

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  
January 10, 2011 within the Boundaries of Said District

Regular Meeting

Board Vice President Sue Grey called the Regular Meeting of the Board to order at 5:32 p.m.

**Board Members Present**

Kristine Chalifoux, Sue Grey, Stig Lanesskog, Scott MacAdam, Greg Novak

**Board Members Absent**

Tom Lockman, Dave Tomlinson

**Staff Members Present**

Superintendent Arthur Culver, Deputy Superintendent Dorland Norris, Assistant Superintendent Beth Shepperd, Assistant Superintendent Judy Wiegand, Chief Financial Officer Gene Logas

**Approval of Agenda**

Member MacAdam moved, with a second by Member Lanesskog, to approve the agenda. The motion carried on voice vote.

Member Lockman joined the meeting at 5:33 p.m.

**Executive Session**

Member Lockman moved, with a second by Member Novak, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Personnel 120/2(c)(1), Negotiations 120/2(c)(2), Property Acquisition/Lease/Purchase 120/2(c)(5), Student Discipline 120/2(c)(9), and Actual/Potential Litigation 120/2(c)(11). The motion carried on roll call. Ayes 6. Nays 0.

The Board convened into *Closed Session* at 5:34 p.m.

**Open Session**

The Board convened into *Open Session* at 6:03 p.m.

**Guests**

Representatives from CFT, local media and other interested persons

**Recognitions**

The Board recognized student and staff achievements.

**Executive Session**

Member Lockman moved, with a second by Member MacAdam, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Negotiations 120/2(c)(2) and Actual/Potential Litigation 120/2(c)(11). The motion carried on roll call. Ayes 6. Nays 0.

The Board convened into *Closed Session* at 6:14 p.m.

### **Open Session**

The Board convened into *Open Session* at 6:37 p.m.

Board member Tomlinson joined the meeting at 6:44 p.m.

### **Public Comment**

Jason Scott expressed appreciation to the Board and administration for supporting the One-to-One Mentoring Program.

### **PTA Council**

Gaby McClellan thanked the Board and administration for the implementation of the messenger system and also extended an invitation to the Founder's Day dinner that will be held on February 3, 2011.

### **Reports**

#### Update – RFP for Windows at Westview, Bottenfield, Kenwood & Robeson

Chief Financial Officer Gene Logas provided a brief update on the RFP process to select an energy service company for the replacement of windows at Westview, Bottenfield, Kenwood and Robeson. An ad was published in the News-Gazette on November 12, 2010 and it was posted on the Unit 4 website and on the CDB website. The only RFP received was from CTS who proposed contracting directly with OWP/P for window elevation specifications. CTS also requested the following additional information from the Board of Education to finalize their proposal:

- Conceptual window elevations
- Operable windows
- Window shading and treatments
- Robeson “knee well”

The preliminary budget, which includes architect fees, is \$2,172,969. Administration asked the Board to consider the proposed Letter of Intent which will allow CTS to begin obligating costs for this project. The final pricing will be submitted to the Board at the January 24, 2011 Board meeting.

#### Update – Design & Construction Plans for Westview, Bottenfield, Kenwood & Robeson

Chief Financial Officer Gene Logas recapped the discussion with the Board on December 13, 2010 regarding the possibility of contracting for all four elementary schools at the same time. Feedback from the Board indicated general acceptance of the plan to design all four buildings prior to bidding. At that time, the Board expressed concerns about bidding all four projects at the same time.

Stu Brodsky, OWP/P, provided a brief update on the timeline for the design of all four buildings which will assist the Board in determining whether each building is bid separately, one each year or whether perhaps bidding might occur for two of the projects at a time. The timeline to complete design development for all four schools follows:

January 24, 2011	OWP/P fee proposal and contract for the design of all four elementary schools presented to the Board of Education for discussion
February 14, 2011	Board approval of fee proposal and contract with OWP/P to design all four buildings
May 9, 2011	Present to Board schematic design with first-cost estimate for all four buildings
May 23, 2011	Board approval of schematic design and first-cost estimate for all four buildings
May 23, 2011	Discuss options for implementation – renovation/additions at the four schools A. Bid each school separately B. Bundle two schools into two bid packages
June – August 2011	Design development continues for ultimate bidding on either one or two buildings based on direction from the Board of Education
Sept 2011 – Jan 2012	Construction documents prepared by OWP/P Cannon Design and reviewed by the Board of Education
February 27, 2012	Review results of bidding with Board of Education
March 12, 2012	Board approval of contract with general contractor for either one building or two buildings
March 2012	Preliminary contractor work begins and development of shop drawings
June 6, 2012	Full scale construction renovation begins at Westview Elementary School
August 23, 2012	Westview students begin attending old Carrie Busey Elementary School for the 2012-13 school year
July 2013	Substantial completion of additions/renovations at Westview Elementary School

### **Action Agenda**

#### Change Orders on B.T. Washington Project (Exhibit “A”)

Member Grey moved, with a second by Member Novak, to approve the change orders on the BT Washington Project as outlined on the “Recap” totaling \$14,978. The motion carried on roll call. Ayes 7. Nays 0.

Chief Financial Officer Gene Logas provided a brief recap of the following information that was shared with the Board on November 19, 2010 regarding pending change orders for Garden Hills and B T Washington.

- \$838 due Broeren Russo to fill in a cistern
- Mike Stilger estimated that the Felmley Dickerson change order would be \$4,000 to provide wood blocking and to provide a motorized door (actual change order is for \$3,109)
- Change order to Prairie Fire Sprinkler in the amount of \$2,555 to provide a different sprinkler head type

- Change order to Reliable Plumbing and Heating in the amount of \$1,356 to revise sanitary pipe sizes
- Change order to Commercial Mechanical in the amount of \$3,177 to abandon and relocate a well
- Change order to T. Davis Electric for a deduct of \$153 was estimated at a deduct of \$200

The change order to T. Davis Electric for a deduct of \$11,250 was not included on the November 19<sup>th</sup> update. This change order came up after the meeting with PKD on November 4th and was resolved quickly.

There are still a number of items that were included in the Board of Education update on November 19th. As they are resolved, they will be brought to the Board for approval.

The recap of change orders for the January 10 Board meeting totaled \$14,978.

With a remaining construction contingency of \$679,098 (plus an “Uncommitted Contingency” of \$409,918), Unit 4 is in excellent position to finish this project under budget.

#### Change Order for Garden Hills for HVAC System

Member Novak moved, with a second by Member Grey, to approve the payment of the change order to the contractors listed below totaling \$219,045. The motion carried on roll call. Ayes 7. Nays 0.

CFO Gene Logas provided a brief overview regarding the cost of the change order. In order to correct issues with the existing HVAC system at Garden Hills, additional duct work, diffusers and related condensation piping must be installed in classrooms and other areas. PKD worked with the existing contractors on this project and obtained the following pricing:

McDaniel Fire Systems	\$ 2,684
Reliable Plumbing & Heating	\$179,396
Associated Constructors	\$ 16,669
PKD – Construction Manager Fee	<u>\$20,296</u>
	<u>\$219,045</u>

The total change order is for \$219,045. Due to a number of projects coming in lower than budgeted in 2010-11, there is capacity in Fund 61 to pay for this change order. An update on project costs in Fund 61 was provided.

#### Change Order at Garden Hills for Installing New Lights in Existing Building

Member Grey moved, with a second by Member MacAdam, to approve the change order to Coleman Electrical Services in the amount of \$95,194. The motion carried on roll call. Ayes 7. Nays 0.

CFO Gene Logas reviewed briefly the change order at Garden Hills for the installation of new lights. As design was being completed for Garden Hills, the issues with the geothermal system became more and more prominent. For a protracted period of time, several solutions to the ceilings and lights were examined. During this period of time, the project (less the decision on the lights) went to bid. At that time, an allowance of \$100,000 was created. Upon the Board’s decision to lower the ceilings and use recessed lights, PKD began working with Coleman Electrical Service to determine a price for the new lights. The cost of the change order is

\$95,194 which was included in an allowance of \$100,000 and was part of the project budget of \$13.7 million.

Amendment to District's Health Reimbursement Account (HRA)

Member Novak moved, with a second by Member Chalifoux, to approve the amendments retroactive to January 1, 2011. The motion carried on roll call. Ayes 7. Nays 0.

CFO Gene Logas presented the amendment to the District's HRA. During the last negotiations with the Champaign Federation of Teachers, the Board approved a Health Reimbursement Account for teachers and administrators. The plan allows employees to be reimbursed up to \$250 per year for eligible health care expenses such as co-pays. The District's plan is managed by Benefit Planning Consultants (BPC). As a result of certain provisions of the Affordable Care Act of 2010, BPC has provided the following amendment to comply with all provisions of that Act. There are three parts to the amendment:

1. Dependents of employees may submit reimbursements through age 26 (please remember the total employee/family reimbursement is still capped at \$250 per year).
2. The plan continues to allow for reimbursement of over the counter drugs, but only when the employee has a prescription for it (for example aspirin).
3. The Act requires a new appeals procedure for all Health Reimbursement Accounts.

BPC has indicated that there will be a fee imposed of \$100 for this amendment. After a discussion with Patty Merna, BPC's Director of Benefit Compliance, the company agreed to waive the fee.

**Consent Agenda**

Member Lockman moved, with a second by Member MacAdam, to approve the Consent Agenda. The motion carried on roll call. Ayes 7. Nays 0.

The Board of Education approved the following Consent Agenda items:

2011 Summer School Calendar/Programs

The Board of Education approved the 2011 Summer School Program as presented. The following summer school programs were recommended to the Board in order to provide extended year learning opportunities for students at each level. Title I Summer School will provide acceleration assistance to K-5 students. The middle school program, for grades 6-8, will offer courses for students who have failed a core course, or are in need of remedial help. Enrichment courses for middle school students will be provided for incoming 6<sup>th</sup> grade students that are registered for honors math but were not part of the self-contained gifted program in elementary and an Algebra support program for students entering the eighth grade that were not in honors math in 7<sup>th</sup> grade. Enrichment programs for high school students will include an Advanced Placement Academy for students enrolled in AP English or AP U.S. History, and an honors academy for incoming ninth grade students registered for English 105 and may be in need of transition support. Enhanced Algebra 335 will also be offered for incoming sophomore students that are enrolled in Algebra II 534 or Accelerated Algebra II 535. High school courses will include driver education and academic credit courses along with APEX (on-line) credit recovery. Special Education will be offered for children who qualify K-12.

Minutes – December 6 & 13, 2010 Board Meetings

The Board of Education approved the minutes as presented.

Bills & Treasurer's Report (Exhibit "B")

The Board of Education approved the Bills and Treasurer's Report as presented.

Human Resource Changes (Exhibit "C")

The Board of Education approved the Human Resource Changes as presented.

Student Discipline

Member Lockman moved, with a second by Member Grey, to expel student #651235 from Edison Middle School for the remainder of the 2010/2011 school year and should be reassigned to an alternative site at the administration's discretion for violating Conduct Code #18 (Physical Confrontation with Staff) and Code #19 (Physical Confrontation with Student) of the Champaign Unit #4 Student Code of Conduct. The motion carried on roll call. The student may return to his/her regularly assigned school following the expulsion period. Ayes 6. Nays 0. Abstained 1. Member Tomlinson abstained.

**Executive Session**

Member Grey moved, with a second by Member Lanesskog, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Personnel 120/2(c)(1). The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 7:22 p.m.

**Open Session**

The Board convened into *Open Session* at 8:03 p.m.

**Adjournment**

There being no further business, Member Lockman moved, with a second by Member Grey, to adjourn the meeting at 8:03 p.m. The motion carried on voice vote.

*Board Approved: February 14, 2011*