

**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  
October 15, 2012 within the Boundaries of Said District**

Regular Meeting

Board President Sue Grey called the Regular Meeting of the Board to order at 5:45 p.m.

**Board Members Present**

Jamar Brown, Kristine Chalifoux, Sue Grey, Tom Lockman, Ileana Saveley, 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 Tomlinson moved, with a second by Member Lockman, to approve the agenda. The motion carried on voice vote.

**Executive Session**

Member Lockman moved, with a second by Member Brown, 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 5:46 p.m.

**Open Session**

The Board convened into *Open Session* at 5:55 p.m.

**Guests**

Representatives from CFT, local media and other interested persons

**Reports: New Business**

Adopt A School: Dr. Judy Wiegand

In May, 2012, a Superintendent's Book Study was conducted as a means to begin discussions on issues pertinent to the future of Unit 4 in the areas of curriculum, instruction, and assessment. The premise of the book and the discussions were:

- Discuss how district leadership drives student achievement
- Emphasis on strong communication - especially with the school board
- Determine principles for effective instruction & assessment
- Establish "non-negotiables" for instruction and achievement
- Identify instructional and assessment frameworks
- Define what social justice leadership means in Unit 4
- Develop action plans & top priorities for Unit 4

One of the sessions focused on collaborative goal setting, board alignment and allocation of resources. One of the action items was how do we make the Board a more integral part of our work. Responses from the participants included the following:

- Serve as advocates for schools, teachers and students in the district
- Building bridges between the schools and the community
- Clear communication and transparency
- Greater presence in buildings (spend “real time” with students and teachers; walkthroughs; conversations with teachers and principals)

One action to help move forward in this area is to have Board members ‘adopt’ schools to support a greater presence and spend ‘real time’ with students and teachers. The list of Board members and their adopted schools were shared along with possible ways to connect with the school.

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

**Action Agenda: New Business**

Summer Youth Employment Program (SYEP): Orlando Thomas

Member Brown moved, with a second by Member Saveley, to approve funding for the Summer Youth Employment Program. The motion carried on roll call. Ayes 6. Nays 0.

In the summer of 2011, the City of Champaign supported the SYEP by providing \$195,000 in Urban Renewal funds. The program resulted in 165 Unit 4 students being placed at 69 job sites. At the end of the summer, a \$21,985.18 surplus remained. The school district submitted a proposal to the City of Champaign to utilize some the surplus funds to host quarterly lunches to monitor students who participated in the program last year to ensure they maintain a 2.0 GPA, a 90% attendance rate, and fewer than two out-of-school suspensions.

During the summer of 2012, the City of Champaign supported the SYEP by providing \$100,000. Champaign Unit 4 School donated \$50,000 and the recruiters secured \$23,000 bringing the total to \$173,000. The program resulted in 150 Unit 4 students being placed at 77 job sites. The City of Champaign again approved spending surplus funds to continue hosting quarterly lunches to monitor students who participated in this past summer’s program to ensure they maintain program standards.

The program continues to afford at-risk students from low socioeconomic backgrounds an opportunity to experience true career exploration, receive job-skills training, and become active within the community through participation in civic engagement projects. The program is founded on the 4E Model: Experience, Exposure, Engagement, and Education and supports two of the Superintendent’s goals, developing strong partnerships with community organizations and ensuring that every Unit 4 graduate has a post-secondary plan.

One of the recommendations from the 2012 SYEP Executive Summary is to secure SYEP funding as early as possible to enable staff to recruit students, develop a detailed budget, plan trainings, and secure employers. The recommendation is for the Board of Education to approve \$75,000 in District funds to support SYEP for the summer of 2013.

Administration recommended that the Board of Education approve funding for the 2013 Summer Youth Employment Program in the amount of \$75,000.

Education Equity Excellence Committee Membership: Angela Smith

Member Lockman moved, with a second by Member Brown, to approve three new members for the Education Equity Excellence Committee. The motion carried on roll call. Ayes 6. Nays 0.

In accordance with the terms of the Consent Decree Settlement Agreement between the Champaign CUSD #4 Board of Education and the Plaintiffs, the District is required to create an Education Equity Excellence Committee. The agreement language specifically states:

The Board shall adopt and implement an equity policy establishing an Education Equity Excellence Committee ("EEE"). The EEE shall be comprised of District staff and a diverse cross section of the community and facilitated by a third party familiar with community and District issues for at least one year. The purpose of EEE is to review and discuss the following equity areas, including data disaggregated by race/ethnicity and SES: academic progress of regular education, special education, gifted, AP/Honors, Academic Academy and alternative students; attendance rates; discipline rates and graduation rates. The EEE shall establish task forces on the equity areas as deemed necessary. The Superintendent shall provide a public report each semester on these equity areas to the EEE.

As outlined in the Administrative Regulations created to address the formation of the EEE Committee, membership shall be as follows:

Composition

The Committee shall be comprised of District representatives, Union representatives and a diverse cross-section of the community that reflects the District's student enrollment.

Membership shall include:

- One member of the Board of Education and an alternate
- The Superintendent and two other central office administrators
- One principal and an alternate
- A CFT representative with an alternate named by CFT
- At least 5 (no more than 10) members of the community

Community members may include parents or guardians of current District students, representatives of community organizations that address equity or education issues, or individuals who will assist the district in achieving the committee's purposes. Members must have their primary residence within the School District.

Community members who are interested in serving on the committee should apply to be appointed a member of the committee. An application form will need to be submitted, and the forms are available from the Superintendent's office. Applications shall be made in writing, addressed to the Superintendent and shall state the name of the applicant, any professional affiliations the applicant may have and a description as to why the applicant wishes to be a member of the Committee, including any expertise the applicant may bring to the Committee. The Superintendent shall make a recommendation to the Board of Education regarding Committee membership. Committee members shall serve two year terms, and may serve consecutive terms. No Committee member, except the Superintendent and Central Office Administrators shall serve more than six consecutive years on the committee. To allow for staggered terms, approximately half of the initial members shall be appointed for three year terms, as designated by the Superintendent. The Board of Education shall vote to determine final Committee membership.

Timelines for the applications were implemented to ensure uniformity of the EEE Committee selection process. Applications for committee membership were accepted from July 23 through

August 31, 2012. The following candidates were recommended for approval to serve a two-year term as members of the EEE Committee: Alejandra Aguero, Angela Hassell, and Karl Radnitzer. Administration recommended that the candidates be accepted as Community Members of the EEE Committee.

Additional Classrooms at Bottenfield and Robeson

Member Tomlinson moved, with a second by Member Chalifoux, to discuss additional classrooms at Bottenfield and Robeson.

Due to the substantial increase in enrollment, it has been requested that the design team look at the preparation of bidding alternates for classrooms at Bottenfield and Robeson. As part of a strategy to provide flexible and effective learning space to house those students, the District has asked Cannon Design to provide information on additional added classroom space at Robeson and Bottenfield as part of the planned addition and renovation projects.

As a follow up to the Board Retreat on October 8th, Cannon Design presented the plan of how to incorporate bidding alternates into the Bottenfield/Robeson projects and the recommended costs the Owner should budget for work between now and the time of bidding. Stu Brodsky from Cannon Design reviewed the options to add the needed classroom space and the costs associated with them.

Three bid alternates are proposed:

Alternate 1: Provide 2 additional classrooms at each building.

Alternate 2: Provide 4 additional classrooms plus one additional specialty classroom space (ESL or other) at each building.

Alternate 3: Provide a full strand (6 classrooms) at each building plus one additional specialty classroom space (ESL or other) at each building.

Cannon Design outlined fees and other Owners costs associated with the preparation and bidding of the alternates.

Administration requested approval from the Board how to proceed with the preparation of the bid alternates noted above, and authorization for Cannon Design to proceed with the work through the Bidding Phase.

Member Tomlinson made an amended motion, seconded by Member Saveley, to accept alternate 1 at Bottenfield. Any discussion regarding Robeson, other than existing improvements were tabled. At this time, nothing will be done with the design presented at the October 15, 2012 Board Meeting for Robeson. The motion carried on roll call. Ayes 6. Nays 0.

**Consent Agenda – Unfinished/New Business**

Member Tomlinson moved, with a second by Member Chalifoux 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:

Policy 705.06 (ATTENDANCE - Assignment to Schools)

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.

A Unit 4 parent requested that Unit 4 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.

Administration recommended approval of the proposed policy changes.

Minutes of September 10, 2012 and September 24, 2012

The Board of Education approved the minutes as presented.

Bills and Treasurer’s Report – September

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

Donation – Skateland Passes: Dr. Joseph Davis

The donation submitted for the October 15, 2012 Board Meeting is for Fall Break skating passes from Skateland for Barkstall, Bottenfield, Carrie Busey, Dr. Howard, Garden Hills, Kenwood, Robeson, Stratton, and Westview valued at \$26,568.00.

This donation is in need of approval by the Board of Education as it is \$5,000 or more in value.

Administration recommended Board approval of the donation for Fall Break skating passes from Skateland valued at \$26,568 for elementary schools.

Approval of College and Career Centers Change Order #2: Dr. Joseph 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 September 2012. Please note that the total project contingency on this project is \$22,607.00, which leaves the current total at **\$8,618.00**.

<b>CHANGE ORDER NO. 02</b>		
<b>CHANGE REQUEST</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
CR 08	At Centennial, unforeseen field conditions prevented mechanical work above the ceiling as shown on the Drawings without its removal. This change provided for removal and replacement of ceilings in two office areas needed for the mechanical work.	\$3,981.46
CR 09	At Central, Owner request to paint office wall that was patched as a result of the separate project that is installing A/C in the academy area.	\$573.74
CR 10	At Centennial, this cost was to determine the cause of and repair an electrical power issue at the building in the area of work.	\$288.84
CR 11	At Centennial, provide an extension ring at an existing light switch to work with the new wall tile being installed. Coordination issue. At Central, demo revealed existing water piping and hose bib in a classroom. This cost removed and capped this piping. Unforeseen field condition.	\$585.69
CR 13	At Centennial, this cost provided gypsum board from the existing plaster to the joists on the side walls in the lecture hall, so that studs will be concealed at the gap between the ceiling clouds and wall. Coordination issue.	\$1,134.04
CR 14	At Central, this change was for modifications to the flooring at the entry to the career centers due to a few additional chipped VAT tiles that needed to be removed. Field condition.	\$85.85

CR 15	At Central, Owner request to change duplex receptacles above three smart board locations to quads.	\$206.33
CR 16	At Centennial in the lecture hall, demo resulted in several unsupported existing conduits feeding devices to remain. Cost provided for rerouting to avoid conflicts with finished construction and resupport of conduits. Field condition.	\$1,429.08
	<b>TOTAL CHANGE ORDER NO. 02:</b>	<b>\$8,285.03</b>

Administration recommended Board approval of the change order for College and Career Centers totaling \$8,285.03.

Human Resource Changes and ERO Participants

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

**Executive Session**

Member Tomlinson moved, with a second by Member Chalifoux, 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 6:55 p.m.

**Open Session**

The Board convened into Open Session at 7:31 p.m.

**Adjournment**

There being no further business, Member Tomlinson moved, with a second by Member Brown, to adjourn the meeting at 7:32 p.m. The motion carried on voice vote.

Board Approved: November 5, 2012