

**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 12, 2018 within the Boundaries of Said District**

Regular Meeting

Board President Chris Kloeppe called the Regular Meeting of the Board to order at 5:33 p.m.

Board Members Present

Amy Armstrong, Gianina Baker, Bruce Brown, Chris Kloeppe, Kathy Richards, Kathy Shannon, Heather Vazquez

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 and Legal Officer Tom Lockman, Executive Director of Operations Paul Douglas

Approval of Agenda

Member Shannon moved, with a second by Member Vazquez to approve the agenda as presented. The motion carried on voice vote. Ayes 7. Nays 0.

Guests

Representatives from CFT, local media and other interested persons

Executive Session

Member Shannon 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 Employee appointments, employment, compensation, dismissals, complaints 120/2(c)(1), Evidence or testimony where specifically authorized by law 120/2(c)(4) and 120/2(c)(5) Property Acquisition/Lease/Purchase. The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 5:35 p.m.

Open Session

The Board convened into *Open Session* at 6:17 p.m.

Report: New Business

Building For The Future Update: Dr. Susan Zola

On Tuesday, November 8, 2016, the resolution put forth by the Board of Education to issue up to \$183.4 Million in bonds, was approved by the voters. The plan as outlined in the resolution will impact six of our schools; Central High School, Centennial High School, Edison Middle School, Dr. Howard Elementary, International Prep Academy and South Side Elementary.

The Board was provided an update at the November 13, 2017 Board Meeting. Administration provided a second update to ensure the Board and public are kept informed of the referendum work and our progress.

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

2018-19 High School Graduation Dates: Dr. Laura Taylor

In consultation and collaboration with the high school principals and wanting to provide students and parents with information in a timely manner, the following dates, times, and locations have been set for their respective high school graduation ceremonies:

Central High School	Tuesday, May 28, 2019	6:00pm	Krannert Center
Centennial High School	Tuesday, May 28, 2019	8:00pm	State Farm Center

The last day for seniors and the celebration for Novak students will be Tuesday, May 21, 2019. It is not anticipated that the ceremony dates will need to be changed should there be additional school days needed at the end of the year due to weather emergency days. The District has paid for the rental of both facilities for these events.

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

Consent Agenda: New/Unfinished Business

Member Shannon moved, with a second by Member Vazquez to approve the Consent Agenda: New/Unfinished Business. The motion carried on roll call. Ayes 7. Nays 0.

The following Consent Agenda items were approved:

Approval of Network and Wireless Equipment Quote for Columbia, Mellon, 402 N. Randolph, 502 W. Windsor and Transportation Network: John Gutzmer

Contracts for the use, purchase, delivery, movement or installation of data processing equipment, software, or services and telecommunication and interconnect equipment, software, and services are items and services, which are not required to be formally bid according to the Illinois School Code. This contract to provide system networking falls into this category.

Bids were obtained from 5 vendors and the one from CDW-G was selected as the least expensive and most comprehensive.

Quote for purchase of Cisco network switches and modules, Aruba wireless access points and APC uninterruptible power supplies:

Network Equipment	\$39,197.00
Wireless Equipment	\$5,946.00
Network Power Equipment	<u>\$6,454.00</u>
	\$51,597.00

Bids were received from 5 vendors and evaluated on their merits. A summary is listed below.

Vendor	Network	Wireless	Network Power
CDW-G	\$39,197.00	\$5,946.00	\$6,454.00
IT Savvy	\$45,565.56	No bid	Did not meet reqs
SHI	\$50,662.00	\$6,776.00	\$7,081.00
Entre II	No bid	\$7,756.00	No bid
PCM-G	No bid	\$7,265.80	No bid

Administration recommended that the Board of Education accept the bid from CDW-G for equipment for Columbia, Mellon, 402 N. Randolph, 502 W. Windsor and Transportation networks totaling \$51,597.00.

Approval of Telecommunications Quote for 502 W. Windsor: John Gutzmer

Contracts for the use, purchase, delivery, movement or installation of data processing equipment, software, or services and telecommunication and interconnect equipment, software, and services are items and services, which are not required to be formally bid, according to the Illinois School Code. This contract to provide existing system telecommunication equipment

falls into this category. Consolidated Communications has performed these installation services on other district projects.

Quote for purchase and installation of Toshiba IPEdge phone system for 502 W. Windsor:

Material and Licenses	\$41,697.55
Warranty and Support	\$ 1,425.92
Labor	<u>\$ 8,364.00</u>
	\$51,487.47

Administration recommended that the Board of Education accept the bid from Consolidated Communications for 502 W. Windsor totaling \$51,487.47.

Human Resource Changes: Ken Kleber

The Human Resource Changes were approved as presented.

Summer Grounds Worker Wages: Ken Kleber

Currently, the wage for Summer Grounds Workers is set at \$9/hour. The District has not adjusted this wage for many years. A recent review of this rate, other wages paid by the District, and wages paid by other organizations has led District Administration to conclude that this rate is no longer competitive.

Having a competitive wage is important since the District relies on its Summer Grounds Workers to assist in getting our facilities ready for the upcoming school year in a manner that meets our standards. Therefore, District Administration recommended that the wage be raised to \$13/hour, effective immediately.

The total cost of the increase depends on the total number of hours worked by the Summer Grounds workforce based on identified needs each year. Based on recent years' figures, labor costs could increase by approximately \$6,400 as a result of this change.

Administration recommended that the Board of Education accept the proposed wage outlined above.

Reductions In Force – Classified Staff: Ken Kleber

The Board of Education is required by law and the parties' collective bargaining agreement to notify classified staff via written notice if the employee will not be re-employed or his/her hours will be reduced for the following term. The collective bargaining agreement requires that notices must be given at least 60 days before the end of the school term.

The financial implications will be determined by the salary assigned to these individual staff members and whether or not the positions assigned to these staff members are filled by returning employees or eliminated.

District administration recommended approval of the Reductions In Force – Classified Staff resolution.

Release of Licensed Staff: Ken Kleber

The Board of Education is required by law to notify any non-tenured teacher via written notice at least forty-five (45) days before the end of any school term if he/she will not be re-employed for the following term. The financial implications will be determined by the salary assigned to these

individual staff members and whether or not the positions assigned to these staff members are filled by returning employees or eliminated.

Administration recommended the identified licensed staff be released for the reasons indicated.

Bills and Treasurer's Report – February: Tom Lockman

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

Minutes of February 12, 2018 and February 26, 2018

The Minutes were approved as presented.

2018-19 IHSA Memberships: Orlando Thomas

Each year, the Illinois High School Association (IHSA) requires confirmation that member schools are recognized by the ISBE and that each school's Board of Education/governing board has voted to adopt and abide by the constitution, bylaws, terms and conditions, and administrative procedures, guidelines, and policies of the Association. IHSA membership renewal forms for Central and Centennial were provided to the Board.

Administration recommended that the Board of Education approve Central and Centennial High Schools' memberships in the IHSA for the 2018-19 school year.

Bid – Dr. Howard Elementary School Project Asbestos Abatement: Tom Lockman

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 three vendors and opened on March 1, 2018. Administration recommended that KAM Services be awarded the bid for asbestos abatement for the Dr. Howard Elementary School Project.

KAM Services bid is \$244,255 - 12% MBE and 8% WBE. Administration also recommended accepting alternates #1-4 bringing the total bid amount to \$257,343. This amount will be paid from the Capital Projects Fund.

Administration recommended that the Board award the Dr. Howard Elementary School Project Asbestos Abatement bid to KAM Services for \$257,343.

Approval of Professional Development Services Agreement – NIU STEAM Center for P-20

Engagement: Tom Lockman

As a part of the District's efforts to support the programming associated with the Magnet Grant, Administration recommended approval of the Professional Development Services Agreement with Northern Illinois University. Under this Agreement, NIU's STEAM Center for P-20 Engagement will provide professional development and planning as well as curricular resources to support the STEAM work at Franklin Middle School. This work is highlighted by a four-day STEAM Retreat for Franklin faculty in July. The compensation for these services is described in Attachment A to the Agreement and will be paid from Magnet Grant funds.

Administration recommended approval of the Professional Development Services Agreement with Northern Illinois University.

Executive Session

Member Shannon moved, with a second by Member Richards, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Employee appointments, employment, compensation, dismissals, complaints 120/2(c)(1), Evidence or

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testimony where specifically authorized by law 120/2(c)(4) and 120/2(c)(5) Property Acquisition/Lease/Purchase. The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 7:38 p.m.

Open Session

The Board convened into *Open Session* at 8:34 p.m.

Adjournment

There being no further business, Member Shannon moved, with a second by Member Vazquez, to adjourn the meeting at 8:36 p.m. The motion carried on voice vote. Ayes 7. Nays 0.

Board Approved: April 9, 2018