

**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
July 14, 2014 within the Boundaries of Said District**

Regular Meeting

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

Board Members Present

John Bambenek (arrived at 5:34 p.m.), Laurie Bonnett, Jamar Brown, Kristine Chalifoux, Kerris Lee, Ileana Saveley, Lynn Stuckey

Staff Members Present

Superintendent Judy Wiegand, Assistant Superintendent Laura Taylor, Assistant Superintendent Susan Zola, Executive Director of Human Resources Ken Kleber, School Attorney Tom Lockman

Approval of Agenda

Item 8d High School Update was removed from the agenda. Member Brown moved, with a second by Member Lee, to approve the agenda as amended. The motion carried on voice vote. Ayes 6. Nays 0.

Executive Session

Member Chalifoux moved, with a second by Member Saveley, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Personnel 120/2(c)(1) and Student Discipline 120/(c)(9), The motion carried on roll call. Ayes 6. Nays 0.

The Board convened into *Closed Session* at 5:32 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

Reports: New Business

Novak Academy Update: Dr. Laura Taylor

Novak Administrator Mr. Tony Maltbia started the position on July 1, 2014 and updated the Board on progress made during the 2013-2014 school year. He also discussed plans at Novak involving adjusting the selection criteria to ensure objectivity. Mr. Maltbia shared his belief regarding the importance of building positive teacher-to-student relationships and the benefits of strong community partnerships.

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

Alternative Center for Targeted Instruction and On-Going Support (ACTIONS): Orlando Thomas

During the spring semester of the 2012-2013 school year a subcommittee of the Discipline Equity Advisory Committee created and presented a proposal to offer students with multiple suspensions additional support in an effort to change, rather than manage behavior upon return to their home schools. The components of the program include: counseling, social work services, social skills instruction, access to community services, and academic support. Prior to

returning to their home campuses, in conjunction with administrators, parents, and representatives from the home campuses, students create an action plan which includes learned replacement behaviors, strategies to address problematic behaviors, and an identified staff member who served as a mentor responsible for monitoring the student's progress.

The Board approved the proposal as a three-year pilot. A semester update was provided in January 2014. An end of year report was provided to the Board on July 14, 2014.

The program will be evaluated and data will be shared with the Board of Education at the conclusion of the 2014-2015 school year.

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

2013-14 End-of-Year Suspension Report: Orlando Thomas

At the conclusion of each school year, the Student Services Department prepares an end-of-year suspension summary report. The report disaggregates suspensions by grade level, school, race, gender, time of day, special ed. status, and incident to check for trends within subgroups. The report also included a summary of the progress of students assigned to the READY program.

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

High School Update: Dr. Judy Wiegand

This item was removed from the agenda.

Action Agenda: New Business

Administrative Appointment – Dr. Howard Elementary School Assistant Principal: Ken Kleber
Member Bambenek moved, with a second by Member Chalifoux to approve the Administrative Appointment – Dr. Howard Elementary School Assistant Principal. The motion carried on roll call. Ayes 7. Nays 0.

The position of Assistant Principal of Dr. Howard Elementary was recently posted. A team of representatives, including Dr. Howard administration, certified staff, and support staff interviewed five (5) candidates for the position. Ms. Wendy Starwalt was selected as the most outstanding candidate.

Ms. Starwalt is currently serving Unit 4 Schools as a Physical Education Teacher assigned to Carrie Busey Elementary. She has held this position since August 2008. Prior to this assignment, she was assigned as Physical Education Teacher at Dr. Howard from August 2005-June 2008. Ms. Starwalt also serves Unit 4 as the K-8 Physical Education District Coordinator. She has held this differential position since August 2008. Ms. Starwalt's other teaching experience includes serving as a Physical Education Teacher for three (3) years and as a Science Teacher for six (6) years with Tolono Schools. Ms. Starwalt's previous administrative experience includes serving as Assistant Principal for Unity High School (Tolono) for three (3) years.

Ms. Starwalt holds a Bachelor of Science degree in Kinesiology (1981) and a Master of Science in Educational Leadership (1994), both from the University of Illinois.

The effective date of Ms. Starwalt's appointment is August 1, 2014. The recommended salary is \$59,923. This is 215 days/year position. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Ms. Wendy Starwalt as Assistant Principal of Dr. Howard Elementary effective August 1, 2014.

Administrative Appointment – Jefferson Middle School Assistant Principal: Ken Kleber
Member Chalifoux moved, with a second by Member Bambenek to approve the Administrative Appointment – Jefferson Middle School Assistant Principal. The motion carried on roll call. Ayes 7. Nays 0.

The position of Assistant Principal of Jefferson Middle School was posted. A team of representatives, including Jefferson administration, certified staff, and support staff interviewed seven (7) candidates for the position. Mr. Jesse Guzman was selected as the most outstanding candidate.

Mr. Guzman is currently serving Unit 4 Schools as a Social Science Teacher assigned to Edison Middle School. He has held this position since August 2005. In addition to his teaching assignment, Mr. Guzman also serves Edison as the AVID Site Coordinator. For Summer 2014, Mr. Guzman is serving as the Middle Level Summer School Principal.

Mr. Guzman holds a Bachelor of Arts degree in Secondary Education, majoring in Social Studies, from St. Louis University (2005), and a Master of Science in Educational Administration from the University of Illinois (2014).

The effective date of Mr. Guzman's appointment is August 1, 2014. The recommended salary is \$60,725, plus all appropriate Board-approved administrator benefits. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Mr. Jesse Guzman as Assistant Principal of Jefferson Middle School effective August 1, 2014 at the above listed salary and appropriate fringe benefits.

Administrative Appointment – Interim Associate Principal Edison Middle School: Ken Kleber
Member Stuckey moved, with a second by Member Bambenek to approve the Administrative Appointment – Interim Associate Principal Edison Middle School. The motion carried on roll call. Ayes 7. Nays 0.

The position of Interim Associate Principal of Edison Middle School was posted due to the assignment of Tony Howard as Interim Principal for the 2014-2015 school year. A team of Edison staff interviewed six (6) candidates for the position. Ms. Yvette Lane-Rose was selected as the most outstanding candidate.

Ms. Lane-Rose has been an administrator with Unit 4 Schools since September 2011. She previously held the position of Assistant Principal at Centennial High School, and most recently was assigned as Interim Assistant Principal at Stratton Elementary. Ms. Lane-Rose is a Lieutenant Colonel in the United States Army and has served three tours of extended active duty. Her most recent tour took her away from her administrative duties at Centennial High School. When she returned, she was assigned to Stratton Elementary.

Ms. Lane-Rose earned a Bachelor's degree in Political Science from Illinois State University in 1991. She earned her Master in Education from Illinois State University in 2001. Ms. Lane-Rose began her career with Unit 4 as a teacher aide. She was hired as a 4th grade teacher

assigned to Dr. Howard in 2001. She has also served as a Special Education Teacher at Jefferson Middle School.

The effective date of Ms. Lane-Rose's appointment is August 1, 2014. The recommended salary is \$70,224, plus all appropriate Board-approved administrator benefits. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Ms. Yvette Lane-Rose as Interim Associate Principal of Edison Middle School for the 2014-2015 School Term, effective August 1, 2014.

Renewal of Superintendent's Contract: Laurie Bonnett

Member Chalifoux moved, with a second by Member Saveley to approve the Renewal of the Superintendent's Contract. The motion carried on roll call. Ayes 7. Nays 0.

The Superintendent's contract was approved.

United Way Partner Agency Funding Agreement: Orlando Thomas

Member Brown moved, with a second by Member Stuckey to approve the United Way Partner Agency Funding Agreement. The motion carried on roll call. Ayes 7. Nays 0.

The Operation Hope initiative is a collaborative venture that includes funding from three sources: the City of Champaign, the Champaign Community Unit School District #4, and the United Way of Champaign County. The funding agreement provides that the United Way's contribution towards this initiative will be \$31,300 annually for the 2014-15 and 2015-16 school years. Funds will be used to support Operation Hope programs and activities designed to serve students ages 14-19 in the Beardsley Park, Bristol Park, Douglass Park, and Garden Hills neighborhoods.

Operation Hope is designed around four core initiatives, focused on exposure, experience, engagement, and education (4E Model). The 4E Model will be used as a foundational blueprint as we design activities and initiatives that will lead to a renewed sense of hope for the students we will serve. An infrastructure for success will replace the current sense of hopelessness many of our youth feel due to lack of engagement and scarcity of positive activities.

Programs that address each of the four core initiatives will focus on building a sense of hope in the students by exposing them to job opportunities and internships, engaging them in positive activities with positive role models, scheduling college and work site visits, and setting concrete expectations for success by supporting the educational process through supplemental educational services to students and families. We believe once students are engaged, hope can be restored.

High School Age Program Design:

The high school program will be designed based on the following components:

1. College/Career/Vocational experiences
2. Academic exposure and support
3. Community service
4. Positive recreational involvement
5. Parent workshops

The staffing needed to provide the services for this initiative include two full-time College/Career Placement Liaisons.

College/Career Placement Liaisons (\$20 per hour+ benefits) \$48,000 paid by City
College/Career Placement Liaisons (\$20 per hour+ benefits) \$31,300 paid by
United Way

City (Grant) Contribution = \$48,000
United Way Contribution= \$31,300

College visits (4-one visit per quarter) \$8,000 paid by CU4
Facilities use for educational programs \$13,000 Gift In-Kind
CU4
Facilities use for guest speakers and parent workshops \$1,350 Gift In-Kind
CU4

CU4 Gift In-Kind Contribution = \$22,350

The District appreciates the funding of the City of Champaign and the Champaign County United Way.

The program will be assessed by evaluating the number of incidents of deviant behavior in the community this year compared to past years without structured activities, and by the attendance and graduation rates of Operation Hope youth. Surveys will be completed by the participants and families to determine the qualitative impact of the community initiative.

Administration recommended that the Board of Education approve the funding agreement between the United Way of Champaign County and the Champaign Community Unit School District #4 in the amount of \$31,300 annually to be used to support 2014-15 and 2015-16 Operation Hope programming.

Bills and Treasurer's Report – June: Ken Kleber

Member Bambenek moved, with a second by Member Brown to approve the Bills and Treasurer's Report – June. The motion carried on roll call. Ayes 7. Nays 0.

The Bills and Treasurer's Report – June was approved as presented.

Approval of Telephone Bids for Kenwood Elementary School: Ken Kleber

Member Bambenek moved, with a second by Member Stuckey for Approval of Telephone Bids for Kenwood Elementary School. The motion carried on roll call. Ayes 7. Nays 0.

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

Invitations to bid were posted on the District's website and advertised in the News-Gazette. One bid was received and opened on June 12, 2014. Administration recommended that the bid for Kenwood Elementary School Structured Cabling, Paging and Intercom, and the Toshiba IPedge Communication System be awarded to Champaign Telephone for a total of \$146,936.70.

Structured Cabling Proposal (non-plenum cable)	
Material	\$38,329.76
Labor	\$39,000.00
Paging and Intercom Proposal (non-plenum cable)	
Material	\$20,752.89
Labor	\$20,340.00

Toshiba IPedge Communication System Quote	
Material	\$22,576.47
Labor	\$4,764.00
3-Year extended warranty and maintenance	<u>\$1,173.58</u>
 Total	 \$146,936.70

This will be paid from the Capital Projects Fund. Cannon Design had estimated the costs to be \$168,661.

Administration recommended that the Board accept the bid from Champaign Telephone for Kenwood Elementary School totaling \$146,936.70.

Approval of Kenwood Alpha Controls Contract: Ken Kleber

Member Bambenek moved, with a second by Member Brown to approve the Kenwood Alpha Controls Contract. The motion carried on roll call. Ayes 7. Nays 0.

The existing BAS (Building Automation Systems) and the monitoring of the mechanical systems in the District's facilities are done with the use of Schneider brand control products. In order to ensure compatibility with the existing systems, the District has been working with Alpha Controls to install Schneider products in the renovation projects.

Nonetheless, public bids were solicited for these scopes of work. One bid was received.

The proposal from Alpha Controls for the Access Control System and Intrusion Detection System at Kenwood is for \$48,542. This will be paid from the Capital Projects Fund. Cannon Design had estimated the cost to be \$38,210.

Administration recommended that the Board approve the Alpha Controls Proposal for Kenwood Elementary School totaling \$48,542.

Approval of Bottenfield Change Order No. 07: Ken Kleber

Member Bambenek moved, with a second by Member Stuckey to approve Bottenfield Change Order No. 07. The motion carried on roll call. Ayes 7. Nays 0.

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 May 2014. Please note that the total project contingency on this project is \$394,484.00, which leaves the current total at **\$281,501.00**.

CHANGE ORDER NO. 07		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
COA 28	Field Coordination Issue: Provide 4 additional layers of blocking at west end of existing building to meet the height of the new roof addition.	\$1,454.00
COA 82	Field Coordination Issue: CREDIT for deleting z-furring and cover board at parapet wall on additions. No change to roof warranty or class rating of roof system.	-\$3,468.00
COA 84	Field Coordination Issue: The mechanical mezzanine in the west	\$12,368.00

	addition does not have adequate headroom for the single duct heater designed to be mounted above the discharge. This change splits the duct heaters and adds 2 duct heaters and the required electrical at HPs 127 and 128.	
COA 85	Owner Request: As designed the end toilet stalls have no light fixtures and rely on ambient lighting from the room. Add lights to toilet rooms 131 and 133 for improved light levels for nighttime safety.	\$1,149.00
COA 86	Field Coordination / Owner Request: Add raceway for keypad at east entry.	\$308.00
COA 87	Field Coordination / Drawing Coordination / Owner Request: Relocate lights in OT/PT 207.	\$1,151.00
COA 88	Owner Request: CREDIT to remove wood trim at window jambs and heads for high windows in west addition gym and cafeteria areas.	-\$600.00
COA 89	Drawing Coordination: The lavatory in the cafeteria was mistakenly tagged on the drawings with a fixture type for use in the toilet rooms. This change purchases the proper lavatory for the cafeteria. Note: The lavatory already purchased will be handed over to Unit 4 for installation at Kenwood. Kenwood's base bid will be reflective on this fixture being Owner furnished. Between the two projects, this change is considered a wash.	\$4,239.00
COA 91	Field Coordination / Owner Request: Provide additional storm, under drain and trench drain at north parking lot to improve water runoff control.	\$5,805.00
	TOTAL CHANGE ORDER NO. 07:	\$22,406.00

The total of the change orders for Bottenfield is:

CHANGE ORDER	AMOUNT
Change Order No. 01 - 06	\$90,577.00
Change Order No. 07	\$22,406
TOTAL CHANGE ORDERS:	\$112,983.00

Administration recommended Board approval of the change order #07 for Bottenfield totaling \$22,406.00.

Approval of Westview Change Order No. 16: Ken Kleber

Member Brown moved, with a second by Member Bambenek to approve Westview Change Order No.16. The motion carried on roll call. Ayes 7. Nays 0.

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 June 2014. Please note that the total project contingency on this project is \$270,140.00, which leaves the current total at **-\$26,906.00**.

CHANGE ORDER NO. 16		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT

COA 103	Field Condition: This credit is for accepting gray VET as installed on the project that has a minor visual manufacturing defect where there is a “rippled” appearance when viewed at certain angles under the right lighting conditions. The defect was not noticed until after the flooring was down and is an aesthetic issue only. The manufacturer warranty will be maintained as a part of the acceptance agreement.	-\$20,000.00
TOTAL CHANGE ORDER NO. 16:		(\$20,000.00)

The total of the change orders for Westview is:

CHANGE ORDER	AMOUNT
Change Order No. 01 - 15	\$317,046.00
Change Order No. 16	-\$20,000.00
TOTAL CHANGE ORDERS:	\$297,046.00

Administration recommended Board approval of the change order **CREDIT** for Westview totaling \$20,000.00.

Consent Agenda: Unfinished/New Business

Member Bambenek moved, with a second by Member Brown 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:

Minutes of June 2, 2014, June 9, 2014, June 16, 2014 and June 30, 2014

The minutes were approved as presented.

Human Resource Changes: Ken Kleber

The Human Resource Changes were approved as presented.

District Chromebook Device Technology: Dave Hohman

The Unit 4 Educational Technology Department is committed to equipping our buildings with effective instructional technology tools that support 21st century teaching and learning. The Educational Technology department has set aside departmental budget funds to ensure that schools have enough devices to take advantage of online resources and administer online assessments. This requires 19 more carts of devices to be distributed to schools throughout the District.

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 June 19, 2014, to 51 vendors inviting the submission of sealed RFPs for 570 Samsung Chromebooks, 570 ACAD Google ChromeOS License and Support, and 19 Mini Laptop Carts. The invitation and specifications for the RFP were also posted on the District’s website. Bids were received from 8 companies and were opened on July 1, 2014 with the following results:

ITEM			
	570 New Samsung Chromebook Computers	570 ACAD Google ChromeOS Management Licenses, Plus Three-Year Support	19 New Spectrum Mlt30 Mini Laptop/Netbook Storage Carts
Antares Computer	\$128,244.30	\$17,100.00	\$18,829.00

Systems			
CDW Government LLC	\$131,670.00	\$14,250.00	\$17,575.00
Global Gov/Ed Solutions Inc.	\$129,173.40	\$15,048.00	\$18,620.00
OM Office Supply, Inc	\$129,960.00	\$15,390.00	\$20,900.00
Quill	\$128,535.00	\$17,100.00	No Bid
Ricoh USA, Inc.	\$130,461.60	No Bid	\$20,079.58
SHI International Corp	\$137,370.00	\$14,250.00	\$19,817.00
Troxell Communications, Inc.	\$129,914.40	\$14,102.71	\$18,106.62

The Educational Technology Department reviewed the proposals and the criteria were weighted in importance as follows: Price (45%), compatibility/accuracy (30%), warranty and service (15%), and value added service (10%).

The total cost of \$163,495 will be charged to the Educational Technology Department budget.

Administration recommended the bid for the 570 new Samsung Chromebooks and three-year Google ChromeOS License and Support, and Spectrum Carts be awarded to CDW Government LLC for a total of \$163,495.

Bank Signature Authorizations FY15: Ken Kleber

By direction of the Board, two signatures are required on all checks written against checking accounts for the District. A revised list of staff to be authorized as co-signatures on respective accounts for fiscal year 2014-2015 was provided to the Board.

Administration recommended Board approval of the listing on the respective banking accounts for fiscal year 2014-2015.

Approval of Barkstall Health Life Safety Amendment: Ken Kleber

Section 105 ILCS 5/2-3.12 (School Building Code) of the Illinois School Code, states that every ten years each school board must have their school buildings inspected by a licensed architect or engineer. During the recent inspection, it was determined that the chiller at Barkstall is not in compliance and needs to be replaced.

The estimated cost for the Barkstall chiller replacement is \$257,340.

Administration recommended Board approval of the HLS Amendment for Barkstall Elementary School.

Student Discipline

Member Stuckey moved, with a second by Member Chalifoux, to expel student #209139 from Centennial High School for the 2014-15 school year. He/she should be reassigned to READY for violating Conduct Codes #14 (Gang-related Activities), #19 (Physical Confrontation with Student), #25 (Threats to/Intimidation of Student), #29 (Verbal Abuse to Student), #31 (Other Acts That Endanger) and #36 (Mob Action) 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 7. Nays 0.

Executive Session

Member Bambenek moved, with a second by Member Brown, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Personnel 120/2(c)(1) and Property Acquisition/Lease/Purchase 120/2(c)(5), The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 9:17 p.m.

Open Session

The Board convened into *Open Session* at 9:55 p.m.

Adjournment

There being no further business, Member Bambenek moved, with a second by Member Stuckey, to adjourn the meeting at 9:55 p.m. The motion carried on voice vote.

Board Approved: August 11, 2014