

**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, 2012 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, Tom Lockman, Ileana Saveley (arrived at 5:32), David Tomlinson

Board Members Absent

Stig Lanesskog

Staff Members Present

Superintendent Judy Wiegand, Assistant Superintendent Laura Taylor, Assistant Superintendent Susan Zola, Assistant Superintendent Angela Smith, Executive Director of Human Resources Ken Kleber, Interim Business Manager Joe Davis

Approval of Agenda

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

Executive Session

Member Tomlinson moved, with a second by Member Lockman, 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/(c)(2), Property Acquisitions/Lease Purchase 120/(c)(5), Student Discipline 120/(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 5:33 p.m.

Open Session

The Board convened into *Open Session* at 6:10 p.m.

Guests

Representatives from CFT, local media and other interested persons

Action Agenda: New Business

Proposal to Dedicate Academic Academy as Novak Academy: Dr. Judy Wiegand

Member Tomlinson moved, with a second by Member Lockman, to approve the Proposal to Dedicate Academic Academy as Novak Academy. The motion carried on roll call. Ayes 6. Nays 0.

Greg Novak worked as a librarian at Edison and Jefferson middle schools for 31 years. He also served as the librarian for the Champaign Office of Education. During his tenure in Champaign Unit #4, Greg was an active member of the Champaign Teachers Federation, serving as a building steward, member of the collective bargaining unit, vice president and president. Upon his retirement, Greg was elected to the Champaign Board of Education. He was currently serving his second term. Greg worked tirelessly to improve the education of all children in Unit 4 schools. He was especially proud of the improvements made to the elementary schools and the

construction of a new elementary school in Savoy. He was quick to offer his ".02" (his two cents) on issues facing the board.

During the development of the Academic Academy, Greg was actively involved researching programs and bringing forth ideas that eventually became the cornerstone for this program. He continued to be involved with the Academy, spending hours visiting and talking with faculty, staff and students. This oversight also was observed when reports were made to the Board of Education and Greg provided specific feedback and ensured the District stayed true to the established mission.

After the untimely passing of Greg Novak, a committee was formed to discuss possible ways to honor his memory. The committee consisted of the following individuals: Arlene Blank, Deb Foertsch, Mary Logsdon, Gene Logas, Tom Lockman, and Judy Wiegand. After consulting with the Novak Family, it is the recommendation of the committee to rename the Academic Academy the Novak Academy in honor of Mr. Greg Novak.

Financial implications are approximately \$500.00 for a new sign for the Academy.

Administration recommended that the Academic Academy be renamed the Novak Academy in honor of Greg Novak. A formal dedication ceremony will be scheduled at a time approved by the Novak Family and the Board of Education.

Mid-West Athletic Complex Presentation: Dr. Judy Wiegand

The Midwest Athletic Complex is a Champaign-based regional multi-sports complex. The complex could provide daily functionality for school districts, park districts, and community needs along with tournament and convention scale facilities. The Midwest Athletic Complex could provide economic development and serve as a job growth engine for Champaign County.

Rick Pontifus and Laura Huth presented information on the Midwest Athletic Complex and discussed possible future use of the complex by the Champaign School District.

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

2012-13 High School Graduation Dates: Dr. Laura Taylor

In consultation and collaboration with the high school principals and wanting to provide students and parents with information in a timely manner, the following dates, times, and locations have been set for their respective high school graduations:

Central High School	Tuesday, May 28, 2013	6:00 p.m. Krannert Center
Centennial High School	Tuesday, May 28, 2013	8:00 p.m. Assembly Hall

These are not the corresponding dates from the previous year. In past years, Central and Centennial held graduation approximately one week earlier. This caused seniors to get out several days before the rest of the student body, with some seniors having to return to take their Advanced Placement (AP) tests. The last AP test this year is scheduled for Friday, May 18, 2013.

The decision to move the graduation date to later in May is so that we can have our seniors attend school longer to meet their educational needs and to have them in attendance as many days as possible. When seniors are released before the official last day of school we must mark them absent for each day missed, subsequently lowering our overall attendance rate. The last

day for seniors will be Wednesday, May 22, 2013 and the last day for all other students is scheduled for Thursday, May 30, 2013.

It is not anticipated that the dates will need to be changed, should there be additional school days needed at the end of the year due to weather emergency days.

The District has paid for the rental of both facilities for this event.

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

First Reading – Proposed Policy 705.06 (ATTENDANCE – Assignment to Schools): Dr. Laura Taylor

A Unit 4 parent requested the District permit her student to enroll in both the Champaign Early Childhood Center (CECC) and Head Start for this school year. According to the Illinois State Board of Education Early Childhood Division and Head Start, while there are no regulatory provisions precluding such an arrangement, both programs should consider whether such an arrangement is appropriate if it means that some eligible children in their service area will receive no Head Start or pre-K experience.

This policy is being proposed in order to ensure all eligible students have access to CECC programming so Unit 4 can serve as many children as possible.

Administration recommended the Board of Education consider the proposed policy changes with action on October 15, 2012.

Administrator and Teacher and Salary Benefits: Ken Kleber

Effective Jan. 1, 2012, Sections 10-20.47 and 34-18.38 of the School Code [105 ILCS 5/10-20.47 and 5/34-18.38] were amended to require school districts to 1) report administrator and teacher salary and benefits to the Illinois State Board of Education (ISBE) by Oct. 1, and 2) present the information at a school board meeting before posting on the website of the district. The law states:

“Each school board shall report to the State Board of Education, on or before October 1 of each year, the base salary and benefits of the district superintendent [or 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 school 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, school districts are required to submit to ISBE the following data for each individual employed as an administrator and/or teacher during school year 2012:

- Name: Legal last name, first name, and middle name
- Position: Main position, i.e., District Administrator, Other Administrator, or Teacher
- Title: Title for main position (optional)
- Base Salary: Dollar amount of base salary for all positions combined
- FTE (Full-Time Equivalency): FTE for all positions combined, counted in hundredths
- Vacation Days: Number of vacation days awarded this school year
- Sick Days: Number of sick days awarded this school year

- Bonuses: Dollar value of bonuses
- Annuities: Dollar value of employer-provided qualified and nonqualified annuities
- Retirement Enhancements: Dollar value of employer-provided retirement enhancements
- Other Benefits: Dollar value of other benefits provided by employer

The Board was provided a report which contained all of the above information. The document will be placed on the District's website and uploaded to ISBE as required.

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

Educational Programming Committee: Dr. Judy Wiegand

Stig Lanesskog joined the meeting via telephone from 7:03 p.m. to 7:20 p.m.

As we begin the 2012-13 school year, one of the major initiatives in the District relates to our facilities and developing a long term plan to address the needs of all of our students. This issue has become even more imperative as we welcome the largest Kindergarten class to the 2012-13 school year. The Board and the community need to attend to the overcrowding at our buildings and plan for the immediate future as students matriculate through the elementary level and advance into middle schools that are already at capacity.

Over the last few years the District has witnessed a tremendous amount of work at the elementary level, but we still need to look at the needs of Dr. Howard and South Side. The middle schools will have updates with geothermal, windows, lights, and air conditioning, but also need additional attention with classrooms and other spaces; and of course discussions have been ongoing regarding a new Central High School.

The functionality of our facilities must be driven by educational programming. As professionals, what are the educational priorities at the different levels? For example, do we believe that a two high school model is the best academically for students, or do we believe that a one high school model would have the best delivery model. We have invested over \$80 million in rebuilding/renovating nine of our elementary buildings, but what is needed at Dr. Howard and South Side? Should they remain a K-5 model or go K-8, could they move to a 'sister school' model with one school K-4 and the other 5-8? If we go with a K-8 configuration, how does that impact our three middle schools?

Over the past year we had different presentations and studies conducted to help identify issues, and the benefits and limitations of different grade configurations and locations (Strategic Plan – Great Schools Together, Holly Nelson's studies, Literature Review, and report by high school principals and athletic directors). This summer an educational programming team met that included representatives from the elementary, middle, and high school levels. The committee discussed various configurations and the top options were shared with the Board.

Administration recommended that the Board of Education review the options presented by the Educational Programming Committee and determine next steps to obtain public feedback for future action.

Action Agenda – New Business

Public Engagement Firm Approval: Dr. Judy Wiegand

Member Tomlinson moved, with a second by Member Chalifoux, to approve the contract with Dejong Richter. The motion carried on roll call. Ayes 6. Nays 0.

Written proposals were requested from professional firms to facilitate a public engagement program. The goal of this program is to extensively engage parents and community members on the status of facilities and long term needs of our schools during the 2012-13 school year. The District has been examining a number of sites for a new high school, and also needs to address building needs at Dr. Howard and South Side Elementary Schools. Current enrollment trends also indicate a need to evaluate the capacity of our middle schools and how best to deliver educational programs.

Two firms submitted proposals and were interviewed by a committee consisting of Board representatives, Staff, and Administration. Based on the interviews, the committee recommended Dejong Richter. The interview team felt that Dejong Richter provided more detailed information on how they could support the District with detailed analysis in the following areas:

Phase One: Gather Background Data and Research

- Demographics: geographic study and enrollment projections for different age groups
- Boundary Analysis: projected growth areas for the community
- Facility Analysis: renovation versus replacement

Phase Two: Community Outreach, Options, and Recommendation Development

- Educational Framework: what is needed to deliver current and future educational programs
- Opinion Research: Focus groups and community forums
- Recommendations: Options for the future in Unit 4

Administration recommended that the Board of Education approve the contract with Dejong Richter for \$116,800.

Carrie Busey Addition – Change Order #9: Dr. Joe Davis

Member Chalifoux moved, with a second by Member Brown, to approve the Carrie Busey Addition – Change Order #9. The motion carried on roll call. Ayes 6. Nays 0.

Change Order #9 includes the costs for the construction of the North Addition to Carrie Busey Elementary School. The Change Order form was prepared by Cannon Design and necessary back up was provided by Grunloh Construction. Pricing was prepared and assembled by Grunloh Construction and reviewed by the CU4SD facilities department and Cannon Design.

The two classroom addition at Carrie Busey includes one kindergarten classroom with a toilet, one first grade classroom, mechanical space, and a corridor extension. The project includes the construction of the spaces noted above, system connections in the existing building, and site modifications to accommodate the additional space. The addition will be designed to match the current school and will utilize the same materials, systems, and interior design.

Construction will be conducted as a separate phase to begin upon approval of the Change Order. Construction on the North classroom addition is scheduled to reach Substantial Completion in March 2013 and Final Completion in April 2013.

In addition to the pricing of the North Addition, the Contractor also provided pricing to expand the geothermal well field to accommodate the addition of a full strand of classrooms (6 classrooms). Consideration was given to expand the well field now for the future size of the building when the 4 classroom, 2 story addition is also constructed at the south wing of the existing school. Based on the change order pricing, it has been determined that the cost of expanding the well field now does not fit within the current project budget.

However, the design capacity of the current well field was evaluated and it has been determined that it is possible to defer the expansion of the geothermal well field when the south 4 classroom addition is completed in the near future due to the contingency sizing and spare capacity that exists in the system at this time. If the South Classroom is not pursued in the future, it will be necessary to re-visit the sizing of the well field after a year of operation with the North Classroom addition in place to determine how many wells may need to be added to properly balance the long term operation of the well field to accommodate only the additional 2 classrooms that will be constructed now.

Total Change Order #9 amount is \$992,691. Change order amount includes sub-contractor trade costs and General Contractor costs as noted on the Grunloh Construction Summary Page. The project budget reviewed at the board meeting in early June included a construction cost budget of approximately \$880,000. Based on the overall change order cost, it is recommended to defer the expansion of the geothermal well field when the future south addition is constructed when it can be bid competitively and as a part of a larger project.

Administration recommended approval of Change Order #9 to construct the North Addition in the amount of \$992,691 and approval to proceed with construction.

2012-13 High School Curriculum Handbook: Ken Kleber

Member Tomlinson moved, with a second by Member Chalifoux, to approve the change to the 2012-13 High School Curriculum Handbook regarding summer school. The motion carried on roll call. Ayes 6. Nays 0.

The 2012-13 High School Curriculum Handbook (page 6) will be amended as follows:

The last sentence of the first paragraph under "Weighted Class Rank" will now read, "Weighted honor points are awarded at the end of each semester and after each session of summer school. For all students except true incoming freshmen, classes taken during summer school will be included and calculated with those taken during the most recently completed school year. For true incoming freshmen, classes taken during summer school will be included and calculated with those taken during the first year of high school."

The third bullet under "Weighted Class Rank" ("If a student chooses to take a course in summer school...") will be deleted.

Administration recommended Board approval for the change to the High School Curriculum Handbook.

Resolution – Abatement of Working Cash Fund: Dr. Joe Davis

Member Tomlinson moved, with a second by Member Lockman, to approve the Resolution – Abatement of Working Cash Fund. The motion carried on roll call. Ayes 6. Nays 0.

Section 20.10 of The Illinois School Code states that any school district may abate its working cash fund at any time, upon the adoption of a resolution so providing, and direct the transfer moneys in that fund to any fund most in need of the money. The appropriate resolution has been prepared providing for the Abatement Amount of \$9,767,156.75 and the permanent transfer to the Operations and Maintenance Fund.

In accordance with the rules and regulations of the Illinois State Board of Education and Section 10050 (d) (2) of Title 23 of the Illinois Administrative Code, the District is authorized to further

transfer the Abatement Amount from the Operations and Maintenance Fund to the District's Capital Projects Fund to be used as provided in said rules and regulations.

Abatement of Working Cash Fund, transfer to Operations & Maintenance Fund and further transfer to Capital Projects Fund in the amount of \$9,767,156.75.

Administration recommended that the Board of Education approve the Resolution Abating the Working Cash Fund and transfer in the amount of \$9,767,156.75.

Consent Agenda – New Business

Member Lockman moved, with a second by Member Saveley to approve the Consent Agenda – New Business. The motion carried on roll call. Ayes 6. Nays 0.

The Board of Education approved the following Consent Agenda items:

Bid: McKinley Fieldhouse Reroofing: Dr. Joe Davis

Board Policy states that bids will be solicited when items are expected to exceed a total of \$25,000.

Requests were sent to eight vendors, posted on the district's website and advertised in the News-Gazette for McKinley Fieldhouse Reroofing. Two bids were received and opened on August 21, 2012. The lowest bid was from Top Quality Roofing for \$28,800.

The cost of \$28,800 for McKinley Fieldhouse Reroofing and will be paid from the Operations & Maintenance Budget.

Administration recommended approval of the McKinley Fieldhouse Reroofing to Top Quality Roofing for \$28,800.

IMRF Benefit Protection Leave: Dr. Joe Davis

Stratton Aide, employee #3773, was on a board approved leave for four months in 1989. She would like to apply for leave service credit with IMRF. She will pay her member contribution for this period. As a result of his enhanced annuity, the District will incur over time an estimated additional cost of \$226.24. This cost will be funded through the employer contribution rate to IMRF which is currently 11.42%. Employer contribution rates generate over \$1.5 million of annual board paid retirement costs. Therefore, the additional \$226.24 will have minimal or no effect on the Districts rate.

The District will incur a cost of approximately \$226.24 for allowing this employee to apply for IMRF service credit.

Administration recommended the Board of Education approve employee #3773's request to apply for leave service credit at an estimated employer cost of \$226.24.

Westview Change Order No. 01: Dr. Joe Davis

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 August 2012. Please note that the total project contingency on this project is \$270,140, which leaves the current total at **\$253,094**.

CHANGE ORDER NO. 01		
CHANGE ORDER AUTHORIZATION	DESCRIPTION	AMOUNT
COA 01	Design Coordination Issue: Reconnect existing East perimeter foundation drain tile with existing West perimeter foundation drain tile, and direct flow to existing sump pump located inside existing building.	\$3,356.00
COA 02	Design and Contractor Coordination Issue: Provide rebar dowels into existing foundation walls to make structural connection to new addition foundation walls. Dowels needed to be placed after some footings had already been poured.	\$3,213.00
COA 03	Contractor proposed zero cost change to provide concrete directional bore for storm line under existing asphalt playground, the installation of concrete sidewalk in lieu of asphalt and the installation of a concrete parking lot in lieu of asphalt.	\$0
COA 04	Unforeseen Field Condition: Contractor encountered substandard soil conditions at several footing locations. Site conditions required over excavation at various depths, thus remediating soil bearing conditions at new addition.	\$10,477.00
TOTAL CHANGE ORDER NO. 01:		\$17,046.00

Administration recommended Board approval of the change order for Westview totaling \$17,046.00.

Approval of College and Career Centers Change Order No. 01: Dr. Joe Davis

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 August 2012. Please note that the total project contingency on this project is \$22,607.00, which leaves the current total at **\$16,903.03**.

CHANGE ORDER NO. 01		
CHANGE REQUEST	DESCRIPTION	AMOUNT
CR 01	At Centennial, there is an existing aluminum building expansion joint in the floor. The floor slab had a vertical lip under this that needed to be ground down and a new threshold provided at a new door opening over the expansion joint.	\$458.73
CR 02	At Central, revision to extend new bulkhead down to top of existing steel beam at new opening cut in cmu wall between science classroom and science lab.	\$2,123.45
CR 03	At Centennial, delete fire alarm / strobe work from project scope. (This work is being added into the New Fire Alarm Project scope for ease of coordination.)	-\$816.25
CR 04	At Central, revision to add stud wall enclosure to mount existing fire alarm pull and conduit at new opening cut in cmu wall between	\$646.89

	science classroom and science lab.	
CR 05	At Central, corrections for existing conditions that were not up to code for wiring above the ceiling and at a panel.	\$1,664.92
CR 06	At Centennial, revision to reroute feeder from electrical panel in ceiling as opposed to cutting and patching concrete to reroute feeder.	-\$220.63
CR 07	At Central, revisions to modify corridor entry into new career center. When the cmu wall was demo'd it was discovered that there was no existing lintel across the opening. Revisions provide for new steel lintel and modifications to entry to accommodate same.	\$1,846.86
	TOTAL CHANGE ORDER NO. 01:	\$5,703.97

Administration recommended Board approval of the change order for College and Career Centers totaling \$5,703.97.

Minutes of August 13, 2012 and August 20, 2012

The Board of Education approved the minutes as presented.

Signature Authorizations: Dr. Judy Wiegand

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 2012-2013 was provided to the Board of Education.

Administration recommended Board approval of the list of employees provided on the respective banking accounts for fiscal year 2012-2013.

Bills and Treasurer's Report – August

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

Human Resource Changes

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

Executive Session

Member Tomlinson moved, with a second by Member Saveley, 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/(c)(2), Property Acquisitions/Lease Purchase 120/(c)(5), Student Discipline 120/(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 7:53 p.m.

Open Session

The Board convened into Open Session at 9:15 p.m.

Student Discipline

Member Lockman moved, with a second by Member Chalifoux, to expel student #580636 from Jefferson Middle School for the entire 2012-13 school year. He/she should be reassigned to READY for violating Conduct Code #8 (Drug-Related Offenses-Delivery) 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.

9/10/2012 Regular Meeting

Adjournment

There being no further business, Member Tomlinson moved, with a second by Member Chalifoux, to adjourn the meeting at 9:22 p.m. The motion carried on voice vote.

Board Approved: October 15, 2012