

MINUTES
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
May 11, 2005

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois, met in regular session on May 11, 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, Meta Mickens-Baker, Martin O'Connor, John Puzauskas, Jay Reece, Steve Whittington, and Board President Scott Lay. Members absent: None.
- 2.0 Closed Session** Briggs moved, Reece seconded, to adjourn to closed session to consider the employment, and compensation of legal counsel, collective negotiating matters, and review of closed session minutes. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**
- Also present: Superintendent Dr. Alan Chapman, Assistant Superintendent of Operations/Human Resources John Pye, and Clerk of the Board Cindy Prescher.
- 3.0 Return to Public Session** At approximately 6:45 p.m., Briggs moved, O'Connor seconded, to come out of closed session and return to public session. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. 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, Donna Lutkehaus, Randy Middleton, Jerry James, Phyllis Coulter from The Pantagraph, Kevin Heinkes from WJBC, Dan Lamboley, Willie McCauley, Sandy Slingsby, Julie Payne, Bert Popejoy, Bill Gardner and Tom Jenkins of Skyward, Anne McDowell, Lisa O'Dell, Nancy Mazur, Michele Schaber, Bridget Frederick, Susan Layden, Kris Pennington, Julie Basting, Ben Matthews, David Underkoffler, and others.
- 4.0 Pledge of Allegiance** The Pledge of Allegiance was recited.
- 5.0 Presentation on Skyward Software Programs** Braksick introduced Bill Gardner and Tom Jenkins, representatives from Skyward, who demonstrated Skyward software programs for the Board's consideration. Modules demonstrated were Family/Student Access, Educator Access, and Employee Access. It was noted that other modules were available and could be added. Some of the questions asked were in regard to data conversion, proposed initial modules, demonstrations for staff, and lead-time needed for implementation. Braksick suggested the Board take action on the Skyward proposal on May 25 or June 8. He indicated that staff training would be scheduled upon approval of the proposal.
- 6.0 Focus on Students/ Good News Reports** The following were recognized:
Good News Reports
- Unit 5 2005-2006 Beyond the Books Educational Foundation Grant Award Winners – Elementary Schools (Attachment #1)

7.0 Public Comments

The following addressed the Board:

- | | <u>Topic</u> |
|---------------|--|
| • Jerry James | Agreed Protocol for Child Abuse and Neglect Reporting By and Between Unit 5 and DCFS |

8.0 Action

8.1 Certify the Need for Life Safety Funds

Randy Middleton of Middleton Associates recommended repair of the boiler at Hudson Elementary School during the coming summer at an estimated cost of \$16,080. Mickens-Baker moved, Puzauskas seconded, to certify the need for Life Safety Funds for Hudson Elementary School boiler work. (Attachment #2) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

8.2 Accept Bid for Group Health Insurance Carrier and Third Party Administrator

Altenburg reported that proposals for Group Health and Dental Insurance were sent out on February 15 and were due by March 29. He stated that 10 bids, based on the current level of benefits, were received and ranged from a 4.5 percent to 35.7 percent increase in monthly premiums. Altenburg indicated that as the District has a self-funded insurance plan, the Board must first select the Health Carrier and Agent of Record before making any modifications to the plan design. He recommended acceptance of the bid from Clemens & Associates as Agent of Record for Blue Cross Blue Shield for the District's Health Insurance Plan and Third Party Administrations services for the period of July 1, 2005 through June 30, 2008. Altenburg noted that David Underkoffler from Clemens & Associates was present to respond to any questions. In response to a board member question regarding what was considered beyond low price in selecting the bid, Altenburg remarked that a questionnaire was sent out with the bid request to obtain additional information from each company that submitted a bid. Concerning the wide range in premium increases, it was noted that Blue Cross Blue Shield (BCBS) provided the bid figures and receives substantial network discounts. While Clemens & Associates submitted the only BCBS quote, it was noted that BCBS determines which brokers the carrier will issue quotes. Briggs moved, Reece seconded, to accept the bid from Clemens & Associates as Agent of Record for Blue Cross Blue Shield for the District's Health Insurance Plan and Third Party Administration services for the period of July 1, 2005 through June 30, 2008. (Attachment #3) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

8.3 Adopt Resolution Designating Hazardous Busing Areas

Pye recommended the Board's approval of a Resolution designating six hazardous busing areas for the coming school year. He stated that the resolution was routine and must be approved on an annual basis. Mickens-Baker moved, Briggs seconded, to adopt the resolution designating hazardous busing areas as presented. (Attachment #4) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

8.4 Adopt Resolution and Agreed Protocol for Child Abuse and Neglect Reporting By and Between Unit 5 and DCFS

Chapman recommended approval of the Resolution and Agreed Protocol for Child Abuse and Neglect Reporting By and Between Unit 5 and DCFS, which was presented for first reading at the April 27 board meeting. He commented that he appreciated the comments and emails received from Jerry James regarding the Protocol. Chapman remarked that adoption of the Protocol would allow DCFS to investigate cases by interviewing students in Unit 5 schools in a limited situation; i.e., the alleged abuser is either a parent or caregiver of the referenced student. He pointed out that the Protocol was not proposed for the convenience of DCFS. Chapman reported that community education and information regarding this Protocol would be initiated in collaboration with Bloomington District 87, the McLean County State's Attorney, and DCFS. In addition, he stated that an Administrative Procedure would be developed and implemented for the Protocol. Puzauskas moved, Reece seconded, to adopt the Resolution and Agreed Protocol for Child Abuse and Neglect Reporting By and Between Unit 5 and DCFS as presented.

(Attachment #5) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

8.5 Cancel June and July 2005 Board Meeting Dates

Chapman recommended canceling the June 22 and July 27 regular board meetings as he felt the District's business could be accomplished with one regular board meeting in those months instead of two. He noted that several special board meetings would also take place in June. Briggs moved, Puzauskas seconded, to cancel the June 22 and July 27, 2005 regular board meetings. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

9.0 Consent Agenda

Chapman presented the Consent Agenda and recommended its approval. He highlighted the upcoming retirements of three long-term teachers and progress made toward the filling of positions for the coming school year. Pye introduced Dan Lamboley as the recommended candidate to fill the position of associate principal at Kingsley Junior High School beginning July 1, 2005. In addition, he recommended the appointment of Bert Popejoy as director of transportation. Popejoy is currently interim director of transportation. O'Connor requested the removal of item 9.2.4 Schedule B from the Consent Agenda. Briggs moved, Mickens-Baker seconded, to approve the Consent Agenda as presented, with the exception of 9.2.4 Schedule B.

9.1 Approval of the Minutes

- April 27, 2005 Regular Meeting
- May 5, 2005 Special Meeting

9.2 Personnel Matters (Attachment #6)

9.3 Payment of Bills and Payrolls (Attachment #7)

9.4 Treasurer's Report (Attachment #8)

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

10.0 Reports/Discussion

10.1 Board Representative Reports

Community Connections Committee (Mickens-Baker/Briggs) – Mickens-Baker reported that the next meeting of the Community Connections Committee would be held on June 6 at 4:30 p.m. at the District Office. She stated that the Unit 5 website now contained a link to educational information regarding dealing with death to help students and parents. In addition, Briggs reported that the Superintendent's Message was now available in Spanish on the District's website. Superintendent Chapman thanked Altenburg (a former Spanish teacher) for writing his message in Spanish. Briggs remarked that the compilation of a list of Key Communicators was in progress.

IASB Corn Belt Division – Briggs reported that at the May 2 Division meeting, which she attended, Cheryl Jackson of Bloomington District 87 was re-elected Division director for a third term. Also, Jim Fraley of Ridgeview School District was elected chairman and Steve Brown of Lexington School District was elected resolutions chair. Briggs noted that the Division's Semi-Annual Fall Conference and Dinner Meeting would be held on October 19 in the Ridgeview School District.

President Lay noted that board representative appointments to committees, commissions, councils, and boards had been finalized and would be posted soon.

Lay reported that he and Chapman met recently with Town of Normal Mayor Chris Koos and City Manager Mark Peterson to discuss items of mutual interest; i.e., growth and school capacity.

In follow up to the last Intergovernmental meeting when it was recommended that two officials each from Unit 5, Normal, and Bloomington meet on a quarterly basis to discuss items of mutual concern, Lay reported that he had appointed Reece and Mickens-Baker as the Board's representatives for these meetings.

Lay reported that he and Chapman met recently with developers in the community at the District Office to discuss growth issues. He remarked that a very candid and open exchange took place and added that he felt it was a positive step forward.

10.2 1st Reading: Proposed Board Policy Revisions/Deletion/Addition

- Policy 6.250 Community Resource Persons and Volunteers – *Deletion*
- Policy 7.60 Residence – *Revision*
- Policy 7.125 Student Discipline Philosophy – *New*
- Policy 8.85 Community Resource Persons and Volunteers – *Revision*
- Policy 8.105 Citizens Advisory Council - *Revision*

Biggs reported that she had provided to board members, the Cabinet, and union representatives an explanation of the proposed policy revisions, deletion, and addition. She reviewed the same information for the public at the meeting. (Attachment #9) Action to approve the proposed policy revisions/deletion/addition will take place at the next regular board meeting.

10.3 Enrollment Update

- Enrollment – April, 2005
- Enrollment Comparison – 4/05 to 4/04

Pye presented the monthly enrollment update. Student enrollment on 4/29/05 was 11,327. He reported that over 700 students were registered on May 5 for Kindergarten. Pye stated that the Kindergarten enrollment would continue to be monitored as he expected further growth for the coming school year. He indicated that he and Braksick planned to finalize open attendance area placements for kindergarteners prior to the end of May. In addition, Pye stated that recommendations would be made to the Board in June to address enrollment concerns at various buildings. Mickens-Baker expressed appreciation to the Administration for making the effort to finalize open attendance area placements for Kindergarteners in May.

11.0 Announcements

Announcements made at the meeting:

- Altenburg complimented Northpoint Principal Bruce Weldy on the school's recent - Open House.
- Braksick reminded Board members of the Skyward demonstrations scheduled for May 18 and 19 in the Training Room at the District Office. He asked that they provide him with any questions they might have about Skyward as soon as possible.
- Chapman announced the receipt of an invitation from State Representative Bill Mitchell to a meeting in Clinton on May 16. Representative Mitchell and Interim State Superintendent of Schools Dr. Randy Dunn will be hosting the meeting to discuss state aid and the school funding formula. Chapman stated that he planned to attend and invited any interested board members to join him.
- Mickens-Baker announced that Glenn Elementary School, a school in Bloomington District 87, one schools in Palestine, and two schools in Israel would hold a joint art exhibit beginning Friday at the McLean County Arts Center. The non-juried art show will progress to the Children's Discovery Museum, Bloomington Public Library and then to the Interstate Center. She expressed appreciation to Unit 5 Art Teacher Mary Meredith of Glenn School for her part in the exhibit. Mickens-Baker noted that an art teacher from Palestine would also attend the exhibit.
- Mickens-Baker made positive comments regarding the recent Unit 5 Band Concert, which she attended.
- In response to a question from Reece about item 9.2.4 Schedule B that was removed from the Consent Agenda, President Lay commented that it would be taken up at the next regular board meeting.

12.0 Adjournment

The meeting was adjourned at 8:40 p.m.

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

ATTEST:

Steve Whittington, Board of Education Secretary

Approved: _____
(Date)