

**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 14, 2013 within the Boundaries of Said District**

Regular Meeting

Board President Stig Lanesskog called the Regular Meeting of the Board to order at 5:00 p.m.

Board Members Present

Jamar Brown, Kristine Chalifoux, Stig Lanesskog, Ileana Saveley, Dave Tomlinson
(arrived at 5:48 p.m.)

Staff Members Present

Superintendent Judy Wiegand, Assistant Superintendent Laura Taylor, Assistant Superintendent Susan Zola, Assistant Superintendent Angela Smith, Ken Kleber, Executive Director of Human Resources, Interim Business Manager Joe Davis

Approval of Agenda

Member Chalifoux moved, with a second by Member Saveley, to approve the agenda. The motion carried on voice vote.

Executive Session

Member Brown moved, with a second by Member Chalifoux, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Personnel 120/2(c)(1). The motion carried on roll call. Ayes 4. Nays 0.

The Board convened into *Closed Session* at 5:01 p.m.

Open Session

The Board convened into *Open Session* at 6:15 p.m.

Guests

Representatives from CFT, local media and other interested persons

Action: New Business

School Board Member Appointments and Oath of Office for New School Board Members: Stig Lanesskog

These two items were pulled from the agenda for further discussion.

Reports: New Business

Policy 656 (Dual/Shared Time Enrollment) Dr. Laura Taylor

This proposed policy represents the continued effort to update the District's Policy and Procedures Manual.

This policy change is being made to clarify the requirement that federal funds benefit students enrolled in non-profit elementary and secondary schools or those who are homeschooled. The current policy does not indicate non-profit status.

Policy 501.03 General Personnel – Family and Medical Leave: Ken Kleber

This proposed policy and related procedure represents the continued effort to update the District's Policy and Procedures Manual.

The Family and Medical Leave Act (FMLA) underwent substantial revision in 2009. Additionally, U.S. Department of Labor regulations and court rulings have made updates to the current policy necessary. Most of the revisions affect how military personnel are treated under the FMLA. While the District has always followed the law, the proposed revisions will make the process clearer for employees and highlight the District's ongoing commitment to ensuring rights granted by the FMLA are protected.

Administration recommended the Board of Education approve the proposed policy changes with action on January 28, 2013.

Futures Conference Report: Scott Leopold

One of the goals of the District's Strategic Plan, *Great Schools, Together* is to, "revitalize, build, and maintain facilities that are safe, sustainable, and allow equitable access to programming across the District." Through the use of the 1% sales tax revenue, the Board of Education has been able to address a portion of the facility needs in the District. Existing facilities that still need to be addressed include Dr. Howard and South Side Elementary Schools and Central High School. Current enrollment trends also indicate a need to evaluate the capacity of our middle schools and how best to deliver educational programs.

On September 10, 2012, the Board contracted with a public engagement firm, Dejong Richter, to begin the process of working with the community to find out what their expectations are for some of our older school facilities, and to engage in dialogue on the prospects for a new Central High School.

Scott Leopold from Dejong Richter provided the Board an update on the work done to date. This included:

- Demographics Report
- Future Conference Results
- Next Steps

The contract for Dejong Richter is \$116,800 and is part of the 2012-13 approved budget.

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

Action: New Business

Appointment – School Attorney: Ken Kleber

This item was pulled from the agenda for further discussion.

Emotional Disabilities Self-Contained Program at the High School Level (2013-14 School Year):

Member Tomlinson moved, with a second by Member Chalifoux to approve the Emotional Disabilities Self-Contained Program at the High School Level (2013-14 School Year). The motion carried on roll call. Ayes 5. Nays 0.

The Individuals with Disabilities Education Act (IDEA) requires that school districts maintain a continuum of placements in order to meet the needs of students with disabilities. During the Fall 2011 semester, Champaign Unit #4 began a new program for students with emotional disabilities (ED) at the high school level. This program provides services at a resource level (partial day) to students who require emotional supports because of their disabilities. The addition of the ED Self-Contained Program will further address the needs of a group of students who are historically placed outside of the district at disproportionate levels by offering a full-day program in a single location.

For the 2013-2014 school year, Champaign Unit #4 will create and maintain a High School Emotional Disabilities (ED) Self-Contained Program in order to address the educational programming of students with emotional disabilities (ED) whose needs exceed the resources and supports currently available at the high school level. The program will be located at Central High School and it will provide a missing piece in the current continuum of services for students from both high schools. The program will also lower the number of students referred for alternative placements and increase the number of students who successfully return from alternative placements. On December 21, 2012, Champaign had 39 students placed in local therapeutic day treatment settings (not including residential students).

Staffing/Staff Development Needs:

Add 1.0 FTE special education teacher at Central
Add 2.0 FTE teaching assistants at Central
Program-specific staff training

These positions will be funded by the District for a total cost of approximately \$92,000 (teacher - \$50,000; two assistants - \$21,000 each) for the 2013-2014 school year.

Training (social skills instruction, Therapeutic Crisis Intervention, Behavior Intervention Plan and management, etc.) and supplies (radios, social skills curricula, etc.) will be funded through special education grant funds.

The ED Self Contained program will be in place for the 2013-2014 school year:

- The program will help to provide a continuum of services for students with emotional needs arising from their disabilities including instruction that specifically addresses deficit areas.
- Referrals to therapeutic day treatment placements (CIRCLE and Pavilion) for students will decrease for the 2013-2014 school year. The District pays

approximately \$33,700 per year for each student who is referred to and enrolled at a therapeutic day treatment school.

- Successful transition from therapeutic day treatment placements to home high schools will increase during the 2013-2014 school year. By the beginning of the 2013-2014 school year, there will be approximately 6-8 students in the program. Successful transition of these students to their home schools is the eventual goal.

Administration recommended the approval of the ED Self-Contained Program, including 1.0 teacher position and 2.0 aide positions at Central High School with the District as the funding source.

Approval of Owner Architect Agreement for Kenwood Elementary Schools Addition and Renovations: Dr. Joseph Davis

Member Tomlinson moved, with a second by Member Chalifoux to approve the Owner Architect Agreement for the Kenwood Elementary Addition and Renovations. The motion carried on roll call. Ayes 5. Nays 0.

Stu Brodsky, architect with Cannon Design, presented Authorization #6 to the Master Agreement for architectural services. (The Carrie Busey Project represented Authorization #1; The schematic design of all four elementary schools represented Authorization #2. Authorization #3 represented Basic Services and Cost Estimating for Design Development, Construction Documents, Bidding and Construction Administration Phases at Westview Elementary School. Authorization #4 represented Basic Services for the Carrie Busey North Addition. Authorization #5 represented Basic Services for the Bottenfield/Robeson Additions and Renovations). Authorization #6 represents the Kenwood Addition and Renovations Basic Services, Cost Estimating, Landscape Design, Hardware Design.

The architectural fee for Kenwood Elementary School Addition and Renovations is \$382,900 which will be paid from the Capital Projects Fund.

Administration recommended acceptance of the contract with Cannon Design for the Kenwood Addition and Renovations Basic Services, Cost Estimating, Landscape Design, Hardware Design and renderings for a total fee of \$382,900.

Appointments – Board Committees/Representatives: Dr. Judy Wiegand

This item was pulled from the agenda.

Consent Agenda: Unfinished/New Business

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

The following Consent Agenda items were approved:

Policy 450.08/R Rental of Facilities: Orlando Thomas

This proposed policy represents the continued effort to update the District's Policy and Procedures Manual.

The current policy and procedures related to the rental of facilities encompass use of gymnasiums and athletic fields. The policy affords the Superintendent autonomy to waive the rental agreement fee for both nonprofit organizations and outside organizations. The revisions to the policy and procedures are specific to gymnasiums and athletic fields to include approval from the athletic director based on availability of the facility and supervision of the activity by a volunteer Unit 4 staff member. The staff member must be trained in the use of Automated External Defibrillators (AEDs) and Cardio Pulmonary Resuscitation (CPR) and be on staff at the building in use. In addition, the activity fee can be waived for nonprofit organizations if they provide documentation of the nonprofit status and at least 75% of the students are current Unit 4 students.

Administration recommended the Board of Education approve the proposed policy.

Approval of Mellon Entry Renovation Change Orders: Dr. Joseph Davis

The Director of Operations has authority to approve change orders up to \$25,000. After that she must check with the Board President and a designated Board Member before signing the paperwork which leads to a change order. That process has been adhered to. At this time it is necessary for the entire Board of Education to approve the following change orders processed through December 2012.

CHANGE ORDERS - MELLON ENTRY RENOVATION		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
CHANGE ORDER #1	Demo portion of existing Storefront, reduce portion of VCT work.	\$514.08
CHANGE ORDER #2	Provide GWB over existing brick wall, provide faming as required, remove existing ceiling tile and replace with tile to match new infill recess.	\$2,784.12
CHANGE ORDER #3	Retaining wall formwork.	\$11,419.20
CHANGE ORDER #4	Provide rails at entry	\$17,336.21
	TOTAL CHANGE ORDERS	\$32,053.61

The total of the change orders for the Mellon Entry Renovation is \$32,053.61 and will be paid from Fund 61.

Administration recommended Board approval of the change orders for the Mellon Entry Renovation totaling \$32,053.61.

Approval of Westview Change Order #3: Dr. Joseph Davis

Arlene Vespa has authority to approve change orders up to \$25,000. After that she must check with the Board President and a designated Board Member before signing the paperwork which leads to a change order. That process has been adhered to. It was necessary for the entire Board of Education to approve the following change orders processed through December 2012. Please note that the total project contingency on this project is \$270,140.00, which leaves the current total at **\$201,647.00**.

CHANGE ORDER NO. 03		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
COA 14	Owner Request: Demolition of existing fire alarm system as necessary to install new addressable system in existing building. This will consolidate the fire alarm system between existing building and new addition with an updated code compliant system.	\$34,307.00
	TOTAL CHANGE ORDER NO. 03:	\$34,307.00

The total of the change orders for Westview is:

CHANGE ORDER	AMOUNT
Change Order No. 01 and 02	\$34,186.00
Change Order No. 03	\$34,307.00
TOTAL CHANGE ORDERS:	\$68,493.00

Administration recommended Board approval of the change order for Westview totaling \$34,307.00.

Approval of Westview Change Order #4: Dr. Joseph Davis

Arlene Vespa has authority to approve change orders up to \$25,000. After that she must check with the Board President and a designated Board Member before signing the paperwork which leads to a change order. That process has been adhered to. It was necessary for the entire Board of Education to approve the following change orders processed through December 2012. The total project contingency on this project is \$270,140.00, which leaves the current total at **\$192,141.00**.

CHANGE ORDER NO. 04		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
COA 6R	Unforeseen Field Condition: This COA was for the repair of a water leak at an existing shut off valve that was found to be inaccessible behind a framed wall in room 102 on the lower level. The valves in question were replaced and relocated to	\$2348.00

	above the ceiling for future maintenance and access.	
COA 11	Owner Request: Provide masonry wall infill at louver where existing, abandoned mechanical equipment was removed.	\$774.00
COA 12	Unforeseen Field Condition: When the existing storefront system at the main entry was demo'd, the bond beam under the existing steel beam support had been in filled with questionable debris, brick and mortar. This COA provided for a new bond beam support.	\$973.00
COA 13	Design Issue: During the submittal process, it was decided to standardize plumbing fixture manufacturers with what has been installed at the other recent renovations. This COA reflects the upcharge to make these changes.	\$4,045.00
COA 15	Design Issue: A wall needed to be furred out behind new casework to run plumbing lines for a new sink.	\$1,366.00
	TOTAL CHANGE ORDER NO. 04:	\$9,506.00

The total of the change orders for Westview is:

CHANGE ORDER	AMOUNT
Change Order No. 01 - 03	\$68,493.00
Change Order No. 04	\$9,506.00
TOTAL CHANGE ORDERS:	\$77,999.00

Administration recommended Board approval of the change order for Westview totaling \$9,506.00.

Bid – Stratton AC Chiller Replacement: Dr. Joseph Davis

Board Policy states that bids will be solicited when items are expected to exceed a total of \$25,000.

Bids were posted on the District’s website and advertised in the News-Gazette for the Stratton Chiller Replacement. Three bids were received and opened on January 11, 2013. The lowest bid was from Reliable Mechanical for \$167,700.

The cost of \$167,700 for the Chiller Replacement at Stratton and will be paid from the Capital Projects Fund.

Administration recommended approval of the Stratton Chiller Replacement to Reliable Mechanical for \$167,700.

Human Resource Changes

The Board of Education approved the Human Resource Changes as presented.

Bills and Treasurer’s Report – December

The Board of Education approved the Bills and Treasurer’s Report as presented.

Minutes of December 3, 2012, December 10, 2012, and December 17, 2012

The Board of Education approved the minutes as presented.

Semi-Annual Review of Closed Session Minutes

The Board of Education approved the minutes as presented

Executive Session

Member Tomlinson moved, with a second by Member Chalifoux, to adjourn into Closed Session in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Personnel 120/2(c)(1), Negotiations 120/(c)(2), Property Acquisitions/Lease Purchase 120/(c)(5), Student Discipline 120/(c)(9), and Actual/Potential Litigation 120/2(c)(11). The motion carried on roll call. Ayes 5. Nays 0.

The Board convened into Closed Session at 7:50 p.m.

Open Session

The Board convened into Open Session at 9:42 p.m.

Student Discipline

Member Chalifoux moved, with a second by Member Tomlinson, to expel student #590568 from Centennial High School for the remainder of the 2012-13 school year through January 15, 2015. He/she should be reassigned to READY for violating Conduct Code #31 (Other Acts That Endanger the Well-Being of Students, Staff, or Any School/District-Authorized Personnel) and #34 (Weapon-Related Activities) of the Champaign Unit 4 Student Code of Conduct. The student may return to his/her regularly assigned school following the expulsion period. The motion carried on roll call. Ayes 5. Nays 0.

Personnel

Member Tomlinson moved, with a second by Member Chalifoux to terminate employee #163567 as a result of endangering the safety and welfare of a student. The motion carried on roll call. Ayes 5. Nays 0.

Member Tomlinson moved, with a second by Member Brown to terminate employee #172181 as a result of endangering the safety and welfare of a student. The motion carried on roll call. Ayes 5. Nays 0.

Member Chalifoux moved, with a second by Member Brown to extend the paid leave for employee #171050 up to or through January 28, 2013. The motion carried on roll call. Ayes 5. Nays 0.

Member Chalifoux moved, with a second by Member Brown to extend the paid leave for employee #173674 up to or through January 28, 2013. The motion carried on roll call. Ayes 5. Nays 0.

Board Member Appointments

Member Tomlinson moved, with a second by Member Chalifoux to appoint Arlene Blank and Phillip VanNess to fill the two Board vacancies until the April, 2013 election. The motion carried on roll call. Ayes 5. Nays 0.

Appointment – School Attorney

Member Tomlinson moved, with a second by Member Chalifoux to put the School Attorney Appointment back on the agenda. The motion carried on roll call. Ayes 4. Nays 1. Member Brown voted no.

Member Chalifoux moved, with a second by Member Tomlinson to appoint Mr. Thomas Lockman as School Attorney. The motion carried on roll call. Ayes 4. Nays 1. Member Brown voted no.

Adjournment

There being no further business, Member Chalifoux moved, with a second by Member Tomlinson, to adjourn the meeting at 9:52 p.m. The motion carried on voice vote.

Board Approved: February 11, 2013