

**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  
September 25, 2017 within the Boundaries of Said District**

Special Meeting

Board President Chris Kloeppe 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, Kathy Richards, Kathy Shannon, Heather Vazquez

**Staff Members Present**

Superintendent Susan Zola, Deputy Superintendent Laura Taylor, Assistant Superintendent Jennifer Ivory-Tatum, 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 Vazquez 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 Vazquez, 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 5:32 p.m.

**Open Session**

The Board convened into *Open Session* at 6:08 p.m.

**Guests**

Representatives from CFT, local media and other interested persons

**Action Agenda: New Business**

Oath of Office – Student Ambassador

This item was removed from the agenda.

**Reports: New Business**

Administrator & Teacher Salaries Reporting: Ken Kleber

The Illinois School Code [105 ILCS 5/10-20.47 and 5/34-18.38] requires school districts to 1) report administrator and teacher salary and benefits to the Illinois State Board of Education (ISBE) by October 1 of each year, and 2) present the information at a school board meeting before posting on the website of the District. The law states:

Administrator and teacher salary and benefits; report. The board shall report to the State Board of Education, on or before October 1 of each year, the base salary and benefits of the general superintendent of schools or chief executive officer and all administrators and teachers employed by the school district. For the purposes of this Section, "benefits" includes without limitation vacation days, sick days, bonuses, annuities, and retirement

enhancements.

Prior to this annual reporting to the State Board of Education, the information must be presented at a regular board meeting, subject to applicable notice requirements, and then posted on the Internet website of the school district, if any.

To comply with the law, the District used the Employment Information System (EIS), which is provided by ISBE. The report is created by EIS. Please note the report does not include certain categories of employees (Instructional Coaches, School Counselors, Social Workers, et al) in accordance with ISBE guidelines. The document will be placed on the District's website and uploaded to ISBE as required.

Please note that under the Open Meetings Act (5 ILCS 120/7.3), the District is also required to post on its website a current year report of the total compensation package for each employee having a total compensation package that exceeds \$75,000 per year within six business days after approval of its budget. When the Board approves the budget, the District will comply with this posting requirement as well.

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

Policy 415.06 – Fiscal Management Expenditures – Vendor Relations: Dan Casillas

This policy update represents the District's effort to continue to update its Board Policy and Procedures manual. The policy seeks to clarify procedures associated with procurement and vendor relations.

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

**Action Agenda: New Business**

Approval of Referendum Oversight Committee Membership: Tom Lockman

Member Shannon moved, with a second by Member Armstrong for Approval of Referendum Oversight Committee Membership. The motion carried on roll call. Ayes 7. Nays 0.

On Tuesday, November 8, 2016, voters approved the resolution put forth by the Board of Education to issue up to \$183.4 Million in bonds for school construction and renovation.

As the District moves forward with this project, the Board had authorized the creation of a Referendum Oversight Committee comprised of interested community members. Applications for membership on this committee were made available following the August 14, 2017 Board meeting with the deadline for applications set at Monday, September 4, 2017.

Administration recommended the following applicants for membership on this committee:

- Chad Barringer
- Bob Devine
- Lacey Rains Lowe
- Creg McDonald
- Dee Shonkwiler
- Neil Strack

Administration recommended approval of these candidates for membership on the District's Referendum Oversight Committee.

Public Hearing on Fiscal Year 2018 Budget: Tom Lockman

Member Shannon moved, with a second by Member Armstrong to open the Public Hearing on Fiscal Year 2018 Budget at 6:52 p.m. The motion carried on roll call. Ayes 7. Nays 0.

The Illinois School Code, Article 17, requires 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 notices to hold a public hearing on the tentative budget in the News-Gazette on August 24, 2017. The time for the public hearing was set for September 25<sup>th</sup>.

The purpose of the public hearing is to allow Administration to present the highlights of the 2017-2018 budget. After the presentation, the Board of Education may entertain questions or comments from the general public on the budget.

Hearing no comments from the public, Member Shannon moved, with a second by Member Richards to close the Public Hearing on Fiscal Year 2018 Budget at 7:52 p.m. The motion carried on roll. Ayes 7. Nays 0.

Resolution for Adoption of Fiscal Year 2018 Budget: Tom Lockman

Member Richards moved, with a second by member Shannon to approve the Resolution for Adoption of Fiscal Year 2018 Budget: Tom Lockman. The motion carried on roll call. Ayes 7. Nays 0.

The Illinois School Code 105 ILCS 5/17-1 requires each school district to adopt its operating budget not later than September 30<sup>th</sup> of each year. The tentative budget has been available for public inspection starting August 24, 2017, and a public hearing was conducted earlier in the evening to meet statutory requirements.

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

Administration recommended that the Board of Education adopt the Fiscal Year 2018 budget as presented.

Student Discipline #510780

Member Shannon moved, with a second by member Armstrong that student #510780 should be expelled from Central High School for the remainder of the 2017-18 school year for violating Conduct Code #34 (Weapon-Related Activities) of the Champaign Unit #4 Student Code of Conduct. The duration of the expulsion is based on the egregiousness of the violation of Code #34 Weapon-Related Activities, the continuing safety threat posed by the 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 requirement 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.

Student Discipline #208871

Member Shannon moved, with a second by Member Kloeppel that student #208871 should be expelled from Centennial High School for the remainder of first semester of the 2017-18 school year for violating Conduct Code #18 Physical Confrontation with Staff and #19 Physical Confrontation with Student of the Champaign Unit #4 Student Code of Conduct. The duration of the expulsion is based on the continuing safety threat posed by the 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.

**Consent Agenda: Unfinished/New Business**

Member Shannon moved, with a second by Member Baker 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:

Human Resource Changes: Ken Kleber

The Human Resource Changes were approved as presented.

Approval of AIA Document B133-2014 Standard Form of Agreement Between Owner and Architect – Perkins + Will: Tom Lockman

On Tuesday, November 8, 2016, the resolution put forth by the Board of Education to issue up to \$183.4 million in bonds, was approved by District voters. The plan as outlined in the resolution will impact six District schools; Central High School, Centennial High School, Edison Middle School, Dr. Howard Elementary, International Prep Academy and South Side Elementary, as well as McKinley Field and Spalding Park.

As the District moves forward with these projects, the Board has determined that it is in the best interest of the District to enter into an agreement with Perkins+Will for architectural services related to the Central High School and Centennial High School projects. The Board shall pay Perkins+Will the fee as specified in the agreement.

Administration recommended that the Board approve the agreement with Perkins+Will.

Amendment and Exercise of Renewal Option – City of Champaign Police Department – Supplemental Services: Tom Lockman

The District maintains an ongoing partnership with the Champaign Police Department to provide supplemental police services for District-sponsored events where additional support is necessary or advantageous to the District. Execution of this amendment would extend this partnership through the 2017-18 school year. The cost for the 2017-18 school year is an hourly rate of \$59.51 per officer assigned. This is a 3.00% increase from the 2016-17 hourly rate of \$57.78.

Administration recommended approval of the existing agreement with the Champaign Police Department.

Approval of Environmental Design Services Proposal from Reliable Environmental Solutions, Inc. – 201 N. Lynn St., 203 N. Lynn St., 606 W. Park St. and 603 W. Church St. in Champaign: Tom Lockman

Consistent with the purpose of expansion and renovation of Central High School, four properties adjacent to the Central High School campus have been purchased by the District. The District now needs to proceed with Asbestos Design work on these properties in order to move forward with the project. The total amount of \$6,500.00 includes all project expenses to complete the Asbestos Design services.

Administration recommended approval of the proposal from Reliable Environmental Solutions, Inc. for \$6,500.00.

Approval of Environmental Inspection Services: 201 N. Lynn St., 203 N. Lynn St., 606 W. Park Ave., 603 W. Church St. – Reliable Environmental Solution, Inc.: Tom Lockman

One of the projects approved by District voters in the November 2016 referendum was the Expansion and Renovation of Central High School. Consistent with that purpose, four properties adjacent to the Central High School campus have been purchased by the District. The District now seeks to proceed with Asbestos and Lead Inspection work on these properties in order to move forward with the project. The total amount of \$23,350.00 includes all project expenses to complete the Asbestos Inspection and Lead Inspection work services.

Administration recommended approval of the proposal from Reliable Environmental Solutions, Inc. for \$23,350.00.

Master Tax-Exempt Lease/Purchase Financing for Five (5) 71-Passenger School Buses: Tom Lockman

In order to receive the lowest interest rate on the lease purchase of five (5) 71-passenger buses from Central Bus Sales, Inc., the District solicited proposals for financing the costs of the five buses (\$397,885) over a 5-year period. Financing proposals were sought from several financial institutions, with the lowest overall cost proposed by American Capital Financial Services, Inc. It was requested that the Board of Education approve the Master Tax-Exempt Lease/Purchase Agreement with American Capital Financial Services, Inc. The lease payments of \$82,902.91 will be charged to the FY18 Transportation Budget.

Administration recommended that the Board approve the Master Tax-Exempt Lease/Purchase Agreement with American Capital Financial Services, Inc. to provide financing for the lease-purchase of the five 71-passenger buses.

Approval of Resolution Authorizing Disposal of School Personal Property – International Buses: Tom Lockman

The Illinois School Code requires Board of Education approval for the disposition of District property. The District has two (2) International School Buses that are no longer being used. These buses are no longer able to transport students due to the amount of wear they have sustained and will be recycled for their scrap value. A Board Resolution is required to dispose of school property in this manner.

Administration recommended that the Board approve the Resolution to retire two buses and recycle them for their scrap value.

Approval of Real Estate Purchase Agreement – 619 W. Church St.: Tom Lockman

On Tuesday, November 8, 2016, the resolution put forth by the Board of Education to issue up to \$183.4 Million in bonds was approved by the voters. The plan as outlined in the resolution includes the renovation and new construction of the Central High School campus.

To allow for expansion of the Central High School campus, the District has pursued the acquisition of property bordering the current site. Administration recommended that the District enter into an Agreement with Danielle Hans and Nicholas Zink for the purchase of 619 W. Church St. for \$212,000. The purchase price of \$212,000 less appraisal credits will be paid from the Education Fund.

Administration recommended approval of the Real Estate Purchase Agreement for the property at 619 W. Church St.

Amendment to and Renewal of Intergovernmental Cooperation Agreement with the Champaign Park District (CPD) – Barkstall and Stratton: Tom Lockman

On June 16, 1997, Unit 4 Schools and the Champaign Park District entered into an Intergovernmental Cooperation Agreement to address the construction and utilization of expanded gymnasium space at Barkstall and Stratton Elementary Schools. The Amendment and Renewal to that Agreement updates the terms and brings the agreement in line with current practices.

Administration recommended approval of this Amendment to and Renewal of Intergovernmental Cooperation Agreement between Champaign Unit 4 Schools and the Champaign Park District.

Consulting Services Agreement – Perkins + Will: Tom Lockman

On Tuesday, November 8, 2016, the resolution put forth by the Board of Education to issue up to \$183.4 Million in bonds was approved by District voters. The plan as outlined in the resolution will impact six District schools: Central High School, Centennial High School, Edison Middle School, Dr. Howard Elementary, International Prep Academy and South Side Elementary.

As the District moves forward with these projects, the Board has determined that it is in the best interest of the District to enter into an Agreement for Consulting Services with Perkins + Will for services related to the schematic design phase of the Spalding Park project. The Board shall pay Perkins + Will the fee specified in Appendix A of the Agreement.

Administration recommended that the Board approve the Agreement with Perkins + Will.

**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) The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 8:04 p.m.

**Open Session**

The Board convened into *Open Session* at 9:09 p.m. for a discussion regarding the Superintendent's goals.

9/25/2017 Regular Meeting

**Adjournment**

There being no further business, Member Shannon moved, with a second by Member Vazquez, to adjourn the meeting at 9:54 p.m. The motion carried on voice vote. Ayes 7. Nays 0.

Board Approved: October 10, 2017