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
June 10, 2019 within the Boundaries of Said District

Regular Meeting

Board President Amy Armstrong called the Regular Meeting of the Board to order at 5:04 p.m.

Board Members Present
Amy Armstrong, Gianina Baker, Bruce Brown, Kathy Shannon, Elizabeth Sotiropoulos, Heather Vazquez

Board Member Absent
Chris Kloeppel

Staff Members Present
Superintendent Susan Zola, Deputy Superintendent Laura Taylor, Assistant Superintendent Angela Ward, Assistant Superintendent Jennifer Ivory-Tatum, Executive Director of Human Resources Ken Kleber, Chief Financial Officer Tom Lockman, Director of Operations Paul Douglas

Approval of Agenda
Member Sotiropoulos moved, with a second by Member Shannon to approve the agenda as presented. The motion carried on voice vote. Ayes 6. Nays 0.

Executive Session
Member Shannon moved, with a second by Member Sotiropoulos, 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 120/2(c)(2), Property Acquisition/Lease/Purchase 120/2(c)(5), Student Discipline 120/2(c)(9) and The placement of individual students in special education programs and other matters relating to individual students 120/2(c)(10). The motion carried on roll call. Ayes 6. Nays 0.

The Board convened into Closed Session at 5:05 p.m.

Open Session
The Board convened into Open Session at 6:10 p.m.

Guests
Representatives from CFT, local media and other interested persons

Action Agenda: New Business
Administrative Appointment – Assistant Director of Communications: Ken Kleber
Member Shannon moved, with a second by Member Sotiropoulos to approve the Administrative Appointment – Assistant Director of Communications. The motion carried on roll call. Ayes 6. Nays 0.

The position of Assistant Director of Communications recently became vacant. The vacancy was posted and advertised through appropriate professional websites. Nine candidates were interviewed by a team of District administration and staff. Ms. Katherine Tellez was selected for the position.

Earning a Bachelor of Arts in Communications/Journalism (2010) and a Master of Arts in Journalism (2011) from DePaul University in Chicago Illinois, Ms. Tellez has held a variety of
professional positions in the field of media and communications. Most recently, she worked with WCCU Fox Champaign where she anchored the nightly newscast at 5:30 and 9:00 p.m. for two years. Her responsibilities also included overseeing the newsroom and night reporters, producers, and part-time staff. She assisted with delegating responsibilities to reporters, participated in content decisions, collaborated with team members, and managed the website and social media outlets.

Other experiences include serving as Director of Communications at Eureka College (1 year); WEEK-TV Multimedia Journalist in Peoria, Illinois (2 years); KHQA TV Producer/Reporter in Quincy, Illinois (1.5 years); and WGN News Intern in Chicago, Illinois (4 months). In January 2019, Ms. Tellez joined Unit 4 Schools as a substitute teacher.

The recommended date of hire is June 17, 2019. For the remainder of SY2019, the recommended salary for Ms. Tellez is $51,029, prorated from July 1, 2018, plus all appropriate Board-approved administrator benefits. On July 1, 2019, the annual salary for Ms. Tellez will adjust to $52,049. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Ms. Katherine Tellez as Assistant Director of Communications effective June 17, 2019 at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – CECC Principal: Ken Kleber
Member Shannon moved, with a second by Member Brown to approve the Administrative Appointment – CECC Principal. The motion carried on roll call. Ayes 6. Nays 0.

With the retirement of Amy Hayden, the vacancy for the position of Principal of Champaign Early Childhood Center (CECC) for the 2019-2020 school year was announced. The position was advertised on the District’s website and other recruiting websites. Four (4) candidates were interviewed by a team of District and CECC administration, licensed staff, support staff, and parent representatives. Two (2) candidates returned for Level II interviews. Ms. Cheryl Dearing was selected as the most outstanding candidate.

Ms. Dearing began her career in education in August 1998 as a Special Education Teacher with Livingston County Special Services Unit in Pontiac, Illinois. In August 2002, Ms. Dearing joined Pontiac CCSD #429, also serving as a Special Education Teacher. In both of these Special Education assignments, Ms. Dearing taught in ED/BD self-contained programs and was Case Manager for approximately 10-15 students. In July 2007, Ms. Dearing became the Dean of Students at Pontiac Junior High School. In this position, she assisted with day to day administrative duties, including discipline, attendance, supervision and evaluation of staff, as well as school improvement and curriculum design. From July 2008 to present, Ms. Dearing serves CCSD #429 as the Special Needs Director/Preschool Coordinator where she oversees special education programs for the district. Her duties include the implementation and management of a variety of related grants, including Preschool for All, IDEA grants, Medicaid, and local funds. She is also responsible for the direct supervision and evaluation of the district’s special education licensed staff.

Ms. Dearing holds a Bachelor of Science in Special Education from Illinois State University (May 1998) and a Master in School Administration from Concordia University (May 2007). The recommended salary for Ms. Dearing is $97,607, plus all appropriate Board-approved administrator benefits. Ms. Dearing will also be compensated at her daily rate for up to five (5) additional work days for work performed prior July 1, 2019. The effective date of employment is
July 1, 2019. This is a 260 days/year administrative position. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Ms. Cheryl Dearing as Principal of Champaign Early Childhood Center effective August 1, 2019 at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – South Side Principal: Ken Kleber
Member Shannon moved, with a second by Member Brown to approve the Administrative Appointment – South Side Principal. The motion carried on roll call. Ayes 6. Nays 0.

With the resignation of Bill Taylor, the vacancy of Principal of South Side Elementary for the 2019-2020 school year was announced. The position was advertised on the District’s website and other recruiting websites. Eight (8) candidates were interviewed by a team of District administration, licensed staff, support staff, and parent representatives. Two (2) candidates returned for Level II interviews. Mr. Christian Mahone was selected as the most outstanding candidate.

Entering the field of education in August 2011 at Nielson Elementary in Galesburg, Illinois, Mr. Mahone taught Kindergarten, 1st Grade, 5th Grade and Reading Recovery at Nielson until June 2014. The following school year, Mr. Mahone joined Jane Addams Elementary School in Springfield Illinois, also as a 5th Grade Teacher. He held this position through July 2017 and served as principal/lead teacher in the absence of the principal. In July 2017, Mr. Mahone accepted the position of Administrative Intern/Assistant Principal at Washington Middle School with Springfield Public Schools. In this position his responsibilities included the hiring, supervision and evaluation of staff, student discipline with a focus on Restorative Practices, and AVID Administrator. During the summer of 2017, Mr. Mahone served as Acting Assistant Principal of Elementary Summer School and in 2018 and 2019 he was Principal of Xtreme Summer Academy. He will leave Springfield to join Unit 4 Schools this coming July.

Mr. Mahone holds a Bachelor of Arts in Elementary Education with a Middle School Endorsement from Knox College in Galesburg, Illinois (2011), and a Master of Arts in Educational Leadership from the University of Illinois-Springfield (2017). The recommended salary for Mr. Mahone is $90,079, plus all appropriate Board-approved administrator benefits. The effective date of employment is tentatively scheduled for July 1, 2019. This is a 260 days/year administrative position. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Mr. Christian Mahone as Principal of South Side Elementary effective July 1, 2019 (tentatively) at the above-listed salary and appropriate fringe benefits. (The exact start date will be determined in consultation with Human Resources next week.)

Administrative Appointment – Assistant Principal – Edison Middle School: Ken Kleber
Member Vazquez moved, with a second by Member Shannon to approve the Administrative Appointment – Assistant Principal – Edison Middle School. The motion carried on roll call. Ayes 6. Nays 0.

The vacancy for the position of Edison Middle School Assistant Principal for the 2019-2020 school year was recently announced. Four (4) candidates participated in interviews conducted by Edison administration and licensed staff. Mr. Joel Burgener has been selected as the new Assistant Principal of Edison Middle School.
A graduate of Centennial High, Mr. Burgener began his teaching career in August 2006 as a Science Teacher at Centennial. He served in this role until May 2013 when he was selected by St. John Lutheran School as Principal and Athletic Director. As principal, his major responsibilities included the development and management of a long-term strategic plan for prekindergarten through eighth grades, design and implementation of staff development, developing and maintaining budgets, supervising and evaluating staff, and coordinating and supervising athletic programs. Returning to Champaign Unit 4 Schools in August 2016, Mr. Burgener is currently serving as Secondary Coordinator of Teaching and Learning. His responsibilities include designing and conducting professional learning opportunities for teachers, research and evaluation of resources and instructional tools to support teachers in the classroom, and facilitating the alignment of curriculum to state and national standards.

Mr. Burgener earned his Bachelor of Science in Biology from Eastern Illinois University (2006), Master of Science in Education from Montana State University (2011). In May 2019, Mr. Burgener completed the Principal Preparation Program through the University of Illinois, Urbana-Champaign and is pursuing enrollment in the University’s Educational Policy, Organization, and Leadership doctoral program. The recommended salary for Mr. Burgener is $68,990, plus all appropriate Board-approved administrator benefits. The effective date of employment is July 30, 2019. This is a 215 days/year administrative position. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Mr. Joel Burgener as Assistant Principal of Edison Middle School effective August 1, 2019 at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – Dean of Students – Edison Middle School: Ken Kleber
Member Brown moved, with a second by Member Sotiropoulos to approve the Administrative Appointment – Dean of Students – Edison Middle School. The motion carried on roll call. Ayes 6. Nays 0.

The vacancy for the position of Edison Middle School Dean of Students for the 2019-2020 school year was recently announced. Seven (7) candidates participated in interviews conducted by Edison administration, licensed staff, and classified staff. Mr. Sylvester (Sonny) Walker, Jr. has been selected as the new Dean of Students at Edison Middle School for the coming school year.

A life-long resident of Champaign, former Unit 4 student, and graduate of Centennial High, Mr. Walker began his teaching career at Centennial as a Physical Education teacher in October 2006. Mr. Walker is also a Boys’ Basketball Assistant Coach at Centennial. For the past several years, Mr. Walker has served Centennial as Administrator for the Day when needed. Most recently, Mr. Walker supported students and the District as a Dean at BTW STEM Academy from February 2019 through the end of the 2018-2019 school year.

Mr. Walker earned his Bachelor of Science in Arts and Science from South Dakota State University (May 2006). Mr. Walker is scheduled to complete his Master in School Administration from the University of Illinois, Urbana-Champaign in May 2020.

The recommended salary for Mr. Walker is $65,308, plus all appropriate Board-approved administrator benefits. The effective date of employment in this assignment is July 30, 2019. This is a 215 days/year administrative position. Annual evaluation will be completed by the appropriate supervising administrator.
District administration recommended the appointment of Mr. Sylvester Walker, Jr. as Dean of Students at Edison Middle School effective August 1, 2019 at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – Kenwood Elementary School Assistant Principal: Ken Kleber
Member Shannon moved, with a second by Member Vazquez to approve the Administrative Appointment – Kenwood Elementary School Assistant Principal. The motion carried on roll call. Ayes 6. Nays 0.

The vacancy for the position of Kenwood Elementary Assistant Principal for the 2019-2020 school year was recently announced. Three (3) candidates participated in interviews conducted by Kenwood administration, licensed staff, support staff, and parent representatives. Ms. Kelly Koller has been selected as the new Assistant Principal of Kenwood Elementary School.

Ms. Koller graduated in December 2008 with a degree in Special Education. She sought employment as a Special Education Teacher with Unit 4 Schools and was hired at Edison Middle School in January 2009. Ms. Koller has continued her career in Special Education at Edison through the current 2018-2019 school year. She also serves Edison as the Special Education Building Leader and RtI Team Member. Other leadership roles (current and past) for Unit 4 included services as a Novice Teacher Mentor, Professional Development Facilitator, Basketball Coach and Volleyball Coach.

Ms. Koller holds a Bachelor of Science Degree in Special Education from Eastern Illinois University in Charleston, Illinois (2008) and a Master’s Degree in Educational Policy, Organization, and Leadership from the University of Illinois, Urbana-Champaign (2018). Ms. Koller also received her endorsement as a Special Education Director from the University of St. Francis in May 2019.

The recommended salary for Kelly Koller is $66,379, plus all appropriate Board-approved administrator benefits. The effective date of employment is July 1, 2019. This is a 215 days/year administrative position. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Ms. Kelly Koller as Assistant Principal of Kenwood Elementary School effective July 1, 2019 at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – Director of Facilities: Ken Kleber
Member Shannon moved, with a second by Member Brown to approve the Administrative Appointment – Director of Facilities. The motion carried on roll call. Ayes 6. Nays 0.

With the resignation of Dave Lund, the position of Director of Facilities was nationally advertised. Five (5) candidates participated in Level One interviews conducted by District administration and staff representatives. Two (2) candidates returned for Level II interviews. After reviewing the feedback from the interview teams, assessing the District’s ongoing capital projects and preventative maintenance efforts, and carefully examining job descriptions in the Operations & Maintenance department, Administration recommended the following:

1. **Richard McQueen**, one of our current Assistant Directors of Facilities, will be named Director of Facilities & Maintenance. Mr. McQueen will supervise the middle school and high school facilities, as well as the elementary schools undergoing renovation (South
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Side, Dr. Howard, and IPA). Additionally, Mr. McQueen will supervise the Maintenance team.

2. **Stephen Waldron**, who is currently employed in Pflugerville, Texas, will be named Director of Facilities & Grounds. Mr. Waldron will supervise the Early Childhood Center, the District's non-campus facilities, and the elementary campuses not undergoing renovation. Additionally, Mr. Waldron will supervise the Grounds & Painting team.

3. The Assistant Director position being vacated by Mr. McQueen will not be filled.

**Mr. McQueen** joined the Unit 4 Schools’ Maintenance Department in 2000 as a Lead Storekeeper. In this position he performed all duties related to the District’s warehouse operations. He moved to the position of Maintenance Staff in 2006 where he assisted with all levels of district-wide building maintenance needs. In 2015, Mr. McQueen was named the Assistant Director of Facilities. Mr. McQueen holds several certifications in the operations and maintenance field, including Illinois ASBO Facilities Operation, Air Conditioning Service & Recovery, Lift Operation, Forklift Operation, and Mechanical Systems.

Since 2006, **Mr. Waldron** has held a variety of supervision and management positions in the field of maintenance services. Positions include serving Pflugerville Independent School District as Distribution Supervisor (1 year), Coordinator of Custodial Services and Energy Management (4 years), and Coordinator of Energy Management (5 years). He previously served eight years of active duty in the United States Marine Corps and Army, and left service as a non-commissioned officer. In March 2018, Mr. Waldron accepted the position of Project Manager for Energy Systems Associates Inc. of Round Rock, Texas. Mr. Waldron holds a Bachelor of Science in Business Administration from LeTourneau University, Texas (2013).

The recommended salary for Mr. McQueen is $79,551, plus all appropriate Board-approved administrator benefits. The effective date of appointment July 1, 2019. This is a 260 days/year administrative position.

The recommended salary for Mr. Waldron is $85,127, plus all appropriate Board-approved administrator benefits. The effective date of employment is tentatively scheduled for July 1, 2019. This is a 260 days/year administrative position. Annual evaluations will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Mr. Richard McQueen as the Director of Facilities & Maintenance effective July 1, 2019 at the above-listed salary and appropriate fringe benefits. District administration also recommended the appointment of Mr. Stephen Waldron as the Director of Facilities & Grounds effective July 1, 2019 at the above-listed salary and appropriate fringe benefits.

**Reports: New Business**

**Equity Update – Community Youth and Family Empowerment Initiative:** Angela Ward & Orlando Thomas

The Community Youth and Family Empowerment Initiative is a partnership between the City of Champaign and Champaign Unit 4 Schools to improve the lives of African-American youth and their families who are in crisis and experiencing challenges in the areas of academic achievement, behavior/discipline, community violence, mental health, and trauma.

Although there are local organizations that provide services to address some of these needs, African-American youth and their families have indicated that they continue to
experience barriers to access those services. Known barriers include estimated wait times of two to three months, eligibility requirements, costs, limited knowledge of existing resources, services not being culturally responsive, a lack of transportation, and a lack of individualized and family support.

City staff have been working proactively with Unit 4 school administrators to explore creative partnerships to address this unmet need. City and school district staff are proposing an unconventional approach to assist youth and their families when they are in crisis. The proposed approach is designed to assess the immediate needs of students and families in emergency situations, and promptly provide intensive, individualized wrap-around support services, mental health counseling, group support, care plan development, and other opportunities to ensure success during and after a crisis.

The purpose of the initiative is to work together to promote the positive development of African-American youth, while providing support services and the necessary resources geared to address trauma, behavior, and academic achievement resulting in decreased community violence. The vision is to build a healthy community that effectively supports, engages, and empowers African-American youth.

In addition, the initiative aligns with both City Council and Champaign Unit 4 goals listed below.

**City of Champaign Council Goals:**

Our city builds healthy neighborhoods

- Strategic objectives include: Proactively support and address neighborhood needs and strengthen community service partnerships to improve our residents’ quality of life
- Key projects include: Collaborate with community and governmental partners to address issues related to poverty, mental health, and homelessness

Our city ensures community safety

- Strategic objectives include: Maintain a safe community and improve our residents’ quality of life and initiate and support programs to reduce gun violence
- Key projects include: Work with community members to implement and support programs to deter gun violence; and partner with residents, neighborhood groups, and community organizations to continue to improve police-community relations

**Champaign Unit 4 Goals:**

Goal #2: The Superintendent will champion and institutionalize the District’s commitment to high academic achievement by providing meaningful support and effective accountability of school performance. This includes fostering a culture of high expectations of all students, focusing efforts to close the achievement gap, and supporting efforts to address disparities in student discipline.

**Financial Implications:**

$250,000

This was an informational item and no action by the Board was necessary.
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Capital Improvements and Maintenance/Repairs Plan: Elizabeth Stegmaier
The District is undertaking a Capital Improvement and Maintenance/Repairs Plan to identify capital projects and purchases and necessary maintenance/Repairs, provide a schedule and identify funding for the Plan. The Plan will identify projects and purchases through 2023. If the plan is approved, funding will come from Energy Savings, 1% Sales Tax, and Fund Balance Drawdown. The Capital Projects team will provide regular updates to the Board on the progress of the Plan. Final presentation of the Plan by the Board is targeted for September.

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

Central High School, Centennial High School & McKinley Field Value Management Items Update: Mark Roessler
The District has received bids and awarded construction contracts for these three Referendum projects and received budget increases to help fund the construction work on each project. At each Board of Education meeting requesting these approvals, it was noted that the Project Team would work on cost savings through value management post bid with the Construction Manager, Design Team, and Contractors. The Capital Projects team can provide further updates on the few remaining unresolved items through the Superintendent.

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

AA/EEO Audit & Report: Ken Kleber
The Human Resources Department is responsible for the establishment and implementation of the audit and reporting system for Affirmative Action/Equal Employment Opportunity. The Executive Director of Human Resources shall review the system on an annual basis and provide a written report to the Superintendent.

Reporting and audit requirements include:

1. The maintenance of accurate and current records on applicants, hires, promotions, demotions, transfers, staff development, and terminations by minority status and sex.
2. A standing committee, reporting to the Superintendent, shall review the audits of employee selection, promotions, demotions, transfers, staff development, and terminations.
3. A report from the committee informing the Superintendent of the effectiveness of the policy and procedures on an annual basis and offering recommendations for improvement if necessary.

Recommendations will be incorporated into the Human Resources recruiting, hiring, and retention plans as appropriate.

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

Policy 415.05 Use of Credit and Procurement Cards: Dan Casillas
This policy, administrative procedures, and exhibit represents the District’s effort to establish guidelines for the use of District credit and procurement cards and to update Board Policy. This draft policy has been written incorporating feedback from the Policy Committee, Board members, Administration, the Board’s Attorney, and others. Highlights of the policy and its attachments include:

- An explanation of the purpose of P-Cards
- Directions for users on the appropriate use of P-Cards
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- Requirements for documentation of purchases
- Additional approval processes for high dollar purchases
- Restrictions on certain types of purchases and provisions for limiting transactions at certain merchants
- Monitoring of card issuance and reconciling transactions
- Consequences for violations of the policy
- Monthly monitoring by the Board

There will be District in-service training for all administrators.

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

Policy 420.03 Fiscal Management – Accounting and Reporting – Audits: Dan Casillas
This policy and administrative procedures represents the District’s effort to update guidelines for accounting and audits as well as regulations for compliance with the Grant Accountability and Transparency Act (GATA).

The School District’s accounting and audit services shall comply with the Requirements for Accounting, Budgeting, Financial Reporting, and Auditing, as adopted by the Illinois State Board of Education (ISBE), State and federal laws and regulations, and generally accepted accounting principles. In alignment with best practices contained in ISBE’s Fiscal Procedures Handbook, the District is proposing a Fraud, Waste, and Abuse Awareness Program, which includes employee reporting procedures for suspected fraud, waste, or abuse. This policy will replace current Board Policy 420.03 (Audits) and current Board Policy 420.04 (Inventories) since the language herein is a more recent version of those two policies. There will be District in-service training for all administrators.

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

Policy 520.10 General Personnel – Expense Prepayment & Reimbursement: Dan Casillas
The Board regulates the advancement and reimbursement of all travel, meal, registration fees and lodging expenses by resolution. This policy update clarifies that all expenses are subject to the same regulations, regardless of whether they are advanced or reimbursed, in addition to some other changes for consistency with other policies and procedures. The maximum allowable reimbursement for travel, meal and lodging expenses has been set at $450/day, per person. There will be District in-service training for all administrators.

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

Action Agenda: New Business
Schematic Design and Estimate Approval – Edison Middle School: Elizabeth Stegmaier
Member Sotiropoulos moved, with a second by Member Shannon for Schematic Design and Estimate Approval – Edison Middle School. The motion carried on roll call. Ayes 6. Nays 0.

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. Representatives from RATIO Architects presented to the Board of Education, the Schematic Design phase of design and accompanying estimate for the Edison Middle School project.

Administration requested Board approval of the Schematic Design documents and estimate so that the team can move into the Design Development phase of the design work. Faculty, staff, and administrative personnel have reviewed and approved the design to date.
Schematic design estimate is within budget. Potential alternate bid and value management strategies will continue to be investigated through the coming design phases, in case they are needed.

Administration recommended approval of the current design and estimate of Schematic Design for the Edison Middle School project.

2019-2020 Regular & Special Board Meeting Schedules: Dr. Susan Zola
Member Shannon moved, with a second by Member Brown for approval of the 2019-20 Board Meeting Schedule. The motion carried on roll call. Ayes 6. Nays 0.

The Unit #4 Board of Education has scheduled its regular meetings for the second Monday of each month beginning at 5:30 p.m. at the E.H. Mellon Administrative Center. A schedule for the regular and special Board meetings for 2019-2020 was provided to the Board. Should the Board wish to change its regular and special meeting schedules, it may be done at the next regular Board meeting or at any other time of the Board’s choosing. There will be two Tuesday meetings (October 15, 2019 and November 12, 2019) in 2019-20 due to holidays falling on a Monday.

Administration recommended that the Board of Education approve the regular and special Board meeting schedules for the 2019-2020 school year.

Board Committee Representatives: Dr. Susan Zola
Member Shannon moved, with a second by Member Sotiropoulos for approval of the Board Committee Representatives. The motion carried on roll call. Ayes 6. Nays 0.

Below is a list of the Board Committee Representatives for the 2019-20 school year.

<table>
<thead>
<tr>
<th>Committee</th>
<th>Estimated Time Commitment</th>
<th>2016/2017 Member(s)</th>
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<tbody>
<tr>
<td>*CFT Areas of Consultation</td>
<td>Monthly</td>
<td>Amy Armstrong</td>
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<td></td>
<td></td>
<td>Dr. Gianina Baker</td>
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<td></td>
<td></td>
<td>Kathy Shannon (alternate)</td>
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<td>*CFT Negotiations Team</td>
<td>Several meetings -</td>
<td>Dr. Gianina Baker</td>
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<td></td>
<td>negotiation years</td>
<td>Chris Kloeppel</td>
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<td>*CESP Areas of Consultation</td>
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<td></td>
<td>negotiation years</td>
<td>Bruce Brown</td>
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<tr>
<td>Curriculum Steering</td>
<td>Quarterly</td>
<td>Elizabeth Sotiropoulos</td>
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<td></td>
<td></td>
<td>Bruce Brown</td>
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<tr>
<td>Discipline Advisory/Equity</td>
<td>Approximately 6 meetings</td>
<td>Kathy Shannon</td>
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<td></td>
<td>per year (4:00-5:00)</td>
<td>Heather Vazquez</td>
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<td></td>
<td></td>
<td>Elizabeth Sotiropoulos (alternate)</td>
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<tr>
<td>EEE Committee</td>
<td>Twice per Semester</td>
<td>Bruce Brown</td>
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<td>Elizabeth Sotiropoulos</td>
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<td></td>
<td></td>
<td>Kathy Shannon (alternate)</td>
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<td>Finance Committee</td>
<td>TBD</td>
<td>Dr. Gianina Baker</td>
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<td></td>
<td></td>
<td>Kathy Shannon</td>
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<tr>
<td>IASB Governing Board Representatives</td>
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<td>Kathy Shannon</td>
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<tr>
<td></td>
<td></td>
<td>Elizabeth Sotiropoulos</td>
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Illinois Association of School Boards (IASB) Resolution Regarding Goals Regarding Social Responsibility: Dr. Susan Zola


School districts in Illinois have an interest in ensuring businesses owned by minorities, women, persons with disabilities, and veterans work with school districts on various projects. This interest is not only important for individual districts’ goals, including gaining support for referendums across various groups, but is also vital to: (1) furthering the compelling interest(s) of the State of Illinois in remedying past, specific discrimination in contracting; and/or (2) complying with federal statutes and regulations for funding programs.

In recognition of those facts, the IASB shall support legislation amending both the Illinois School Code and the Illinois MBE Act in the following ways:

1. Currently, the Illinois School Code requires that all contracts for purchase of supplies, materials, or work involving an expenditure more than $25,000 to the “lowest responsible bidder.” 105 ILCS § 5/10-20.21. Lowest responsible bidder is not defined, but Section 20.21 states that school districts should consider “conformity with specifications, terms of delivery, quality and serviceability” when identifying the lowest responsible bidder. Illinois courts have interpreted “lowest responsible bidder” language in analogous statutes to allow consideration of social reasonableness factors when identifying the lowest responsible bidder. Such authority supports the conclusion that school districts may give preferences in contracting to businesses owned by minorities, women, persons with disabilities, and veterans or bidders that have programs or relationships benefitting such businesses. School districts remain concerned, however, that the lack of clarity in the School Code may create legal risks if they consider social responsibility factors, including support for such diversity efforts, in awarding contracts. To remove this uncertainty, IASB shall support legislation amending Section 10-20.21 of the School Code to explicitly recognize school districts’ ability to consider social responsibility factors—including but not limited to preferences to businesses owned by minorities, women, persons with disabilities, and veterans and bidders that have programs or relationships benefitting such businesses—in awarding contracts.

2. The Illinois MBE Act applies to State agencies and universities and sets goals for awarding contracts to businesses owned by minorities, women, and persons with disabilities. The same motivations for the statute may apply to school districts as apply to other entities covered by the MBE Act, such as public universities, including (1) the compelling interest(s) of the State of Illinois in remedying past, specific discrimination in contracting; and/or (2) the need, in some circumstances, to comply with federal statutes and regulations for funding programs. Accordingly, IASB shall support legislation
amending the MBE Act to make all current requirements for “public institutions of higher education” in the Act applicable to public school districts in the State.

Administration recommended that the Board of Education approve the Illinois Association of School Board (IASB) Resolution Regarding Goals Regarding Social Responsibility.

Substitute Compensation: Ken Kleber
Member Shannon moved, with a second by Member Sotiropoulos for approval of Substitute Compensation. The motion carried on roll call. Ayes 6. Nays 0.

Base pay rates for substitutes was last increased during the 2015-2016 school year. Since that time, we have created and revised incentives and bonuses. This year, the District reviewed its base rates of pay and determined that they are no longer competitive with other area districts. Therefore, District administration recommended an increase in daily base rates for substitute teachers. This will allow us to maintain and attract a qualified and strong substitute teaching pool. The below daily rate increases would be effective with the start of the 2019-2020 school term (Balanced Calendar).

<table>
<thead>
<tr>
<th></th>
<th>Regular Substitute</th>
<th>Experienced Substitute</th>
<th>Unit 4 Teacher Retiree or Current Part-Time Unit 4 Teacher</th>
<th>Long-Term Substitute</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Day</td>
<td>$100.00/day</td>
<td>$105.00/day</td>
<td>$135.00/day</td>
<td>Based on CFT Contract Step 1</td>
</tr>
<tr>
<td>Half Day</td>
<td>$50.00/day</td>
<td>$52.50/day</td>
<td>$67.50/day</td>
<td>Based on CFT Contract Step 1</td>
</tr>
</tbody>
</table>

District administration also recommended that substitute teachers be eligible for long-term pay beginning on Day 16 of an assignment (instead of Day 31).

Rates for Substitute Teacher Aides and other support staff will be adjusted based on established District practice. Current incentives (professional development-based rate increases and quantity of days worked bonuses) will remain unchanged. The financial implications are based on the compensation level of the individual substitute teacher and the number of days the substitute works.

Administration recommended that the Board of Education approve the above daily rate increases for District substitute teaching staff.

Wages & Fringe Benefits – Hourly, Non-Bargaining Unit Staff: Ken Kleber
Member Sotiropoulos moved, with a second by Member Shannon for approval of Wages & Fringe Benefits – Hourly, Non-Bargaining Unit Staff. The motion carried on roll call. Ayes 6. Nays 0.

Each year, the District reviews the wages and benefits associated with its non-bargaining unit hourly positions. The cost of the changes is approximately 3% above this year’s wages. Based on this year’s review, District Administration recommended changes to wages as listed on the documents for the following positions:

- Kids Plus Staff
- Playground-Lunchroom Supervisors

Administration recommended that Board approve the proposed wage changes.
Consent Agenda: New Business
Member Shannon moved, with a second by Member Sotiropoulos to approve the Consent Agenda – Unfinished/New Business. The motion carried on roll call. Ayes 6. Nays 0.

The following Consent Agenda items were approved:

500.05/R General Personnel – Medical Emergency Procedures, AED: Dan Casillas
This policy update represents the District’s effort to continue to update its Board Policy and Procedures manual. ISBE Administrative Rule 1.530 Health Services calls for a comprehensive safety plan that includes medical emergencies. While current policy and procedures exists for students with identified health conditions and the use of AED’s in the District, current policy does not include procedures for emergency care of students and staff.

Administration requested approval of this policy.

Policy 725.01/R – Academic Achievement – Grading: Dan Casillas
This update represents the District’s effort to continue to update its Board Policy and Procedures manual. This update will match the current language in our High School Curriculum Handbook and our current practice.

Administration recommended approval of policy 720.01/R - Academic Achievement - Grading.

Human Resource Changes: Ken Kleber
The Human Resource Changes were approved as presented.

Administrative Assistant Request for Additional Sick Leave: Ken Kleber
Board approved Administrative Fringe Benefits provide that, in its sole discretion, the Board of Education may grant an administrator/administrative assistant compensation at his or her regular daily rate for up to twenty-five (25) days of Sick Leave over and above that accumulated. These days are deducted from the Administrator Sick Leave Bank. If compensation is granted by the Board, payment is made on the final check of the fiscal year. Access to the Bank will only be considered if all other accrued leave available to the employee has been exhausted.

Administrative Assistant Cheri Adkins was on an approved medical leave earlier this year, which will result in 41.68 hours’ lost pay at the end of the fiscal year. Ms. Adkins has requested access to the bank to cover this time and District administration supports this request.

The administrator is reimbursed in the dollar amount of his or her calculated rate. This amount is added to the final paycheck of the fiscal year. The total cost in dollars to reimburse Ms. Adkins is approximately $936.55, plus Board-paid IMRF contributions.

Administration’s recommended that the Board of Education approve this request for additional sick leave as provided above.

Student Code of Conduct 2019-20: Orlando Thomas
The Discipline Equity/Advisory (DEA) Committee held meetings during the months of September-April for the purpose of revising the District’s Student Code of Conduct for the 2019-20 school year. The Student Code of Conduct is one of the foundational components of our district-wide behavior management plan. The Code consists of an informational section that provides an overview of the tenets of Unit 4’s Student Code of Conduct, elementary and secondary sections that discuss disciplinary violations and consequences, elementary and
secondary glossaries, and sections that cover transportation issues, administrative procedures regarding substance abuse, search and seizure, student discipline, harassment, electronic network access, electronic device use, publication restrictions, and student tardiness (high school).

Staff development will be provided to building administrators and campus personnel, including new teachers, substitute teachers, and bus drivers during the month of August prior to the beginning of the 2019-20 school year. Additionally, staff development will take place throughout the school year on an as-needed basis.

Printing and mailing costs are estimated to be $8,100. This includes printing and mailing of copies in languages other than English. High school students do not receive paper copies of the Code since they can access them electronically via their individually assigned Chromebooks.

Each year in the spring semester, the Discipline Equity/Advisory Committee, comprised of CFT and CESP representatives, parents, Board members, and district-level administrators, reviews and revises the Student Code of Conduct for submission to the Board of Education for its approval. The proposed changes have been reviewed by Jennifer Smith, attorney.

Administration recommended that the 2019-20 Student Code of Conduct be approved.

Approval of K-12 Art Curriculum Adoption: Angi Franklin
Through the arts, students learn critical thinking, effective communication, collaboration, and creative problem solving skills. They grow in self-confidence and self-direction, create meaning, and engage other cultures through learning. The arts are essential to a complete and competitive education for all students. The Unit 4 Visual Arts adoption reflects new National Core Arts Standards (2014) and Illinois Arts Learning Standards (implemented 2018-19). The new standards articulate what is important for students to know and be able to do at each grade level, identify pathways for students to become creative thinkers, creative makers and creative responders, with a focus on collaboration and emerging technologies. The adoption process allowed teachers to reflect on current practices and envision a horizontally and vertically aligned K-12 Art curriculum that engages all students through high-quality, culturally relevant instruction and developmentally appropriate resources.

FINANCIAL IMPLICATIONS

| K-8 Art Supplies, Equipment, Technology, etc. (see attached for detailed requests) | $60,388.83 |
| 9-12 Art Supplies, Equipment, Technology, etc. (see attached for detailed requests) | $51,805.51 |
| Additional Technology, tables, chairs, etc. to be determined pending construction/renovation (adoption monies reserved) | Up to $37,500.00 |
| **Total** | **$149,694.34** |

Assessment/evaluation will be conducted by the K-12 Art Department, Art Vertical Team, K-12 Art Coordinator.

Administration recommended approval of the K-12 Art Curriculum Adoption.

Approval of K-12 Music and Drama Curriculum Adoption: Angi Franklin
The Opportunity-to-Learn (OTL) Standards have been prepared by the Council of Music Program Leaders of the National Association for Music Education (NAfME). These OTL Standards identify the resources that need to be in place so that teachers, schools, and school
districts can give students a meaningful chance to achieve at the levels spelled out in the Core Music Standards. The Champaign Unit #4 adoption process is committed to supporting the instructional practices and resources necessary for alignment to the Core Music Standards, providing our students a culturally relevant experience in the fine arts, and providing access to resources for students traditionally underserved.

FINANCIAL IMPLICATIONS:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pearson Interactive Music Curriculum K-8 (8 year subscription)</td>
<td>$132,256.50</td>
</tr>
<tr>
<td>Sound Trap Music Composition Software K-12 (4 year subscription)</td>
<td>$25,206.75</td>
</tr>
<tr>
<td>The Music Shoppe Instruments and Service Contract 5-12</td>
<td>$74,475.00</td>
</tr>
<tr>
<td>Wenger – Performing Risers, Indoor/Outdoor Stages K-12</td>
<td>$42,613.00</td>
</tr>
<tr>
<td>Charms Music Inventory Software K-12 (8 year subscription)</td>
<td>$11,600.00</td>
</tr>
<tr>
<td>Choral Music, Music Theory, and Sight-Reading for MS/HS Programs</td>
<td>$12,000.00</td>
</tr>
<tr>
<td>Band Music, Equipment, Sound Systems for MS/HS Programs</td>
<td>$15,000.00</td>
</tr>
<tr>
<td>MS/HS Drama Scripts, Youth Plays, Props, Puppets, Make-up, etc.</td>
<td>$6,518.21</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$319,669.46</strong></td>
</tr>
</tbody>
</table>

Assessment/evaluation will be conducted by the K-12 Music Department, Music Vertical Team, K-12 Music Coordinator

Administration recommended approval of the K-12 Music and Drama Curriculum Adoption.

**FY20 Consolidated District Plan:** Dr. Jennifer Ivory-Tatum & Dr. Elizabeth deGruy

The Consolidate District Plan (CDP) is a new district requirement from the Illinois State Board of Education for the 2019-2020 school year. The CDP allows grantees to answer one set of planning questions to meet requirements for 12 of the Federal formula grants; state grants are not included in the CDP. District plans must be submitted to the ISBE and approved before any FY2020 grant applications for included programs can be approved.

Staff development needs will be addressed through the individual federal grants, which will be submitted following the submission of the CDP. The FY20 federal grants will not be approved until the CDP is approved; all federal grant money is contingent on submission and approval of the plan. For FY20, grants will be submitted separately from the plan.

The initial CDP will be reviewed by the ISBE and feedback provided. The District will make changes as needed and resubmit the plan. Individual grants will be monitored at least quarterly to ensure that benchmarks are being met.

Administration recommended the approval of the initial submission of the FY20 Consolidated District Plan.

**Subrecipient Agreement Between the City of Champaign and Champaign Community School District No. 4 for the CommUnity Matters Program:** Orlando Thomas

The Operation Hope program is a collaborative initiative that includes funding from three sources: The City of Champaign, the Champaign Community Unit School District #4, and the United Way of Champaign County.

Operation Hope serves 100 students that attend Centennial, Central and the Novak Academy. The program is designed around four core initiatives; focused on Exposure, Experience, Engagement and Education (the 4E model). The infrastructure for success consists of:
6/10/2019 Regular Meeting

- College/career/vocational experiences
- Academic exposure and support
- Community service
- Positive recreational involvement
- Parent Workshops

1.4 FTE positions are funded with this grant, who work as College/Career Placement Liaisons. Administrative staff is as assigned. Personnel expenses for the two program staff are projected at $120,978 for fiscal year 2019-2020. The City of Champaign contributes $48,000 towards personnel costs, with the balance to be covered by Unit 4. Unit 4 also covers program expenses, including College Visits, family engagement activities and staff mileage.

Program impact will be measured by the number students who: decrease their discipline referrals or suspensions (as applicable to those with a history of disruptive behavior) reach and maintain a 90% attendance rate, achieve a 2.0 GPA average, and graduate from high school in four years with a post-secondary plan in place.

Administration recommended approval of the Subrecipient Agreement between the City of Champaign and Champaign Community School District No. 4 for the CommUnity Matters Program.

Minutes of May 6, 2019; May 13, 2019; and May 30, 2019
The Minutes were approved as presented.

Bills and Treasurer’s Report – May: Tom Lockman
The Bills and Treasurer’s Report – May were approved as presented.

Resolution Authorizing Disposal of District Personal Property: Paul Douglas
The Illinois School Code requires Board of Education approval of the disposition of District property. The District has identified such personal property which is no longer needed for District purposes. A Board Resolution is required in order to dispose of this surplus property.

Administration recommended that the Board of Education approve the disposal of personal property identified in the resolution.

Approval of the Bid for Centennial High School Phase 3 Hazardous Material Asbestos Abatement Contract: Mark Roessler
In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On June 4, 2019, Administration received and opened bids for Centennial High School Phase 3 Hazardous Material Abatement. Three (3) contractors submitted bids and Administration recommended that KAM Services be awarded the contract.

KAM Services’ bid is $89,940.00. Expenses for this project will be paid from referendum bond proceeds in the Capital Projects Fund and fund balance.

Administration recommended approval of contract for Centennial High School Hazardous Material Abatement Phase 3 to KAM Services for their bid amount of $89,940.00.
Amendment to Midwest Engineering and Testing, Inc., Material Testing and ISBE Inspection Services for the New Dr. Howard Elementary School: Sandra Roesler

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On March 19, 2019, District staff signed an agreement, valued $48,150.00, with Midwest Engineering and Testing, Inc. to provide third party, material testing services for construction of the New Dr. Howard Elementary School.

Administration requested a $20,000 increase to this agreement to provide for added professional inspection services as needed to fulfill Illinois State Board of Education occupancy permit requirements.

For payment of the materials testing and inspection services up to $68,150.00. Expenses for this project will be paid from revenue from bond proceeds, District reserves, and other available capital improvement funding sources as needed.

Administration recommended approval of a $20,000 increase to the existing agreement.

FY2020 Transportation Agreement with Champaign-Urbana Mass Transit District: Paul Douglas

The District maintains an ongoing partnership with the Champaign-Urbana Mass Transit District to provide supplemental transportation for students attending District middle schools and high schools. The attached agreement covers the terms and conditions in place for the 2019-2020 school year.

The cost for services for the 2019-20 school year under this Agreement total $543,405, up from $513,603 from the 2018-19 school year. This difference is primarily the result of MTD’s incremental increase.

Administration recommended that the Board of Education approve MTD’s contract with Champaign Unit 4 School District.

Bid – Custodial Supplies: Paul Douglas

Board policy states that bids will be solicited when items are expected to exceed a total of $25,000. As part of the bidding process, the bid was posted on the district’s website and advertised in the News-Gazette. Bids were received from seven vendors and opened on April 16, 2019. Administration recommends the item-by-item award of these supplies to the lowest qualified bidder:

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chemical Maintenance</td>
<td>$14,117.60</td>
</tr>
<tr>
<td>Unipak Corp.</td>
<td>49,475.00</td>
</tr>
<tr>
<td>Central Supply</td>
<td>26,700.00</td>
</tr>
<tr>
<td>Lorenz Supply Co</td>
<td>5,694.70</td>
</tr>
<tr>
<td>Unique Products</td>
<td>23,402.75</td>
</tr>
<tr>
<td></td>
<td>$119,390.05</td>
</tr>
</tbody>
</table>

The initial cost for custodial supplies will be charged against the District’s warehouse asset account and then charged to the individual schools expense accounts as supplies are ordered. Last year the bid total was $61,582.28. The increase in cost is the result of an increase in quantities needed and additional custodial items added to the bid.

Administration recommended the item-by-item award of custodial supplies to the lowest qualified bidders as described above totaling $119,390.05.
6/10/2019 Regular Meeting

Bid – Petroleum Products: Paul Douglas
Board policy states that bids will be solicited when items are expected to exceed a total of $25,000. As part of the bidding process, the bid was posted on the District’s website and advertised in the News-Gazette. One bid was received and opened on April 16, 2019. Administration recommended the item-by-item award of these supplies to the lowest qualified bidder. The cost for fuel will be paid from the Transportation Budget in SY2020.

Administration recommended Board approval of the bid for unleaded gasoline, propane fuel, detergent oil 10w-30, detergent oil 15W-40, heavy duty oil, automatic transmission fluid, anti-freeze, #2 bio-diesel fuel and 60/40 blended bio-diesel fuel to Illini FS.

Approval of School Lunch Bid – Pizza: Paul Douglas
Board policy states that bids will be solicited when items are expected to exceed a total of $25,000.

As part of the bid process for the school lunch pizza bid, invitations to bid were sent to four vendors, posted on the District’s website, and advertised in the News Gazette. Bids were received from four vendors and opened on June 6, 2019. The annual cost for school lunch pizza will be paid from the Food Service Budget.

Administration recommended approval of the school lunch pizza bid to Papa John’s for high school and elementary school. Administration recommended approval of the school lunch pizza bid to Jet’s Pizza for middle school.

Bid – Sanitary Hauling and Recycling: Paul Douglas
Board policy states that bids will be solicited when items are expected to exceed a total of $25,000. As part of the bidding process, the bid was posted on the District’s website and advertised in the News-Gazette. One bid was received and opened on June 6, 2019.

Administration recommended Board approval of the bid for Sanitary Hauling and Recycling to Republic Services of Urbana. This contract is a three year commitment by the District.

Natural Gas Agreement – Fixed Pricing: Paul Douglas
The District had two contracts with Vanguard Energy Services. The first contract expired October 2018 and the second contract will expire June 30, 2019. The District actively shopped for new natural gas rates over the past year. Constellation NewEnergy – Gas Division, LLC had the best rates. Constellation NewEnergy – Gas Division, LLC’s first contract will be effective July 2019 and the second contract will be effective May 2020. Contract rates with Constellation New Energy – Gas Division is a fixed rate from July 2019 through June 2023 and May 2020 through June 2023. Currently the district pays $.406/therm and new rates will be $.29806/therm. This is a savings of $45,000 annually.

Administration’s recommended that the Board approve the Natural Gas Supply Agreement with Constellation New Energy – Gas Division, LLC.

Approval of Intergovernmental Agreement – Champaign Public Library: Dr. Susan Zola
In support of its goal of leveraging community partnerships to benefit student learning, the District and Champaign Public Library have been engaged in discussions to allow opportunities for students who do not reside with the boundaries of a library district and for library staff to benefit from professional development opportunities offered by the District. The Intergovernmental Agreement outlines these opportunities. Board members will recall approving a previous version of this Agreement at its meeting on February 12, 2018. In this
agreement, the Library also agrees to provide the full measure of its services to CUSD#4 classroom teachers residing outside the Library’s taxing district boundaries, pursuant to the Library’s usual policies and practices during the regular Library hours.

Administration recommended approval of this Intergovernmental Agreement with Champaign Public Library.

Approval of Proposal for School Photography Services: Paul Douglas
Board policy states that bids will be solicited when items are expected to exceed a total of $25,000.

Request for proposal was posted on the District’s website and advertised in the News Gazette. Qualifying proposals were received from three vendors and opened on April 26, 2019. Administration recommended that the proposal for school photography services be awarded to HR Imaging for SY2020 with the option of two additional years based on satisfactory performance. This recommendation is based upon picture package pricing, yearbooks and planners, commission to schools, overall quality of product, and complementary and discounted services.

There is no cost to the District for this service. Parents have the opportunity to purchase different photo packages, and the individual schools receive commissions based upon the number of products sold at each school.

Administration recommended Board approval of HR Imaging for school photography services for SY2020 with an option for two additional years based on satisfactory performance.

Prevailing Wage Rates: Tom Lockman
The Illinois Prevailing Wage Act requires all public bodies to annually investigate and ascertain the prevailing rate of wages established for various trades in the area, with such information to be made available for inspection by any interested party. Prevailing wage rates for Champaign County have been secured from the Illinois Department of Labor and the appropriate resolution has been prepared.

When specifications are drawn for contractual services on construction type jobs, the Prevailing Wage Rates will be a part of the general conditions in the respective bid specifications.

Administration recommended Board approval of the Resolution ascertaining and determining prevailing wage rates, and further, that the Business Office will be directed to advertise and file a copy of said resolution as required by the Prevailing Wage Act.

Purchase of Displays for 2019 Renovations: John Gutzmer
The Unit 4 Educational Technology Department is committed to equipping the District with effective instructional technology tools that support 21st century teaching and learning. As building renovations occur we plan to replace classroom and signage displays with modernized versions to meet the ongoing needs of the schools in the future.

To ensure the best use of our resources we began a process last year to evaluate and pilot several different options for renovated classrooms. We chose the two best options based on feature sets and cost, and deployed those to several classrooms in the second semester of the 2018 - 2019 school year. Based in the input from those teachers and continued evaluation of those monitors we have chosen the following displays for the renovations occurring in the 2019 - 2020 school year: 20 Viewsonic ViewBoard IFP7550-E1 for the interactive classroom displays,
4 ViewSonic CDE6510 for 65 inch non-interactive signage, and 4 ViewSonic CDE7500 for 75 inch non-interactive signage.

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 May 16th, 2019 to vendors inviting the submission of sealed bids for Monitors. The invitation and specifications for the RFP were also posted on the District’s website. Bids were received from fifteen companies and were opened on June 5th, 2019 with the following results:

<table>
<thead>
<tr>
<th>Vendor Name</th>
<th>Viewsonic Classroom Display (20)</th>
<th>Viewsonic 65&quot; Monitor (4)</th>
<th>Viewsonic 75&quot; Monitor (4)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adorama</td>
<td>$75,100.00</td>
<td>$6,630.00</td>
<td>$11,313.00</td>
</tr>
<tr>
<td>AITA</td>
<td>$51,889.00</td>
<td>$4,969.52</td>
<td>$8,261.20</td>
</tr>
<tr>
<td>AKA Comp</td>
<td>$53,160.00</td>
<td>$5,077.32</td>
<td>$8,447.72</td>
</tr>
<tr>
<td>B&amp;H</td>
<td>$73,440.00</td>
<td>$6,600.00</td>
<td>$11,280.00</td>
</tr>
<tr>
<td>Computer on move</td>
<td>$50,556.60</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>HPI Int.</td>
<td>$50,778.71</td>
<td>$4,863.13</td>
<td>$8,084.44</td>
</tr>
<tr>
<td>OM Office</td>
<td>$69,600.00</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>PACE</td>
<td>$48,335.40</td>
<td>$4,802.53</td>
<td>$7,729.36</td>
</tr>
<tr>
<td>SHI</td>
<td>$47,740.00</td>
<td>$4,760.00</td>
<td>$7,592.00</td>
</tr>
<tr>
<td>Tallgrass Sys</td>
<td>$59,380.00</td>
<td>$5,988.00</td>
<td>$9,908.00</td>
</tr>
<tr>
<td>Visions of Video</td>
<td>$73,735.19</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>CDS</td>
<td>$55,960.40</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>ACS</td>
<td>$79,999.88</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Howard Tech Solutions</td>
<td>$53,660.00</td>
<td>$5,132.00</td>
<td>$8,528</td>
</tr>
<tr>
<td>CDW</td>
<td>$57,780</td>
<td>$5,516.00</td>
<td>$8,756</td>
</tr>
</tbody>
</table>

The Technology Department reviewed the proposals and the criteria were weighted in importance as follows: Price (60%), compatibility/accuracy (20%), prior experience (10%), and value added service (10%).

It was recommended the bid for the monitors be awarded to SHI International. Following the approval of this purchase, the District will procure these devices with the approved referendum funding.

Administration recommended the bid for the monitor displays be awarded to SHI International.

Renewal of Sucrly Content Filtering Agreement: John Gutzmer
The Unit 4 Technology Department considers student safety and security to be of the utmost importance. To ensure student safety, the District has employed several systems of filtering and monitoring that limit student access to offensive and potentially harmful content on the internet, while also providing the educational tools that support 21st century teaching and learning.

Over the past three years the District has used Sucrly as one of the primary tools for filtering content on student devices. Additionally, this core tool is not dependent on the firewall and will remain active on student issued devices even when they are not on the Unit 4 network.

A negotiated agreement has been reached with Sucrly to extend the agreement with Unit 4 for an additional 5 years with pricing shown in the table below.
It was recommended that the District continue its contract with Securly for 5 years with the pricing listed below.

<table>
<thead>
<tr>
<th>Year</th>
<th>Pricing</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Year 2020</td>
<td>$20,000</td>
</tr>
<tr>
<td>School Year 2021</td>
<td>$20,000</td>
</tr>
<tr>
<td>School Year 2022</td>
<td>$23,000</td>
</tr>
<tr>
<td>School Year 2023</td>
<td>$23,000</td>
</tr>
<tr>
<td>School Year 2024</td>
<td>$24,000</td>
</tr>
</tbody>
</table>

Following the approval of this purchase the District will execute the negotiated contract. The budgeted amount for content filtering will increase in years 3 and 5 by $3,000 and $1,000 respectively.

Administration recommended we extend the Securly contract with the pricing listed in the table above.

**Contract for Consulting Services – Guy Cahill, LLC: Dr. Susan Zola**

Administration recommended that the District contract with Guy M. Cahill & Associates, Inc. for professional services related to oversight and assistance to the Business Office for $750.00 per day. Guy M. Cahill & Associates, Inc. will be contracted to work through the end of June 2019.

It is the administration’s recommendation that the Board of Education approve the contract for consultant services with Guy M. Cahill & Associates, Inc.

**Approval of the Window Treatment Contingency Draw for Central High School: 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 the award of eighteen (18) construction contacts for base bid scope of work and associated contingencies. Administration did not seek approval of the alternates at that time, including Alternate #7 pricing from Poettker Construction, for the purchase and installation of new window treatments. As construction work progressed, it was determined that the existing window treatments are not the correct size and the vast majority of them are in such poor condition that they would likely not last during the removal and reinstallation, therefore new treatments are needed. 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 Window Treatment Contingency Draw for Central High School for the amount of one hundred sixty six thousand dollars ($166,000.00), which will award alternate #7 per the bidding documents.

**Approval of Computer Lease: Tom Lockman**

The Board was provided the lease agreement between the District and American Capital. This is for the leasing of 2,500 Dell 3100 Chromebook 11s, 100 HP Chromebook 14s, 100 Dell 11 Chromebooks, 91 Dell 3060 Desktops and 205 Dell 3500 Laptops. The bids for these computers were approved at the May 6, 2019 special board meeting. The annual lease payments of $165,993.55 will be paid from the Debt Service Fund.

Administration recommended Board approval the computer leases with American Capital.
Executive Session
Member Shannon moved, with a second by Member Sotiropoulos, 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 120/2(c)(2), Property Acquisition/Lease/Purchase 120/2(c)(5), Student Discipline 120/2(c)(9) and The placement of individual students in special education programs and other matters relating to individual students 120/2(c)(10). The motion carried on roll call. Ayes 6. Nays 0.

The Board convened into Closed Session at 10:13 p.m.

Open Session
The Board convened into Open Session at 11:08 p.m.

Action Agenda: New Business
Student Discipline – Student #205753
Member Shannon moved, with a second by Member Vazquez that student #205753 shall be provided an alternative placement for first semester 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 Codes listed above 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 6. Nays 0.

Student Discipline – Student #620985
Member Shannon moved, with a second by Member Sotiropoulos that student #620985 shall be provided an alternative placement for first semester 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 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 6. Nays 0.

Student Discipline – Student #214788
Member Shannon moved, with a second by Member Vazquez that student #214788 shall be provided an alternative placement for two full calendar years for violating Conduct Codes #25 Threats to/Intimidation of Students and #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 Codes listed above, 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 6. Nays 0.

**Executive Session**

Member Shannon moved, with a second by Member Sotiropoulos, 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 120/2(c)(2), Property Acquisition/Lease/Purchase 120/2(c)(5), Student Discipline 120/2(c)(9) and The placement of individual students in special education programs and other matters relating to individual students 120/2(c)(10). The motion carried on roll call. Ayes 6. Nays 0.

The Board convened into *Closed Session* at 11:13 p.m.

**Open Session**

The Board convened into *Open Session* at 11:34 p.m.

**Adjournment**

There being no further business, Member Sotiropoulos moved, with a second by Member Baker to adjourn the meeting at 11:34 p.m. The motion carried on voice vote. Ayes 6. Nays 0.

Board Approved: July 8, 2019