

**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
March 10, 2014 within the Boundaries of Said District**

Regular Meeting

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

Board Members Present

Laurie Bonnett, Jamar Brown, Kristine Chalifoux, Kerris Lee (arrived at 6:25 p.m.) Ileana Saveley, Lynn Stuckey

Board Members Absent

John Bambenek

Staff Members Present

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

Approval of Agenda

Member Brown moved, with a second by Member Chalifoux, to approve the agenda as presented. The motion carried on voice vote. Ayes 5. Nays 0.

Executive Session

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

The Board convened into *Closed Session* at 5:31 p.m.

Open Session

The Board convened into *Open Session* at 6:00 p.m.

Guests

Representatives from CFT, local media and other interested persons

Reports: New Business

BLDD: Champaign Schools Quantified Learning Environment Outcomes (QLEO) Analysis: Matt Foster

Last September the Board approved a contract with BLDD to assist the District with its long term facility planning by utilizing the Quantified Learning Environment Outcomes Software (QLEO). Since October, BLDD has worked with our District Facility Committee and District Staff to complete the QLEO analysis of the buildings that have not been renovated. The software, QLEO, uses 21st century learning standards to evaluate and to assign a grade for a building's current design and ability to meet these new performance standards. The QLEO software also performs a cost benefit analysis associated with bringing a building up to an acceptable or average educational performance score. BLDD Architects and some Facility Committee members presented the results of their work since October.

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

Member Chalifoux left the meeting at 7:18 p.m.

Action Agenda: New Business

Bills and Treasurer's Report – February: Matt Foster

Member Stuckey moved, with a second by Member Lee to approve the Bills and Treasurer's Report - February. The motion carried on roll call. Ayes 5. Nays 0.

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

Consent Agenda: Unfinished/New Business

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

The following Consent Agenda items were approved:

Staffing Request for the 2014-15 School Year: Ken Kleber

As District Administration takes a closer look at the new International Prep Academy, we have realized that it will be difficult to support a successful roll-out without an administrator focused solely on this program. Once this grows into an actual new school, both a Principal and Assistant Principal will be needed. At this time, however, we believe one program administrator (similar to what we have at ACTIONS) is adequate.

Approval of this request now will ensure that the District does not lose strong candidates to other Districts and allows time to appropriately plan for next year as the Schools of Choice process moves forward.

After Board approval, this position will be advertised, interviews will be conducted, and applicants will be hired following the normal District hiring process.

The cost of this additional position will be determined based on the salary and benefits of the individual hired to fill the position. This cost will be offset by other changes District Administration will be bringing to the Board at a later date. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the addition an administrator at the new International Prep Academy.

Minutes of February 10, 2014, February 13, 2014, February 18, 2014 and February 24, 2014

The minutes were approved as presented.

Human Resource Changes: Ken Kleber

The Human Resource Changes were approved as presented.

Bid: Custodial Supplies: Matt Foster

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, invitations to bid were mailed to 39 vendors, posted on the District's website and advertised in the News-Gazette. Bids were received from 13 vendors and opened on February 12, 2014.

Staff recommended the item-by item award of custodial supplies to the following lowest qualified bidders:

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Acorn Distributors, Inc.	\$984.32
Calico Industries, Inc.	\$2,077.80
Canady Building Maintenance Supply, Inc.	\$15,820.00
Central Supply	\$1,900.00
Dutch Hollow Supplies	\$132.48
Genesis II, Inc.	\$ 4,722.36
HP Products Corporation	\$1,609.65
Interboro Packaging Corporation	\$1,639.20
Pyramid School Products	\$1,975.46
Quill Corporation	\$16.02
RD McMillen Enterprises, Inc.	<u>\$67.32</u>
	\$30,944.61

The initial cost will be charged against the District's warehouse asset account and expenses will be charged to buildings as supplies are ordered. The prior year's bid totaled \$33,600.08.

Administration recommended that the Board of Education approve the item-by-item award of custodial supplies totaling \$30,944.61.

Executive Session

Member Stuckey 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), Property Acquisitions/Lease Purchase 120/(c)(5). The motion carried on roll call. Ayes 5. Nays 0.

The Board convened into *Closed Session* at 7:25 p.m.

Open Session

The Board convened into *Open Session* at 7:48 p.m.

Adjournment

There being no further business, Member Brown moved, with a second by Member Stuckey, to adjourn the meeting at 7:49 p.m. The motion carried on voice vote.

Board Approved: April 14, 2014