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 6, 2019 within the Boundaries of Said District

Special Meeting

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

Board Members Present
Amy Armstrong, Gianina Baker, Bruce Brown, Chris Kloeppel, Kathy Shannon, Elizabeth Sotiropoulos (arrived at 5:33 p.m.), Heather Vazquez

Staff Members Present
Superintendent Susan Zola, Deputy Superintendent Laura Taylor, Angela Ward Assistant Superintendent, Jennifer Ivory-Tatum Assistant Superintendent, Executive Director of Human Resources Ken Kleber, Chief Financial and Legal Officer Tom Lockman

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

Executive Session
Member Kloeppel 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 120/2(c)(9) Student Discipline. The motion carried on roll call. Ayes 6. Nays 0.

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

Open Session
The Board convened into Open Session at 5:59 p.m.

Action Agenda: New Business
Construction Contracts and O’Shea Builders Contract Amendment – Centennial High School Additions and Renovations – Bid Release #2 and Budget Increase: Mark Roessler
Member Kloeppel moved, with a second by Member Shannon to approve Construction Contracts and O’Shea Builders Contract Amendment – Centennial High School Additions and Renovations – Bid Release #2 and Budget Increase. 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. On March 11 and March 25, 2019, the Board of Education approved eighteen (18) construction contracts and associated amendment for O’Shea Builders for Bid Release #1.

The project received bids for Bid Release #2 of construction on April 18, 2019. After reviewing the bid results and after scope vetting with the contractors, Administration requested Board approval of all fifteen (15) construction contracts as well as an amendment to O’Shea Builders, Inc. contract, allowing them to manage construction contracts. Alternatives are not being accepted.

Additionally, Administration also requested an increase to the project budget in order to award these current contracts. The bids received to date are higher than the budgets, however time is of the essence and the schedule does not allow for delays to rebid most of the packages.
Construction for Bid Release #2 will commence in May 2019 in keeping with the current project schedule. Further consideration for additional funding of Owner’s Costs as well as possible future bid overages will need to be reviewed at a future date.

An increase in the project budget of $8,193,000 and a revised budget of $71,493,000 was requested. Expenses for this project will be paid from referendum bond proceeds in the Capital Projects Fund and approved alternative funding sources.

Administration recommended approval of the construction contracts and associated amendment to O’Shea Builders, Inc. contract and the budget increase.

Wages & Fringe Benefits – Crossing Guards: Ken Kleber
Member Sotiropoulos moved, with a second by Member Kloeppep to approve Wages & Fringe Benefits – Crossing Guards. The motion carried on roll call. Ayes 7. Nays 0.

Crossing Guards for Unit 4 Schools are currently employees of the City of Champaign. Beginning with the 2019-2020 school year, the District will assume responsibility for the Crossing Guard program. Assistant Superintendent Dr. Jennifer Ivory-Tatum, Director of Student Services Orlando Thomas, and Director of Human Resources Development Dan Casillas have been working with the City to ensure a smooth transition between the entities.

Current City employees are eligible for hire into the District positions. Following Board approval of this wage and benefits package, the District plans to meet with the current City employees to explain the District’s wage and benefits structure and the application process, as well as answer any questions about the transition of the program. The District will also determine appropriate staffing levels for the upcoming school year. The District will spend approximately $6,400 - 7,125 per Crossing Guard (depending on whether the individuals hired qualify for IMRF contributions) for the upcoming school year. A document was provided to the Board that contains the initial salary and benefits package the District will offer to applicants for these new District positions.

Administration recommended that the Board approve the proposed wages and fringe benefits package.

Student Discipline – Student #213449
Member Shannon moved, with a second by Member Vazquez that student #213449 shall be provided an alternative placement for the remainder of the 2018-19 school year and the entire 2019-20 school year for violating Conduct Codes #6 Disobedience, #7 Disruptive Behavior, #24 Threats to/Intimidation of Staff, #18 Physical Confrontation with Staff, and #28 Verbal Abuse of Staff of the Unit #4 Student Code of Conduct. So long as the student meets the attendance and behavioral requirements of the student’s alternative placement during the expulsion period, the Board shall hold its discipline determination in abeyance. If the student does not accept the alternative placement or meet the attendance and behavioral requirements of the offered alternative placement, then the decision of the Board of Education is to expel the student for the duration/remainder of the duration stated above. The duration of the alternative placement/expulsion is based on: the egregiousness of the violation of Conduct Codes listed above; prior discipline and other interventions attempted; continuing safety threat posed by student’s presence in 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 District because the student’s continuing presence would constitute a safety risk and/or disruption. The motion carried on roll call. Ayes 7. Nays 0.
Consent Agenda: New Business
Member Shannon moved, with a second by Member Brown to approve the Consent Agenda: New Business. The motion carried on roll call. Ayes 7. Nays 0.

The following Consent Agenda items were approved:

Student Chromebooks 2019: John Gutzmer
The Unit 4 Educational Technology Department is committed to equipping our District with effective instructional technology tools that support 21st 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 Chromebooks will go to all 2nd grade classrooms at the elementary level. Middle school Chromebooks will go to classrooms with the carts that most need to be updated with preference to classrooms that support current and future curriculum adoptions. High school Chromebooks will be issued to new students at the beginning of the year and used throughout their time at high school.

Over the last 6 years the District has purchased enough carts that an additional purchase of Spectrum carts is not necessary this year. The existing carts will be rewired to work with the new power cabling over the summer. This will reflect a savings of $36,000 - $89,000 in subsequent years.

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 4th, 2019 to vendors inviting the submission of sealed bids for 2500 Chromebooks. The invitation and specifications for the RFP were also posted on the District’s website. Bids were received from four companies and were opened on April 24th, 2019 with the following results:

<table>
<thead>
<tr>
<th>Company</th>
<th>Price Per Unit</th>
<th>Price Per License</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>AKA Comp Solutions</td>
<td>$255.11</td>
<td>$24.31</td>
<td>$698,550</td>
</tr>
<tr>
<td>Loud &amp; Clear Commun.</td>
<td>$229.65</td>
<td>$23.50</td>
<td>$632,875</td>
</tr>
<tr>
<td>New Tech Solutions</td>
<td>$232</td>
<td>$24</td>
<td>$640,000</td>
</tr>
<tr>
<td>SHI</td>
<td>$196.87</td>
<td>$25</td>
<td>$554,675</td>
</tr>
</tbody>
</table>

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%). It was recommended the bid for the Chromebooks and carts be awarded to SHI International Corp. 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 Chromebooks and carts be awarded to SHI International Corp.

Classroom Laptop Computers 2019: John Gutzmer
The Unit 4 Educational Technology Department is committed to equipping our buildings with effective instructional technology tools that support 21st century teaching and learning. All classroom computers must be capable of running the latest software, web tools, and educational peripheral devices (interactive boards, document cameras etc.). Each classroom
computer will be replaced every four years. These 205 computers will replace the main classroom computer in approximately 1/4th of the classrooms 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 4th, 2019 to vendors inviting the submission of sealed bids for 205 Dell laptops. 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 April 24th, 2019 with the following results:

<table>
<thead>
<tr>
<th>Company</th>
<th>Price Per Unit</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>AKA Comp Solutions</td>
<td>$814.60</td>
<td>$166,993.00</td>
</tr>
<tr>
<td>ITSavvy</td>
<td>$655.00</td>
<td>$134,275.00</td>
</tr>
<tr>
<td>Loud &amp; Clear Communications</td>
<td>$762.43</td>
<td>$156,298.15</td>
</tr>
<tr>
<td>New Tech Solutions</td>
<td>$840.98</td>
<td>$172,400.00</td>
</tr>
<tr>
<td>Shi</td>
<td>$628.00</td>
<td>$128,740.00</td>
</tr>
</tbody>
</table>

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%). It was recommended the bid for the classroom laptops be awarded to SHI International Corp. 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.

Office Computers 2019: John Gutzmer
The Unit 4 Educational Technology Department is committed to equipping our buildings with effective technology tools that support 21st 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 91 desktop 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 4th, 2019 to vendors inviting the submission of sealed bids for 91 Dell desktops. The invitation and specifications for the RFP were also posted on the District’s website. Bids were received from six companies and were opened on April 24th, 2019 with the following results:
### Company | Price Per Unit | Additional Add-Ons | Total   | Notes         
--- | --- | --- | --- | --- 
Adorama | $620.75 | $0 | $56,448.25 |  
AKA Comp Solutions | $664.85 | $0 | $60,501.35 |  
Loud & Clear Communications | $608.45 | $0 | $55,368.95 |  
New Tech Solutions | $825 | $0 | $75,075.00 |  
Shi | $567.83 | $0 | $51,672.53 |  
The Horus Group | $621.04 | $35.75 | $56,514.96 | Separate Memory 

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%). It was recommended the bid for the office desktop computers be awarded to SHI International Corp. 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 office desktop computers be awarded to SHI International Corp.

**Staff HP14 Chromebooks 2019: John Gutzmer**

The Unit 4 Educational Technology Department is committed to equipping our buildings with effective technology tools that support 21st 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 100 computers will replace staff Chromebooks in our District for staff whose job duties are better served with a less expensive, portable Chromebook than a stationary desktop computer, and for teachers who are regularly working outside of or between classrooms.

Bids were solicited from 2 vendors and the responses are listed below:

### Company | Chromebook | Licenses | Total   | Notes         
--- | --- | --- | --- | --- 
SHI | $208 | $25 | $23,300 |  
Troxell | $225 | Not Provided | $22,500 | Licensing wasn’t given 

It was recommended the bid for the staff Chromebooks be awarded to SHI International Corp. 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.
**Staff Dell 11 2-in-1 Chromebooks 2019: John Gutzmer**

The Unit 4 Educational Technology Department is committed to equipping our buildings with effective technology tools that support 21st 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 100 computers will replace staff Chromebooks in our District for staff whose job duties are better served with a less expensive, portable Chromebook than a stationary desktop computer, and for teachers who are regularly working outside of or between classrooms.

This year in addition to the option for the larger 14 inch staff Chromebooks we are piloting a smaller more flexible Chromebook, that may be used by staff to promote student engagement and student lead learning, by allowing the use of technology throughout classroom. This aligns with the standards proposed by the DTPC. We were able to reuse existing licenses from decommissioned Chromebooks so no licenses were needed for these devices.

Bids were solicited from 2 vendors and the responses are listed below:

<table>
<thead>
<tr>
<th>Company</th>
<th>Chromebook</th>
<th>Licenses</th>
<th>Total</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>SHI</td>
<td>$298</td>
<td>$0</td>
<td>$23,840</td>
<td></td>
</tr>
<tr>
<td>Troxell</td>
<td>$364</td>
<td>$0</td>
<td>$29,120</td>
<td></td>
</tr>
</tbody>
</table>

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%). It was recommended the bid for the staff Dell 2-in-1 Chromebooks be awarded to SHI International Corp. 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.

**Resolution Authorizing Disposal of District Personal Property: Tom Lockman**

The Illinois School Code requires Board of Education approval of the disposal 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 as identified in the Resolution.

**Executive Session**

Member Shannon 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 120/2(c)(1) Employee Appointments, Employment, Compensation, Dismissals, Complaints. The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 7:17 p.m.
Open Session
The Board convened into Open Session at 9:10 p.m.

Adjournment
There being no further business, Member Kloeppele moved, with a second by Member Shannon to adjourn the meeting at 9:10 p.m. The motion carried on voice vote. Ayes 7. Nays 0.