

**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 8, 2013 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**

Laurie Bonnett, Jamar Brown, Kristine Chalifoux, Scott MacAdam, Ileana Saveley (arrived at 5:46 p.m.), Lynn Stuckey (arrived at 5:36 p.m.)

**Staff Members Present**

Superintendent Judy Wiegand, Assistant Superintendent Laura Taylor, Assistant Superintendent Angela Smith, Assistant Superintendent Susan Zola, Executive Director of Human Resources Ken Kleber, School Attorney Tom Lockman, Executive Director of Business Services Matt Foster

**Approval of Agenda**

Item 9d. and 9e. were switched on the agenda. Member Brown moved, with a second by Member MacAdam, to approve the agenda. The motion carried on voice vote. Ayes 4. Nays 0.

**Executive Session**

Member MacAdam 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), Negotiations 120/(c)(2), Selection of a person to fill a public office 120/(c)(3), 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 4. Nays 0.

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

**Open Session**

The Board convened into *Open Session* at 6:04 p.m.

**Guests**

Representatives from CFT, local media and other interested persons

**Reports: New Business**

Comparative Studies of K-8 Versus K-5 and 6-8 Grade Configurations: Dr. Susan Zola

The following is a review of K-8 research using comparative studies of K-8 versus K-5 and 6-8 grade configurations. The purpose was to compare the effectiveness of various grade configurations on student achievement. Eight different studies provided findings on various research efforts from 2004-2011. These studies are all reviewed by academic journals which in highest level of research validity possible.

General findings:

- Higher suspension rates for students in 6<sup>th</sup> and 7<sup>th</sup> grade middle schools
- K-8 schools offer fewer transitions for students
- School size was a significant indicator when comparing student success in a K-8 setting
- In the Philadelphia study in which K-8 students found success represented a significantly lower proportion of Hispanic, African American and High poverty students.

- In the Philadelphia study significant factors in K-8 success included a high proportion of Caucasian and Asian students, smaller school settings, fewer transitions, and teachers with higher teacher efficacy.
- In the Philadelphia study when all factors for both a K-8 and K-5, 6-8 were similar, no achievement advantage would be recognized.
- School size is a factor in the success of schools with any grade configuration.
- Any growth due to not having a K-8 transition is small and disappears after the 8<sup>th</sup>-9<sup>th</sup> grade transition.
- In K-8 schools, the most impactful factor may be the grade size (number of students at a K-8) versus the number of students in middle level not grade configuration.
- In Schmitt's research he shares, "Grade configuration appears to be one of the factors currently being debated for which the research regarding student achievement is inconclusive. Focused goals can improve student performance as a part of whole school reform."
- Students' grades in 8<sup>th</sup> grade and a parents' socioeconomic status were most predictive of average grades and course failure in 9<sup>th</sup> grade.

Two other studies for review:

Education Next published by the Hoover Institution: Info on *Education Next* (a journal of opinion and research): It is a quarterly publication of the Hoover Institution, an American public policy think tank. From their website:

The K–12 Education Task Force focuses on education policy as it relates to government provision and oversight versus private solutions (both within and outside the public school system) that stress choice, accountability, and transparency; that include systematic reform options such as vouchers, charter schools, and testing; and that weigh equity concerns against outcome objectives. Its collaborative efforts spawned a quarterly journal titled *Education Next*, one of the premier publications on public education research policy in the nation. Rockoff, J. E., & Lockwood, B. B. (2010, Fall). Stuck in the Middle: How and why middle schools harm student achievement. *Education Next*, 68-75.

- Looked at data following students from 3<sup>rd</sup> through 8<sup>th</sup> grade. Attendance breakdown: 62% K-5, 24% K-6, 7% K-8. (no report of how many students involved).
- Data analysis used a statistical model that used the last grade served by the school that a student attended in grade 3 to predict whether the student attended a middle school.
- Findings: Academic achievement falls for students in middle school compared to students in K-8 (no comparison to high school outcomes). Test scores fell by 0.14-0.18 standard deviations (1.0 standard deviations would be a grade level difference – no reporting of whether this is a statistically significant difference). Attendance worse at middle school: students were absent 2 more days over the course of the year.
- Potential causes: more students in each grade at middle school, student characteristics, attendance (a small factor), combining students from multiple elementary schools, middle schools are more diverse (didn't define this in terms of specific diversity).
- Non-causes: financial resources of schools, class size.

Study Two:

**Portland Public Schools: K-8 Program Evaluation**

- Over a 3-year period, 10% and 11% (reading and math, respectively) fewer 3<sup>rd</sup>-5<sup>th</sup> grade students in K-8 schools met/exceeded benchmarks than 3<sup>rd</sup>-5<sup>th</sup> grade students in K-5 schools.
- In a comparison of 9 schools changing from middle school to K-8, more middle age students met/exceeded in the new K-8 schools than had in the previous middle schools (11.2% more in reading, 8.4% in math) – this is not a cohort group.
- During the same years, middle schools that remained in the 6-8 configuration also showed gains in meeting/exceeding (8.7% more in reading, 7.1% in math) – also not a cohort group.
- Student attendance was essentially the same for schools changing from middle school to K-8 and those that stayed with the 6-8 configuration.
- Next steps: subgroup analysis, examine school level characteristics

**Considerations in Moving Forward:**

The research community offers no clear consensus regarding whether K-8 or K-5-6-8 grade configuration provide strong academic outcomes. School size seems to be a strong indicator for student success. If we were to consider taking a current K-5 school and transitions to a K-8 campus some areas for consideration would include:

- Reducing elementary classes by one from each grade level. Impact would be felt more at the K and 1 level than 2-5.

**Determining staff at the 6-8 grade level with multiple certifications to cover the various content areas.**

- Understand that the 6-8 students *may* have less encore options. They may not. It would depend on staffing levels.
- Decisions regarding how the 6-8 students participate in sports, band, strings and other extra curricula programs. They could maintain their own with the K-8 structure or be paired with another middle school. We would want to review IESA rules as it related to athletics for clear options.
- At a current elementary school it would be a two strand K-8. Two sixth grade classes, two seventh and two eighth grade classes. It would provide some relief to our middle schools by 150 less students, more than likely dispersed among the three middle schools.

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

**Request for Qualifications For Professional Services: Tom Lockman**

Over the last year, the District has engaged in the Future Facilities process to identify its upcoming facility needs. Relocation of the existing Central High School has been an important part of that discussion. Through previous discussions at Board meetings, the Board has indicated a desire to consult with a developer in undertaking this effort. The District is seeking qualifications from qualified developers to assist the District in a three-month process to identify land for a potential high school site for the possible construction of a new 1,500 seat high school to replace the existing Central High School facility. Administration requested feedback from the Board of Education regarding the components of the Request for Qualifications.

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

Policy 720.11R Exemption From Physical Activity: Tom Lockman

This administrative procedure represents the District's effort to continue to update its Board policy manual. This procedure is related to the applicable exemptions from physical education. Pursuant to the Illinois Administrative Code, the procedures are being updated to clarify what qualifies as an appropriate excuse for a student to be exempt from physical education.

This was an informational item. Action will be taken at the August 12, 2013 Board of Education meeting.

Request For Proposal – Controlled Choice Student Assignment Plan: Tom Lockman

The Controlled Choice Student Assignment Plan has been in effect since the 1998-1999 school year. The Plan is the mechanism by which Kindergarten, some 6<sup>th</sup> Grade and some transfer students are assigned. The District is requesting consultants to propose services in support of the Plan. Administration requested feedback from the Board of Education regarding the components of the attached Request for Proposal.

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

**Action Agenda: New Business**

Administrative Appointments: Ken Kleber

Member Chalifoux moved, with a second by Member Brown to approve Carah Ferrill as the Assistant Principal at Bottenfield Elementary. The motion carried on roll call. Ayes 6. Nays 0.

The position of Assistant Principal of Bottenfield Elementary for the 2013-2014 school year was advertised through the District's website and appropriate administrator recruiting websites. Eight candidates were interviewed for the position by a team of District and Bottenfield administrators and Bottenfield certified and classified staff. Ms. Carah Ferrill was selected as the most outstanding candidate.

Ms. Ferrill has served Unit #4 schools since 2009 as a math teacher at Jefferson Middle School. Ms. Ferrill holds a Bachelor of Science in Mathematics and a Master of Education in Education Policy, Organization and Leadership from the University of Illinois.

Ms. Ferrill will begin her duties as Assistant Principal of Bottenfield Elementary on August 1, 2013. The recommended salary is \$57,000, plus all appropriate Board approved administrator benefits. This is a 215 days/year position. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Ms. Carah Ferrill as Assistant Principal of Bottenfield Elementary effective August 1, 2013 at the above listed salary and appropriate fringe benefits.

Kenwood Assistant Principal

Member Stuckey moved, with a second by Member MacAdam to approve Jessica Pitcher as Assistant Principal at Kenwood. The motion carried on roll call. Ayes 6. Nays 0.

The position of Assistant Principal of Kenwood Elementary for the 2013-2014 school year was advertised through the District's website and appropriate administrator recruiting websites. Seven candidates were interviewed for the position by a team of Kenwood administrators and

certified and classified staff. Ms. Jessica Pitcher was selected as the most outstanding candidate.

Ms. Pitcher has served Unit #4 Schools since 2004 as a science and technology teacher at Jefferson Middle School. Prior to joining Champaign Schools, she taught science at J.W. Eater Junior High in Rantoul from 2001-2004. Ms. Pitcher holds a Bachelor of Science in Biology and a Master of Education in Curriculum and Instruction from the University of Illinois. She recently earned her Master's in Educational Leadership from American College of Education in Indianapolis, Indiana.

Ms. Pitcher will begin her duties as Assistant Principal of Kenwood Elementary following formal Board approval on July 9, 2013. The recommended salary is \$57,000, plus all appropriate Board approved administrator benefits. Ms. Pitcher's salary will not be prorated from July 1, 2013. She will work with her supervising administrator to make-up the contract lost days during the fall intersession. This is a 215 days/year position. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Ms. Jessica Pitcher as Assistant Principal of Kenwood Elementary effective July 9, 2013 at the above listed salary and appropriate fringe benefits.

#### Education to Careers Assistant Coordinator

Member Chalifoux moved, with a second by Member Brown to approve CloLeeta Simpson as Assistant Coordinator of ECP. The motion carried on roll call. Ayes 6. Nays 0.

The position of Assistant Coordinator for the Education to Careers & Professions Program beginning with the 2013-2014 school year was advertised through the District's website. Five candidates were interviewed for the position by a team of District administrators, District Support Personnel staff, and certified staff. Ms. CloLeeta Simpson was selected as the most outstanding candidate.

Ms. Simpson's professional career includes serving as Acting Manager for the Center for Training and Professional Development with the University of Illinois (8/2010-3/2011), Visiting Assistant Director for the Office of Diversity, Equity & Access with the University of Illinois (11/2007-8/2010), and EEO/Affirmative Action Officer/Manager for Rosalind Franklin University of Medicine and Science (6/2004-11/2007). She is currently working as a business and administrative consultant for small businesses in Champaign (2011-present). Other career highlights include private practice as an attorney and business consultant (1999-2002) and assistant corporate counsel for Medical Care Management Company in Nashville, Tennessee (1996-1999).

The effective date of employment is July 1, 2013. The recommended salary is \$47,433, plus all appropriate Board approved District Support Personnel benefits. This is a 260 days/year position. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Ms. CloLeeta Simpson to the position of Assistant Coordinator of the Education to Careers & Professions Program at the above listed salary and appropriate fringe benefits.

Bills and Treasurer's Report – June: Matt Foster

Member MacAdam moved, with a second by Member Brown to approve the Bills and Treasurer's Report - June. The motion carried on roll call. Ayes 6. Nays 0.

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

New Food Service Group Purchasing Organization: Matt Foster

Member Stuckey moved, with a second by Member MacAdam to approve the New Food Service Group Purchasing Organization. The motion carried on roll call. Ayes 6. Nays 0.

Champaign Unit 4 School District currently contracts with the Northern Illinois Independent Purchasing Co-Operative (NIIPC). NIIPC is comprised solely of School Food Authorities (SFA). Per USDA guidelines NIIPC acts on behalf of its members for bid purposes. The multi-product vendor for NIIPC is now Progressive Foods/Fox River. Milk and bread bids are through NIIPC to maximize the \$75,000,000 purchasing power to receive the best price.

Progressive Food's service is average. Produce is delivered underripe, perfect, or overripe. Deliveries are late too many times, mispicks increased, and shortages without notification increased.

Many State and Federal regulations were implemented in July 2012 that increased our food cost by 25%--30%. Through the next few years more regulations will be implemented that will continue to increase food cost. With the problems with Progressive Foods and increased food costs alternatives needed to be explored.

HPS is a Group Purchasing Organization (GPO). It is comprised of SFAs and other entities, such as hospitals, restaurants, colleges, and nursing homes. HPS's purchasing power is \$500,000,000, more than 6x the amount of NIIPC. GPOs and Purchasing Co-Ops are approved by USDA if all State and Federal bidding regulations are followed. Gordon Food Service (GFS) is the multi-product vendor for HPS. The product variety is better, the delivery process will be smoother, and the selection is larger.

Westville School District 2 completes the bidding process for Third Party Purchasing Services following all State and Federal regulations. Other school districts are able to "piggyback" on Westville's bid according to the USDA memo.

The savings with HPS will be approximately \$49,000.00 the first year. A full report was provided to the Board along with the USDA memo SP 35-2012 concerning GPOs, Purchasing Co-Ops, and "piggybacking."

Administration recommended approval of HPS and "piggyback" on Westville's contract.

Bid: Two 2013 30 Passenger School Buses: Matt Foster

Member Stuckey moved, with a second by member Chalifoux to approve the Bid For Two 2013 30 Passenger School Buses. The motion carried on roll call. Ayes 6. Nays 0.

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

Requests were sent to five vendors, posted on the District's website and advertised in the News-Gazette. Bids were received from two companies which were opened on June 3, 2013. The low bid for the two 2013 30-Passenger School Buses was from Central States Bus Sales for \$133,850.

The buses will be lease purchased with the financing through Commerce Bank and will be paid from the Transportation Budget in 2013-14.

Administration recommended Board approval of the bid from Central States Bus Sales for two 2013 30-Passenger School Buses for \$133,850.

Tax-Exempt Lease-Purchase Financing For Two Used 71 Passenger Propane Buses: Matt Foster

Member Stuckey moved, with a second by Member MacAdam to approve the Tax-Exempt Lease-Purchase Financing For Two Used 71 Passenger Propane Buses. The motion carried on roll call. Ayes 6. Nays 0.

In order to receive the lowest interest rate on the lease purchase of two used 71 passenger buses from Central State Bus Sales, Inc., Matt Foster solicited proposals for financing the costs of the two buses, \$178,680, over a 5 year period. The buses are two propane powered buses that the District tried out (demo) for two weeks during the school year. Since the buses are used, the District is not required to bid for these two particular buses according to the Illinois School Code (105 ILCS 5/10-20.21). The three lease proposals the Business Office received were from CSB Financial (Affiliate of Central State Bus Sales), Prospect Bank of Champaign, and Commerce Bank of Champaign. The respective rates were 3.58%, 2.715%, and 1.62%. Commerce Bank was the lowest proposal received. It was requested that the Board of Education approve the selection of Commerce Bank as the low bidder for the financing of the acquisition of two used propane powered 71 passenger buses from Central State Bus Sales, Inc.

The annual lease payment of \$36,893.70 will be included in the FY 2014 Proposed Budget.

Administration recommended that the Board of Education approve Commerce Bank as the bank to provide the financing of \$184,468.50 for 2 used Propane powered 71 passenger buses.

Approval of Construction Administration A/E Services Amendment For The Two Additional Classrooms at Bottenfield Elementary School: Matt Foster

Member Stuckey moved, with a second by Member Chalifoux to Approve the Construction Administration A/E Services Amendment For The Two Additional Classrooms at Bottenfield Elementary School. The motion carried on roll call. Ayes 6. Nays 0.

In October of 2012, the Board approved Cannon Design to proceed with services for the design, estimating, and bidding of a two classroom alternate at Bottenfield Elementary School. At that time it had not been determined if the two classroom alternate would be constructed, so the fee for the Construction Administration (CA) portion of the project was not included in that authorization. At the conclusion of the Design Development Phase, the District made the decision to move forward with the two classroom alternate to have it incorporated into the construction documents, bid, and to have it constructed with the project. Cannon Design is requesting approval of the remaining 20% of the fee for the construction administration phase.

The A/E fee for the Bottenfield Elementary School Two Classroom Alternate Construction Administration Phase Services is \$9,900 which will be paid from the Capital Projects Fund.

Administration recommended acceptance of the authorization of the Cannon Design Proposal for the Bottenfield Elementary School Two Classroom Alternate Construction Administration Phase Services for a total fee of \$9,900.

Approval of Change Order No. 19 at Carrie Busey Savoy: Matt Foster

Member Chalifoux moved, with a second by Member Stuckey to approve Change Order No. 19 at Carrie Busey Savoy. The motion carried on roll call. Ayes 6. 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 2013. Please note that the total project contingency on this project is \$737,515, which leaves the current total at **\$362,096.46** (NOT including Change Order No. 09, the North Addition).

| <b>CHANGE ORDER NO. 19</b>           |   |                    |
|--------------------------------------|---|--------------------|
| <b>CONSTRUCTION PROPOSAL REQUEST</b> | <b>DESCRIPTION</b>  | <b>AMOUNT</b>      |
| CPR 105                              | Owner Request/Design and Field Condition: This CPR was the cost related to site revisions and prep that were necessary for the north addition to the building as requested by the Owner. Items included revising the site infrastructure in order to place the bike racks, raised planting beds and kindergarten play structure in alternate locations than those originally shown. These were all necessary to accommodate the north addition. Other revisions included the play structure under-drain location, hard surface play equipment and striping, paving modifications east of the north wing and areas of landscaping. | \$23,368.16        |
| CPR 109                              | Field Condition: This cost was a material only change for the substituted fabric at the curtain in the library reading corner. This change was due to a variety of field issues including product lead time and installation issues due to fullness of fabric for the intended use and location.  | \$1,439.32         |
| <b>TOTAL CHANGE ORDER NO. 19:</b>    |   | <b>\$24,807.48</b> |

The total of the change orders for Carrie Busey Savoy is:

| <b>CHANGE ORDER</b>                              | <b>AMOUNT</b>         |
|--|-----------------------|
| Change Order No. 01 through 08 and 10 through 18 | \$350,611.06          |
| Change Order No. 19                              | \$24,807.48           |
| <b>SUBTOTAL CHANGE ORDERS:</b>                   | <b>\$375,418.54</b>   |
| Change Order No. 09 – North Addition             | \$992,691.00          |
| <b>TOTAL CHANGE ORDERS:</b>                      | <b>\$1,368,109.54</b> |

Administration recommended Board approval of the change order for Carrie Busey Savoy totaling \$24,807.48.

Vacation Roll-Over Request: Dr. Judy Wiegand

Member Brown moved with a second by Member Saveley to approve the Vacation Roll-Over Requests. The motion carried on roll call. Ayes 6. Nays 0.

Administrative Fringe Benefits approved by the Board of Education on November 10, 2008 states that vacations days available for use by an employee on July 1 of any calendar year must be used by June 30 of the following calendar year, or such days will be lost. Prior to the expiration of an employee's vacation days, the employee may make a written request to the

Superintendent and/or her designee to carry over up to five days that would otherwise be lost. Upon the written approval by the Superintendent or her designee, said days may be carried over until the close of business on the next December 31.

Two administrators have requested to have more than the five days (40 hours) carried over this fiscal year. Employee #170644 has requested a total of 10 days (80 hours). This request is based on circumstances unique to the 2012-13 school year and does have a plan to use the 80 hours prior to December 31, 2013.

Employee #172459 has requested a total of 6 days (48 hours) carried over this fiscal year. Employee #172459 had a change in assignment and with this change had to change plans. The additional day will be used prior to December 31, 2013. The time requested is not an amount above the contractual allotment.

Administration recommended that Employee #170644 and #172459 should be allowed to carry-over the additional amount requested and used by December 31, 2013.

### **Student Discipline**

Member MacAdam moved, with a second by Member Chalifoux, to expel student #541193 from Central High School for the 2013-14 school year. He/she should be reassigned on the recommendations of the IEP Team for violating Conduct Code #14 (Gang-Related Activities), #34 (Weapon-Related Activities) 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 4. Nays 1. Abst. 1. Member Brown voted no. Member Saveley abstained.

Member Stuckey moved, with a second by Member Chalifoux, to expel student #205151 from Central High School for the 2013-14 school year. He/she should be reassigned to READY for violating Conduct Code #18 (Physical Confrontation with Staff) and #19 (Physical Confrontation with Student) 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 6. Nays 0.

Member MacAdam moved, with a second by Member Saveley, to expel student #560138 from Centennial High School for the first semester of the 2013-14 school year. He/she should be reassigned to READY for violating Conduct Code #8 (Drug-Related Offenses - Delivery) 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 6. Nays 0.

Member Stuckey moved, with a second by Member MacAdam, to expel student #540167 from Centennial High School for the first semester of the 2013-14 school year. He/she should be reassigned based on the recommendations of the IEP Team for violating Conduct Code #8 (Drug-Related Offenses - Delivery) 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 6. Nays 0.

### **Consent Agenda: Unfinished/New Business**

Member Brown moved, with a second by Member Chalifoux to approve the Consent Agenda – New/Unfinished Business. The motion carried on roll call. Ayes 6. Nays 0

The following Consent Agenda items were approved:

Minutes of June 3, 2013, June 10, 2013, June 17, 2013, and June 24, 2013

The Board of Education approved the minutes as presented.

Closed Session Minutes: January, 2013 – June, 2013

The Board of Education approved the minutes as presented.

Human Resource Changes

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

Policy 465.08 – Movable Soccer Goal Safety: Tom Lockman

This proposed policy represents the District's effort to continue to update its Board policy manual. The Movable Soccer Goal Safety Act requires Districts to develop a policy that addresses the safety issues with movable soccer goals. This policy has been developed to provide District administration with procedures to ensure the goals of the Movable Soccer Goal Safety Act are met.

Administration recommended the Board of Education accept the proposed policy.

Policy 631/R Education of Homeless Children: Tom Lockman

This proposed policy and procedure represents the District's effort to continue to update its Board policy manual. These policies and procedures are related to the education of homeless children and have been developed to better identify the District's practices and obligations under the McKinney-Vento Homeless Assistance Act and Illinois state law.

Administration recommended the Board of Education accept the proposed policy and procedure.

Policy 290/R Student Ambassador Program: Tom Lockman

This proposed policy and procedure represents the District's effort to continue to update its Board policy manual. In its continued efforts to hear and respond to student voice, Administration has reviewed the ability of the Board of Education to seat a student member. The School Code provides that a Board of Education may appoint a student to the Board to serve in an advisory capacity. This policy and the accompanying procedures delineate the roles and responsibilities of the Student Ambassador as well as the application process.

Administration recommended the Board of Education approve the proposed policy and procedure.

Policy 652 Guidelines for Employee Communication, Use of District Networks and Social Media: Tom Lockman

Guidelines were presented to the Board to assist in communicating the District's expectations of employees regarding communication, use of District networks and social media.

Administration recommended Board approval of this policy.

Champaign-Urbana Schools Foundation Financial Support: Dr. Judy Wiegand

Over the last several years the Champaign-Urbana Schools Foundation has done a tremendous job of supporting our school District and teachers. In order to continue this level of support the Foundation is requesting that the District contribute \$15,000 to their operations.

Administration recommended Board approval of a maximum annual contribution of \$15,000 to the Champaign-Urbana Schools Foundation.

Revised Signature Authorization FY14: Matt Foster

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 2013-2014 was provided to the Board. The signature authorization that was approved at the June Board meeting needed to be revised as the attendance center manager at Jefferson had not been hired at that time.

Administration recommended Board approval of the revised listing on the respective banking accounts for fiscal year 2013-2014.

**Executive Session**

Member Brown 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), Negotiations 120/(c)(2), Selection of a person to fill a public office 120/(c)(3), 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 6. Nays 0.

The Board convened into *Closed Session* at 7:23 p.m.

**Open Session**

The Board convened into *Open Session* at 8:19 p.m.

**Adjournment**

There being no further business, Member Brown moved, with a second by Member MacAdam, to adjourn the meeting at 8:20 p.m. The motion carried on voice vote.

Board Approved: June 10, 2013