

**McLean County Unit District No. 5**

# **Board of Education Meeting Agenda**

**Wednesday, February 10, 2010**

**Closed Session 6:00 p.m. Public Session 7:00 p.m.**

**Location: District Office, 1809 W. Hovey Ave., Normal, Illinois**

**1.0 ROLL CALL** (Clerk of the Board)

**2.0 CALL FOR MOTION TO ADJOURN TO CLOSED SESSION** (Meta Mickens-Baker)

Recommended Motion: Move to adjourn to closed session to discuss the following matters according to the exceptions provided in the "Open Meetings Act" and specified as follows:

- Section 2(c)(1) The appointment, employment, discipline, performance, or dismissal of specific employees or legal counsel,
- Section 2(c)(2) Collective negotiating matters with employees or their representative or deliberations concerning salary schedules for one or more classes of employees,
- Section 2(c)(5) The purchase or lease of real property for use by McLean County Unit District No. 5,
- Section 2(c)(9) Student disciplinary matters,
- Section 2(c)(11) Litigation against, affecting or on behalf of McLean County Unit District No. 5 which has been filed and is pending before a court or administrative tribunal, or is probable or is imminent,
- Section 2(c)(21) Discussion of minutes of meetings lawfully closed.

**3.0 RETURN TO PUBLIC SESSION** (Please turn all cell phones off or to silence mode)

Recommended motion: Move to come out of closed session and return to public session.

**4.0 PLEDGE OF ALLEGIANCE** (Meta Mickens-Baker)

**5.0 PUBLIC COMMENTS**

Persons addressing the Board should be guided and constrained by Board Policy 2.230 found in the "Welcome to Your Unit 5 Board of Education Meeting" brochure available by the sign-in sheet at board meetings. Following Public Comments, those who desire to leave should feel free to do so.

**Invitation to the public to remain for the business portion of the meeting or to depart.**

**6.0 ACTION ITEMS**

No Board action scheduled.

**7.0 CONSENT AGENDA** (Gary Niehaus)

Items under the Consent Agenda are considered to be routine in nature and will be enacted by one motion. If a board member so requests, any item will be removed from the Consent Agenda and considered as the first item after action on the Consent Agenda.

**7.1 Approval of minutes**

- January 27, 2010 Closed Session
- January 27, 2010 Public Session

**7.2 Payment of bills and payrolls**

**7.3 Personnel Matters**

- Resignations/terminations/retirements
- Employment
- Contract revisions

- Leave requests

#### **7.4 Adopt Board policies, administrative procedures, and exhibits**

##### **Deleted Policy**

- Policy 8.85 Community Resource Persons and Volunteers

##### **Ethics Ordinance**

##### **Amended Policies**

- Policy 2.220 Board Meeting Procedures
- Policy 2.230 Public Comments at Board Meetings and Petitions to the Board
- Policy 4.90 Activity Funds
- Policy 8.80 Gifts to the District
- Policy 8.95 Parental Involvement
- Policy 8.100 Relations with Other Organizations and Agencies
- Policy 8.110 Public Concerns

##### **New Administrative Procedure**

- Administrative Procedure 8.110-AP1 Procedure for Resolving Concerns

##### **New Exhibits**

- Exhibit 4.90-E1 Request for Establishment of Student Activity Fund
- Exhibit 4.90-E2 Request for Dissolution of Student Activity Fund
- Exhibit 4.90-E3 Request for Establishment of School Convenience Account
- Exhibit 4.90-E4 Request for Dissolution of School Convenience Account
- Exhibit 8.110-E1 Concern Resolution Form

#### **7.5 Approve 2010 - 2011 Unit 5 School Calendar**

#### **7.6 Approve Curriculum Revisions and Textbooks and Materials for 2010 - 2011**

#### **7.7 Approve Request for Dissolution of Student Activity Fund Accounts**

- NCHS Ag Club
- NCHS Alumni Bricks
- NCHS Building Fund
- NCHS Class of 1995
- NCHS Class of 1996
- NCHS Class of 1999
- NCHS Class of 2000
- NCHS Class of 2003
- NCHS Class of 2004
- NCHS Class of 2005
- NCHS Class of 2006
- NCHS Class of 2007
- NCHS Concessions
- NCHS Contest Soccer
- NCHS G-Golf Tournament
- NCHS Girls BB Tournament
- NCHS Haley Memorial
- NCHS Meijer
- NCHS Men's Basketball
- NCHS RC Club
- NCHS Regional Soccer
- NCHS Road Runners
- NCHS Route 66
- NCHS SADD
- NCHS Track Meet

- NCHS Varsity Gold
- NCHS Verizon
- NCHS Volleyball Tournament

**7.8 Approve Requests for Donations**

- Northpoint Elementary School ~ High speed digital duplicator
- NCHS ~ Fine art and technical drawing tools and supplies

**7.9 Designate Dayna Brown, Nate Cunningham, and Donna Evans to act as Freedom of Information Act and Open Meetings Act Officers**

**7.10 Approve Resolution naming the firm of Miller, Hall, & Triggs LLC Attorneys at Law as Hearing Officer for all Student Suspension and Expulsion Review Hearings**

**7.11 Approve change of location for the February 24, 2010 Board of Education Meeting to Sugar Creek Elementary School**

**7.12 Approve Request for Overnight Trip**

- NCWHS ~ Capitol Forum in Springfield

Recommended Motion: Move to approve the Consent Agenda as presented.

**8.0 REPORTS AND DISCUSSION**

**8.1 School Improvement Plans**

- Pepper Ridge Elementary School (Sarah Edwards, Moe Backe and Julia Schoonover)
  - School Improvement ~ Student Achievement
  - SMART Goals Planning
  - Environmental Scale for Assessing Implementation Levels
- Normal Community West High School (Tom Eder and Dave Johnson)
  - School Improvement ~ Student Achievement
  - SMART Goals Planning

**8.2 Construction Update (Richard Ach)**

**8.3 Human Resources Department Report**

- Recruitment ~ video presentation (Dawn Green)
- Staffing needs comparison report (Gary Niehaus, John Pye, and Nate Cunningham)

**8.4 1<sup>st</sup> Reading Board policies, administrative procedures, and exhibits (Gail Ann Briggs)**

**Amended Policies**

- Policy 5.35 General ~ Compliance with the Fair Labor Standards Act
- Policy 5.50 General ~ Drug- and Alcohol-Free Workplace
- Policy 5.70 General ~ Religious Holidays
- Policy 5.80 General ~ Court Duty
- Policy 5.150 General ~ Personnel Records
- Policy 5.185 General ~ Family and Medical Leave
- Policy 5.190 Professional ~ Teacher Qualifications
- Policy 5.200 Professional ~ Terms and Conditions of Employment and Dismissal
- Policy 5.240 Professional ~ Suspension
- Policy 5.260 Professional ~ Student Teachers
- Policy 5.285 Educational Support ~ Drug and Alcohol Testing For School Bus and Commercial Vehicle Drivers
- Policy 6.80 Teaching About Controversial Issues
- Policy 6.100 Using Animals in the Educational Program
- Policy 6.140 Education of Homeless Children
- Policy 6.150 Home and Hospital Instruction

- Policy 6.210 Instructional Materials
- Policy 6.255 Assemblies and Ceremonies
- Policy 6.270 Guidance and Counseling Program

#### **NEW Administrative Procedures**

- Administrative Procedure 5.35-AP2 General ~ Employee Records Required by the Fair Labor Standards Act
- Administrative Procedure 5.35-AP3 Compensable Work Time for Non-Exempt Employees Under the FLSA
- Administrative Procedure 5.120-AP2 Employee Conduct Standards
- Administrative Procedure 5.150-AP1 Personnel Records
- Administrative Procedure 5.185-AP1 Resource Guide for Family and Medical Leave
- Administrative Procedure 5.190-AP1 Plan to Ensure That all Teachers Who Teach Core Academic Subjects are Highly Qualified
- Administrative Procedure 5.240-AP1 Suspensions
- Administrative Procedure 5.250-AP1 School Visitation Leave
- Administrative Procedure 5.285-AP1 Drug And Alcohol Testing for School Bus and Commercial Vehicle Drivers
- Administrative Procedure 6.100-AP1 Dissection of Animals
- Administrative Procedure 6.140-AP1 Education of Homeless Children

#### **NEW Exhibits**

- Exhibit 6.60-E1 Notice to Parents/Guardians of Students Enrolled in Family Life and Sex Education Classes
- Exhibit 6.100-E1 Guidelines and Application for Using Animals in School Facilities

#### **8.5 Enrollment Update (Nate Cunningham)**

- Enrollment ~ January 31, 2010
- Comparison Report
- Section Ranges

#### **8.6 Freedom of Information Request (Gary Niehaus)**

- Denis Harsh Studio, Bloomington IL

#### **8.7 Board representative committee meeting reports (Board Members)**

#### **9.0 ANNOUNCEMENTS**

#### **10.0 ADJOURNMENT**