

**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 12, 2015 within the Boundaries of Said District**

Regular Meeting

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

Board Members Present

Amy Armstrong, Laurie Bonnett, Chris Kloeppe, Kathy Richards, Kathy Shannon, Lynn Stuckey
Jonathan Westfield

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, Executive Director of Operations Matt Foster, Chief Financial and Legal Officer Tom Lockman

Approval of Agenda

Member Bonnett moved, with a second by Member Westfield to approve the agenda. The motion carried on voice vote. Ayes 7. Nays 0.

Executive Session

Member Westfield moved, with a second by Member Shannon, 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 5:37 p.m.

Open Session

The Board convened into *Open Session* at 6:05 p.m.

Guests

Representatives from CFT, local media and other interested persons

Action Agenda

Administrative Appointment – Interim Dean at International Prep Academy: Ken Kleber
Member Richards moved, with a second by Member Bonnett to approve the Administrative Appointment – Interim Dean at International Prep Academy. The motion carried on roll call. Ayes 6. Nays 0. Abst. 1. Member Westfield abstained.

District administration recently recommended the addition of an Interim Dean of Students position at the International Prep Academy for the 2015-2016 School Year. The Board of Education approved this recommendation. The position was advertised through appropriate websites. A team of District representatives interviewed candidates. Ms. Amy Westfield was selected as the most outstanding candidate.

Ms. Westfield began her teaching career with Champaign Unit 4 Schools in 1993 when she was hired as a Spanish Teacher assigned to Centennial High. She has served Unit 4 in this capacity since her hire. In addition to teaching Spanish, Ms. Westfield currently serves as Centennial's

Content Area Chair for World Languages. Over the course of Ms. Westfield's teaching career, she has been involved in curriculum development, instructional coaching, professional development, management of department funds, mentoring of new staff members, and has served on various building and district-level committees and leadership teams. Ms. Westfield holds a Bachelor of Arts in Teaching of Spanish (1993) and a Master in Education, Organization & Leadership (1999), both from the University of Illinois.

The effective date of Ms. Westfield's interim appointment is October 13, 2015. In addition to the days listed on her work calendar (which runs through June 15, 2016), Ms. Westfield will work an additional thirty (30) days developing the Dual Language curriculum, establishing behavioral supports, and performing other administrative duties designed to further the school as it continues to grow into a full elementary campus. These additional days will be scheduled by the Principal in consultation with Ms. Westfield.

The recommended salary for this interim assignment is \$68,049 (plus all appropriate Board-approved administrator benefits) prorated from October 13, 2015. The thirty days worked outside of the established work calendar are included in this compensation figure; no additional compensation will be paid. Annual evaluation will be completed by the appropriate building-level administrator.

District administration recommended the appointment of Ms. Amy Westfield as Interim Dean of Students at International Prep Academy effective October 13, 2015 at the above listed salary and appropriate fringe benefits.

Education Equity Excellence (EEE) Committee: Angela Smith

Member Shannon moved, with a second by Member Westfield 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 27 to August 31, 2015. On October 12, 2015 the Board of Education recommended the following candidates for approval to serve a two-year term as members of the EEE Committee:

- Jamila Appleby
- Azark David Cobbs
- Raina Dyer-Barr
- Collette Harmon
- Lee Ann Kelly
- Minnie Pearson

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

Reports: New Business

Alternative Center for Targeted Instruction and On-Going Support (ACTIONS) Semester Update: Orlando Thomas

During the spring semester of the 2013-2014 school year, a subcommittee of the Discipline Equity Advisory Committee created and presented to the Board a proposal that would offer students who have been suspended additional support in an effort to change, rather than manage, behavior upon return to their home schools following suspension. The Board approved the proposal as a three-year pilot, and regular updates have been provided to the Board. An update covering the period through second semester of the 2014-15 SY was provided to the Board.

The components of the ACTIONS program include: counseling, social work services, social skills instruction, access to community services, and academic support. Prior to returning to their home campus, in conjunction with administrators, parents, and representatives from the home campus, students create an action plan which includes learned replacement behaviors, strategies to address problematic behaviors, and an identified staff member to serve as a mentor responsible for monitoring the student's progress. Semester updates will continue to be provided to the Board throughout the three-year pilot.

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

Project AWARE Grant – Year 1 Report: Elizabeth deGruy

In September 2014, Unit #4 received the Project AWARE LEA Grant, a 2-year grant from SAMHSA which will provide Youth Mental Health First Aid (YMHFA) training to District personnel and community members. The tasks outlined as part of the grant application have assisted The District in making progress toward increasing the mental health literacy of school personnel and other adults who interact with youth in school and community settings, connecting youth to appropriate care, and responding to behavioral health issues of youth.

YMHFA training will be offered to District staff and community members during Year 2 of the Project AWARE Grant. The amount of the award was \$99,971. During the Year 1, \$45,638.42 was spent. Year 2 has a budget of \$50,000, as no more than \$50,000 may be spent during either grant year.

Required Performance Measure Reporting:

Performance Measure	Data	Narrative
The number of individuals who were trained as YMHFA First Aiders.	155 individuals trained as YMHFA First Aiders	Eight trainings have been held. Staff members from Unit #4 and Urbana #116 and community members have participated in training.
The number of individuals who were both trained and certified to be YMHFA Instructors.	7 individuals trained as Instructors	Four Unit #4 staff members were trained as trainers during the fall 2014. Three community partners were trained in April 2015; these individuals are from Urbana #116, Community Elements, and ACCESS Initiative.
The number of school-aged youth who were referred by a YMHFA Instructor or YMHFA "first aider" to mental health or related services.	274 youth referred	The number of unduplicated youth from Champaign and Urbana who were referred to Community Elements, local mental health provider, during the reporting period (October 1, 2014 to September 15, 2015) and were admitted to any program in the agency.
The total number of students being served by the local education agency.	9976 students	Number of students enrolled (Preschool-12) in Champaign Unit #4 School District at the end of the reporting period (data through October 5, 2015).

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

Ten-Year Capital Improvement Plan and Health Life Safety Update: Matt Foster

The Unit 4 Ten-Year Capital Improvement Plan was updated to include current and anticipated facility improvements, their projected costs, and the designated funding sources to cover these costs over the next 10 years. The Operations and Maintenance Department has gone through the HLS deficiencies for each building and has identified how it will be remedied- whether by District personnel or contractors.

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

O & M and Transportation Update: Matt Foster

The Operations and Maintenance (O/M) Department and the Transportation Department are both critical to providing effective and efficient services to our students, staff, and community. The report outlined the recent improvements to both the O/M and Transportation Departments.

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

Consent Agenda: Unfinished/New Business

Member Bonnett moved, with a second by Member Richards 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.

Bills and Treasurer’s Report – September: Tom Lockman

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

Minutes of September 14, 2015 and September 28, 2015

The minutes were approved as presented.

Approval of Health/Life/Safety Work 2015 Change Order No. 02: Tom Lockman

Arlene Vespa has authority to approve change orders up to \$25,000. After that she must check with the Board President and a designated Board Member before signing the paperwork which leads to a change order. That process was been adhered to. It was necessary for the entire Board of Education to approve the following change orders processed through August 2015. Please note that the total project contingency on this project is \$21,200.00 which leaves the current total at **\$-7,580.97**.

CHANGE ORDER NO. 02		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
COA 05	Field Condition: Provide beam detectors in lieu of smoke detectors in Edison Middle School auditorium. This product allows installation and maintenance without the need to remove seating for access.	\$4,588.37
COA 06	Field Conditions/Owner Request: Provide door hardware cover plates behind new lever sets at Edison to conceal wood plugs (Owner request). Revise type of exit device at door at Stratton from mortise to rim type. Revise scope of exterior canopy painting at Stratton (no cost change).	\$1,252.83

	Delete magnetic hold open device from door at Dr. Howard (credit).	
COA 07	Drawing Coordination: Provide door, hardware and frame at Central High School at side exit corridor by auditorium.	\$2,744.89
COA 08	Field Conditions: Cost for 3 doors and associated hardware for locations at Centennial, Central and Dr. Howard.	\$7806.40
	TOTAL CHANGE ORDER NO. 02:	\$16,392.49

The total of the change orders for Health/Life/Safety Work 2015 is:

CHANGE ORDER	AMOUNT
Change Order No. 01	\$12,388.48
Change Order No. 02	\$16,392.49
TOTAL CHANGE ORDERS:	\$28,780.97

Minority and Female Business Enterprise (MAFBE) Update: No change.

Administration recommended Board approval of the change order for Health/Life/Safety Work 2015 totaling \$16,392.49.

Executive Session

Member Bonnett moved, with a second by Member Stuckey, 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 7:52 p.m.

Open Session

The Board convened into *Open Session* at 8:19 p.m.

Student Discipline

Member Shannon moved, with a second by Member Richards that student #570782 should be expelled from Jefferson Middle School for the remainder of the 2015-16 school year and first semester of the 2016-17 school year for violating Conduct Code #24 Threats to/Intimidation of the Champaign Unit #4 Student Code of Conduct. Such expulsion shall be held in abeyance so long as the student meets the attendance and behavioral requirements of the student's alternative placement during the expulsion period. 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 following the expulsion period. The motion carried on roll call. Ayes 6. Nays 1. Member Stuckey voted no.

Member Stuckey moved, with a second by Member Westfield that student #56110 should be expelled from Central High School for the remainder of the 2015-16 school year and should be reassigned to READY for violating Conduct Code #25 Threats to/Intimidation of Student and #34 Weapon-Related Activities—Possession. 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.

10/12/2015 Regular Meeting

Adjournment

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

Board Approved: November 9, 2015