

**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
September 10, 2018 within the Boundaries of Said District**

Regular Meeting

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

Board Members Present

Amy Armstrong, Gianina Baker, Bruce Brown, Chris Kloeppe (arrived at 6:21 p.m.), Kathy Richards, Kathy Shannon, Heather Vazquez

Staff Members Present

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 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 Shannon moved, with a second by Member Richards, 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 Emergency Security Procedures 120/2(c)(8). The motion carried on roll call. Ayes 6. Nays 0.

The Board convened into *Closed Session* at 5:32 p.m.

Open Session

The Board convened into *Open Session* at 6:06 p.m.

Guests

Representatives from CFT, local media and other interested persons

Reports: New Business

Crisis Planning: Dr. Jennifer Ivory-Tatum & Orlando Thomas

Last year the District Crisis Team, comprised of representatives from police, fire, CFT, CESP, and District and building administration, was formed and met monthly to effectuate three main goals: revise outdated crisis plans, develop a three-year action plan for ALICE implementation, and create a reunification plan. The first two goals have been accomplished; the third remains a goal for the 2018-19 school year.

During the course of the year, the Team became aware of an online emergency management program created by Raptor Technologies. A representative from the company met with the Team and conducted an online demonstration of their Emergency Management System and discussed their Visitor Management System. The Emergency Management System includes a drill manager component and a reunification component. The drill manager component allows for online drill scheduling, which can be viewed by building and District supervisors, and provides for detailed, customizable reporting. In the midst of a crisis, the reunification component provides mobile access to student roster information and real-time incident

management information, as well as access to campus emergency plans and streamlined reunification procedures.

The Visitor Management System screens against sex offender registries in 50 states, maintains accurate visitor records, and is capable of efficient reporting of this data.

Training needs include providing an overview of both programs to building administrators and first-line users as well as providing written procedures/instructions prior to implementation. A feedback tool will be provided to users of both programs to gauge the programs' effectiveness and efficiency,

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

Action Agenda: New Business

Design Development Phase, Design and Cost Estimate Approval – South Side Elementary Expansion & Renovation: Sandra Roesler

Member Shannon moved, with a second by Member Vazquez to approve the Design Development Phase, Design and Cost Estimate Approval – South Side Elementary Expansion & Renovation. The motion carried on roll call. Ayes 7. Nays 0 .

In November 2016, District voters approved a facilities referendum to undertake improvement projects at several District facilities. Since approval of Schematic Design and Estimate on April 23, 2018, the design has been further developed in keeping with referendum goals and programmatic needs. This design reflects continued work undertaken by the design team and consideration of feedback received from District staff; South Side Elementary School faculty and staff in meetings held on August 28, 2018; community members input received from an August 28, 2018 Community Meeting; and site plan review by the City of Champaign, Planning and Development Department.

Representatives from BLDD Architects, Broeren Russo Builders Inc., and Midwest Construction Professionals returned to share updated information on the design with budget/estimate.

The Construction Documents phase of design will commence as soon as possible after approval of the Developmental Design and Estimate to allow for construction at South Side Elementary to begin in Spring 2019 for substantial completion of the project in August 2020.

Administration recommended approval of the current design and budget estimate at the Developmental Design phase for South Side Elementary project to authorize the project team to move into the Design Development Phase.

Schematic Design and Estimate Approval – McKinley Fields: Mark Roessler

This agenda item was tabled and moved to the September 24, 2018 Special Board Meeting Agenda.

Construction Contracts and O'Shea Builders Amendment – Central High Schools – Additions and Renovation: Mark Roessler

Member Shannon moved, with a second by Member Kloeppel for approval of the Construction Contracts and O'Shea Builders Amendment – Central High Schools – Additions and Renovation. 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 July 30, 2018 the Board Of Education

reviewed and approved one construction contract and the corresponding amendment for O'Shea Builders to complete the Phase 1 – Demolition.

The project accepted bids on August 23, 2018 for Phase 2 - Demolition and Sitework. Administration requested Board approval of the construction contract for this scope, as well as an amendment to O'Shea Builder's contract to allow them to manage these contracts.

Construction for these packages will commence after execution of the agreements and will continue into February 2019. The schedule is intended to allow for site clearing and preparation prior to the north gym addition construction starting next spring.

For execution and management the one contract, O'Shea has established a Guaranteed Maximum Price of \$781,105. Expenses for this project will be paid from referendum bond proceeds in the Capital Projects Fund and fund balance.

Administration recommended approval of the construction contract and associated amendment to O'Shea Builders' contract.

Public Hearing on Amended Budget FY18: Tom Lockman

In preparation of the Amended Budget for 2017-18, the Illinois School Code, Article 17, required that each school district in the State prepare a budget in tentative form and make it conveniently available for public inspection for at least 30 days prior to the Board taking action to approve the budget. The District published notice to hold a public hearing on the Amended Budget in the News-Gazette on August 8, 2018. The time for the public hearing was set for September 10, 2018.

Hearing no comments from the public, Member Shannon moved, with a second by Member Armstrong to close the public hearing at 8:54 p.m. The motion carried on roll call. Ayes 7. Nays 0.

Approval of Amended Budget FY18: Tom Lockman

Member Shannon moved, with a second by Member Armstrong for Approval of Amended Budget FY18. The motion carried on roll call. Ayes 7. Nays 0.

Article 17 of the Illinois School Code requires school districts to adopt their operating budget not later than September 30th of each year. The Board of Education adopted the District's budget for 2017-18 on September 25, 2017. As reviewed during the presentation of the budget in September, the District anticipated significant changes in District revenues and expenditures during this fiscal year, primarily related to the ongoing facility projects, such that an amended budget would likely need to be reviewed and approved. The statutory requirements for notice having been met, District Administration recommended approval of an Amended Budget to reflect these changes.

All administrators responsible for building, department, program and grant areas have participated in the budget development process and are responsible for the management of their respective budget areas throughout the year. In addition, the Business Office will monitor all budgets and will communicate concerns to the appropriate parties.

Administration recommended the Board of Education approve and adopt the Amended Budget for 2017-18 as presented.

Consent Agenda: Unfinished/New Business

Member Shannon moved, with a second by Member Richards 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:

Approval of Lead4Life Middle School Program: Angela Ward

Lead4Life is a company designed to help students develop leadership and life skills from elementary through high school. Using the four pillars of Choices, Dream, Drive and Team, Lead4Life teaches students the power of a dream, the necessity of a life plan, how to set goals, and create a personal road map for future successes. Lead4Life instructs students in character building, developing a purpose, creating an identity, and understanding that they have a place in this world. Through mentoring and modeling, students learn how focus and determination can lead to academic achievement. Lead4Life stresses the importance of relationships with teachers, adults, as well peers; allowing students to recognize those who benefit and those who hinder their life’s plans. Students develop a “pay it forward” mentality, giving back to the community and mentoring to younger peers. Lead4Life’s philosophy is grounded by giving, teaching, conducting workshops, bridging gaps, and providing support for the students they serve. This is all done to help better students’ lives and strengthen the overall school community.

Lead4Life will provide staffing of one (1) Lead4Life staff member at each site daily for a maximum of six (6) hours per day. Cost of the program for 2018-19 is \$50,000 (\$25,000 Title II grant, \$25,000 District funds). Assessment will be provided by Student/Parent feedback, Staff input, and data from grades, discipline and attendance.

Administration recommended that the Board of Education approve the submitted proposal for Lead4Life to formally partner with Unit 4 Middle Schools for the 2018-19 school year.

Human Resource Changes: Ken Kleber

The Human Resource Changes were approved as presented.

Bills and Treasurer’s Report – August: Tom Lockman

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

Minutes of August 13, 2018 and August 27, 2018

The minutes were approved as presented.

Adjournment

There being no further business, Member Shannon moved, with a second by Member Armstrong, to adjourn the meeting at 9:14 p.m. The motion carried on voice vote. Ayes 7. Nays 0.