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  
May 11, 2020 within the Boundaries of Said District

Regular Meeting

In accordance with CDC guidelines and the State mandate to limit in-person attendance at public events due to the COVID-19 public health crisis, the Unit 4 Board of Education meeting on Monday, May 11, 2020 was conducted virtually. In person attendance complied with CDC guidelines and the state mandate for social distancing. Persons who wished to offer public comment could do so in person or could submit their comments via email to the Board at u4boe@u4sd.org. More information is posted at the District website, www.champaignschools.org.

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

Board Members Present
Amy Armstrong, Gianina Baker (via Zoom), Bruce Brown (via Zoom), Chris Kloeppel, Kathy Shannon (via Zoom), Elizabeth Sotiropoulos (via Zoom), Heather Vazquez (via Zoom)

Staff Members Present
Superintendent Susan Zola, Director of Information Systems & Network Security John Gutzmer, Administrative Assistant Tammy Sowers, Deputy Superintendent Laura Taylor (Zoom), Executive Director of Human Resources Ken Kleber (Zoom), and Chief Financial Officer Linda Matkowski (Zoom)

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

Executive Session
Member Baker moved, with a second by Member Vazquez, to adjourn into Closed Session in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, specific individual who serves as an independent contractor or a volunteer of the public body or against legal counsel for the public body to determine its validity 120/2(c)(1). The motion carried on roll call. Ayes 7. Nays 0.

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

Open Session
The Board convened into Open Session at 6:24 p.m.

Guests
No guests were present.

Public Comments
There were no public comments.

Communications
Superintendent Susan Zola acknowledged the District’s 2020 graduates.
**Action Agenda – New Business**

**Administrative Appointment – ACTIONS Administrator: Ken Kleber/Dr. Susan Zola**

Member Baker moved, with a second by Member Vazquez to approve the Administrative Appointment – ACTIONS Administrator. The motion carried on roll call. Ayes 6. Nays 0. Abst.

1. Member Sotiropoulos abstained.

The position of ACTIONS Program Administrator was advertised through the District’s website and other recruiting websites. Five candidates were interviewed by a team of District administration and licensed staff representatives. Two candidates returned for Level II interviews. Mr. Darin O’Connell was selected as the most outstanding candidate.

Mr. O’Connell began his teaching career with Unit 4 Schools in July 2009 as an ED Self-Contained Teacher assigned to Barkstall Elementary. In August 2013, he accepted the position of ED Resource Teacher at Edison Middle School. Mr. O’Connell began his administrative career in August 2016 when he was selected as Edison’s Dean of Students. After serving in this role for two school terms, Mr. O’Connell was hired as the Assistant Principal with Edison. Desiring to broaden his administrative experiences, he became the Assistant Principal at Lincoln Trail Elementary with Mahomet Schools for the 2019-2020 school year. Mr. O’Connell will return to Unit 4 Schools for the 2020-2021 school year as the ACTIONS Program Administrator.

Mr. O’Connell holds a Bachelor of Science in Elementary Education with a Learning Behavior Specialist I endorsement. He earned his Master of Science in Educational Organization and Leadership from the University of Illinois Urbana-Champaign in May 2017.

The effective date of Mr. O’Connell’s appointment ACTIONS Program Administrator is July 1, 2020. This is 260 days/year position. The recommended salary is $84,604, plus all appropriate Board-approved administrator fringe benefits. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Mr. Darin O’Connell as ACTIONS Program Administrator High effective July 1, 2020 at the above-listed salary and appropriate fringe benefits.

**Recommendation for Textbooks and Digital Licenses for High School Science Electives: Mike Lehr**

Member Vazquez moved, with a second by Member Brown to approve the Recommendation for Textbooks and Digital Licenses for High School Science Electives. The motion carried on roll call. Ayes 7. Nays 0.

The Illinois State Board of Education (ISBE) adopted the Next Generation Science Standards (NGSS) on February 19, 2014. These new Illinois Learning Standards for Science went into effect in the 2016-2017 school year. The purpose of these new, more rigorous standards is to better prepare students to be college and career ready. The Unit #4 adoption process is committed to supporting the instructional practices and resources necessary for alignment to the new Illinois Learning Standards for Science. The High School Science Adoption Committee’s recommendation for biology, chemistry, and physics textbooks was presented to the Board of Education on May 14, 2019. This recommendation is for textbooks and digital licenses for the following science electives: Microbiology, Anatomy and Physiology, Dynamic Earth, and Space Science. Assessment will be conducted by the High School Science Adoption Committee.
FINANCIAL IMPLICATIONS:

<table>
<thead>
<tr>
<th>Textbooks and Digital Licenses</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>50 Microbiology Textbooks</td>
<td>$7,828.06</td>
</tr>
<tr>
<td>180 Anatomy and Physiology Textbooks and Digital Licenses</td>
<td>$24,436.94</td>
</tr>
<tr>
<td>70 The Dynamic Earth Textbooks and Digital Licenses</td>
<td>$12,407.80</td>
</tr>
<tr>
<td>90 Space Science Textbooks and Digital Licenses</td>
<td>$14,201.36</td>
</tr>
<tr>
<td>Total</td>
<td>$58,874.16</td>
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</tbody>
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Administration recommended that the Board of Education approve the purchase of textbooks and digital licenses for Microbiology, Anatomy and Physiology, The Dynamic Earth, and Space Science.

Math Adoption 2019-2020:  Mike Lehr/Jonnell Baskett

Member Sotiropoulos moved, with a second by Member Baker to approve the Math Adoption 2019-2020. The motion carried on roll call. Ayes 7. Nays 0.

The following vision was established during the 2018-2019 school year to guide the 2019-2020 K-5 Math pilot.

- Improve student mastery of grade-level math skills and content through improved student access to mathematical concepts and strategies and the use of collaborative spaces.
- Improve student engagement in mathematics to include real-world/relevant experiences and applications through problem-based learning.
- Consider spiral applications of mathematical concepts.
- Improve student mindset and agency as it relates to mathematics through meaningful and supportive access to all students.

A team was formed in the spring of 2019 to pilot new math curriculum. Three programs were chosen to pilot; enVision from Pearson Publishing, INTO from Houghton Mifflin Harcourt, and Every Day Math (EDM) from McGraw-Hill (our current program). INTO (based on the Florida edition) and enVision were chosen in part due to their high ratings from Ed Reports. EDM was chosen because it was our current program. All elementary schools and grade levels were represented in the pilot. Below is a chart representing the scope of the pilot.

Professional development (PD) was provided by each program throughout the school year. The PD was a combination of whole group, small group, and hands-on training that was tailored to schools and classroom teachers. Pilot meetings were also provided throughout the school year. Three collaborative team evaluation meetings were held to assess and discuss the programs. Principals were welcomed to attend these meetings and were informed of the evaluation results at a K-5 principal meeting. The final evaluation with the Curriculum Advisory Pilot Evaluation was completed in March. The results are as follows:

Each Pilot team presented the strengths and weaknesses of their programs on March 5. The pilot team members then voted on a recommendation for a program for the 2020-2028 school years. The voting results are as follows:

<table>
<thead>
<tr>
<th></th>
<th>enVision</th>
<th>EDM</th>
<th>INTO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Votes to Adopt</td>
<td>53</td>
<td>6</td>
<td>1</td>
</tr>
</tbody>
</table>

Professional development is needed to support teachers and administrators in meeting the mathematical needs of students in Champaign Public Schools. The purchased professional
services from Pearson *enVision* includes 155 days of direct professional services from Pearson *enVision*. The professional development will focus on:

- Program and instructional structure
- Assessment
- Student engagement
- Family support and engagement
- Online Resources
- Differentiation, intervention, extensions

A professional development plan has been created for the math adoption that includes a trainer of trainer model where a grades K-2 representative, a grades 3-5 representative, and instructional support staff from each school are given extensive training in the Pearson *enVision* platform. These include summer training and monthly professional development that are a combination of staff training of job-embedded professional development within the school day and after school trainings. Principals will also be a part of these trainings.

All teachers will receive summer training and on-going job-embedded training throughout the school year.

The following represents the financial implications for the 2020-2028 Math Adoption:

<table>
<thead>
<tr>
<th>FY 2020 Preliminary K-5 Adoption Budget</th>
<th>$ 643,069.78</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Budgeted for Math Adoption</strong></td>
<td>$ 643,069.78</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FY 2020 Preliminary K-5 Purchased Services (from Title monies)</th>
<th>$175,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Budgeted for Math Adoption Purchased Services</strong></td>
<td>$175,000.00</td>
</tr>
</tbody>
</table>

Additional financial implications include stipends for staff trainings are a financial need as well as purchased professional services from Pearson *enVision*.

Student achievement in the area of math will be monitored using a variety of measures:

- The state assessment, Illinois Assessment of Readiness (IAR)
- NWEA MAP
- *enVision* assessment data

Professional learning needs will be assessed through surveys at least three times throughout the eight-year adoption cycle. Curriculum and resource needs will be assessed through an analysis of student achievement data and surveys.

Administration recommended the approval of the 2020-2028 math adoption of Pearson *enVision*.

**Approval of 2020-21 Board Meeting Dates**: Dr. Susan Zola
Member Vazquez moved, with a second by Member Sotiropoulos to approve the 2020-21 Board Meeting Dates. The motion carried on roll call. Ayes 7. Nays 0.

The Unit #4 Board of Education has scheduled its meetings for the second and fourth Monday of each month beginning at 5:30 p.m. at the Center for Family and Community Engagement at
Mellon (703 S. New Street). Should the Board wish to change its meeting schedule, it may be done at any time of the Board’s choosing. There will be one Tuesday meeting (September 29, 2020) due to the Fall Holiday.

Administration recommended that the Board of Education approve the 2020-21 Board Meeting schedule.

Consent Agenda: New Business

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

The following Consent Agenda items were approved:

Champaign Early Childhood Center Roof Restoration: Paul Douglas

The Board of Education approved the Capital Improvement and Maintenance/Repair Plan on October 28, 2019. Champaign Early Childhood Center (CECC) was approved for roof restoration for SY19-20 and recover modified bitumen roof work for SY 20-21, which represents the alternate bid. Base bid for fluid applied system came in under budget at $329,976, which the District budgeted $356,500. Alternate bid for modified bitumen roof replacement came in over budget at $368,984, which the District budgeted $254,925. It was found after having a nuclear scan performed on the modified bitumen roof, that the roofing system was completely wet and a full tear off needs to be performed. CECC roof repairs are high priority and allocating funds from 2023 Capital Improvement and Maintenance Repair plan will be the best way to cover this increase. Please note CECC has two different roofing systems.

FINANCIAL IMPLICATIONS:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Bid Cost</td>
<td>$329,976</td>
</tr>
<tr>
<td>Alternate Bid</td>
<td>$368,984</td>
</tr>
<tr>
<td>New Project Cost Estimate</td>
<td>$698,960</td>
</tr>
<tr>
<td>Budgeted Cost</td>
<td>$611,425</td>
</tr>
<tr>
<td>Budget Increase</td>
<td>$87,535</td>
</tr>
</tbody>
</table>

Administration recommended that the Board of Education accept Kreiling Roofing Company’s base bid and Top Quality Roofing Company’s alternate bid.

Resolution: Permanent Transfer of Working Cash Interest: Linda Matkowski

Section 20.5 of The School Code of Illinois provides for the permanent transfer of interest earned from investments of the Working Cash Fund. Interest earned from investments during fiscal year 2018-2019, as reported in the June 30, 2019 Audit, total $362,292.98. The appropriate resolution has been prepared providing for the permanent transfer of such interest to the Educational Fund.

Administration recommended the Board of Education approve the Resolution Authorizing Transfer of Interest from the Working Cash Fund to the Educational Fund.

Resolution: Permanent Transfer from Ed Fund to Debt Services Fund: Linda Matkowski

Title 23 of the Illinois Administrative Code Section 100.50 (d) (1) provides for the transfer from the Educational Fund to the Debt Service Fund on any long-term debt. The appropriate resolution has been prepared providing for the transfer from the Educational Fund to the Debt Service Fund to cover the costs for the computer lease purchase principal and interest payments.
Administration recommended the Board of Education approve the Resolution Authorizing the transfer $835,621.81 from the Educational Fund to the Debt Service Fund.

**Tax Exempt Lease-Purchase Financing for Nine 71-Passenger 2021 Buses: Linda Matkowski**
In order to receive the lowest interest rate on the lease purchase of nine 71 passenger buses from Midwest Transit Equipment, the District solicited proposals for financing the costs of the buses ($758,475) over a 5-year period. The lowest proposal was received from Clayton Holdings for $784,362.90. Administration recommended that the Board of Education approve the selection of Clayton Holdings as the low bidder for the financing for the acquisition of nine 71 passenger buses from Midwest Transit Equipment. The annual lease payments of $156,872.58 will be charged to the Transportation Budget.

Administration recommended that the Board approve the financing for the lease-purchase of the nine 71-Passenger 2019 Bluebird Buses to Clayton Holdings.

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

**Bills and Treasurer’s Report – April: Michele Johnson**
The Bills and Treasurer's Report - April were approved as presented.

**Approval of Minutes from April 14, 2020 & April 27, 2020**
The Minutes of April 14, 2020 and April 27, 2020 were approved as presented.

**Approval of the Proposal for Dr. Howard Elementary Playground Equipment – Sandra Roesler**
In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities.

Administration requested Board approval of $83,851 to allow for purchase of new playground equipment for the two playgrounds at the new Dr. Howard Elementary School. Expenses for this contract will be paid from the Capital Projects budget previously approved for this project.

Administration recommended approval of the purchase of new playground equipment for the two playgrounds at the new Dr. Howard Elementary School, valued at $83,851.

**Approval of the Proposal for South Side Elementary Playground Equipment: Sandra Roesler**
In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. Administration requested Board approval of $57,260 for purchase of new playground equipment to be installed by Unit 4 Operations and Maintenance staff for the South Side Elementary School. Expenses for this contract will be paid from the Capital Projects budget previously approved for this project.

Administration recommended approval of the purchase of new playground equipment for South Side Elementary School, not to exceed $57,260.

**Acoustical Panel Contingency Draw Central High School Additions & Renovations: Mark Roessler**
In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. On September 9, 2019, the Board of Education approved a budget increase for Owner's Costs for the Central High School project, including funds to purchase acoustical treatments for the new gymnasium. The Project Team has selected the preferred acoustical treatments and is seeking approval to procure the material...
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and installation. 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 the Acoustical Panels Contingency Draw #1110 for Central High School for the amount of one hundred and twenty-six thousand one hundred and forty-four dollars and forty-four cents ($126,144.44).

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.

Adjournment
There being no further business, Member Shannon moved, with a second by Member Sotiropoulos to adjourn the meeting at 6:45 p.m. The motion carried on voice vote. Ayes 7. Nays 0.

Board Approved: June 8, 2020