

MINUTES
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
January 12, 2005

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois, met in regular session on January 12, 2005, at approximately 6:00 p.m. at the District Office, 1809 West Hovey Avenue, Normal, Illinois.

1.0 Roll Call Members present: Gail Ann Briggs, Tom Ellsworth, Scott Lay, Meta Mickens-Baker, Martin O'Connor, Steve Whittington, and Board President Rick Percy. Members absent: None.

2.0 Closed Session Briggs moved, Lay seconded, to adjourn to closed session to consider the employment and compensation of specific employees, collective negotiating matters, pending litigation, review of closed session minutes, and proposed sale of securities. Roll call: Ayes: Briggs, Ellsworth, Lay, Mickens-Baker, O'Connor, Whittington, Percy. Nays: None. **Motion carried.**

Also present: Superintendent Dr. Alan Chapman, Assistant Superintendent of Operations/Human Resources John Pye, Attorney Dennis Triggs, and Clerk of the Board Cindy Prescher.

3.0 Return to Public Session At approximately 7:07 p.m., Briggs moved, Lay seconded, to come out of closed session and return to public session. Roll call: Ayes: Briggs, Ellsworth, Lay, Mickens-Baker, O'Connor, Whittington, Percy. Nays: None. **Motion carried.**

Also present: Chapman, Pye, Assistant Superintendent of Curriculum/Instruction Jim Braksick, Executive Director of Secondary Education Bruce Boswell, Chief Financial Officer/Treasurer Tod Altenburg, Prescher, Meghan Leiseberg, Cathy Greene, Jeanette Nuckolls, Tyler Becker, Amy Koranek, B.J. Koebel, Bob Burritt, Julie Basting, Keith and Teri Whitaker, Carolyn Thompson, Jenny Sokulski, Aubrey Taylor, Harirajan Mani, Lynette Mehall, Given, Jean, and Noelle Harper, John Puzauskas, Cindi Behrens, Karen Zook, Susan Vittitoe, Ben Luginbuhl, Rich Schroeder, Barb McLaughlin-Olson, Michelle Glatt, Terry Mester, Lori Johnson, Megan Johnson, Tyler Zavitz, Camille Taylor, Michelle Beyers, Barb McClarty, Michelle Steinbacher from The Pantagraph, Kevin Heinkes from WJBC, Linda Moorhead, Jay Reece, Larry Turilli, Melissa Matheny, Beth Sennett, Chuck Bartlett, Chuck Hartseil, Ted Ratajski, Jessica Thornton, Tom Patten, Robert Fleming, Kevin Heid, Donna Lutkehaus, Bert Popejoy, and others.

4.0 Pledge of Allegiance The Pledge of Allegiance was recited.

**5.0 Focus on Students/
Good News Reports** The following were recognized:
Focus on Students

- Harirajan Mani, NCHS Student
- Jenica Brittingham, Katie Byrd, Chad Edens, Joe Meade, Steve Quinn, Verletta Scott, and Aubrey Taylor, NCHS Students; Mike McManis and Cynthia Behrens, NCHS Teachers
- Unit 5 Secondary Students Who Participated in the Illinois Music Educators District 3 Music Festivals on November 6 and 20, 2004
- Tyler Becker, B.J. Koebel, Jacob Kokotek, Eddie Koranek, and Kirsten Whitaker, Carlock Students
- Tyler Zavitz, NCWHS Student
- Jessica Thornton and Noelle Harper, NCHS Students

Good News Reports

- Books and Bites Program and Librarians Michelle Glatt, Barb McClarty, Susan Vittitoe, Kari Hennenfent, and Terry Mester
- Michelle Byers, NCHS Teacher
- Carolyn Thompson, KJHS Teacher, and Jennifer Sokulski, NCHS Teacher
- Tom Patten, NCHS Teacher

6.0 Public Comments

The following addressed the Board:

- | | <u>Topic</u> |
|------------------|-----------------------|
| • Linda Moorhead | Tiered Transportation |
| • Ted Ratajski | Tiered Transportation |

7.0 Action

Briggs moved, Lay seconded, to move up item 7.4 to become item 7.1 under 7.0 Action, with renumbering of the subsequent items. Roll call: Ayes: Briggs, Ellsworth, Lay, Mickens-Baker, O'Connor, Whittington, Percy. Nays: None. **Motion carried.**

7.1 Authorize Attorney and Investment Bankers to Prepare for Proposed Refunding of Bonds

Chapman acknowledged that the District's attorney, Robert Fleming, and Kevin Heid of First Midstate Inc. were present and have been working on a project to restructure Unit 5's bond indebtedness in a manner projected to save the taxpayers \$8.7 million over a period of several years. It was noted that a proposed resolution regarding the refunding project and authorization had been provided to board and cabinet members and the audience. Fleming summarized that three to four meetings were held with some board members to discuss the overall proposal and to explain the procedure to newer members. Given the potential savings and current soft market, Fleming remarked that First Midstate has worked expeditiously to prepare for the proposed refunding of school bonds.

Following approval of the resolution, he indicated that bids for the bond sale would be received at 11:00 a.m. on January 26, with action to finalize refunding of the bonds to take place at the regular board meeting on the evening of the 26th. In response to a board member question, Heid indicated that the goal throughout the process has been to maintain the District's estimated Bond and Interest tax rate at the current level until 2015, after which time it would drop significantly over the last three years. He added that with refunding, the new bond repayment schedule would be shorter than the original schedule. Briggs moved, Ellsworth seconded, to adopt the resolution pertaining to the proposed refunding of bonds as presented. (Attachment #1) Roll call: Ayes: Briggs, Ellsworth, Lay, Mickens-Baker, O'Connor, Whittington, Percy. Nays: None. **Motion carried.** Appreciation was expressed to Fleming and Heid for their work on the project.

7.2 Action From Closed Session

Pye recommended the Board's approval of the 2004-2005 salary and benefit packages for psychologists and social workers, occupational and physical therapists, medical personnel, certified substitutes, and noon hour supervisors. Lay moved, Mickens-Baker seconded, to approve 2004-2005 salaries and benefits for psychologists and social workers, occupational and physical therapists, medical personnel, certified substitutes, and noon hour supervisors. (Attachment #2) Roll call: Ayes: Briggs, Ellsworth, Lay, Mickens-Baker, O'Connor, Whittington, Percy. Nays: None. **Motion carried.**

7.3 Set Date of January 18, 2005 for a Board Work Session

Chapman recommended the Board take action to set the date of January 18 for a Board Work Session designed to revolve around issues related to the development of next year's budget and future planning for the District. Mickens-Baker moved, Lay seconded, to set the date of January 18, 2005 for a Board Work Session to be held at 7:00 p.m. at the District Office. Roll call: Ayes: Briggs, Ellsworth, Lay, Mickens-Baker, O'Connor, Whittington, Percy. Nays: None. **Motion carried.**

7.4 Adopt Proposed Board Policy Revisions

- Policy 2.220 Board Meeting Procedures
- Policy 4.155 Naming or Renaming of Facilities and School and District Symbols
- Policy 6.260 Objections to Curriculum, Instructional Materials, and Programs
- Policy 6.340 Student Testing and Assessment Program
- Policy 7.275 (New) – Orders to Forgo Life-Sustaining Treatment

Chapman remarked that first reading of four board policy revisions and one new policy took place at a previous board meeting. He recommended approval of the five policies and noted that there had been no suggestions for change. Ellsworth moved, Mickens-Baker seconded, to adopt new board policy 7.275 and policy revisions 2.220, 4.155, 6.260, and 6.340 as proposed. (Attachment #3) Roll call: Ayes: Briggs, Ellsworth, Lay, Mickens-Baker, O'Connor, Whittington, Percy. Nays: None. **Motion carried.**

8.0 Consent Agenda

Chapman reviewed the Consent Agenda and recommended its approval. In regard to staffing needs included under Personnel Matters, he noted that several additional positions were being recommended due to increased school enrollments in special education, pre-K at-risk, and early childhood. Also, he noted the retirement of Librarian Pat Romance in December 2004. Pye announced that Jim Ahart, warehouse supervisor, was selected out of six in-district applicants to fill the Energy Education position. He added that the administration was pleased with Ahart's selection and felt he would be a good fit for this new position. Concerning the IMEA overnight trip request for January 27-29, 2005, Chapman clarified that it would involve two school days rather than three as indicated in one of the school's letter of request. In regard to the CJHS request for the Wrestling Squad, he indicated no school would be missed. Further, he stated that the CJHS request for the Poms Squad is to participate in a dance competition on a Sunday. It was noted that the Wind Ensemble would miss one day of school prior to its spring break trip to New York City. Ellsworth moved, Lay seconded, to approve the Consent Agenda as presented. Briggs commented that the minutes of the December 8 meeting were lengthy, and she felt Clerk of the Board Prescher did an outstanding job of capturing the discussion.

8.1 Approval of the Minutes

- December 8, 2004 Regular Meeting

8.2 Personnel Matters (Attachment #4)

8.3 Payment of Bills and Payrolls (Attachment #5)

8.4 Treasurer's Report (Attachment #6)

8.5 Overnight Trips

- NCHS and NCWHS request for selected students to participate in the Illinois Music Educators Association All-State Band, Choir, and Orchestra at the Peoria Civic Center on January 27-29, 2005
- CJHS overnight trip request for the Wrestling Squad to participate in a Wrestling Tournament in Park Forest, Illinois on January 28, 2005
- CJHS overnight trip request for the Poms Squad to participate in a dance competition in Riverton, Illinois on Sunday, February 13, 2005
- NCWHS overnight trip request for the Wind Ensemble to travel to New York City on March 18-22, 2005 to represent the entire Midwest at a select Carnegie Hall performance.

Roll call: Ayes: Briggs, Ellsworth, Lay, Mickens-Baker, O'Connor, Whittington, Percy. Nays: None. **Motion carried.**

9.0 Reports/Discussion

9.1 Tiered Busing Report

Pye spoke on the follow-up report to the tiered busing report presented on December 8. Since the December 8 report he remarked that a number of comments and suggestions had been received from not only the Board, but also the public. Based on the input received, he stated that additional options were being presented for consideration and

further discussion at a public meeting on transportation to be held tomorrow evening. He reviewed school start and end times for the December 8 proposal and two additional Options, A and B. Pye also provided the size of the transportation fleet with each of the three options and pros and cons for Options A and B. (Attachment #7)

Board members had questions/concerns regarding any redistribution of pick-up sites, elementary and high school start times, and length of school day for special education and ESL students. In response to a board member question pertaining to goals in changing to a tiered transportation system, Pye responded that his original approach and direction to the committee was to reduce student ride and wait times and to also look at ways to save funds within the Transportation Fund. Based on comments received on December 8, he indicated the committee looked at alternatives and stepped away from the financial aspect. Emphasis was still placed on reducing ride and wait times for students with the two additional options. Pye noted that with the two additional options there would not be much reduction in buses. He pointed out that as the District grows, its bus fleet would need to be increased. It was noted that finding additional personnel for an expanded fleet would be challenging. Pye felt that transportation positions would need to be made more attractive in order for the District to have an adequate number of drivers for routes.

Pye commented that based on feedback received after presentation of the December 8 proposal, there is a real reluctance to consider that proposal. He felt the timeframes were difficult for our community to accept. Besides Options A and B, Pye remarked that another option might be to make no change. In summarizing the options, he stated that the December 8 proposal would reduce ride/wait times and save money. Option B would not entail much change, but would standardize start/end times. Pye felt that Option A would come the closest to minimizing early arrival and wait times.

Board members had varied opinions on whether the Board should act on a transportation recommendation at the January 26 board meeting. Pye felt a recommendation could be ready for the Board's consideration on the 26th. He added that he would be interested in parent input received at tomorrow night's public meeting and any further board member input on the matter.

Chapman remarked that the administration could provide a recommendation on January 26 that would make some improvements to the current transportation system, but would not please everyone, would not solve all of the transportation problems, and would not meet all of the goals discussed. He felt that higher and lower priorities would need to be decided at some point.

9.2 Board Representative Reports

Strategic Planning/Finance Committee (Lay/Whittington) – Lay reported that the committee met and discussed a software package that would assist with making more accurate financial forecasts, budgeting, and planning for the future.

Community Connections Committee (Mickens-Baker/Briggs) – Briggs reported that the committee met after the December 8 board meeting and reviewed information from the two "Community Conversation" meetings. She remarked that no feedback had been received from the public after those two meetings. She noted that the committee had discussed holding a public meeting on transportation and scheduled it for January 13 at 7:00 p.m. at NCWHS in the Auditorium.

Briggs stated that the committee also discussed the District's website and how information is presented on the website. Discussed was posting on the website the approved minutes of board meetings and the complete agenda. Security and safety issues in regard to website information was another topic of discussion.

It was reported that the committee also would be reviewing board policies in Section 8 related to District volunteers, etc.

Briggs reported that the next “Community Conversation” public meeting is scheduled for April 11 at Sugar Creek School. The agenda will focus on topics that are pertinent at that time.

Further, it was reported that the committee felt it was making good progress toward its responsibilities in relation to the District’s Strategic Plan.

It was reported that a “Community Conversation” with the NAACP, who will host the meeting, has been scheduled for Monday, February 7 at Wayman AME Church from 7:00-8:30 p.m.

It was noted that the Unit 5 Citizens Advisory Council would meet on January 19 at 7:00 p.m. at Pepper Ridge Elementary School.

Discipline and Medication Committee (Mickens-Baker) – Mickens-Baker reported that the committee had its final meeting last week and would be forwarding recommended board policy changes to the board policy review committee for consideration.

9.3 1st Reading: Proposed Board Policy Revisions and New Policy

- Policy 7.70 Attendance and Truancy
- Policy 7.330 Student Use of Buildings – Equal Access

Briggs presented two policies, 7.70 and 7.330, for first reading. She emphasized that the proposed revisions regarding attendance in 7.70 reflect state law. Concerning 7.330, she noted that proposed revisions to that policy were also consistent with state law, with the exception of items 9 and 10 which were deemed to be appropriate to include in the policy by the Illinois Association of School Boards and the District’s policy review committee. A question was raised and answered concerning the definition of truant in policy 7.70.

9.4 1st Reading: Proposed Administrative Procedure

- Succession Plan – 3.70-AP

Chapman stated that ordinarily administrative procedures are not brought to the Board for formal approval, but board policy 3.70 requires development of a succession plan and approval of the plan by the Board. He asked board members to provide any feedback on the proposed plan prior to the next regular board meeting when it is scheduled for adoption. In response to a board member question, Chapman remarked that he had originally developed a succession plan that was more extensive at all levels, but a consensus was reached that a simpler plan was better.

9.5 Enrollment Update

- Enrollment – December 22, 2004
- Enrollment Comparison – 12/03 to 12/04

Pye reported student enrollment as of December 22 to be 11,348. He noted that class size continues to hold steady. Pye indicated that since last month there had been a decrease in enrollment at all levels. As December tends to be a transition time for families, he anticipated that there would be an increase in enrollment at the end of January.

10.0 Announcements

Announcements made at the meeting:

- Briggs commented that an announcement would be made tomorrow morning on the amount of money to be awarded for Beyond the Books Educational Foundation grants. Grant applications will be available beginning Tuesday, January 18. Applications will be due by March 4. Grant awards will be made in April.
- Briggs announced that the Board Policy Review Committee would meet in two weeks and the Community Connections Committee would meet on January 20.
- Chapman thanked the Board for allowing for the inclusion on the agenda of the Focus on Students and Good News Reports. He felt that people could not help but be hopeful and excited as they observed the various recognitions at this meeting. He added that he felt it was important for the Board to receive those types of reports, as

it deals with District business. Chapman indicated he was impressed by the reports and hoped others were too.

- Mickens-Baker announced that she had the opportunity to be at Fox Creek School in December and January. She reported seeing many parents engaged in school activities and remarked on their support and pride in the Fox Creek.
- Mickens-Baker made positive comments about the recent recognition of Glenn School Custodian Jeff Fowler in *The Pantagraph*.

11.0 Adjournment

The meeting was adjourned at approximately 9:10 p.m.

Richard B. Percy, Board of Education President
Community Unit School District No. 5
McLean and Woodford Counties, Illinois

ATTEST:

Martin L. O'Connor, Board of Education Secretary

Approved: _____
(Date)