

Minutes
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
March 14, 2007

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on March 14, 2007 at 7:00 p.m. at the District Office, 1809 W. Hovey Avenue, Normal, Illinois.

1.0 Roll Call

Members present: Gail Ann Briggs, Meta Mickens-Baker, Martin O'Connor, John Puzauskas, Jay Reece, Steve Whittington and Board President Scott Lay. Member absent: None

Also present: Superintendent Alan Chapman, Assistant Superintendent of Operations and Human Resources John Pye, Clerk of the Board Donna Evans, Assistant Superintendent of Curriculum and Instruction Jim Braksick, Chief Financial Officer/Treasurer Tod Altenburg, Tyler Sadlo, Sally Sadlo, Eric Sadlo, Hailey Sadlo, Gary Niehaus, Carmen Bergmann, Alison Hampton, Bert Popejoy, Jeanette Nuckolls, Chuck Bartlett, Vickie Mahrt, Linsey Meloche, Wes Caldwell, Sara Grulke, Kim Martin, Michele Steinbacher from *The Pantagraph*, Kristin Ochiltree, Mark Pritchett, Steve Simpson, Dana Cuny, Keily Streit, Meghan Leiseberg, Wendy Cannell, Terry James, Randall Middleton, Teresa Smith, M.P. Smith, Margaret Rearer, Kara Alt, Ben Matthews, Dawn Green, and others.

2.0 Pledge of Allegiance

The Pledge of Allegiance was recited.

3.0 Public Comments

Vickie Mahrt ~ President, Unit Five Education Association, Normal

4.0 Focus on Students/Good News Report

- Good News Report ~ Representative Dan Brady Recognition Program ~ Dr. Jeanette Nuckolls
- Focus on Students ~ NCHS Student Tyler Sadlo

5.0 Action

5.1 Appointment of Unit 5 Superintendent

Lay introduced Dr. Gary Niehaus and discussed his background and career accomplishments. Dr. Niehaus addressed the Board members and expressed his appreciation for the opportunity to work with the Unit 5 Board, staff and community.

Briggs moved, Mickens-Baker seconded, to approve the appointment of Dr. Gary Niehaus as Unit 5 Superintendent effective July 1, 2007. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

5.2 Appointment of Unit 5 Principals

Pye recommended to the Board the appointment of Carmen Bergmann as principal of Glenn Elementary School and Alison Hampton as principal/teacher of Carlock Elementary School. He noted that these appointments would be effective July 1, 2007. On behalf of the Board, Lay congratulated and offered best wishes to Bergmann and Hampton.

Reece moved, Puzauskas seconded, to approve the appointment of Carmen Bergmann as principal of Glenn Elementary School and Alison Hampton as principal/teacher of Carlock Elementary School effective July 1, 2007. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

5.3 Approve Amendment to Certification of Need for Fire Prevention and Safety Funds

Randall Middleton provided information regarding the amendment to Certification of Need for Fire Prevention and Safety Funds for Parkside Jr. High School. He noted that the project involves the repair of drop pipes for the heating and cooling systems. Middleton noted that Jeff Monahan, Supervisor of

Maintenance Services recommends the completion of this project only if there are funds available after the geothermal projects scheduled to be done at Hudson and Fairview Elementary Schools have been completed. (Attachment #1)

Mickens-Baker moved, Puzauskas seconded, to approve the amendment to Certification of Need for Fire Prevention and Safety Funds for Parkside Jr. High School as presented. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

5.4 Approve Lease/Rental Agreement With Verizon Wireless

Pye noted that the Facilities Committee has had an ongoing review and discussion with Verizon Wireless for several months regarding the proposal for the placement of a cellular tower at Kingsley Jr. High School. Frank Miles, attorney for Unit 5, worked with the Verizon agent to develop the agreement. (Attachment #2) Pye noted that this will provide additional income for the Operations and Maintenance Fund and recommended that the Board approve the lease/rental agreement with Verizon Wireless.

Puzauskas moved, Briggs seconded, to approve the lease/rental agreement with Verizon Wireless as proposed. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

5.5 Accept Proposals for Lease and Purchase of Buses for 2007-2008

Pye noted that in order to meet the challenges of increasing enrollment, the Transportation Department recommends that the District trade in 22 smaller capacity buses and lease 26 higher capacity buses. This will allow the department to transport a larger number of students without adding additional routes and drivers. Pye also provided a cost summary by two vendors who submitted bids. (Attachment #3) The recommended bidder is Midwest Transit Equipment.

Reece moved, Briggs seconded, to accept the proposals for the lease and purchase of buses for 2007-2008 as recommended. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

5.6 Authorize Independent Review of All Aspects of Personnel Administration

Chapman noted that in order to ensure that the District's current operational policies and practices provide the maximum level of protection to students; he is recommending that the Board authorize an independent review of the District's personnel administration. This review should include, but not be limited to, the investigation of the District's policies, procedures, recruitment practices, staff development and training, evaluation process, discipline, and record keeping procedures. (Attachment #4) Chapman noted that a recommended service provider and an estimate of costs will be provided to the Board for approval prior to the review.

Mickens-Baker moved, Briggs seconded, to authorize independent review of all aspects of personnel administration as presented. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

6.0 **Consent Agenda**

Chapman reviewed the Consent Agenda and recommended its approval. Puzauskas moved, Reece seconded, to approve the Consent Agenda as presented.

6.1 Approval of Minutes

- February 19, 2007 ~ Regular Meeting
- February 28, 2007 ~ Regular Meeting

6.2 Personnel Matters (Attachment #5)

- 6.2.1 Staffing Needs
- 6.2.2 Resignation/Retirements/Terminations
- 6.2.3 Non-Renewals
- 6.2.4 Employment
- 6.2.5 Contract Revisions
- 6.2.6 Leave Requests

6.3 Payment of Bills and Payrolls (Attachment #6)

- 6.3.1 Bill Listing

- 6.3.2 Payroll Report
- 6.3.3 State of Expenditures by Operating Fund (Attachment #7)
- 6.4 Treasurer's Report ~ February 2007 (Attachment #8)
- 6.5 Other
 - 6.5.1 PJHS Request For Overnight Trip ~ Student Council (Attachment #9)
 - 6.5.2 CJHS Request For Overnight Trip ~ Team Quest (Attachment #10)
 - 6.5.3 NCWHS Athletic Department ~ 2007 Summer Camps (Attachment #11)
 - 6.5.4 NCHS Athletic Department ~ 2007 Summer Camps (Attachment #12)
 - 6.5.5. Request For Donation ~ Fairview Elementary School Playground Improvements (Attachment #13)

Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None.

Motion carried.

7.0 Reports/Discussion

7.1 Plan for Recognition of Personal Excellence by Staff and Students

Chapman noted that one of the objectives of the Unit 5 Strategic Plan is to develop a plan for recognition of personal excellence of students and staff. Chapman provided a plan demonstrating the breakdown of various categories including responsibilities of school-based, District-based, and Community-based recognition. (Attachment #14) He noted that this plan attempts to specify all of the elements of a comprehensive recognition program.

7.2 Report on Audit Services Request For Proposals

Altenburg reported the District had advertised for Requests for Proposal for Audit Services in the classified section of the January 22, 2007 edition of *The Pantagraph*. (Attachment #15) He noted that Gorenz and Associates was the only firm to complete the requirements by the February 23, 2007 deadline. It was the consensus of the Board to recommend approval of a three-year agreement with Gorenz and Associates.

7.3 Illinois 2006 District Report Cards

Braksick reported that all twenty Unit 5 schools maintained adequate yearly progress on the 2006 Illinois District Report Cards. Ninety percent of students met or exceeded state goals in math and eighty percent in language arts. At this point, the building principals will disaggregate the data. Discussion will include suggestions and plans for improving scores in areas of concern. Lay thanked staff, students and parents for their support.

7.4 Enrollment Update and Comparison Figures

Pye presented the enrollment figures as of February 28, 2007. (Attachment #16) Total enrollment was reported at 12,105.

7.3 Board Representative Reports

- Executive Committee for Workshop and Programming Phase of Architectural Services ~ Puzauskas reported that the committee met on March 13. Topics of discussion included but were not limited to pre-referendum services, fee options, construction costs and construction schedules. O'Connor also noted that the committee stressed to the architects the importance of reporting to the Board the most accurate cost factors such as total costs, timing of payments due, and preliminary costs. He also noted that there was some discussion on the need for preliminary workshops. The next committee meeting will be targeted for the first week of April.
- Consortium for Educational Change Committee ~ Whittington noted that the CEC met March 14 to continue plotting the committee's progress.
- Community Connections Committee ~ Mickens-Baker reported that the committee met Wednesday, February 28. The committee will be looking at Focus Groups for the summer of 2007. She also noted that there has been discussion on using possible vendor services for completing an alumni survey as students graduate. Mickens-Baker commented on the District's "Your Feedback" site and noted that the Unit 5 e-Link for staff has been distributed each month. She noted that a "Meet and Greet" continental breakfast with the Chamber of Commerce is being planned at CJHS during the last week of April. The next committee meeting is scheduled for April 5.
- Unit 5/Local Government Committee ~ Reece announced the next meeting is scheduled for March 20 at noon.
- Beyond the Books Educational Foundation Board of Directors ~ Briggs noted that the Foundation currently has an endowment of \$700,000. Briggs presented a written report to the Board and noted that 80 grant applications were received from educators in Unit 5 and District

87 by the March 2 deadline. (Attachment #17) Two of the applications are joint district projects involving both Unit 5 and District 87. For the next two weeks, nine directors will “blind-review”, independently read and rank the grants. On March 10, approximately 500 letters with current year awards information and remittance envelopes were mailed to potential new and former donors. Briggs announced that Colleen Moore, Glenn teacher, and her class were part of two media reports on March 7 and March 9 with WHOI and *The Pantagraph*.

8.0 Announcements

- Mickens-Baker announced that the next CAC meeting is scheduled for March 21 at Normal Community High School.
- Congratulations and support from administrators and Board members were given to Dr. Gary Niehuas for his appointment as the next Unit 5 Superintendent.
- Reece noted that NCHS and NCWHS participated in the Illinois State Bar Association Mock Trial Competition.
- Reece announced that the McLean County Regional Spelling Bee will be held Saturday, March 17.
- Briggs reported that the Prairieland Elementary School Health Fair held this past week was very informative and well attended.
- Altenburg noted that on Friday, March 16 the District will begin interest-based bargaining with UFSPA.
- Altenburg also noted that there will be a report on short-term borrowing at the April 11 meeting.

9.0 Adjournment

The meeting was adjourned at 8:39 p.m.

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

ATTEST:

Meta Mickens-Baker, Board of Education Secretary

Approved Date: April 11, 2007