

**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 22, 2017 within the Boundaries of Said District**

Special Meeting

Board President Chris Kloeppe called the Special Meeting of the Board to order at 5:30 p.m.

**Board Members Present**

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

**Staff Members Present**

Superintendent Judy Wiegand, Deputy Superintendent Laura Taylor, Assistant Superintendent Susan Zola, Assistant Superintendent Angela Smith, Executive Director of Human Resources Ken Kleber, Chief Financial and Legal Officer Tom Lockman, Director of Operations Paul Douglas

**Approval of Agenda**

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

**Executive Session**

Member Shannon moved, with a second by Member Armstrong, 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), Property Acquisition, Lease, Purchase 120/2(c)(5) and Student Discipline 120/2(c)(9). The motion carried on roll call. Ayes 7. Nays 0.

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

**Open Session**

The Board convened into *Open Session* at 6:03 p.m.

**Action Agenda: New Business**

Administrative Appointment – Centennial High School Principal: Ken Kleber

Member Shannon moved, with a second by Member Richards for approval of the Administrative Appointment – Centennial High School Principal. The motion carried on roll call. Ayes 7. Nays 0.

The position of Principal of Centennial High School was advertised through the District's website and the Illinois Association of School Administrators' Job Bank. Six candidates participated in Level I interviews and were interviewed by a team of representatives from the Centennial community, including administration, licensed staff, support staff, parent representatives and student representatives. One candidate returned for a Level II interview. Mr. Brian Riegler was selected as Principal of Centennial High School beginning with the 2017-2018 School Year.

Mr. Riegler began his career in education in 1995 as a History Teacher with Thornton Fractional North High School (Calumet City, Illinois). In 1997, he joined Plainfield High School (Plainfield, Illinois) as a History Teacher and Dean of Students. In 1999, Mr. Riegler was selected as the Assistant Principal of Morris Community High School (Morris, Illinois). Mr. Riegler began his career as a High School Principal in 2004, where he served Herscher High School (Herscher, Illinois) until being selected in 2009 as Principal of Crete-Monee High School (Crete-Illinois). In 2012, Mr. Riegler joined Waukegan High School (Waukegan, Illinois) as Principal. He will be leaving

Waukegan to join Unit 4 Schools as Principal of Centennial High School beginning with the 2017-2018 school year.

Mr. Riegler served in the United States Navy as a weapons specialist from 1986-1989. In 1989 he was commissioned as an Intelligence Officer in the United States Navy Reserve and will retire with the rank of Commander later this year.

Mr. Riegler holds a Bachelor of Arts degree in History from Valparaiso University (1992). He earned his Master of Education in School Administration and Evaluation Research from the University of Illinois at Chicago (1997). He also holds an Education Specialist degree from Northern Illinois University (2012).

The effective date of Mr. Riegler's appointment is July 1, 2017. The recommended salary for Mr. Riegler is \$135,700.00, plus all appropriate Board-approved administrator benefits. Annual evaluation will be completed by the appropriate supervising administrator.

Incoming Superintendent Dr. Susan Zola recommended the appointment of Mr. Brian Riegler as Principal of Centennial High School effective July 1, 2017 at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – Dr. Howard Elementary Principal: Ken Kleber

Member Richards moved, with a second by Member Shannon for approval of the Administrative Appointment – Dr. Howard Elementary Principal. The motion carried on roll call. Ayes 7. Nays 0.

The position of Principal at Dr. Howard Elementary was advertised through the District's website and the Illinois Association of School Administrators' Job Bank. Three candidates participated in Level I interviews and were interviewed by a team of administration, certified staff representatives, and support staff representatives. One candidate returned for Level II interviews with District administrators. Mr. Jeffrey Dobbs was selected as the most outstanding candidate.

Mr. Dobbs began his administrative career in August 2015 when he was selected as the Assistant Principal of Dr. Howard Elementary. Prior to joining Unit 4 Schools, Mr. Dobbs was an elementary teacher with Bloomington Unit 87 schools for 16 years. During his tenure with Bloomington, he taught at multiple grade levels. Mr. Dobbs' other prior teaching experience includes serving as a Kindergarten Teacher with Olympia Unit 16 Schools (four years) in Stanford, Illinois and teaching 4<sup>th</sup> Grade with Community Consolidated School District 93 in Carol Stream, Illinois (one year).

Mr. Dobbs holds a Bachelor of Science degree in Elementary Education from Western Illinois University (1993 - Macomb, Illinois), and a Master of Science degree in Curriculum and Instruction from Illinois State University (2005 – Normal, Illinois). He earned his administrative endorsement at Illinois State University (2012 - Normal, Illinois).

The effective date of Mr. Dobbs' appointment is July 1, 2017. The recommended salary is \$89,009.00, plus all appropriate Board-approved administrator fringe benefits. Annual evaluation will be completed by the appropriate supervising administrator.

Incoming Superintendent Dr. Susan Zola recommended the appointment of Mr. Jeffrey Dobbs as Principal of Dr. Howard Elementary effective July 1, 2017 at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – ACTIONS Administrator: Ken Kleber

Member Vazquez moved, with a second by Member Shannon for approval of the Administrative Appointment – ACTIONS Administrator. The motion carried on roll call. Ayes 7. Nays 0.

The position of ACTIONS Program Administrator was advertised through the District's website and the Illinois Association of School Administrators' Job Bank. Three candidates participated in Level I interviews and were interviewed by a team of District representatives, including administration, licensed staff and support staff. One candidate returned for a Level II interview. Ms. Lindsey Trout was selected as ACTIONS Program Administrator beginning with the 2017-2018 School Year.

Ms. Trout began her career in public education in 2009 as a School Social Worker with Villa Grove Schools (Villa Grove, Illinois). In 2014, she was hired by Urbana 116 Schools (Urbana, Illinois), as School Social Worker with the Early Childhood Program. Ms. Trout will be leaving Urbana to join Unit 4 Schools as the ACTIONS Program Administrator beginning with the 2017-2018 school year.

Ms. Trout holds a Bachelor of Arts in Psychology from the University of Illinois-Springfield (2004) and a Master of School Social Work from the University of Illinois Urbana-Champaign (2007). She earned her Master of Education in Education Policy, Organization and Leadership from the University of Illinois Urbana-Champaign (2014).

The effective date of Ms. Trout's appointment is July 1, 2017. The recommended salary for Ms. Trout is \$77,181.00, plus all appropriate Board-approved administrator benefits. Annual evaluation will be completed by the appropriate supervising administrator.

Incoming Superintendent Dr. Susan Zola recommended the appointment of Ms. Lindsey Trout as ACTIONS Program Administrator effective July 1, 2017 at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – Edison Middle School Associate Principal/Summer School Principal: Ken Kleber

Member Armstrong moved, with a second by Member Shannon for approval of the Administrative Appointment – Edison Middle School Associate Principal/Summer School Principal. The motion carried on roll call. Ayes 7. Nays 0.

There are currently three, 10-month Associate Principal positions allocated in the District. Beginning with the 2017-2018 school year, two of these positions have been restructured to Associate Principal/Summer School Principal positions (260 days/year). The positions were posted on the District's website. Interviews were conducted by a team of Edison Middle School staff. Mr. Jeron Blood was selected for one of the positions.

During the 2016-2017 school year, Mr. Blood has served as the Interim Associate Principal (215 days/year). The position was interim due to the extended military leave of Yvette Lane-Rose. Prior to this assignment, Mr. Blood served as Assistant Principal of Edison Middle School from November 2014 through June 2016. Mr. Blood began his teaching career in August 2010 when he joined Unit 4 Schools as a Special Education Teacher with the Functional Life Skills Program at Centennial High School.

Mr. Blood holds a Bachelor of Science Degree in Special Education (2010) from the University of Illinois Urbana-Champaign and a Master's Degree in Educational Administration and Leadership (2013), also from the University of Illinois Urbana-Champaign.

The recommended salary for Mr. Blood is \$80,268.00, plus all appropriate Board-approved administrator benefits. Annual evaluation will be completed by the appropriate supervising administrator.

Incoming Superintendent Dr. Susan Zola recommended the appointment of Mr. Jeron Blood as Middle School Associate Principal/Summer School Principal at Edison Middle School effective July 1, 2017 at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – Jefferson Middle School Associate Principal/Summer School Principal: Ken Kleber

Member Shannon moved, with a second by Member Vazquez for approval of the Administrative Appointment – Jefferson Middle School Associate Principal/Summer School Principal. The motion carried on roll call. Ayes 7. Nays 0.

There are currently three, 10-month Associate Principal positions allocated in the District. Beginning with the 2017-2018 school year, two of these positions have been restructured to Associate Principal/Summer School Principal positions (260 days/year). The positions were posted on the District's website. Interviews were conducted by a team of Jefferson Middle School staff. Mr. Jesse Guzman was selected for one of the positions.

During the 2016-2017 School year, Mr. Guzman has served as the Interim Associate Principal (215 days/year). The position was interim due to the assignment of Danielle Cook as Interim Administrator of Novak Academy for the 2016-2017 school year. Prior to this assignment, Mr. Guzman served as Assistant Principal of Jefferson Middle School from August 2014 through June 2016. Mr. Guzman joined Unit 4 Schools in August 2005 as a Social Science Teacher assigned to Edison Middle School. Additionally, Mr. Guzman has served as Unit 4's Middle Level Summer School Co-Principal every summer since 2014.

Mr. Guzman holds a Bachelor of Arts degree in Secondary Education, majoring in Social Studies, from St. Louis University (2005), and a Master of Science in Educational Administration from the University of Illinois Urbana-Champaign (2014).

The recommended salary for Mr. Guzman is \$81,233.00, plus all appropriate Board-approved administrator benefits. Annual evaluation will be completed by the appropriate supervising administrator.

Incoming Superintendent Dr. Susan Zola recommended the appointment of Mr. Jesse Guzman as Associate Principal/Summer School Principal of Jefferson Middle School effective July 1, 2017 at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – Garden Hills Elementary Assistant Principal/Summer School Principal: Ken Kleber

Member Shannon moved, with a second by Member Richards for approval of the Administrative Appointment – Garden Hills Elementary Assistant Principal/Summer School Principal. The motion carried on roll call. Ayes 7. Nays 0.

Garden Hills Elementary currently has an allocation of two, 10-month Assistant Principal positions. Beginning with the 2017-2018 school year, these positions have been restructured to an allocation of two, 12-month Assistant Principal/Summer School Principal positions. The positions were posted on the District's website and interviews were conducted by a team of Garden Hills staff, led by incoming Principal Beth Ladd. Ms. Christina Ray was selected for one of the positions.

Ms. Ray began her teaching career in 2012 as a Math and Language Arts Teacher with Urbana 116 Schools (Urbana, Illinois). In addition to her teaching position, she served as a Facilitator of Teachers. In this role, she led planning and problem solving within her team, and facilitated team building activities for teachers and students. Ms. Ray will be leaving Urbana to join Unit 4 Schools as an Assistant Principal/Summer School Principal at Garden Hills Elementary beginning with the 2017-2018 School year.

Ms. Ray earned her Bachelor of Arts degree in Education from Union University (Jackson, Tennessee) in 2011. She earned her Master of Arts in Educational Policy, Organization, and Leadership from the University of Illinois Urbana-Champaign in 2017.

The effective date of Ms. Ray's appointment as an Assistant Principal/Summer School Principal at Garden Hills Elementary is July 1, 2017. The recommended salary for Ms. Ray is \$73,800.00, plus all appropriate Board-approved administrator benefits. Annual evaluation will be completed by the appropriate supervising administrator.

Incoming Superintendent Dr. Susan Zola recommended the appointment of Ms. Christina Ray as an Assistant Principal/Summer School Principal at Garden Hills Elementary School effective July 1, 2017 at the above-listed salary and appropriate fringe benefits.

Administrative Appointment – Garden Hills Elementary Assistant Principal/Summer School Principal: Ken Kleber

Member Armstrong moved, with a second by Member Shannon for approval of the Administrative Appointment – Garden Hills Elementary Assistant Principal/Summer School Principal. The motion carried on roll call. Ayes 7. Nays 0.

Garden Hills Elementary currently has an allocation of two, 10-month Assistant Principal positions. Beginning with the 2017-2018 school year, these positions have been restructured to an allocation of two, 12-month Assistant Principal/Summer School Principal positions. The positions were posted on the District's website and interviews were conducted by a team of Garden Hills staff, led by incoming Principal Beth Ladd. Ms. Amy Blomberg was selected for one of the positions.

Ms. Blomberg is currently serving Unit 4 Schools as an Assistant Principal at Stratton Elementary. She was selected for this position beginning with the 2016-2017 school year. Prior to her administrative service, Ms. Blomberg has served as an educator with Unit 4 Schools in various roles since beginning her teaching career in 1994. She served as a second grade teacher from 1994-1997. From 1997 through 2000, she served in the dual role of Reading Recovery Teacher and 2<sup>nd</sup> Grade Teacher. Beginning in 2000, she served as a Reading Recovery Teacher, Instructional Coach, Interventionist, and Enrichment Teacher before her administrative appointment at Stratton Elementary. She has also served as a Summer School Teacher and Summer School Principal.

Ms. Blomberg earned a Bachelor of Science in Elementary Education from Southern Illinois University in 1994, and a Master of Education with a Reading Specialist Endorsement from the University of Illinois Urbana-Champaign in 1998. She obtained her Administrative Endorsement from the University of Illinois Urbana-Champaign in 2000. Ms. Blomberg recently renewed her National Board Certified Teacher certificate in Early & Middle Childhood/Literacy.

The effective date of Ms. Blomberg's appointment as an Assistant Principal/Summer School Principal at Garden Hills Elementary is July 1, 2017. The recommended salary for Ms.

Bloomberg is \$77,627.00, plus all appropriate Board-approved administrator benefits. Annual evaluation will be completed by the appropriate supervising administrator.

Incoming Superintendent Dr. Susan Zola recommended the appointment of Ms. Amy Blomberg as an Assistant Principal/Summer School Principal at Garden Hills Elementary School effective July 1, 2017 at the above-listed salary and appropriate fringe benefits.

**Reports: New Business**

School Resource Officer (SRO) Program Annual Update: Orlando Thomas

The Memorandum of Understanding, signed by the District and the Champaign Police Department, which includes the following: an annual meeting of District administrators and School Resource Officers and their supervisor(s); monthly SRO-principal meetings; student focus groups; parent questionnaires; a reciprocal reporting agreement; SRO activity documentation; student rights assemblies; SRO classroom presentations; reporting of firearms and battery to school personnel; and sharing of information related to police investigations will be discussed. In addition, data on student arrests and Youth Assessment Center (YAC) assignments will be presented. The link to the presentation is:

[https://www.boarddocs.com/il/champil/Board.nsf/files/AMGRRM6E048E/\\$file/2017-2017%20SRO%20EOY%20Report.pdf](https://www.boarddocs.com/il/champil/Board.nsf/files/AMGRRM6E048E/$file/2017-2017%20SRO%20EOY%20Report.pdf)

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

**Action Agenda: New Business**

Renewal of School Resource Officer Contract: Tom Lockman

Member Shannon moved, with a second by Member Brown to approve the Renewal of School Resource Officer Contract. The motion carried on roll call. Ayes 7. Nays 0.

The Board was asked to renew and extend the School Resource Officer Intergovernmental Agreement for the period July 1, 2017 through June 30, 2018. Per the language of the original Agreement, the SRO contract is to be considered for renewal and extension on an annual basis. This Agreement will maintain the current SRO staffing level at five officers. The total cost to the District for the 2017-18 school year is \$299,658.

Administration recommended approval of the amendment to the School Resource Officer Intergovernmental Agreement between the City of Champaign and the District.

**Reports: New Business**

Student Code of Conduct 2017-18: Orlando Thomas

The Discipline Equity/Advisory (DEA) Committee held meetings during the months of January-March for the purpose of revising the District's Student Code of Conduct for the 2017-18 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).

Upon advice from legal counsel, this year, students will receive their Student Code of Conduct at school during the beginning-of-the-year behavior assembly. They will sign for receipt of the book at that time, thereby eliminating the need to mail books to homes; however, the cost of printing will increase as result of printing one book per student instead of one book per family.

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 2017-18 school year. Additionally, staff development will take place throughout the school year on an as-needed basis.

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. Cost for additional printing is estimated to be \$3,200.00. This is a \$1,213.00 increase compared to doing a family mailing as in years past

No action required; item was submitted in draft form for review and revision prior to final action to be taken at the June 12, 2017 Board meeting.

Policy 725.01R Administrative Procedures for Academic Achievement – Grading: Mike Lehr  
This update represents the District's effort to continue to update its Board Policy manual. This administrative procedure change offers a complete revision of the Grades 9-12 section of the District's grading policy.

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

**Action Agenda: New Business**

Adopt-A-School: Dr. Judy Wiegand & Chris Kloeppe

Member Vazquez moved, with a second by Member Brown to approve the updated Adopt-A-School list. The motion carried on roll call. Ayes 7. Nays 0.

In May, 2012, a Superintendent's Book Study was conducted as a means to begin discussions on issues pertinent to the future of Unit 4 in the areas of curriculum, instruction, and assessment. The premise of the book and the discussions were:

- Discuss how District leadership drives student achievement
- Emphasis on strong communication- especially with the school board
- Determine principles for effective instruction & assessment
- Establish "non-negotiables" for instruction and achievement
- Identify instructional and assessment frameworks
- Define what social justice leadership means in Unit 4
- Develop action plans & top priorities for Unit 4

One of the sessions focused on collaborative goal setting, Board alignment and allocation of resources. One of the action items was how do we make the Board a more integral part of our work. Responses from the participants included the following:

- Serve as advocates for schools, teachers and students in the District
- Building bridges between the schools and the community
- Clear communication and transparency
- Greater presence in buildings (spend "real time" with students and teachers; walkthroughs; conversations with teachers and principals)

One action to help move forward in this area was to have Board members 'adopt' schools to support a greater presence and spend 'real time' with students and teachers. Assignments for the 2017-18 school year are:

Actions	Bruce Brown
Barkstall	Kathy Richards
Bottenfield	Kathy Shannon
BTW	Bruce Brown
Carrie Busey	Amy Armstrong
CECC	Kathy Richards
Centennial	Amy Armstrong/Heather Vazquez
Central	Bruce Brown/Gianina Baker
Dr. Howard	Gianina Baker
Edison	Kathy Richards/Heather Vazquez
FIC	Kathy Shannon
Franklin	Amy Armstrong/Bruce Brown
Garden Hills	Kathy Shannon/Gianina Baker
IPA	Gianina Baker
Kenwood	Heather Vazquez
Jefferson	Kathy Shannon/Gianina Baker
Novak	Kathy Shannon/Kathy Richards
Ready	Kathy Shannon
Robeson	Amy Armstrong
South Side	Heather Vazquez
Stratton	Kathy Richards
Westview	Heather Vazquez

Administration recommended the Adopt-A-School list be updated.

Approval of Real Estate Agreement – 500 W. Church Street & 606 W. Church Street: Tom Lockman

Member Shannon moved, with a second by Member Kloeppel for Approval of the Real Estate Agreement – 500 W. Church Street & 606 W. Church Street. The motion carried on roll call. Ayes 7. Nays 0.

In January 2016, the School District entered into a Real Estate Option Agreement with Leon Jeske for the property at 500 W. Church Street and 606 W. Church Street which are located near Central High School. This Option Agreement granted the District the sole and exclusive option to purchase the properties for a period of 18 months from the date of the execution of the Agreement.

At this time, the District would like to enter into an Agreement with Leon Jeske for the purchase of the parcel listed above for \$1,880,000 less 50% of the Option Fee paid by the District and appraisal credits.

The purchase price of \$1,880,000 less option fee and appraisal credits will be paid from the Education Fund. These expenses will then be reimbursed from the Capital Projects Fund once bonds are sold. These costs are included in the referendum budget.

Administration recommended approval of the Real Estate Agreement for the purchase of property at 500 W. Church Street and 606 W. Church Street near Central High School.



Approval of Real Estate Agreement – 602 W. Church Street & 605 W. Hill Street: Tom Lockman

Member Shannon moved, with a second by Member Richards for Approval of Real Estate Agreement – 602 W. Church Street & 605 W. Hill Street. The motion carried on roll call. Ayes 7. Nays 0.

In January 2016, the School District entered into a Real Estate Option Agreement with the Christian Science Society F/K/A First Church-Christ Scientist for the properties at 602 W. Church St. and 605 W. Hill St. which are located near Central High School. This Option Agreement granted the District the sole and exclusive option to purchase the properties for a period of 18 months from the date of the execution of the Agreement.

At this time, the District would like to enter into an Agreement with the Christian Science Society for the purchase of the parcel listed above for \$699,000 less 50% of the Option Fee paid by the District.

The purchase price of \$699,000 less option fee and appraisal credits will be paid from the Education Fund. These expenses will then be reimbursed from the Capital Projects Fund once bonds are sold. These costs are included in the referendum budget.

Administration recommended approval of the Real Estate Agreement for the purchase of property at 602 W. Church Street and 605 W. Hill Street near Central High School.

Approval of Real Estate Agreement – 607 W. Church Street: Tom Lockman

Member Shannon moved, with a second by Member Richards for Approval of Real Estate Agreement – 607 W. Church Street. The motion carried on roll call. Ayes 7. Nays 0.

In April 2016, the School District entered into a Real Estate Option Agreement with H. Clark Stroupe III and Heidi E. Pullen for the property at 607 W. Church St. which is located near Central High School. This Option Agreement granted the District the sole and exclusive option to purchase the properties for a period of 18 months from the date of the execution of the Agreement.

At this time, the District would like to enter into an Agreement with H. Clark Stroupe III and Heidi E. Pullen for the purchase of the parcel listed above for \$295,000 less the Option Fee paid by the District (\$5,000).

The purchase price of \$295,000 less option fee and appraisal credits will be paid from the Education Fund. These expenses will then be reimbursed from the Capital Projects Fund once bonds are sold. These costs are included in the referendum budget.

Administration recommended approval of the Real Estate Agreement for the purchase of property at 607 W. Church Street near Central High School.

**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:

Human Resource Changes: Ken Kleber

The Human Resource Changes were approved as presented.

Wages & Fringe Benefits – Hourly, Non-Bargaining Unit Staff: Ken Kleber

Each year, the District reviews the wages and benefits associated with its non-bargaining unit hourly positions. Based on this year's review, District Administration recommended changes to wages as listed on the attached documents for the following positions:

- Kids Plus Staff
- Playground-Lunchroom Supervisors
- Choral Accompanists

The cost of these changes are approximately 4% above this year's wages.

Administration recommended that Board approve the proposed wage changes.

Policy 620R Curriculum Development & Evaluation Guide: Dr. Susan Zola

This proposed policy represents the continued effort to update the District's Policy and Procedures Manual. This is a replacement for existing Administrative Procedure Manual 620R.

620R Curriculum Guide

In April, 2014, the Curriculum Handbook Review Committee initially comprised of Dr. Susan Zola, Dr. Laura Taylor, Angela Smith, Chris Adrian, Jill Flodstrom, Kate Flugge, Candace Hatchett, Zach Cain, Cathy Mannen, Cate Stallmeyer-Gerard, Trevor Nadrozny, Mike Lehr, Leslie Knicl, and Kristen Morris was charged with reviewing the 2011 Curriculum Handbook to make the necessary changes to reflect the changes in curriculum development and evaluation.

During these initial meetings, the committee shifted the adoption cycle from 6-years to 8-years. This required the entire handbook to undergo review to ensure that text is aligned correctly to reflect how the work has shifted and that the language is more current.

Over the course of the past three years the Curriculum Handbook Review Committee has diligently worked to streamline procedures, update language, reflect shifts in federal, state and District goals, and ensure vertical K-12 alignment to provide a succinct document that honors the work performed by faculty and the student experience.

Administration recommended approval of the Curriculum Development and Evaluation Guide.

2017-2018 Secondary English Language Arts Curriculum Adoption Proposal: Mike Lehr

Illinois adopted the Common Core standards for English Language Arts (ELA) in 2010, and districts began implementing these standards in the 2013-2014 school year. These standards articulate what students should know and be able to do at each grade level and emphasize the importance of reading, writing, listening, speaking, and language development.

The Champaign Unit #4 ELA adoption process is designed to support the instructional practices and resources necessary to strengthen alignment to the Illinois Learning Standards for English Language Arts. The recommended textbooks, licenses, and resources represent the diversity of perspectives and the digital resources the adoption committee and pilot teachers feel are necessary to support a culturally responsive learning environment for all students.

ELA Adoption Committee Members

A number of educators participated in the work of selecting materials to pilot and leading to this adoption proposal. From the middle school, educators involved included: Kim Anderson, Michelle Anderson, Jeniece Baines, Nancy Baird, Mary Biddle, Dee Anna Bonds, Jeanette Brosam, Melanie Cail, Bryan Conger, Jaclyn Johnson-Cross, Jeff Foster, Nina Frye, Angela

Hankes, Tim Harris, Lindsey Hasler, Greg Kneller, Jessica Lehmkuhl, Georgia Powell, Claire Reiling, Joanne Schnelle, Din Ming Seto, Meghan Siwecki, Paul Suh, Leslie Sullivan, Heather Taake, Crystal Thompson, and Jeanne Wolz. From the high school, educators involved included: Brad Baum, Caleb Curtiss, Liz Dietz, Kara Downs, Carolyn Kodes, Ryan Krows, Dan Kuglich Jason Maddux, Edwina Mayer, Jen McQueen, A.J. Scarlett, Gary Slotnick, Kara Whiteley, LaDonna Wilson, and Isoke Wilson-Pridgen.

Adoption Budget Overview

<b>FY 2017</b>		<b>FY 2017</b>
Budgeted	\$250,157	Actual Expenditures to Date: \$103,100
<b>FY 2018</b>		<b>FY 2017 &amp; 2018</b>
Preliminary Budget:	\$650,000	Estimated Expenditures: \$783,350
<b>Total Budgeted:</b>	<b>\$900,157</b>	<b>Total Estimated Expenditures: \$876,450</b>

Administration recommended the adoption of the following list of textbooks and resources to support the 6-12 English Language Arts curriculum:

Middle School ELA Courses:

- ELA I - Reading: 6<sup>th</sup>-8<sup>th</sup> Grade
  - *American Reading Company Literacy Labs (6th-8th Grade)*  
8 Leveled Book Bins & Paired Core Texts (Informational/Fiction)
  - *American Reading Company Research Labs (6th-8th Grade)*  
*Research Labs* support genre studies, argument, and the reading of informational texts through the use of leveled book bins and common core texts.
  - *Independent Reading Level Assessment Framework (IRLA) & SchoolPace*
- Reading Intervention: 6<sup>th</sup>-8<sup>th</sup> Grade
  - *American Reading Company Literacy Labs (6th-8th Grade)*  
8 Leveled Book Bins & Paired Core Texts (Informational/Fiction)
  - *Independent Reading Level Assessment Framework (IRLA) & SchoolPace*
  - American Reading Company Foundational Skills Toolkits
  - American Reading Company IRLA Toolkits
- ELA II - Writing: 6<sup>th</sup>-8<sup>th</sup> Grade
  - *Units of Study* (Heinemann) - Purchased SY 14

High School Required Course Sequence for ELA:

- 9<sup>th</sup> Grade - 103/105 - *StudySync* (McGraw-Hill)
  - 10<sup>th</sup> Grade - 203/205 - *StudySync* (McGraw-Hill)
  - 11<sup>th</sup> Grade - 303/305 - *StudySync* (McGraw-Hill)
  - 12<sup>th</sup> Grade - 403-404/405-406 - *StudySync* (McGraw-Hill)
- \*\*\*Note: Rigorous and culturally diverse core texts connected by theme and learning objectives will be reviewed, piloted, and purchased during the 2017-2018 school year for grades 9-12.

High School Elective Courses for ELA Credit:

*\*Resources for these courses will be determined during the 2017-2018 school year*

- 310 Minority Authors\*
- 407 Advanced Placement (AP) English Literature and Composition\*

- 408 Advanced Composition (College Level Dual Credit):  
*The World is a Text (4th ed.)* Purchased SY15

High School (Elective Courses for Elective Credit):

*These courses will be addressed in the SY 2020 adoption for the fine and applied arts.*

- 501 Creative Writing
- 504 Journalism
- 505 Yearbook Production
- 506 Drama
- 507 Acting
- 508 Public Speaking

Staff Development Opportunities for the First Year of Implementation:

- **Summer 2017:** Onsite trainings by McGraw Hill and the American Reading Company will include an overview of each resource, a review of district curriculum maps, and an emphasis on supporting differentiated instructional practices.
- **SY17 Fall and Spring:** All secondary ELA teachers will attend two professional development days to support the implementation of these new resources and instructional shifts. Additionally, American Reading Company will conduct coaching cycles with all ELA I teachers throughout the school year.
- **AP Workshops:** Summer institutes to provide teachers with the support and training needed to teach AP courses and to utilize Pre-AP teaching strategies.

Assessment/Evaluation throughout the eight-year adoption cycle:

- Student achievement in the area of English Language Arts will be monitored using a variety of measures: common district assessments, NWEA MAP (Grades 2-8), PARCC (Grades 3-8), PSAT (Grades 9-10), SAT (Grade 11), and AP course data.
- Writing will be assessed through district-developed, common assessments, PARCC (Grades 6-8) the SAT Essay (Grade 11).
- Professional learning needs will be assessed through surveys at least three times throughout the eight-year cycle.
- The K-12 Vertical Teams will provide continuity and vertical articulation in planning and decision-making throughout the eight-year cycle.

RFP – Chromebooks and Carts 2017: Dave Hohman & John Gutzmer

The Unit 4 Educational Technology Department is committed to equipping our 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 eventually support a 1:1 environment. These Chromebook carts will go to all 4th grade classrooms at the elementary level. At the secondary level they will go to classrooms that have not received carts in the last few year with preference to classroom that support current and future curriculum adoptions.

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 20<sup>th</sup>, 2017 to vendors inviting the submission of sealed proposals for 2500 Chromebooks, 2500 licenses, 89 carts and service for all the devices. The invitation and specifications for the RFP were also posted on the District's website. RFPs were received from 3 companies and were opened on May 10<sup>th</sup>, 2017 with the following results:

Company	Chromebooks	Licenses	Carts	Service	Total
Hypertec	\$218.00	\$24.00	\$1,183.00	\$33.00	\$792,787.00
Unistar-Sparco	\$212.00	\$23.05	\$1,254.00	\$23.81	\$758,756.00
SHI	\$193.00	\$25.00	\$1,039.00	\$13.92	\$672,271.00

The Educational 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 approval of the bid from SHI for Chromebooks and Carts.

RFP – Classroom Laptop Computers 2017: Dave Hohman & 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 4 years. These 143 computers will replace the main classroom computer 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 20<sup>th</sup>, 2017 to vendors inviting the submission of sealed proposals for 143 laptop computers and green packaging service. The invitation and specifications for the RFP were also posted on the District’s website. RFPs were received from 2 companies and were opened on May 10<sup>th</sup>, 2017 with the following results:

Company	Laptop	Price	Service	Total
SHI	Dell Latitude 3580	\$605.00	included	\$86,515.00
Y&S	Lenovo ThinkPad E570	\$662.42	\$5.98	\$95,581.20

The Educational 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%).

It was recommended the RFP for the classroom laptops be awarded to SHI International Corp. 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 RFP for the classroom laptops be awarded to SHI International Corp.

RFP – Office Computers 2017: Dave Hohman & 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 4 years. These 117 computers will replace approximately 1/4 of the computers in our 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 20<sup>th</sup>, 2017 to vendors inviting the submission of sealed proposals for 117 desktop computers and green packaging service. The invitation and specifications for the RFP were also posted on the District's website. RFPs were received from 4 companies and were opened on May 10<sup>th</sup>, 2017 with the following results:

Company	Model	Price	Service	Total	Notes
SHI	Optiplex 3050	\$568.00	included	\$66,456.00	
ByteSpeed	ByteSpeed H110M	\$491.00	included	\$57,447.00	Wrong Video Card
Ace Computer	Ace Vision	\$483.95	included	\$56,622.15	Wrong Video Card
Y&S	Lenovo Thinkcenter M710S	\$635.68	\$5.98	\$75,074.22	

The Educational 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%).

It was recommended the RFP for the office desktop computers be awarded to SHI International Corp. 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 RFP for the classroom laptops be awarded to SHI International Corp.

Bid – Petroleum Products: Tom Lockman

Board Policy states that bids will be solicited when items are expected to exceed a total of \$25,000.

Requests were sent to fourteen vendors, posted on the District's website and advertised in the News-Gazette. Bids were received from two companies which were opened on May 4, 2017. The low bid for unleaded gasoline, propane fuel, detergent oil 10W-30, detergent oil 15W-40, heavy duty oil, automatic transmission fluid and anti-freeze was from Illini FS and the low bid for #2 bio-diesel fuel and 60/40 blended bio-diesel fuel was from Petroleum Traders Corporation. The cost for all fuels will be paid from the Transportation Budget in 2017-18.

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 and anti-freeze to Illini FS and #2 bio-diesel fuel and 60/40 blended bio-diesel fuel to Petroleum Traders Corporation.

Approval of Resolution Authorizing Disposal of Unused Woodshop Equipment: Tom Lockman

The Illinois School Code requires Board of Education approval of the disposition of District property. The District has a table saw that is no longer being used. A Board Resolution is required in order to sell this surplus property by bid.

Administration recommended that the Board approve the Resolution to sell the unused woodshop equipment to the highest bidder.

**Action Agenda: New Business**

Student Discipline – Student #600477

Member Shannon moved, with a second by Member Armstrong that student #600477 should be expelled from Centennial High School for the remainder of the 2016-17 school year and first semester of the 2017-18 school year for violating Conduct Code #24 Threats to/Intimidation of Staff of the Champaign Unit #4 Student Code of Conduct. The duration of the expulsion is based on the egregiousness of the violation of Code #24 Threats to/Intimidation of staff, prior discipline and other interventions attempted, and the continuing safety threat posed by student's presence at 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 school because the student's continuing presence would constitute a safety risk and/or disruption. Such expulsion shall be held in abeyance so long as the student meets the attendance and behavioral requirements of the assigned placement. If such requirements are met, upon expiration of the reassigned term, the expulsion will be vacated and the student may return to his/her regularly assigned school. The motion carried on roll call. Ayes 7. Nays 0.

**Adjournment**

There being no further business, Member Shannon moved, with a second by Member Richards, to adjourn the meeting at 8:23 p.m. The motion carried on voice vote. Ayes 7. Nays 0.