

**Minutes**  
**McLean County Unit District No. 5**  
**BOARD OF EDUCATION**  
**Regular Session**  
**August 26, 2009**

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on August 26, 2009 at 6:00 p.m. at the District Office, 1809 W. Hovey Avenue, Normal, Illinois.

**Roll Call**

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

**Closed Session**

At 6:00 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)(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)(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.

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

**Return to Public Session**

At 7:02 p.m., Briggs moved, Puzauskas seconded, to come out of closed session and return to public session. Roll call: Ayes: Briggs, Cannell, Lay, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried.**

Also present: Superintendent Gary Niehaus, Assistant Superintendent of Human Resources John Pye, Assistant Superintendent of Human Resources Nate Cunningham, Assistant Superintendent of Curriculum and Instruction Jim Braksick, Chief Financial Officer/Treasurer James Gillmeister, Director of Operations Joe Adelman, Clerk of the Board Donna Evans, Dayna Brown, Phyllis Coulter of *The Pantagraph*, Steve Robinson of the *Normalite*, Jon Butler, Judy Jiles, Pete Halter, Steve Donohue, Sheryl Soukup, Mary Bronson, Chuck Hartseil, Dave Bollmann, Mike Trask, Mr. and Mrs. Daryle Schempp, Tisha Timan, and others.

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**Public Comments**

The following people addressed the Board on the topic of redistricting.

- Judy Jiles, Normal, IL
- Pete Halter, Normal IL
- Steve Donohue, Bloomington IL
- Sheryl Soukup, Normal IL
- Mary Bronson, Normal IL

**Action**

**Approve Recommendations from Redistricting Committee**

A summary of the recommendations on redistricting was presented to Board members. (Attachment #1) Revisions were made after the initial recommendation was reported to the Board on August 12. Committee members reviewed public comments at a special meeting held on August 19. All issues presented were equally discussed. Board members expressed their thanks for the committee's work on the redistricting project and to the public for their input. Niehaus commented that the recommendation met the goals of the committee and it was his recommendation that the Board approve the redistricting plan presented.

Briggs moved, Puzauskas seconded to approve the superintendent's recommendation for redistricting as presented. Roll call: Ayes: Briggs, Cannell, Lay, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried.**

### **Consent Agenda**

Niehaus reviewed and recommended approval of the Consent Agenda.

#### Personnel Matters (Attachment #2)

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

#### Payment of Bills (Attachment #3)

#### Financial Reports

- Treasurer's Report for June and July (Attachment #4)
- Statement of Expenditures for June and July (Attachment #5)
- Investment Update (Attachment #6)

#### Other

- Approve agreement with Zeller Digital Innovations for installation of data structure and cabling for Evans Jr. High School, Benjamin, Cedar Ridge, and Sugar Creek Elementary Schools

Reece moved, Puzauskas seconded, to approve the Consent Agenda as presented. Roll call: Ayes: Briggs, Cannell, Lay, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried.** It was noted that the agreement with Zeller Digital Innovations was previously discussed at the August 12 Board meeting.

### **Reports**

#### Board Representative Committee Meeting Reports

- Facilities Review Committee ~ The committee recently toured Sugar Creek and Fairview Elementary School. The committee will meet on Friday, August 28.
- Board Policy Review Committee ~ The committee will meet on August 27 at 10:00 a.m. to review policies in section 4. Policies will be presented for 1<sup>st</sup> reading at the September 9 meeting. Briggs noted that she will be recommending that the indexes for policies be added to the District website.
- Strategic Planning and Finance Committee ~ The committee met last week. Items of discussion included the budget and additional needs and processes for real time reporting.
- Unit 5/Local Government Committee ~ The committee will meet next Monday, August 31.
- Beyond the Books Educational Foundation Board of Directors ~ Briggs noted that the Board of Directors met August 25 for their annual retreat to set goals and plan work for the upcoming year.

#### Financial Report ~ End of the Year 2008-2009

Gillmeister provided a review of fiscal year 2008-2009. Items discussed included but were not limited to the following:

- Revenue problems related to property tax collection.
- The first installment of property taxes for the current year were received on time.
- Education and Transportation funds were impacted because of late payments due to the District from the State.
- Other late categorical payments from the State included special education funding and transportation reimbursement.
- This was the first year that the District was required to provide a separate Tort Fund. Previously Tort was a component of Transportation, Operations and Maintenance or Education Funds.
- Education Fund was over budget in expenditures. This will be noted in the audit report.
- In the Operations and Maintenance Fund District utility costs were over budget resulting from the movement of the 2007-2008 bills to the 2008-2009 fiscal year.
- IMRF and Social Security is over budget.
- In the Site and Construction Fund the timing for granting contracts and initial construction work was slower than anticipated. This resulted in approximately three million remaining in the fund.

- A report will be presented in September about the budget for construction of the three new schools and the renovations to Sugar Creek Elementary School. The report will compare the budget with the actual costs for each facility.
- Gillmeister and auditors for the District will discuss the possible use of a modified accrual accounting system.

#### Preliminary Budget Report

Gillmeister provided information on the 2009-2010 proposed budgets for Unit 5 and Mackinaw Valley Special Education Association. (Attachment #7) A hearing on the budget will be held at the September 23 Board meeting.

#### Enrollment Report and Comparison Report

Pye reported on the preliminary enrollment figures as of August 21, 2009. (Attachment #8) The report reflects the first and second day enrollment figures. Pye noted that there are 261 sections at the elementary level. Discussion also included open attendance procedures. Pye stated that not having an open attendance procedure in place for the following year will be a challenge because open attendance had allowed the administration to balance classes.

#### Utilization of Brigham Elementary School Site 2010-2011

Pye, Braksick, Adelman, and NCHS Associate Principal Dave Bollmann presented an initial review of the feasibility to have sixth and seventh grade students at Brigham Elementary School for six weeks to one year prior to the opening of Evans Jr. High School if the school is completed during the 2010-2011 school year. (Attachment #9) Items discussed included but were not limited to the following:

- Middle school schedule
- Exploratory opportunities limited due to lack of technology resources, locker rooms for PE, and space for music programs.
- Special Education students would remain at their current junior high
- Extra-curricular activities
- Food service
- Transportation issues including limitation of bus lane, on-street parking and need for busing for co-curricular activities

#### **Announcements/Comments**

- The CAC new member orientation meeting will be held at the District Office on September 2 at 6:00 p.m.
- Mickens-Baker recently attended the Forum on Education at State Farm Insurance. Discussion included the achievement gap, mentoring, and grant money received from the Secretary of Education.
- Mickens-Baker, Briggs, and Pritchett attended opening day staff programs with District administrators on August 17.
- Several Board members attended Pepper Ridge Elementary School's Promise Council opening on Friday, August 21.
- Mickens-Baker reported that she has recently provided public service announcements on WXRJ radio station. Topics included the District's new immunization policy and strategies for a successful start of school.
- Several Board members attended the District's mentoring program luncheon held on August 13.
- Board members will prepare for a retreat within the next few months.
- The Unity Center grand re-opening will be Tuesday, September 1 at 4:30 p.m.
- NAACP will host a public forum on Monday, October 5. Dr. Niehaus and District 87 Superintendent Bob Nielsen will speak on issues related to education.
- Gillmeister reported that at the next Board meeting there will be a resolution in support of a new tax increment financing district (TIF).

#### **Adjournment**

The meeting was adjourned at 9:20 p.m.

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**Meta Mickens-Baker, Board of Education President**

**Community Unit School District No. 5  
McLean and Woodford Counties, Illinois**

**ATTEST:**

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**Gail Ann Briggs, Board of Education Secretary**  
**Approved Date: October 14, 2009**