

Minutes
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
August 27, 2008

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on August 27, 2008 at approximately 6:03 p.m. at the Glenn Elementary School, 306 Glenn Ave., Normal, Illinois.

Roll Call

Members present: Gail Ann Briggs, Scott Lay, Meta Mickens-Baker, Mark Pritchett, John Puzauskas, and President Jay Reece. Members absent: Wendy Cannell.

Closed Session

At approximately 6:03 p.m., Briggs moved, Pritchett seconded, to adjourn to closed session to discuss the following matters according to the exceptions provided in the "Open Meetings Act" specified as follows:

- Section 2(c)(1) The appointment, employment, discipline, performance, or dismissal of specific employees or legal counsel,
- 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)(2) Collective negotiating matters with employees or their representatives 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, and
- Section 2(c)(21) Discussion of minutes of meetings lawfully closed.

Roll call: Ayes: Briggs, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried**

Return to Public Session

At 6:14 p.m., Briggs moved, Puzauskas seconded, to come out of closed session and return to public session. Roll call: Ayes: Briggs, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Also present: Superintendent Gary Niehaus, Assistant Superintendent of Human Resources John Pye, Assistant Superintendent of Curriculum and Instruction Jim Braksick, Clerk of the Board Donna Evans, Chief Financial Officer James Gillmeister, Director of Operations Joe Adelman, Assistant to the Superintendent Dayna Brown, Representative Dan Brady, Oakdale Elementary School principal Marlys Bennington, Towanda Elementary School principal Sarah Edwards, Glenn Elementary School principal Carmen Bergmann, Executive Director of YouthBuild McLean County Suzanne Fitzgerald, Jim Fitzpatrick of WJBC, Chuck Bartlett, Ed Heineman, Cyndy Diederich, Phyllis Coulter of *The Pantagraph*, Randy Middleton of Middleton Associates, Inc., Elaine Evans, Mike Trask, Kristen Bahler, Bethany Gebur, Mitzi Woody, Kerry Young, Charles Crabtree, Martha Stearns, Apsara Sorensen, Ben Mathews, Sally Thomas, Val Leichtenberg, Carolyn Weiss, Ramon Salazar, Jeff Monahan, Steve Robinson of the *Normalite*, Vicki Mahrt, Michelle Starkey, and others.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Report

Representative Dan Brady reported on the \$25,000 grant awarded to the Glenn Elementary School playground project. He also commented on a House of Representatives Bill No. 4252 related to the school employee conduct act and mandated reporting. He noted that the legislation will include allowing the superintendent or administrator for personnel to be able to share any information regarding the fact that a mandated report has been made to DCFS when it comes to an abuse allegation of an employee.

Student Comments

Glenn Elementary School students, Jacob Sterns and Christian Baker, made a special presentation to Board members and thanked them for the improvements made to their school over the summer.

Good News Report

- Glenn Elementary School summer construction and renovations ~ Jeff Fowler, Richard Tuchel, Kim Tuchel, Sonny Young and Patrick Young
- Oakdale Elementary School summer construction and renovations ~ Roger, Nichols, Ramon Salazar, Jim Ahart, and Marty Pickett
- Towanda Elementary School summer construction and renovations ~ Ed Smock, Dennis Rutledge, Bruce Carlile, and Dave Birky

Public Comments

Cyndy Diederich, Normal ~ Topic: Unit 5 insurance contributions and benefits

Action

Accept Bids for Eagle Road Resource Center Remodeling for the District's Data Warehouse

Middleton reported that the District had received bids from six contractors for the Eagle Road Resource Center remodeling project. It was his recommendation to award the contract to Bishop Brothers, Inc. for a total contract amount of \$290,800.00. (Attachment #1) Pritchett moved, Puzauskas seconded, to accept bids for the Eagle Road Resource Center remodeling for the District's Data Warehouse as recommended. It was noted that the dollar amount will include the heating and cooling costs for the project. Unit 5 will use Bloomington District 87 for data storage. The Technology Department staff is scheduled to be moved from the District office over winter break. Roll call: Ayes: Briggs, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Approve Unit 5 Citizens Advisory Council Study Topics

Dayna Brown presented a summary of the proposed study topics for 2008-2009. (Attachment #2) Topics include:

- Security – access control
- Customer service evaluation
- Charter/Magnet schools
- Best practices
- New to a school
- Information Sharing – The internet

Pritchett moved, Briggs seconded, to approve the Unit 5 Citizens Advisory Council Study Topics for 2008-2009 as recommended. Brown noted that a full report will be presented in March. Roll call: Ayes: Briggs, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Approve Resolution to Amend the Application for a Charter School with YouthBuild McLean County

Niehaus and Fitzgerald reported on the amendments to the original agreement with YouthBuild. Discussion included but was not limited to the following:

- Board of Directors
- Incorporation of Unit 5's Special Education policies
- Lunch breaks
- Admission requirements
- Recruitment of educationally and financially challenged students
- Students accepted are not limited to expelled students or students who have dropped out of school
- Lottery process will be held on September 3 to select students for 20 openings in the school

Mickens-Baker moved, Lay seconded, to approve the resolution to amend the application for a charter school with YouthBuild McLean County. (Attachment #3) Roll call: Ayes: Briggs, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Consent Agenda

Niehaus reviewed and recommended approval of the Consent Agenda.

Payment of Bills

Statement of Expenditures (Attachment #4)

Treasurer's Report ~ July 2008 (Attachment #5)

Other

- Authorize Chief Financial Officer to arrange: (Attachment #6)
 - Sale of a high mileage vehicle used for Drivers Education program

- Purchase of replacement vehicle for retired Drivers Education program
 - Purchase of additional vehicle for Drivers Education program
 - Request for Sunday Use of Facility ~ KJHS (Attachment #7)
 - Change October 8, 2008 Board of Education public meeting to begin at 6:00 p.m.
 - Request for Donation Approval ~ Trees from Fox Creek PTO (Attachment #8)
 - Approve Application of Building Permit for Eagle Road Resource Center (Attachment #9)
 - Approve completion of Health/Life Safety Amendments for ground source heating systems at Brigham and Carlock Elementary Schools (Attachment #10)
 - Approve Application for Occupancy Permits for Brigham, Carlock, Fairview, Hudson, Glenn, Oakdale, and Towanda Elementary Schools (Attachment #11)
 - Approve Annual Inspection Checklist for Temporary Facilities for: (Attachment #12)
 - Chiddix Jr. High School
 - Parkside Jr. High School
 - Grove Elementary School
 - Northpoint Elementary School
 - Prairieland Elementary School
- Briggs moved, Puzauskas seconded, to approve the Consent Agenda as recommended. Roll call: Ayes: Briggs, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Reports/Discussion

Skyward Activity Based Accounting Module

Gillmeister provided information on how the District records and reports on school activity funds. (Attachment #13) The District is in the process of evaluating two software solutions, QuickBooks Pro, and a module from Skyward School Based Activity Accounting system. The District will participate in a pilot program to the Skyward application. Cost of the program is \$1,100 for training and set-up assistance.

Enrollment Update

Pye provided an update on preliminary enrollment figures as of August 31. (Attachment #14) He noted that out of 257 elementary sections, 61.4% are in range, 30.7% are under range, and 7.7% are over range. The average elementary class size is 23.1 with Carlock and Towanda Elementary Schools holding the highest averages. Total enrollment for the District was 12,750.

Freedom of Information Requests

Niehaus reported that the District had received and processed two requests for information. (Attachment #15)

- Amy Reiter, News Gazette, Champaign IL
- Cynthia Canary, Illinois Campaign for Political Reform, Chicago IL

Board Representative Committee Meeting Reports

- Architectural Services Executive Committee ~ Puzauskas reported that discussion with the architects continues. There will be a meeting with the architects on August 28 to review exterior wall construction, geothermal cooling and heating systems, and plan final stages for the Sugar Creek building and budget.
- District Continuous Improvement Team ~ Mickens-Baker reported that the committee will meet on September 8 at 4:45 p.m.
- Community Connections Committee ~ The next committee meeting will be on Friday, September 5. It was also noted that the CAC new member orientation will be held on September 3.
- Beyond The Books Educational Foundation Board of Directors ~ Briggs noted that the Board of Directors will meet August 28 at 4:00 p.m. for a retreat at First State Bank to identify goals and hold a workshop on fundraising. Jan Meadows is the new staff advisory representative to the Board and Sandy Wilson will be Superintendent Niehaus' designee to the committee.

Announcements/Comments

- Braksick reported that the recently recalculated ISAT scores have been released and Unit 5 does not have any schools that will be sanctioned. A full report will provided when available.
- Football season for both high schools opens this Friday evening.
- Briggs, Puzauskas, and Mickens-Baker attended the annual reception for elected officials held on August 14.

- Comments were offered regarding the success of the Opening Day Institute activities held on August 19.
- Puzauskas, Mickens-Baker, and Briggs participated in the 2008 IASB LeaderShop Academy Symposium this summer. Briggs reported that information about the symposium was recently published in the School Board News Bulletin.
- Board members have toured Glenn, Oakdale and Towanda Elementary Schools.
- Board members and administrators noted that the District's music instrument exploration program was a huge success. The event was held at NCWHS and organized by Diane Turek, Kim Martin-Boyd, and Ben Luginbuhl. The Music Shoppe also provided assistance with the program.
- Mickens-Baker has recently recorded several public service announcements for WXRJ radio. Topics included suggestions to students on how to be successful in school and also tips for parents.
- Compliments were given to the transportation department for the start of the school year.
- Dr. Alan Chapman will lead the United Way Campaign kick-off.
- Niehaus met with the City of Bloomington and the Town of Normal on August 27 to discuss community activities.
- A forum will be held on September 4 to discuss juvenile issues. The forum will be held at City Hall.
- The October 22 Board meeting will focus on redistricting.
- Unit 5 has been asked by the National School Board Journal to present an article for publication on the topic of passing two successful referendums.
- State Farm Insurance will appoint Tom Laxton as the representative for Unit 5 to help implement the Achievement Matters program in conjunction with District 87, Unit 5, and State Farm Insurance.
- Adelman commended transportation department employees for the successful start of the school year. He noted that all monitors and drivers will be undergoing training in CPR during the month of September.
- The National Dairy Council has awarded a grant to Pat Powers and the Unit 5 junior high school lunch program. This will be a pilot student-led program toward eating and exercising. Each school participating will receive \$1,300 for getting the program up and running.
- Thanks were given to the custodial grounds and maintenance staff for their work to prepare facilities and grounds for the opening of school.
- The maintenance and transportation staff will hold a fundraiser for the Adam Denzer Scholarship Fund. The event will be a pork chop dinner at NCHS next Friday.

Adjournment

The meeting was adjourned at 8:30 p.m.

**Jay Reece, Board of Education President
Community Unit School District No. 5
McLean and Woodford Counties, Illinois**

ATTEST:

John Puzauskas, Board of Education Secretary
Approved Date: September 24, 2008