installed as part of the referendum project. After completing the first phase of renovation work at both schools, it became apparent that operable windows would be important in providing increased occupant comfort and help reduce utility costs by utilizing natural ventilation as the weather allows. 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 Operable Windows Contingency Draw for Central High School for the amount of one hundred fifty six thousand six hundred and eleven dollars ($156,611).

Central High School Additions and Renovation – Area B Chilled – Hot Water Piping Revisions Contingency Draw: Mark Roessler
In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On April 23, 2019, the Board of Education approved eighteen (18) construction contracts and the associated amendment for O’Shea Builders for the Central High Additions and Renovations project. This change would add more piping for the HVAC system for the 1954 portion of the building, as needed per revised engineering investigations. During the summer 2019 construction, it was determined that the specified piping sizes feeding the 1954 portion of the building were not sized properly to provide adequate water supply for the HVAC system and additional piping is necessary. Expenses for this scope of work will come from the Owner’s Contingency within the approved contract with O’Shea Builders.

Administration recommended approval of the Area B Chilled-Hot Water Piping Revisions Contingency Draw for Central High School for the amount of one hundred three thousand five hundred and fifteen dollars and thirty cents ($103,515.30).

Approval for the Purchase of Network Switches: John Gutzmer
The Unit 4 Technology Department is committed to equipping our buildings with effective instructional technology tools that support 21st century teaching and learning. Over the past three years, switches have been replaced according to a schedule to bring all of the District’s network equipment up to the minimum standard for the District.

Schools receiving upgrades this year include Bottenfield, Carrie Busey, Garden Hills, Kenwood, Westview, and Booker T. Washington. In addition, several switches were purchased for the Referendum expansion projects at Dr. Howard and South Side. This will complete this cycle of switch upgrades for the District.

Board policy states that requests for proposals will be solicited when items are expected to exceed a total of $25,000. FCC regulations require that all e-rate projects be bid through the USAC bid process. Formal requests were posted to the USAC bid portal on February 12, 2018.
and vendors were notified of the request for 72 network switches. The invitation and specifications for the RFP were also posted on the District’s website. Bids were received from five companies and were opened and evaluated on March 15, 2018 with the following results:

<table>
<thead>
<tr>
<th>Company</th>
<th>Total Bid Price</th>
<th>Total Score</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Entre Aruba</td>
<td>$289,799.00</td>
<td>70</td>
<td>Not Specified Equipment</td>
</tr>
<tr>
<td>Presidio Aruba</td>
<td>$308,853.74</td>
<td>70</td>
<td>Not Specified Equipment</td>
</tr>
<tr>
<td>Presidio Cisco</td>
<td>$362,004.00</td>
<td>80</td>
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<tr>
<td>CDW-G</td>
<td>$342,780.00</td>
<td>90</td>
<td></td>
</tr>
<tr>
<td>Netrix</td>
<td>$378,425.00</td>
<td>50</td>
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</tr>
</tbody>
</table>

The Technology Department reviewed the proposals and the criteria were weighted in importance as follows: Price (30%), Prior Experience (20%), Ineligible costs (20%), Local Vendor (20%), and Environmental Objectives (10%), and awarded the FCC 471 request to CDW for $342,780, and applied for the 80% matching fund from USAC.

On March 14, 2019 the funding commitment was received from USAC and Unit 4 began their process of procuring the network equipment. When processing the request the vendor notified the District that the model that was specified in the initial request had been given an end of life date and that a new model had been released to replace the 2960X model.

New quotes were issued and a service substitution request was placed with USAC to use the updated switches. On December 5th, 2019 the service request was accepted. Because of the updated model and additional international tariffs, the price of the equipment increased from $342,780 to $350,484. The additional cost is not eligible for e-rate funding since it was not included in the original request.

Administration recommended that Champaign Unit 4 Schools complete the e-rate process to purchase 72 network switches and related equipment from CDW. Existing staff will configure and deploy the switches.

Following approval, these switches will be purchased using 20% funding from the IT department Replacement Equipment Fund ($68,556) and 80% funding provided directly to CDW by USAC ($274,224). The additional $7,704 will be paid directly from the Replacement Equipment Fund. Following the purchase switches purchased for referendum projects will be credited back to that fund at the prorated discounted rate.

Administration recommended e-rate network switches be purchased from CDW.

Approval for the Purchase of Apple iPads: John Gutzmer & Rhonda Thornton
The Unit 4 Educational Technology Department is committed to equipping the District with effective instructional technology tools that support 21st century teaching and learning. These iPads will be placed and used throughout all Kindergarten classrooms in the District. The iPads will allow students to expand their technological growth in the classroom to adapt throughout their school career.
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 December 2nd, 2019 to vendors inviting the submission of sealed bids for 300 Apple iPads. The invitation and specifications for the RFP were also posted on the District’s website. Bids were received from two companies and were opened on December 16th, 2019 with the following results:

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apple Inc.</td>
<td>$88,200</td>
</tr>
<tr>
<td>Tiles in Style LLC</td>
<td>$131,250</td>
</tr>
</tbody>
</table>

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 was recommended the bid for the Apple iPads be awarded to Apple Inc. IT staff will enroll and configure the iPads when they are received before deploying them to the individual schools. Following the approval of this purchase the District will procure bids for the financing of these devices. This will be paid for by Title I funds.

Administration recommended the bid for the Apple iPads be awarded to Apple Inc.

Resolution Authorizing Permanent Transfer of Pledged Funds for Capital Projects from the Educational Fund to the Capital Projects Fund: Dr. Susan Zola/Guy Cahill
In November 2016, District voters approved a facilities referendum that included a pledge allocating $25,000,000 of fund balance towards the referendum projects. The provided resolution authorizes the District to transfer $25,000,000 from the Education Fund to the Capital Projects Fund.

$25,000,000 will be moved from the Education Fund to the Capital Projects Fund to be used on the referendum projects. This re-allocation of fund balance may have a deleterious effect on future District Financial Profile Scores as the same impacts the “Fund Balance to Revenue Ratio” and the “Days Cash on Hand”; Administration believes this not to be a near-term concern as the District continues to show surpluses in its combined Operating Funds.

Administration recommended approval of the Resolution Authorizing Permanent Transfer of Pledged Funds for Capital Projects from the Educational Fund to the Capital Projects Fund.

Adjournment
There being no further business, Member Shannon moved, with a second by Member Vazquez to adjourn the meeting at 8:34 p.m. The motion carried on voice vote. Ayes 7. Nays 0.

Board Approved: February 10, 2020