

Minutes
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
December 10, 2008

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on December 10, 2008 at approximately 5:10 p.m. at Sugar Creek Elementary School, 300 N. Towanda Avenue, Normal, Illinois.

Roll Call

Members present: Gail Ann Briggs, Wendy Cannell, Scott Lay, Meta Mickens-Baker, Mark Pritchett, John Puzauskas, and President Jay Reece. Members absent: None.

Also present: Superintendent Gary Niehaus, Assistant Superintendent of Human Resources John Pye, Clerk of the Board Donna Evans, and attorney for the District Curt Richardson.

Closed Session

At approximately 5:10 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)(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,
- Section 2(c)(9) Student disciplinary cases, and
- Section 2(c)(21) Discussion of minutes of meetings lawfully closed.

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

Return to Public Session

At 5:43 p.m., Briggs moved, Pritchett seconded, to come out of closed session and return to public session.

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

Action From Closed Session

Pritchett moved, Puzauskas seconded, to find Student #001010933 engaged in gross misconduct or disobedience under Section 10-22.6 of the School Code by:

1. possessing a weapon at Kingsley Junior High School on Tuesday, November 25, 2008;
2. engaging in aggressive behavior that does physical or psychological harm to someone else on November 24 and 25, 2008, by making verbal threats to students; and
3. engaging in an activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function by making threats to bomb the school on his "My Space" website on November 28, 2008.

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

Return to Closed Session

At approximately 5:45 p.m., Briggs moved, Lay seconded, to return to Closed Session. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Return to Public Session

At 5:59 p.m., Briggs moved, Puzauskas seconded, to come out of closed session and return to public session. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Action From Closed Session

Pritchett moved, Cannell seconded, to expel student #001010933 from McLean County Unit District No. 5 effective immediately and continuing for the remainder of the 2008-2009 school year and the 2009-2010 school year. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Return to Closed Session

At approximately 6:10 p.m., Briggs moved, Mickens-Baker seconded, to return to Closed Session. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Return to Public Session

At 7:10 p.m., Briggs moved, Pritchett seconded, to come out of closed session and return to public session. Roll call: Ayes: Briggs, Cannell, 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, Chief Financial Officer James Gillmeister, Director of Operations Joe Adelman, Clerk of the Board Donna Evans, Dayna Brown, Jim Fitzpatrick of WJBC, Chuck Bartlett, Phyllis Coulter of *The Pantagraph*, Steve Robinson of the *Normalite*, Tom Eder, Cassie Irmeger, Scott Smith of PMA Financial Network, Terry Fielden of Turner Construction, Mark Jolicoeur of Perkins + Will, David Henebry of LZT Associates, Matt Jones, Jennifer Jones, and Taylor Jones, Jon Butler, Todd Anderson, John and Janet Tulley, Ed Heineman, Scott Peters, John Lancaster, Judy Lancaster, and Trevor Lancaster, James Shaw, Tom Laxton, and others.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Public Hearing

Gillmeister reported that the total proposed property taxes to be levied for 2008 is \$74,268,347. There were no comments from the public regarding the hearing.

Focus on Students and Good News Reports

- Ecology Action Center Recognition ~ Unit 5 Students Anna Tulley (Fairview), Kayla Johnson (Prairieland), Taylor Jones (Fairview), Dante Ruffin (Fox Creek), Moriah Bellamy (Fox Creek), Colin Fitzgerald (Fairview), Destiny Henning (Fairview), Jessica O'Brien (Prairieland), and Trevor Lancaster (NCWHS)
- NCWHS student Cassie Irmeger ~ Perfect ACT score

Public Comments

Jon Butler, Normal IL ~ Topic: Unit 5 insurance contributions and benefits

Action

2nd Reading and Adoption of Board Policies and Exhibits

Briggs presented the following Board policies for adoption:

- Policy 2.80 Board Member Oath and Conduct
- Exhibit to Policy 2.80 ~ 2.80-E1 Code of Conduct
- Exhibit to Policy 2.120 ~ 2.120-E1 Member Mentor

Briggs moved, Pritchett seconded, to approve the adoption of Board Policies and Exhibits as presented.

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

Adopt Certificate and Resolution of Tax Levy for Fiscal Year 2008

Gillmeister recommended the Board's approval of the Certificate and Resolution of the Tax Levy for fiscal year 2008. (Attachment #1) Cannell moved, Lay seconded, to adopt the Certificate and Resolution of the Tax Levy for year 2008 as presented. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Approve Notice of Publication for Adopted Tax Levy for Year 2008

Gillmeister noted that if approved, the notice for the adopted tax levy will be submitted to *The Pantagraph* for publication. (Attachment #2) Lay moved, Briggs seconded, to approve the notice of publication for the adopted tax levy for year 2008 as presented. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Adopt Resolution to Abate Taxes

Gillmeister presented information on abating a portion of taxes levied for the Bond and Interest Fund. (Attachment #3) Gillmeister noted that PMA Financial Network provided the resolution. Cannell moved, Mickens-Baker seconded, to adopt the resolution to abate property taxes levied for the Bond and Interest Fund by the amount of \$904,662.50. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Resolution Adopting Restatement and Amendment of Community Unit School District No. 5, McLean and Woodford Counties 403B Retirement Plan

Gillmeister provided copies of the resolution for the restatement of the 403B retirement plan. (Attachment #4) He noted that there will be a formation of a committee to review District policies and procedures regarding insurance premiums and benefits. Additional information will be provided at the January meeting regarding the approval of this committee. Gillmeister reported that District staff will be notified of vendors that will not be accepted by the District's 403B third party administrator according to IRS guidelines. Mickens-Baker moved, Briggs seconded, to approve the Resolution Adopting Restatement and Amendment of Community Unit School District No. 5, McLean and Woodford Counties 403B Retirement Plan as recommended. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Approve Lease for Temporary Facilities

Pye reported that enrollment projections indicate the need for additional classroom space. He noted that it would be a savings to the District to lease the portable classrooms for three years. All units will be the same as ones currently used. (Attachment #5) Briggs moved, Pritchett seconded, to approve the lease for temporary facilities for the 2009-2010 school year as recommended. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Consent Agenda

Niehaus reviewed and recommended approval of the Consent Agenda.

Personnel Matters (Attachment # 6)

- Resignations/Retirements/Terminations
- Employment
- Contract Revisions
- Leave Requests

Payment of Bills and Payroll (Summary Attachment #7)

Financial Reports

- Treasurer's Report ~ October (Attachment #8)
- Statement of Expenditures ~ October (Attachment #9)
- Investment Update ~ November (Attachment #10)

Approval of Minutes

- October 29, 2008 Closed Session
- October 29, 2008 Special Session

Other

- Request for Approval of Overnight Trip – NCWHS FFA “Made for Excellence Leadership Conference”
- Request for Approval of Overnight Trip – NCWHS FFA “Youth Leadership Conference”
- Approve agreement with Xerox for replacement/purchase of two copiers at the Eagle Road Resource Center (Attachment #11)
- Approve Energy Average Pricing Contract with Evergreen FS, Inc. (Attachment #12)
- Request for Sunday Use of Facility ~ CJHS B/N Girls Softball Association

Pritchett moved, Mickens-Baker seconded, to approve the Consent Agenda as recommended. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Reports/Discussion

Financial Projections Update ~ PMA Financial Network

Scott Smith of PMA Financial Network, Inc. presented a financial planning program. (Attachment #13)
Information discussed included but was not limited to the following:

- Audited annual financial reports
- 2009 Budget
- Tax rates, tax levy and extensions
- Equalized assessed valuation (EAV)
- Enrollment projections and FTE staffing
- Breakdown of revenue and expenditures by operating funds
- Revenue assumptions ~ local, general state aid
- Breakdown of fund balances by operating funds
- Base model perspective for 2004 through 2014 in each fund
- Potential for increased IMRF contributions required of the District

Architectural Services Executive Committee Update

Mark Jolicoeur of Perkins + Will and David Henebry of LZT Associates provided a power point presentation on the architectural designs for Benjamin and Cedar Ridge Elementary Schools and George L. Evans Jr. High School. (Attachment #14) Terry Fielden of Turner Construction provided additional information on the construction projects. Fielden is the project coordinator. He noted that tracking overall indicates that the project is currently under budget. Architects also shared details of the renovations planned at Sugar Creek Elementary School.

Enrollment Report and Comparison Report

Pye provided the enrollment report as of November 26, 2008(Attachment #15) Total enrollment is at 12,756. Pye noted the addition of a regular education teaching assistant placed at Prairieland Elementary School.

Freedom of Information

Niehaus reported that the District had received and processed one request for information. (Attachment #16)

- Kathy Michaels, Bloomington IL

Illinois Association of School Board Annual Fall Conference and Delegate Assembly

Summary reports were presented on the IASB/IASBO/IASA annual conference held November 20 – 21 in Chicago. The sessions topics that Board members and administrators participated in included but were not limited to the following:

- Board leadership and duties of the president
- Accountability and monitoring school district performance
- Bond issuance ~ meeting with PMA Financial Network
- Financial and legal issues
- Audit findings
- Technology
- Redistricting, grandfathering, and transition orientation
- Response to intervention
- Poverty issues
- Parliamentary procedures
- Collaborative problem solving
- Legal issues including student access to “My Space” and discussion of bullying on the internet
- School improvement planning
- Goal setting
- Meet and greet with various vendors used by the District
- Science and math curriculum

Briggs and members of the referendum steering committee were recognized for their successful panel presentation at the conference.

Board Representative Committee Meeting Reports

- Strategic Planning and Finance ~ The committee met on December 1 for review of the mid-year budget report. Discussion included the purchase of xerox copiers and an agreement with Evergreen to supply the District's fuel orders.
- Mackinaw Valley Special Education Association Council ~ The council met on November 19. The council approved a disproportionally study with Illinois State University.
- District Continuous Improvement Team ~ The committee met on November 18. Items discussed included communication with Board, DCIT, administrators, and staff. The next agenda will include discussion on a Critical Friends visit and the structure and plans of DCIT. The next meeting will be held on January 12.
- Board Policy Review Committee ~ The committee continues to meet regularly for review of all Board policies and administrative procedures. There will be several policies for first reading at the January 14 meeting.
- Facilities Review Committee ~ The committee met recently to discuss the need for temporary classrooms. It was noted that the Board took action this evening on that item.
- McLean County Regional Planning Commission ~ The commission met on December 4.
- Community Connections Committee ~ The committee rescheduled the December 5 meeting to December 12.

Announcements/Comments

- The curriculum hearing will be held on January 28 at 4:00 p.m.
- Board members participated in school activities during American Education Week.
- The next Board meeting will be held January 14.
- Construction at the District Office – the technology department moved out today to allow for construction of curriculum department offices.
- There will be an administrator from the Korea Department of Education working with Dr. Niehaus for a one-year period.
- Superintendent evaluation forms will be distributed to Board members and other administrators.
- It was reported that the recent Racial Justice Summit held November 13 – 15 was very well attended.
- Adelman reported that the Transportation Department has had security cameras set up.
- RevTrak has been completed at Parkside and Hoose Elementary Schools.
- Grounds and maintenance departments continue to work on snow removal issues. Adelman noted that to reduce paper tracking the custodial employees will begin working with time and attendance streamlining.
- Adelman reported that Bruce Boswell continues to monitor energy use in the District.

Adjournment

The meeting was adjourned at 9:44 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: January 28, 2009**