

**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
October 10, 2017 within the Boundaries of Said District**

Regular Meeting

Board President Chris Kloeppe called the Regular Meeting of the Board to order at 5:31 p.m.

Board Members Present

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

Staff Members Present

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

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 7. Nays 0.

Guests

Representatives from CFT, local media and other interested persons

Executive Session

Member Shannon moved, with a second by Member Kloeppe, 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), Negotiations 120/2(c)(2) and Student Discipline 120/2(c)(9). The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 5:33 p.m.

Open Session

The Board convened into *Open Session* at 6:20 p.m.

Action Agenda: New Business

Approval of Firms to Provide Underwriting Services: Tom Lockman

Member Armstrong moved, with a second by Member Shannon for Approval of Firms to Provide Underwriting Services. 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. Consistent with the authority granted through the approved referendum, the District will issue bonds to finance the projects.

The District has worked with its co-Municipal Advisors, Ehler's & Associates, Inc. and Comer Capital Group, to prepare a financing plan which will be most advantageous to the District. As a part of that plan, the District intends to issue \$110,000,000 in General Obligation bonds later this year (the Series 2017 Bond Issue).

The District and its co-Municipal Advisors have undertaken a process to select the underwriting firm(s) to best serve the District relative to the Series 2017 Bond Issue. Based on the recommendation of its co-Municipal Advisors, the District determined to bring forth a recommended pool of three underwriting teams.

A Request for Proposals for Underwriting Services was issued by the District on September 12, 2017. This RFP was publicly available, advertised on the District's website and in the News-Gazette, and was distributed to a group of more than 50 potential underwriters.

The District received 24 proposals in response to the RFP. Following a review of these proposals and subsequent interviews, the District and its co-Municipal Advisors recommended the following teams to comprise the pool of firms to provide underwriting services for the District's Series 2017 Bond Issue:

Team A: Robert W. Baird & Co.
Siebert Cisneros Shank & Co., L.L.C.

Team B: Piper Jaffray & Co.

Team C: Wells Fargo Securities
Blaylock Van, LLC
Academy Securities
Stern Brothers & Co.

Administration recommended approval of the identified teams to comprise the pool of firms to provide underwriting services for the District's Series 2017 Bond Issue.

Oath of Office – Student Ambassador: Dr. Susan Zola

On July 8, 2013, the Board of Education approved the Student Ambassador Program. This program is part of the District's effort to engage and be responsive to all District stakeholders. The Student Ambassador Program is an opportunity for the Board of Education to hear student opinions, issues and concerns related to their experiences in District schools.

Board President Chris Kloeppe administered the Oath of Office to Connor Hagen from Centennial High School.

Education Equity Excellence (EEE) Committee: Angela Ward

Member Shannon moved, with a second by Member Richards, to approve the Education Equity Excellence (EEE) Committee. The motion carried on roll call. Ayes 7. Nays 0.

In accordance with the terms of the Consent Decree Settlement Agreement between the Champaign CUSD #4 Board of Education and the Plaintiffs, the District is required to create an Education Equity Excellence Committee. The agreement language specifically states:

The Board shall adopt and implement an equity policy establishing an Education Equity Excellence Committee ("EEE"). The EEE shall be comprised of District staff and a diverse cross-section of the community and facilitated by a third party familiar with community and District issues for at least one year. The purpose of EEE is to review and discuss the following equity areas, including data disaggregated by race/ethnicity and SES: academic progress of regular education, special education, gifted, AP/Honors, Academic Academy and alternative students; attendance rates; discipline rates and graduation rates. The EEE shall establish task forces on the equity areas as deemed necessary. The Superintendent shall provide a public report each semester on these equity areas to the EEE.

As outlined in the Administrative Regulations created to address the formation of the EEE Committee, membership shall be as follows:

Composition

The Committee shall be comprised of District representatives, Union representatives and a diverse cross-section of the community that reflects the District's student enrollment.

Membership shall include:

- *One member of the Board of Education and an alternate*
- *The Superintendent and two other central office administrators*
- *One principal and an alternate*
- *A CFT representative with an alternate named by CFT*
- *At least 5 (no more than 10) members of the community*

Community members may include parents or guardians of current District students, representatives of community organizations that address equity or education issues, or individuals who will assist the district in achieving the committee's purposes. Members must have their primary residence within the School District.

Community members who are interested in serving on the committee should apply to be appointed a member of the committee. An application form will need to be submitted, and the forms are available from the Superintendent's office. Applications shall be made in writing, addressed to the Superintendent and shall state the name of the applicant, any professional affiliations the applicant may have and a description as to why the applicant wishes to be a member of the Committee, including any expertise the applicant may bring to the Committee. The Superintendent shall make a recommendation to the Board of Education regarding Committee membership. Committee members shall serve two-year terms, and may serve consecutive terms. No Committee member, except the Superintendent and Central Office Administrators shall serve more than six consecutive years on the committee. To allow for staggered terms, approximately half of the initial members shall be appointed for three-year terms, as designated by the Superintendent. The Board of Education shall vote to determine final Committee membership.

Timelines for the applications were implemented to ensure uniformity of the EEE Committee selection process. Applications for committee membership were accepted from July 31, 2017 to August 31, 2017. On October 10, 2017 the Board of Education recommended the following candidates for approval to serve a two-year term as members of the EEE Committee:

- Raya Hegeman-Davis
- Jennifer Enoch
- Raina Dyer-Barr, PhD.
- Lee Ann Kelly
- Minnie Pearson
- Azark Cobb

Administration recommended that the candidates be accepted as Community Members of the EEE Committee.

Reports: New Business

Policy 450.08 Building & Grounds Management – Rental of Facilities: Dan Casillas

This policy update represents the District's effort to continue to update its Board Policy and Procedures manual. The District recognizes its responsibility to citizens of the District to make school facilities available to the general public insofar as such activities do not conflict or interfere with the school program. This updated policy seeks to make clear that outside organizations should expect to hold their activities during non-school hours; Organizations

should expect that any meetings with students will occur outside the school day; And all volunteers or employees of organizations who will be supervising activities in District facilities may be required to submit to background checks by the District at the requestor's expense.

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

Policy 830 Community Use of School Facilities: Dan Casillas

This policy update represents the District's effort to continue to update its Board Policy and Procedures manual. School facilities are available to the community for educational, civic, cultural, and other non-commercial uses consistent with the public interest when such use does not interfere with the school program or school-sponsored activities. The update to this policy seeks to make clear that outside organizations should expect to hold their activities during non-school hours. Organizations should also expect that any meetings with students will occur outside the school day.

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

Schematic Design Update – Central and Centennial Projects: Tom Lockman

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. Representatives from Perkins+Will and IGW Architecture provided an update on the status of design work completed to date on the Central and Centennial projects.

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

Consent Agenda: Unfinished/New Business

Member Shannon moved, with a second by Member Armstrong 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:

Policy 440.03 Food Services – Charging Costs of Meals: Dan Casillas

This policy update represents the District's effort to continue to update its Board Policy and Procedures manual. The update is in response to the need to address a growing problem of delinquent lunch accounts in the District.

The District currently carries a significant balance due from parents of students who do not pay lunch charges regularly. This policy change is aimed to help eliminate that negative balance.

Administration recommended approval of this new policy initiative.

Centennial High School 2018 Spring Trip to Ireland: Dr. Laura Taylor

The Centennial High School 2018 Spring Trip to Ireland aligns with current Social Science curriculum by allowing students an opportunity to learn about a different culture as well as help them have a deeper understanding of an area of the world they have studied in their Social Science classes. This trip will help students gain a global perspective, which is important in today's phenomenon of globalization. In addition, this trip will help students become more independent and responsible as they begin to transition out of high school and into their collegiate lives. Destinations include Dublin, Galway, and Killarney. The student to chaperone ratio is 5:1. Students will be with a chaperone at all times during the trip. Travel will be arranged by Explorica, Inc. No substitute teachers are required and the cost for each participant is \$3,126.00. Each participant is responsible for the cost of the trip.

Administration recommended approval of the Centennial High School 2018 Spring Trip to Ireland.

Human Resource Changes: Ken Kleber

The Human Resource Changes were approved as presented.

Bills and Treasurer's Report – September: Tom Lockman

The Bills and Treasurer's Report – September was approved as presented.

Minutes of September 11, 2017 and September 25, 2017

The minutes were approved as presented.

Approval of AIA Document B101 – 2007: Standard Form of Agreement Between Owner and Architect – Ratio Architects (Dr. Howard Project): Tom Lockman

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. As the District moves forward with these projects, Administration has determined that it is in the best interest of the District to enter into an Agreement with Ratio Architects for architectural services related to the Dr. Howard Elementary School project. The Board shall pay Ratio Architects the fee as specified in the Agreement.

Administration recommended approval of the Agreement with Ratio Architects for architectural services related to the Dr. Howard Elementary School project.

Approval of Amendment to AIA Document B133 – 2014: Standard Form of Agreement Between Owner and Architect – Perkins + Will (McKinley Field and Spalding Park Projects): Tom Lockman

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. At its meeting on September 25, 2017, the Board approved AIA Document B133-2014: Standard Form of Agreement Between Owner and Architect with Perkins+Will for architectural services related to the Central and Centennial High School projects. The services to be provided as well as the construction delivery method to be utilized for both the McKinley Field and Spalding Park projects are consistent with what is planned for the method to be utilized for both the McKinley Field and Spalding Park projects are consistent with what is planned for the Central and Centennial High School projects, Administration recommended that the Board approve amending this agreement to bring architectural services for the McKinley Field and Spalding Park projects within the scope of the existing Agreement with Perkins+Will. The Amendment has been prepared to reflect the minor revisions which are necessary and additional exhibits which are to be included. The Board shall pay Perkins+Will the revised fee as specified in the Amendment.

Administration recommended approval of the Amendment to the Agreement with Perkins+Will for architectural services related to the Central High School, Centennial High School, McKinley Field, and Spalding Park projects.

Approval of Environmental Inspection and Design Services Proposal from Reliable Environmental Solutions, Inc. – 610 W. University Avenue: Tom Lockman

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. As a part of the renovation and expansion of the Central High School campus, the District must proceed with asbestos inspection and design work on buildings which are impacted by this project. The total amount of \$21,740.00 includes all project expenses to complete the Environmental Inspection and Design Services.

Administration recommended approval of the Environmental Inspection and Design Services Proposal from Reliable Environmental Solutions, Inc. for \$21,740.00.

Approval of Environmental Inspection and Design Services Proposal From Reliable Environmental Solutions, Inc. – 500 W. Church Street: Tom Lockman

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. As a part of the renovation and expansion of the Central High School campus, the District must proceed with asbestos inspection and design work on buildings which are impacted by this project. The total amount of \$10,880.00 includes all project expenses to complete the Environmental Inspection and Design Services.

Administration recommended approval of the Environmental Inspection and Design Services Proposal from Reliable Environmental Solutions, Inc. for \$10,880.00.

Approval of Environmental Inspection and Design Services Proposal from Reliable Environmental Solutions, Inc. 602 W. Church Street: Tom Lockman

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. As a part of the renovation and expansion of the Central High School campus, the District must proceed with asbestos inspection and design work on buildings which are impacted by this project. The total amount of \$7,200.00 includes all project expenses to complete the Environmental Inspection and Design Services.

Administration recommended approval of the Environmental Inspection and Design Services Proposal from Reliable Environmental Solutions, Inc. for \$7,200.00.

Approval of Environmental Inspection and Design Services Proposal from Reliable Environmental Solutions, Inc. – 606 W. Church Street: Tom Lockman

In November 2016, District voters approved a facilities referendum to undertake facility improvement projects at several District facilities. As a part of the renovation and expansion of the Central High School campus, the District must proceed with asbestos inspection and design work on buildings which are impacted by this project. The total amount of \$6,050.00 includes all project expenses to complete the Environmental Inspection and Design Services.

Administration recommended approval of the Environmental Inspection and Design Services Proposal from Reliable Environmental Solutions, Inc. for \$6,050.00.

Approval of Project Labor Agreement – East Central Illinois Building and Construction Trades Council: Tom Lockman

In 2008, the Board of Education entered into a Project Labor Agreement with the East Central Illinois Building and Construction Trades Council. This Agreement was extended for additional three-year periods in 2011 and 2014. As the District looks to continue its track record of both procuring quality contractors and generating capital construction projects which are completed on time and on or under budget, Administration recommended that the Board renew this Agreement, as amended, through December 31, 2018. At that time, the District will again review the Agreement in the context of the work performed under the Agreement in order to determine the its impact and effectiveness in ensuring that District goals related to its capital construction projects are achieved.

Administration recommended approval of the Project Labor Agreement with the East Central Illinois Building and Construction Trades Council.

Approval of Resolution Authorizing Disposal of School District Property – International School Bus: Tom Lockman

The Illinois School Code requires Board of Education approval for the disposition of District property. The District has one (1) International School Bus that is no longer being used. This bus is no longer able to transport students due to the amount of wear it has sustained and will be recycled for its scrap value. A Board Resolution is required to dispose of school property in this manner.

Administration recommended that the Board approve this Resolution to retire this International School Bus and recycle it for its scrap value.

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 Student Discipline 120/2(c)(9). The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 7:26 p.m.

Open Session

The Board convened into *Open Session* at 8:44 p.m.

Action Agenda: New Business

Student Discipline – Student #208095

Member Shannon moved, with a second by Member Richards that student #208095 should be expelled from Centennial High School for the remainder of first semester of the 2017-18 school year for violating Conduct Code #8 (Drug-Related Offenses) of the Champaign Unit #4 Student Code of Conduct. The duration of the expulsion is based on the egregiousness of the violation of Code #8 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 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 4. Nays 3. Members Baker, Brown and Kloeppel voted no.

Student Discipline – Student #510959

Member Shannon moved, with a second by Member Vazquez that student #510959 should be expelled from Centennial High School for the remainder of first semester of the 2017-18 school year for violating Conduct Code #8 (Drug-Related Offenses) of the Champaign Unit #4 Student Code of Conduct. The duration of the expulsion is based on the egregiousness of the violation of Code #8 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 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.

10/10/2017 Regular Meeting

Adjournment

There being no further business, Member Shannon moved, with a second by Member Vazquez, to adjourn the meeting at 8:50 p.m. The motion carried on voice vote. Ayes 7. Nays 0.

Board Approved: November 13, 2017