

Minutes
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
January 28, 2009

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on January 28, 2009 at approximately 4:10 p.m. at the District Office, 1809 W. Hovey 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.

Textbook/Curriculum Heating

A public hearing was held regarding curriculum changes and textbooks and materials to support the curriculum.

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, Directory of Secondary Education Sandy Wilson, Bob Lewis of PMA Financial Network, Dayna Brown, Jim Fitzpatrick of WJBC, Chuck Bartlett, Phyllis Coulter of *The Pantagraph*, Dawn Green, Camille Taylor, Jeanette Nuckolls, Ken Lee, Susan Schwingle, Shelli Lord, Randy Middleton of Middleton Associates, Tim Green, and others.

Recess

At approximately 6:40 p.m., the hearing ended and the Board recessed until 7:00 p.m.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Focus on Students and Good News Reports

- Susan Schwingle PJHS Nurse
- NCHS Food Service Staff
- Mari Kallakuri, Jessica Rardin, and Darshan Thakkar, NCHS Students ~ Bloomington/Normal Human Relations Commission's Youth "I Have A Dream Award"
- Nathaniel Rivera, NCHS Student ~ 2009 Presidential Inaugural Conference

Public Comments

Shelli Lord, Normal IL ~ Topic: Foreign Language Curriculum Change

Reports/Discussion

YouthBuild McLean County

Principal of YBMC Tory Kleinhans provided information about the charter school. She noted that the school was one of six schools nationally to receive a post-secondary education grant of \$600,000. The grant will run for three years. The YBMC Charter School opened in September of 2009. Twenty students were selected by lottery to attend the school. Objectives of the school include educational training in core subjects aligned with the Illinois State Board of Education standards and to assist all students in attaining their high school diploma. Kleinhans provided a summary of performance outcomes to date. Students from YouthBuild addressed the Board and provided background information on how they became involved with the school.

Action

Bob Lewis of PMA Financial Network provided a summary of the resolutions scheduled for adoption this evening including the issuance of general obligation bonds, issuance of refunding lease certificates, and the execution of an escrow agreement in connection with the refunding lease certificates. (Attachment #1) Discussion included but was not limited to the following:

- Current bond markets
- District's bond rating

- Summary of parameters resolution
- Delegation of authority to Board President and Superintendent to approve the sale of bonds subject to pre-established parameters
- Debt service summary
- Estimated bond and interest tax rate
- Possibility of Edward Jones joining District's underwriting team as a selling agent for the bonds
- Refunding of 1999 lease certificates
- Debt service comparison, refunding certificates, unreturned certificates, and estimated savings through 2020
- Conference call on rating of District will be February 4, 2009

Approve Resolution to Approve Issuance of General Obligation School Bonds Not to Exceed the Amount of \$31,700,000

Puzauskas moved, Briggs seconded, to approve the resolution providing for the issue of not to exceed \$31,700,000 of General Obligation School Bonds, Series 2009, of Community Unit School District No.5 McLean and Woodford Counties, Illinois, and for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, as presented. (Attachment # 2) Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Approve Resolution Authorizing and Providing for the Issue of Not to Exceed \$3,600,000 Refunding Lease Certificates of Community Unit School District No. 5 McLean and Woodford Counties, Illinois, Prescribing the Details of Said Certificates, and Providing for the Security for and means of Payment of Said Certificates

Briggs moved, Pritchett seconded, to approve the resolution authorizing and providing for the issue of not to exceed \$3,600,000 refunding lease certificates of Community Unit School District No. 5 McLean and Woodford Counties, Illinois, prescribing the details of said certificates, and providing for the security for and means of payment of said certificates, as presented. (Attachment #3) Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Approve Resolution Authorizing and Directing the Execution of an Escrow Agreement in Connection with the Issue of Refunding Lease Certificates of Community Unit School District No. 5 McLean and Woodford Counties, Illinois

Cannell moved, Lay seconded, to approve the Resolution authorizing and directing the execution of an escrow agreement in connection with the issue of refunding lease certificates of Community Unit School District No. 5 McLean and Woodford Counties, Illinois as presented. (Attachment #4) Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Approve Resolution Authorizing the Loan of Funds from the Working Cash Fund to Other Funds as Allowed by Statute

Gillmeister provided a summary on the resolution to authorize the loan of funds from the working cash fund to other funds. (Attachment #5) Gillmeister noted that a complete report of all fund loans and repayments will be provided to the Board. Mickens-Baker moved, Lay seconded, to approve the resolution authorizing the loan of funds from the Working Cash Fund to other funds as presented. It was also noted that this authorization will expire at the end of the 2008-2009 fiscal year. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Approve Bid for Ground Source Heating System for Colene Hoose Elementary School

Middleton reported on bids received for the ground source heating system for Colene Hoose Elementary School. The District received bids from Tri-County Irrigation and Plumbing Inc., Durbin Enterprises Inc., and Kickapoo Drilling Co. It was Middleton's recommendation to award the bid to Tri-County Irrigation and Plumbing, Inc. at a base cost of \$288,900.00. (Attachment #6) Pritchett moved, Briggs seconded, to approve the bid for the ground source heating system for Colene Hoose Elementary School 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 # 7)

- Resignations/Retirements/Terminations
- Employment

- Contract Revisions
- Leave Requests

Payment of Bills and Payroll

Financial Reports

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

Approval of Minutes

- November 12, 2008 Closed Session
- November 12, 2008 Public Session
- December 10, 2008 Closed Session
- December 10, 2008 Public Session

Other

8.5.1 Request for Approval of Overnight Trips (Attachment #11)

- NCWHS Winter Guard and Wind Ensemble
- NCWHS Speech Team
- NCHS Student Council Annual Convention
- NCHS Dance Team National Championship
- CJHS Wrestling Invitational Meet
- NCHS Future Music Educators Seminar
- NCWHS Future Music Educators Seminar
- NCHS Speech Team

8.5.2 Approve Letter of Engagement between Gorenz and Associates, Ltd. and McLean County Unit District No. 5 For Audit Services for the Fiscal Year Ending June 30, 2009 (Attachment #12)

8.5.3 Approve Letter of Engagement between Gorenz and Associates, Ltd. and Mackinaw Valley Special Education Association For Audit Services for the Fiscal Year Ending June 30, 2009 (Attachment #13)

8.5.4 Request For Use of Facility ~ NCHS Fundraiser (Attachment #14)

8.5.5 Approve Agreement Between CTS, Inc., and McLean County Unit District No. 5

8.5.6 Approve District Improvement Plan 2008 (Attachment #15)

8.5.7 Approve Request for Donation ~ KJHS PTO Smart Board

Pritchett moved, Briggs 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

1st Reading for 2009-2010 School Calendar

Braksick highlighted the proposed 2009-10 School Calendar and presented it for 1st reading. (Attachment #16)

Enrollment Report and Comparison Report

Pye provided the enrollment report as of December 19, 2008. (Attachment #17) Total enrollment was reported to be 12,766. Pye noted that elementary class size average has remained constant at 22.7.

1st Reading Board Policies

Briggs presented the following board policies for revision. She highlighted and commented on the proposed changes. Any comments and/or suggestions should be addressed to Briggs. The policies will be scheduled for 2nd reading and approval at the February 11, 2008 meeting.

- Policy 1.20 District Organization, Operations, and Cooperative Agreements
- Administrative Procedure 1.20-AP1 Checklist for handling Intergovernmental Agreements Requests
- Exhibit 2.20-E1 Waiver and Modification Request Process
- Policy 2.125 Board Member Expenses
- Exhibit 2.125-E1 Board Member Expense Voucher
- Exhibit 2.140-E1 Guidance for Board Member Communications, Including Email Use
- Policy 2.150 Committees
- Administrative Procedure 2.150-AP1 Superintendent Committees
- Administrative Procedure 2.170-AP1 Qualification Based Selection
- Policy 2.200 Types of Board Meetings
- Administrative Procedure 2.200-AP1 Types of School Board Meetings

- Policy 2.210 Organizational Board Meetings
- Policy 2.240 Board Policy Development
- Exhibit 2.240-E1 *PRESS* Issue Updates
- Policy 2.250 Access to District's Public Records
- Administrative Procedure 2.250-AP1 Access To and Copying of District Public Records
- Administrative Procedure 2.250-AP2 Protocols for Record Preservation and Development of Retention Schedules
- Exhibit 2.250-E1 Written Request for District Records
- Exhibit 2.250-E2 Response to Request for District Record Inspection
- Exhibit 2.250-E3 Inspection Report for District Records
- Policy 2.260 Uniform Grievance Procedure

2009-2010 Middle School Schedule

Wilson presented a report on the proposed middle school schedule for the 2009-2010 school year. Discussion included but was not limited to the following: (Attachment #18)

- Study hall settings
- Consistent core classes
- Rotation of exploratory classes on a trimester schedule
- Tutorial settings to provide additional assistance when required
- Team philosophy
- Committee to study included a national consultant Elliott Merenbloom, department leaders, UFEA representatives, and administrators
- Samples of 6th, 7th, and 8th grade schedules
- Minutes per subject areas in each grade

Mid-Year Budget Review

Gillmeister reported on the District's budget as of the December 31 mid-point for the current fiscal year. (Attachment #19) Discussion included but was not limited to the following:

- Education Fund expenditures are at 50.76 percent of budget
- Benefits is one area that the District is over budget
- Insurance cost is one line item over budget
- Transportation Fund is slightly over budget due to the acquisition of wheelchair buses
- Site and Construction Fund will show acceleration of expenditures in second half of the year due to design and construction costs
- Items budgeted out of the Life Safety Fund included the geo-thermal heating work at Brigham and Carlock Elementary Schools
- Delay in revenue of State Aid payments for special education
- It is expected that the District will be under budget for every fund at the end of the 08-09 fiscal year

Board Representative Committee Meeting Reports

- Community Connections Committee ~ The committee met on Friday, January 23. The next meeting is scheduled for February 27. The committee will be putting information on the District website regarding the referendum implementation. This will include photographs, architectural drawings, and maps of the new construction sites. The committee will also begin discussion on the screening process for volunteers.
- Facilities Review Committee ~ The committee met on Friday, January 23. Discussion included geo-thermal work and performance based contracting. The next facility scheduled for geo-thermal work will be Colene Hoose Elementary School.
- Architectural Services Executive Committee ~ The committee is scheduled to meet on February 19. It was noted that bid meetings are currently scheduled on several upcoming construction and renovation items.
- Beyond the Books Educational Foundation Board of Directors ~ Briggs reported that the Foundation has received six applications to date. She noted that the endowment is down this year and is currently at just over one-half million dollars.
- Board Policy Review Committee ~ The committee is scheduled to meet on Thursday, January 29. The committee and the administrative team are currently working on review of District administrative procedures and exhibits.
- District Continuous Improvement Team ~ The committee met on January 12. Discussion included the strategic plan and the role of the team in its development. The next meeting is scheduled for February 9 at 4:45 p.m. at the IEA office.

- Strategic Planning and Finance ~ The committee will have a conference call regarding the District's bond rating on Wednesday, February 4.

Announcements/Comments

- Briggs and Pritchett are attending the Three-Tiered Busing Committee's meeting as observers. The committee's recommendation will be public after the February 4 committee meeting. The public will have an opportunity for comments at the February 11 Board of Education meeting.
- Adelman reported that the Transportation Department is currently working on team building activities.
- Adelman announced that RevTrak has been a huge success with over 7000 transactions reported.
- Adelman reported that the salt contract has been completed.
- Adelman reported that the custodial/maintenance department is currently working on reviewing and updating job descriptions.
- Board members reported on the success of the recent Youth Summit conference.
- Eagle Road Resource Center construction is almost completed. It was noted that the facility is well-prepared to meet the District's needs. There will be a new instructional technology position.
- Gillmeister noted that there will be a meeting on Wednesday, February 4 regarding a proposed Hudson TIF district.
- Gillmeister will be attending the LUDA conference in Springfield on February 6. Session discussion will include state funding.

Closed Session

At approximately 10:09 p.m., Briggs moved, Mickens-Baker 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, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried**

Return to Open Session

At approximately 11:10 p.m., Briggs moved, Cannell 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**

Adjournment

The meeting was adjourned at 11:10 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: March 11, 2009**