

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
August 8, 2011 within the Boundaries of Said District

Regular Meeting

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

Board Members Present

Jamar Brown, Kristine Chalifoux, Sue Grey, Stig Lanesskog, Thomas Lockman, Greg Novak, David Tomlinson

Staff Members Present

Interim Superintendent Robert Malito, Deputy Superintendent Dorland Norris, Assistant Superintendent Beth Shepperd, Assistant Superintendent Judy Wiegand, Chief Financial Officer Gene Logas

Approval of Agenda

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

Executive Session

Member Tomlinson 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) and Actual/Potential Litigation 120/2(c)(11) as it relates to Johnson, et al. v. Board of Education. 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 6:01 p.m.

Guests

Representatives from CFT, local media and other interested persons

Public Comment

Joshua Mikeworth shared concerns regarding library access for Unit 4 students at the Tolono Public Library.

Reports

2010/2011 End-of-Year Suspension Report

Director Orlando Thomas presented the 2010/2011 end-of-year report on suspensions. At the conclusion of each school year the Pupil Services Department prepares an end-of-year suspension summary report. The report disaggregates suspensions by grade level, school, ethnicity, gender, time of day, special ed. status, and incident to check for trends within subgroups.

Action Agenda**Resolution to Provide for a Public Hearing on Tentative 2012 Budget** (Exhibit “A”)

Member Tomlinson moved, with a second by Member Chalifoux, to adopt the “Resolution to Provide for a Public Hearing on the Tentative 2012 Budget” and its publication in the News-Gazette. The motion carried on roll call. Ayes 7. Nays 0. Board President Grey read the Resolution into the minutes.

CFO Gene Logas presented the resolution to the Board of Education. The Illinois School Code requires that at least one public hearing be conducted prior to the adoption of the annual budget. In addition, the school district must advertise for at least 30 days prior to the public hearing that the tentative budget is available for public inspection. The advertisement will appear in the August 11, 2011 edition of the News-Gazette. As such, the resolution sets the time for the public hearing on the 2012 Budget to be 6 p.m. on September 26, 2011. Preliminary 2012 budget information was shared with the Board of Education on December 13, 2010, January 24, 2011, February 14, 2011, February 28, 2011, March 14, 2011, and June 13, 2011.

Certified Teacher Evaluation Instrument

Member Novak moved, with a second by Member Lockman, to approve the revised Certified Staff Evaluation Plan. The motion carried on roll call. Ayes 7. Nays 0.

Assistant Superintendent Beth Shepperd presented the recommended certified teacher evaluation instrument for Board consideration. The Certified Staff Evaluation Plan, which was agreed upon by the District and CFT in 2009, was piloted in the 2009-10 school year and fully implemented in all schools in 2010-11. During this past school year, administration and CFT monitored the process with the intent of making recommendations for improvement. Changes are aligned with state requirements and best practice. Following Board approval of the changes, the revised instrument will be sent to ISBE. Reprints will be done immediately in order to have copies for balanced calendar schools. Administration and CFT will continue to monitor the evaluation process for compliance with state requirements and effectiveness in improving teacher performance by providing constructive feedback in an atmosphere of mutual trust and respect. Formal evaluation of the process will occur annually.

Consent Agenda

Member Tomlinson moved, with a second by Member Chalifoux, 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:

Bids (Garden Hills Playground Equipment; Netbook Computer Units & Additional Computer-Related Equipment; Warehouse – Training Aids & Blood Borne Pathogens Supplies (Exhibit “B”)

The Board of Education awarded the Garden Hills playground equipment bid to Jim Waterson Construction for \$78,500.00, the Netbook Computer Units bid to CDI Computer Dealers for \$206,178.00, and the training aids and blood borne pathogens supplies for \$3,127.90 per the list that was provided.

Board Policy states that bids will be solicited when items are expected to exceed a total of \$10,000.

Garden Hills Playground Equipment: Requests were mailed to 18 manufacturing vendors, posted on the District's website and advertised in the News-Gazette for a bid to provide playground equipment for Garden Hills. Bids were received from three vendors and opened on August 1, 2011. The lowest bid was from Jim Waterson Construction for \$78,500. The equipment totaling \$78,500.00 was included in the Project Budget for Garden Hills and will be paid from the Capital Projects Fund.

Netbook Computer Units & Additional Computer-Related Equipment: Requests were mailed to three vendors, posted on the District's website and advertised in the News-Gazette for an RFP for Netbook Computer Units and Additional Computer-Related Equipment. Bids were received from four vendors and opened on July 20, 2011. The lowest bid was from CDI Computer Dealers Inc. for \$206,178.00. The Netbook Computer Units bid totaling \$206,178.00 will be charged to ISBE's Children's Low Cost Laptop Grant.

Training Aids and Blood Borne Pathogens Supplies: Requests were mailed to 22 vendors, posted on the District's website and advertised in the News-Gazette for the Training Aids and Blood Borne Pathogens Supplies bid. Bids were received from seven vendors and opened on June 23, 2011. Administration recommended the item-by-item award to the lowest qualified bidders per attached totaling \$3,127.90. The bid totaling \$3,127.90 will be charged against the district's warehouse inventory asset account and charged to each schools expenditure account when items are ordered from the Servicer.

Bids (Revision – Warehouse Arts & Crafts Supplies (Exhibit “C”))

The Board of Education approved the revised arts and crafts supplies bid for \$5,564.46.

Board Policy states that bids will be solicited when items are expected to exceed a total of \$10,000. On July 18, 2011, the Board approved the bid for arts and crafts supplies for \$5,559.18. Administration was made aware that of noncompliance with one specification which affected two bidders. The revised bid is for \$5,564.46 which will be charged to the district's inventory asset account and as the schools order the supplies be charged to the appropriate expenditure account.

Resolution – Sale of Surplus Computers (Exhibit “D”)

The Board of Education adopted the Resolution to sell the surplus computers by private sale to the highest bidder.

The Information Technology Department (IT) currently has between 700 and 800 surplus computers to be disposed of. All computers have been stripped of data. Rather than recycling, IT has solicited bids from resellers for the sale of the computers. Currently the highest bid is about \$25.00 per computer. A Board Resolution is required in order to sell this surplus property by private sale. The proceeds from the sale of the computers should range between \$17,500 and \$20,000 and these proceeds will be credited to the Education Fund.

Signature Authorizations (Exhibit “E”)

The Board of Education approved the listing on the respective banking accounts for fiscal year 2011-2012.

By direction of the Board, two signatures are required on all checks written against checking accounts for the District. A revised list of staff to be authorized as co-signatures on respective accounts for fiscal year 2011-2012, which included Barb Daly as the Interim Principal at Westview, was provided.

Grant – FY12 State Consolidated Grant Application to Serve Limited English Proficient (LEP) Students

The Board of Education approved the FY12 Consolidated Grant Application to Serve Limited English Proficient (LEP) Students: State Transitional Bilingual Education/Transitional Program of Education (TBE/TPI) in the amount of \$180,965 and Title III Language Instruction Programs for Limited English Proficient Students (LIPLEPS) in the amount of \$66,300 for a combined total of \$247,265.

The District applied for State Transitional Bilingual Education/Transitional Program of Education (TBE/TPI) and Title III Language Instruction Programs for Limited English Proficient Students (LIPLEPS) grants to serve English language learners (ELLs), grades PK-12, during the 2011-12 school year. This application was written with input from the Bilingual Parent Advisory Council (PAC). The grants’ purpose is to provide the District with supplemental funding so it can continue meeting the needs of its English language learners.

The following instructional and support positions will be funded with grant monies:

- Five (5) English/Spanish bilingual teachers at Garden Hills Elementary (5.0 FTEs: partial funding)
- One (1) Bilingual teacher assistant at Garden Hills Elementary (1.0 FTE: full funding).
- One (1) part-time English Language Learner Data Management Support Secretary (0.25 FTE: full funding)

As required by the Illinois State Board of Education, professional development in various areas of ESL/Bilingual Education will be provided. Grant funds will be used to pay for professional development and for substitute teachers.

Grant monies will be used to fund instructional and support positions and for the improvement of instruction (supplemental instructional materials and professional development), and parent/community outreach. No funds may be expended until the District receives application approval from the Illinois State Board of Education’s Division of English Language Learning. The District’s ESL/Bilingual Education programs will be funded with LIPLEPS grant funds and District funds. All activities in the grant are monitored and evaluated by the Illinois State Board of Education’s Division of English Language Learning.

Minutes – May 23, 2011 & July 18, 2011 Board Meetings

The Board of Education approved the minutes as presented.

Bills & Treasurer’s Report (Exhibit “F”)

The Board of Education approved the bills and treasurer’s report as presented.

Human Resource Changes (Exhibit "G")

The Board of Education approved the HR Changes as presented.

Executive Session

Member Novak moved, with a second by Member Tomlinson, to adjourn into *Closed Session* in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider Personnel 120/2(c)(1) and Actual/Potential Litigation 120/2(c)(11) as it relates to Johnson, et.al, vs. Board of Education. The motion carried on roll call. Ayes 7. Nays 0.

The Board convened into *Closed Session* at 6:52 p.m.

Open Session

The Board convened into *Open Session* at 10:15 p.m.

Human Resource Changes

Administrative Appointments/Staffing Allocations (Exhibit "H")

Member Tomlinson moved, with a second by Member Chalifoux, to approve the administrative appointments/staffing allocations as presented. The motion carried on roll call. Ayes 7. Nays 0.

- Barbara Daly, Interim Principal, Westview Elementary, effective August 8, 2011
- Christopher Gilbert, Assistant Principal, South Side Elementary, effective August 8, 2011
- James Eastin, Assistant Principal, Garden Hills Elementary, effective August 8, 2011
- Rachel Maehr, Assistant Principal, Barkstall Elementary, effective August 8, 2011
- Playground-Lunchroom Supervisor position, Robeson Elementary

Employee Suspensions (Certified Staff Members) (Exhibit "I")

Member Lanesskog moved, with a second by Member Tomlinson, to approve a 30-day unpaid suspension, effective immediately for employee #160312. The motion carried on roll call. Ayes 7. Nays 0.

Member Lockman moved, with a second by Member Chalifoux, to approve a one-day unpaid suspension for employee #161861. The motion carried on roll call. Ayes 6. Nays 0. Abstained 1. Member Grey abstained.

Executive Session

The Board re-convened into *Closed Session* at 10:18 p.m.

Open Session

The Board convened into *Open Session* at 11:15 p.m.

Adjournment

There being no further business, Member Lockman moved, with a second by Member Novak, to adjourn the meeting at 11:15 p.m. The motion carried on voice vote.

Board Approved: September 12, 2011