

**Minutes of the SPECIAL 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 21, 2018 within the Boundaries of Said District**

Special Meeting

Board President Chris Kloeppe called the Regular Meeting of the Board to order at 12:03 p.m.

**Board Members Present**

Amy Armstrong, Gianina Baker, Bruce Brown (arrived at 12:06 p.m.), Chris Kloeppe, Kathy Richards, Kathy Shannon, Heather Vazquez

**Staff Members Present**

Superintendent Susan Zola, Executive Director of Human Resources Ken Kleber, Chief Financial & Legal Officer Tom Lockman

**Approval of Agenda**

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

**Action Agenda: New Business**

Administrative Appointment – Director of Teaching, Learning and Student Engagement: Ken Kleber

Member Shannon moved, with a second by Member Vazquez to approve the Administrative Appointment – Director of Teaching, Learning and Student Engagement. The motion carried on roll call. Ayes 6. Nays 0.

The vacancy for the position of Director of Teaching, Learning & Student Engagement for the 2018-2019 school year was recently announced. Four candidates participated in the Level I interview process conducted by District administration and licensed staff. Two candidates returned for Level II interviews. Ms. Angelica Franklin was selected as the Director of Teaching, Learning & Student Engagement effective July 1, 2018.

Ms. Franklin currently serves as Principal of Jefferson Middle School. She has held this position since July 2013. Prior to this role, Ms. Franklin served as Assistant Principal of Bottenfield Elementary for the 2012-2013 school year. Ms. Franklin's other licensed experience with Unit 4 Schools includes serving as the Choir Teacher at Central High School from 2002-2005. Outside of Unit 4 Schools, Ms. Franklin was a Dean of Students at Urbana High School from 2010-2012, and a Choir Teacher at Urbana Middle School from 2000-2002.

Ms. Franklin received her Bachelor of Music Education from the University of Illinois at Urbana-Champaign (2000). She obtained a Master of Music Education (2003) and a Master of Educational Administration and Leadership (2009), both from the University of Illinois at Urbana-Champaign. She is currently pursuing her doctorate at the University of Illinois and is scheduled to complete her coursework in December 2018.

Ms. Franklin's salary will remain unchanged beginning July 1 (\$97,353), but she will receive the full value of any raise approved by the Board following the settlement of the CFT contract. All appropriate Board-approved administrator benefits are also included in her compensation package. Annual evaluation will be completed by the appropriate supervising administrator.

District administration recommended the appointment of Ms. Angelica Franklin as the Director of Teaching, Learning & Student Engagement effective July 1, 2018 at the above-listed salary and appropriate fringe benefits.

Approval of Intergovernmental Agreement with Champaign Park District – Spalding Park: Tom Lockman

Member Shannon moved, with a second by Member Brown to approve the Intergovernmental Agreement with Champaign Park District – Spalding Park. The motion carried on roll call. Ayes 7. Nays 0.

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 includes the development of facilities at Spalding Park. As part of the Spalding Park project, the District has worked in collaboration with the Champaign Park District to develop an Intergovernmental Agreement covering project logistics as well as operational, use, and maintenance terms once the project is complete.

Administration recommended approval of the Intergovernmental Agreement with the Champaign Park District for Spalding Park.

Approval of New Member for the Referendum Oversight Committee: Tom Lockman

Member Shannon moved, with a second by Member Kloeppel to approve Mr. Mark Taylor's Membership on the Referendum Oversight Committee. The motion carried on roll call. Ayes 7. Nays 0.

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. The Board authorized the creation of a Referendum Oversight Committee comprised of interested community members. On September 25, 2017 the Board of Education approved the Referendum Oversight Committee Members. The first meeting was December 4, 2017. Due to public interest in additional members, the application process was re-opened on February 27, 2018 with a new application deadline of March 30, 2018.

Administration recommended approval of Mr. Mark Taylor for membership on the District's Referendum Oversight Committee.

**Consent Agenda: New/Unfinished Business**

Member Shannon moved, with a second by Member Armstrong 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:

RFP – Chromebooks & Carts 2018: John Gutzmer

The Unit 4 Educational Technology Department is committed to equipping the District with effective instructional technology tools that support 21<sup>st</sup> century teaching and learning. A key part of this commitment to being *Future Ready* is the systematic addition of student devices that will support a 1:1 environment. These Chromebook carts will go to all 2nd grade classrooms at the elementary level. Middle school Chromebooks will go to classrooms that have not received carts in the last few years with preference to classrooms that support current and future curriculum adoptions. High school Chromebooks will be issued to individual students at the beginning of the year.

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 April 30<sup>th</sup>, 2018 to vendors inviting

the submission of sealed bids for 2700 Chromebooks, 2700 licenses, 36 carts and service for all the devices. The invitation and specifications for the RFP were also posted on the District’s website. Bids were received from five companies and were opened on May 18<sup>th</sup>, 2018 with the following results:

Company	Chromebooks	Licenses	Service	Carts	Cart Service	Total	Notes
Troxell	\$593,622.00	\$62,764.00	\$16,200.00	\$38,329.56		\$710,915.56	No cart service
Anteres	\$707,400.00	\$81,000.00		\$50,004.00		\$838,404.00	No service
Horus Group	\$655,922.00	\$59,400.00	\$8,400.00	\$61,313.04	\$7,524.00	\$792,559.04	
SHI	\$518,400.00	\$67,500.00	\$48,600.00	\$36,432.00	\$1,620.00	\$672,552.00	
Vizocom	\$723,060.00	\$68,040.00	\$40,365.00	\$47,939.04	\$1,782.00	\$881,186.04	

The Technology Department reviewed the proposals and the criteria were weighted in importance as follows: Price (45%), compatibility/accuracy (30%), warranty and service (15%), and value added service (10%). Following the approval of this purchase the District will procure bids for the financing of these devices. This will be paid for by the Debt Services fund. There are no additional staffing needs.

Administration recommended the bid for the Chrombooks and carts be awarded to SHI International Corp.

RFP – Classroom Laptop Computers 2018: John Gutzmer

The Unit 4 Educational Technology Department is committed to equipping our buildings with effective instructional technology tools that support 21<sup>st</sup> century teaching and learning. All classroom computers must be capable of running the latest software, web tools, and educational peripheral devices (SMART Board, Document cameras etc.) Each classroom computer will be replaced every four years. These 127 computers will replace the main classroom computers in approximately 1/4 of the buildings in the District.

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 April 30<sup>th</sup>, 2018 to vendors inviting the submission of sealed bids for 127 laptop computers and green packaging service. The invitation and specifications for the RFP were also posted on the District’s website. Bids were received from five companies and were opened on May 18<sup>th</sup>, 2018 with the following results:

Company	Dell Laptop	Service	Total	Notes
SDF Professional Computers	\$100,076.00	\$599.00	\$100,675.00	
AKA Comp Solutions	\$124,052.33	\$14,605.00	\$138,657.33	Does not meet spec. Wrong processor
Anteres	\$126,365.40	\$0.00	\$126,365.40	No service
Horus Group	\$108,356.40	\$635.00	\$108,991.40	
SHI	\$82,804.00	included	\$82,804.00	

The Technology Department reviewed the proposals and the criteria were weighted in importance as follows: Price (45%), compatibility/accuracy (30%), warranty and service (15%), and value added service (10%). There are no additional staffing needs. Following the approval of this purchase the District will procure bids for the financing of these devices. This will be paid for by the Debt Services Fund.

Administration recommended the bid for the classroom laptops be awarded to SHI International Corp.

RFP – Office Computers 2018: John Gutzmer

The Unit 4 Educational Technology Department is committed to equipping our buildings with effective technology tools that support 21<sup>st</sup> century schools. All office computers must be capable of running the latest software, web tools, and student information systems. Each office computer will be replaced every four years. These 80 desktop computers will replace approximately 1/4 of the computers in the District that are used in office spaces.

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 April 30<sup>th</sup>, 2018 to vendors inviting the submission of sealed bids for 80 desktop computers and green packaging service. The invitation and specifications for the RFP were also posted on the District’s website. Bids were received from seven companies and were opened on May 18<sup>th</sup>, 2018 with the following results:

Company	Total	Notes
AKA Comp Solutions	\$50,575.00	
SDF Professional Computers	\$50,400.00	
Anteres Computer Systems	\$53,520.00	
SHI	\$45,680.00	
Horus Group LLC	\$49,283.20	
Adorama	\$56,464.00	
Mvation	\$43,780.00	Does not meet spec. No included video adapter

The Technology Department reviewed the proposals and the criteria were weighted in importance as follows: Price (45%), compatibility/accuracy (30%), warranty and service (15%), and value added service (10%). Following the approval of this purchase the District will procure bids for the financing of these devices. This will be paid for by the Debt Services fund. There are no additional staffing needs.

Administration recommended the bid for the office desktop computers be awarded to SHI International Corp.

RFP – Staff Chromebooks 2018: John Gutzmer

The Unit 4 Educational Technology Department is committed to equipping our buildings with effective technology tools that support 21<sup>st</sup> century schools. All office computers must be capable of running the latest software, web tools, and student information systems. Each office computer will be replaced every four years. These 80 computers will replace office computers in the District for staff whose job duties are better served with a less expensive, portable Chromebook than a stationary desktop computer.

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 April 30<sup>th</sup>, 2018 to vendors inviting the submission of sealed bids for 80 14" Chromebooks. The invitation and specifications for the RFP were also posted on the District's website. Bids were received from eight companies and were opened on May 18<sup>th</sup>, 2018 with the following results:

Company	Chromebook	Licenses	Total	Notes
AKA Comp Solutions	\$18,990.40	\$1,876.80	\$20,867.20	
Firefly Computers	\$18,160.00	\$1,960.00	\$20,120.00	
Troxell	\$18,430.40	\$1,884.80	\$20,315.20	
				Does not meet spec.
SDF Professional Computers	\$14,800.00	\$1,840.00	\$16,640.00	Wrong Chromebook
Horus Group LLC	\$19,663.20	\$2,400.00	\$22,063.20	
SHI	\$18,000.00	\$2,000.00	\$20,000.00	
Howard Technology Solutions	\$19,280.00	\$2,000.00	\$21,280.00	
Vizocom	\$20,799.20	\$2,267.20	\$23,066.40	

The Technology Department reviewed the proposals and the criteria were weighted in importance as follows: Price (45%), compatibility/accuracy (30%), warranty and service (15%), and value added service (10%). There are no additional staffing needs. Following the approval of this purchase the District will procure bids for the financing of these devices. This will be paid for by the Debt Services fund.

Administration recommended the bid for the staff Chromebooks be awarded to SHI International Corp.

**Adjournment**

There being no further business, Member Shannon moved, with a second by Member Vazquez, to adjourn the meeting at 12:14 p.m. The motion carried on voice vote. Ayes 7. Nays 0.

Board Approved: June 11, 2018