

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
December 12, 2011 within the Boundaries of Said District

Regular Meeting

Board President Sue Grey called the Regular Meeting of the Board to order at 7:00 p.m.

Board Members Present

Jamar Brown, Kristine Chalifoux, Sue Grey, Stig Lanesskog, Thomas Lockman (joined the meeting at 7:15 and left at 8:10), Greg Novak, David Tomlinson

Staff Members Present

Interim Superintendent Robert Malito, Assistant Superintendent Judy Wiegand, Chief Operating Officer Gene Logas, Interim Executive Director for Human Resources Arlene Blank, Interim Executive Director of Human Resources Margie Jobe, Interim Executive Director of Curriculum and Design, Education Services & Equity Mary Muller, Interim Executive Director of Curriculum and Design, Education Services & Equity Carol Stack.

Approval of Agenda

The Board agenda was approved on voice vote.

Executive Session

Member Lanesskog 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), Property Acquisition/Lease/Purchase 120/2(c)(5), and Student Discipline 120/2(c)(9). The motion carried on roll call. Ayes 6. Nays 0.

The Board convened into *Closed Session* at 7:04 p.m.

Member Lockman joined the meeting at 7:15.

Open Session

The Board convened into *Open Session* at 7:34 p.m.

Guests

Representatives from CFT, local media and other interested persons

Public Comment:

Camilla Sanders would like to propose that Unit #4 accept additional credential sources for those hired by school divisions on behalf of students with I.E.P.'s.

Shannon Long supports the lego coach differential at Stratton and does not want to see it eliminated.

Reports

Proposed TIF #2 in the Village of Savoy

A second Tax Increment Financing District (TIF) has been proposed for the Village of Savoy. The second TIF would be at the corner of Dunlap and Curtis Road and consist of five existing lots. Those lots are currently part of TIF #1 which is set to expire in 11 years. Rather than proposing that the entire TIF #1 be extended by up to 13 years, the Village believes it is in everyone's best interest to pull these selected properties out of TIF #1 and create a 23 year TIF district for TIF #2. The Village has indicated that without the institution of this second TIF district these properties will never be fully developed and that blighting will continue to occur at this location. The Village believes that the successful acquisition of several commercial developments to this area will generate a significant amount of sales taxes of which Unit 4 will get a portion. (This may or may not offset the incremental property tax dollars that would have accrued to the district had the property developed without the aid of the TIF).

Village Administrator, Dick Helton led a discussion concerning why the second TIF is necessary to develop these properties. The Village has scheduled a public hearing on this issue on January 4, 2012.

Summer School Calendar/Programs

The Board of Education approved the 2012 Summer Calendar/Programs as presented.

First Reading - Board of Education Proposed Policies/Procedures

Dr. Judy Wiegand shared the following proposed policies/procedures which represent the continued effort to update the District's Policy and Procedures Manual. The proposed policies/procedures will be presented for approval at the January 9, 2012 Board Meeting.

Proposed Policy/Procedure 674R Service Animal Requests

Indicates District's proposed Service Animal Policy/Procedures.

Proposed Policy/Procedure 722 Student Athlete Concussions and Head Injuries

Indicates District's proposed Student Athlete Concussions and Head Injuries Policy/Procedures.

District Immunization Survey Summary

The purpose of this survey is to determine the level of compliance with immunization and physical examination requirements of all children who are enrolled in the school as prescribed in Section 27-87.1 (105 ILCS 5/27-8.1) of the School Code. The information will be used by the Illinois State Board of Education, in cooperation with the Illinois Department of Public Health, to take action necessary to raise immunization levels and prevent outbreaks of disease in the State of Illinois

Reporting of data results are in compliance with the exclusion date of October 15, 2011.

- Number of students protected and in compliance with immunization requirements 9243
- Percentage of students in compliance 98.2%
- Number of students with medical reason or religious objection on file 45
(*Students with medical reason or religious objection are considered unprotected, but compliant.*)
 - PreK – 0
 - Elementary school – 30
 - Middle school – 8
 - High school – 38
- Number of students who have a medical appointment scheduled 77
(*Students with scheduled medical appointments are considered unprotected, but compliant.*)

PreK – 0
Elementary school – 52
Middle school – 46
High school – 47

The IWAS immunization report has been submitted to ISBE. The due date to ISBE is November 15.

Updated Data Results as of December 12, 2011

- Number of students out of compliance 29
- Number of students who have a medical appointment scheduled 45

Action Agenda – New Business

Resolution Authorizing Sale of Used Equipment

The District’s Servicer has used equipment that is no longer used. A Board Resolution is required in order to sell this surplus property by bid. The proceeds from the sale of the used equipment will be credited back to the Operations and Maintenance Fund. Member Tomlinson moved, with a second by Member Lanesskog to adopt the “Resolution Authorizing Sale of Used Equipment.” The motion carried on roll call. Ayes 6. Nays 0.

Action Agenda – Unfinished Business

Cannon Design Presentation of Schematic Design for Bottenfield, Kenwood, Robeson, and Westview

Member Novak moved, with a second by Member Lanesskog to accept Cannon’s Schematic Design for Bottenfield, Kenwood, Robeson and Westview. The motion carried on roll call. Ayes 6. Nays 0.

Resolution – Abating Property Taxes for year 2011 (Pay Debt Service on Outstanding Bonds Series 1997 and Series 2006)

Member Tomlinson moved, with a second by Member Novak, to adopt the “Resolution – Abating Property Taxes for year 2011 (Pay Debt Service on Outstanding Bonds Series 1997 and Series 2006). The motion carried on roll call. Ayes 6. Nays 0.

Resolution – Abating Property Taxes for year 2011 (Pay Debt Service on Outstanding Bonds Series 2010A and Series 2010B)

Member Tomlinson moved, with a second by Member Chalifoux to adopt the “Resolution – Abating Property Taxes for year 2011 (Pay Debt Service on Outstanding Bonds Series 2010A and Series 2010B). The motion carried on roll call. Ayes 6. Nays 0.

Resolution – Abating Property Taxes for Year 2011 (Pay Debt Service on Outstanding Bonds Series 2010C and Series 2010D)

Member Novak moved, with a second by Member Chalifoux, to adopt the “Resolution – Abating Property Taxes for year 2011 (Pay Debt Service on Outstanding Bonds Series 2010C and Series 2010D). The motion carried on roll call. Ayes 6. Nays 0.

Resolution for Proposed 2011 Tax Levy

Member Chalifoux moved, with a second by member Tomlinson, to adopt the “Resolution for Proposed 2011 Tax Levy. The motion carried on roll call. Ayes 6. Nays 0.

Consent Agenda – Unfinished Business

Member Tomlinson moved, with a second by Member Lanesskog, to approve the Consent Agenda. The motion carried on roll call. Ayes 6. Nays 0.

The Board of Education approved the following Consent Agenda items:

District Improvement Plan

In accordance with Federal and State legislation, the School District is required to review and approve the School District Improvement Plan (DIP). This year, the District is required to detail Annual Measurable Achievement Objectives (AMAOs) for our English Language Learners who have not met the AMAOs for two years. Our current DIP addresses these needs and was provided for review.

2012-13 High School Curriculum Handbook

Revisions to the 2012-13 High School Curriculum Handbook were approved as presented.

Consent Agenda – New Business

Member Tomlinson moved, with a second by Member Novak, to approve the Consent Agenda. The motion carried on roll call. Ayes 6. Nays 0.

Approval of Architectural Contract for Centennial High School Fire Alarm Upgrade

Administration needs to remove the existing fire alarm at Centennial High School and replace it with a new fire alarm system that is ADA compliant. Bailey Edwards design fee is not to exceed \$58,474. Construction will begin in June 2012, this will allow proper time to bid the project and have it completed this summer (2012-13).

The contract with Bailey Edward Architects is not to exceed \$58,474 and the estimated renovation costs are \$321,526. The project total of \$380,000 will be paid from Fund 61.

Approval of Architectural Contract for Centennial High School Water Heater Installation

Administration previously discussed with the Board of Education the need to install independent water heaters for domestic use and kitchen with a separate unit for heating the pool at Centennial High School. As such, we have obtained an estimate and a possible (if Board approved) contract with Bailey Edwards for the repair design. Bailey Edwards design fee is not to exceed \$35,990. If the Board of Education approves the contract, construction will begin in June 2012, this will allow proper time to bid the project and have it completed this summer (2012-13).

The contract with Bailey Edward Architects is not to exceed \$35,990 and the estimated renovation costs are \$144,010. The project total of \$180,000 will be paid from Fund 61.

Approval of Carrie Busey Structured Cabling and Paging Intercom and Clock Contracts

In 2010-11, the District bid out structured cabling and paging intercom and clock equipment to establish a standard product for all District schools. Champaign Telephone Company won the initial bid at B T Washington. After that the district received a proposal from Champaign Telephone to supply the same technology at Garden Hills. A representative from Sentinel Technologies reviewed the proposal to ensure that the District received a fair price. Moving forward with Carrie Busey, administration wishes to continue with the same equipment. As such, administration is recommending the use of Champaign Telephone once again. The fee has been reviewed by a representative from Sentinel to once again guarantee value received. Finally,

note the passage below that quotes Illinois statues which exempts telecommunication equipment. Thus, the District was being proactive by bidding this technology to begin with.

105 ILCS 5/10-20.21 para. vii Contracts allows exception to contract law in several categories including “(vii) purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and interconnect equipment, software, and services.” In consultation with District Attorney Brian Braun, Mr. Braun believed that **105 ILCS 5/10-20.21 para. vii** granted the District the ability to accept a contract offer from Champaign Telephone Company.

The Technology and Communication budget for Carrie Busey is \$163,000 in the Capital Projects Fund. These two contracts total \$165,940.78.

Change Order – Garden Hills

Joe Davis had authority to approve change orders up to \$25,000. After that he checked with the Board President and another designated Board Member before signing the paperwork which leads to a change order. That process was adhered to. At this time it is necessary for the entire Board of Education to approve the following change order due to unforeseen design changes. Please note that the project contingency on this project is now approximately \$173,683.

Stone City Ironworks \$3,944 Railing for ramp
 \$6,082 Add hand rail in Corridor #1143
\$10,026 Total Change Order #3

Change Order – Carrie Busey

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 has been adhered to. At this time it is necessary for the entire Board of Education to approve the following change orders processed through October 2011. The total project contingency on this project is \$737,515, which leaves the current total at **\$717,012.90.**

CHANGE ORDER NO. 01		
CONSTRUCTION PROPOSAL REQUEST	DESCRIPTION	AMOUNT
CPR 03	Modify electrical requirements for solar and wind power systems per Cannon. Ameren requires a separate electrical disconnect mounted on the outside of the building. This was discovered post-bid.	\$6,972.21
CPR 04	Revisions to sink types per Cannon. This was a drawing coordination of under mount vs. surface mount sink types, resulting in a credit.	-\$917.95
CPR 06	Stepped footings at east wall of art and music at two locations to accommodate storm drainage lines per Cannon in response to Contractor Request for Information (RFI).	\$4,263.92
CPR 07	Change two wall cleanouts to floor cleanouts in response to Contractor RFI. Wall cleanouts were too large to fit in the stud wall sizes as shown.	\$0.00

CPR 08	Per code the domestic water service needs to be 10'-0" away from the sanitary sewer when at the same elevation. Also, code allows the water service and building drain to be installed in the same trench provided that the water service is a minimum of 18" above the building drain. Changes to domestic and fire supply line locations were made due to field conditions to maintain code distance requirements. (The sprinkler supply and domestic water supply to enter the building 10'-0" to the north of the sanitary waste line and return back to the original location at a higher elevation once inside the building.)	\$3,794.01
CPR 17	Door hardware revisions for two doors per Cannon.	\$3,763.49
CPR 18	Underground plumbing revisions per Cannon to meet changes asked for by the local State Plumbing Inspector. Note that these changes are above and beyond code requirements and were unknown at the time of bidding.	\$3,960.42
CPR 24	Credit for Owner provided sinks at three locations. The sinks being used are left over from BTW due to changes that were made in the field at that school.	-\$1,334.00
TOTAL CHANGE ORDER NO. 01:		\$20,502.10

Signature Authorization

By direction of the Board, two signatures are required on all checks written against checking accounts for the District. As Interim Superintendent Robert Malito is leaving the district in January and being replaced by Interim Superintendent Judy Wiegand bank signatures need to be updated.

Bid – Columbia Facility Rooftop Cooling Unit

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

Requests were mailed to seven vendors, posted on the District's website and advertised in the News-Gazette for the Columbia Facility Rooftop Cooling Unit bid. Bids were received from three vendors and opened on November 30, 2011. Administration recommends the bid be awarded to Reliable Plumbing and Heating Company for \$19,700.00.

The cost of \$19,700.00 for the Columbia Facility Rooftop Cooling Unit will be paid from the Capital Projects Fund (Fund 61).

RFP Video Production

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

Requests were mailed to four vendors, posted on the District's website and advertised in the News-Gazette for the RFP for Video Production. RFP's were received from three vendors and opened on November 30, 2011. Administration recommends that the RFP for Video Production be awarded to MogerMedia, Inc./Innerview Video for \$24,997.00. The lower bid from Jason Wilder Evans for \$13,950 was rejected as it did not meet all of the bid specifications.

The cost of \$24,997.00 for the Video Production will be paid from the Technical Assistance for Student Assignment (TASAP) Grant.

Staffing Request – Mentor/Volunteer Coordinator and Central High School and Secretary III Magnet Grant Program

District administration is recommending the pilot of a Mentor/Volunteer Coordinator to be assigned to Central High School beginning second semester, January 4, 2012. This position will be piloted at 4.0 hours/day through the remainder of the 2011-2012 school year. The Mentor/Volunteer Coordinator will support efforts to coordinate mentors/volunteers and follow-ups with students in the program. Specifically, students have been missing appointments with tutors and volunteers. District administration will monitor the effectiveness of this pilot to determine if the position will continue in the 2012-2013 school year, and whether the position will be extended to Centennial High School. Funding for the position will be supported through Federal Jobs Act funds recently received.

District administration is recommending the allocation of a Secretary III for the Magnet Grant Program. It is recommended that the position be an 8.0 hours/day, year-round position. The duties and responsibilities of the position will be to provide clerical support to the Magnet Program Director, as well as clerical support related to the implementation and functions of the magnet grant and associated magnet schools. Funding for this position will be supported through “indirect cost” allocated through Magnet Grant funds.

The approximate cost of the Mentor/Volunteer Coordinator position pilot through the end of the school term is approximately \$6,500, plus appropriate fringe benefits. The approximate cost of the Secretary III/Magnet Grant Program position is approximately \$26,500 annually (prorated from date of hire), plus appropriate benefits.

Second Semester Administrative Stipends

The Board approved second semester administrative stipends as presented.

Minutes – November 3, 2011, November 7, 2011, November 14, 2011, November 21, 2011, and November 28, 2011 Board Meetings

The Board of Education approved the minutes as presented.

Bills & Treasurer’s Report

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

Human Resource Changes

The Board of Education approved the HR Changes as presented.

Student Discipline

Member Lanesskog moved, with a second by Member Chalifoux, to expel student #590074 from Central High School for the remainder of the 2011/2012 school year and all of the 2012/2013 school year and to reassign to READY for violating Conduct Code #18 (Physical Confrontation with Staff) and #36 (Mob Action) of the Champaign Unit 4 Student Code of Conduct. The student may return to his/her regularly assigned school following the expulsion period. The motion carried on roll call. Ayes 6. Nays 0.

Member Tomlinson moved, with a second by Member Chalifoux, to expel student #570181 from Central High School for the remainder of the 2011/2012 school year and all of the 2012/2013

school year and to reassign to READY for violating Conduct Code #18 (Physical Confrontation with Staff) and #36 (Mob Action) of the Champaign Unit 4 Student Code of Conduct. The student may return to his/her regularly assigned school following the expulsion period. The motion carried on roll call. Ayes 6. Nays 0.

Member Tomlinson moved, with a second by Member Novak, to expel student #590199 from Centennial High School for the remainder of the 2011/2012 school year and all of the 2012/2013 school year and to reassign to READY for violating Conduct Code #24 (Threats to/Intimidation of Staff) and #28 (Verbal Abuse to Staff) of the Champaign Unit 4 Student Code of Conduct. The student may return to his/her regularly assigned school following the expulsion period. The motion carried on roll call. Ayes 4. Nays 1. Abstained 1. Member Brown voted Nay. Member Grey Abstained.

Adjournment

There being no further business, Member Tomlinson moved, with a second by Member Novak, to adjourn the meeting at 8:35 p.m. The motion carried on voice vote.

Board Approved: January 9, 2012