

MINUTES
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
July 14, 2004

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois, met in regular session on July 14, 2004, at approximately 5:30 p.m. at the District Office, 1809 West Hovey Avenue, Normal, Illinois.

1.0 Roll Call Members present: Gail Ann Briggs, Scott Lay, Meta Mickens-Baker, Martin O'Connor (entered at 5:35 p.m.), Steve Whittington, and Board President Rick Percy. Members absent: Tom Ellsworth.

2.0 Closed Session Briggs moved, Mickens-Baker seconded, to adjourn to closed session for the purpose of review of closed session minutes and to consider the compensation of specific individuals, collective negotiating matters, and pending litigation. Roll call: Ayes: Briggs, Lay, Mickens-Baker, Whittington, Percy. Nays: None. **Motion carried.**

Also present: Interim 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 6:40 p.m., Briggs moved, Lay seconded, to come out of closed session and return to public session. Roll call: Ayes: Briggs, 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, Margarita Alvarez, Rich Schroeder, Eric Ruud, Grethe Armstrong, John Baldwin, Marvis Dickinson, Cathy Greene, Lori Spencer, Glen Gaines, Diane Mueller, Susan Harrington, John Puzauskas, Jerry James, Betty Scanlon, Tom Eder, Bert Popejoy, Wes Caldwell, and others.

4.0 Pledge of Allegiance The Pledge of Allegiance was recited.

5.0 Board Inservice Eric Ruud, assistant state's attorney, provided an inservice presentation for the Board. Topics covered were board meeting procedures, the Open Meetings Act, and pending legislation related to board meetings. Board members discussed and asked questions of Ruud related to public comments at board meetings and work sessions, adjournment to closed session, and board member emails. Percy thanked Ruud for his presentation.

6.0 Public Comments The following addressed the Board:

	<u>Topic</u>
• Betty Scanlon, 103 Hunter Ct., Hudson	Transportation
• Jerry James, 1402 Baugh Dr., Normal	Alternative Literature Selection

7.0 Reports/Discussion 7.1 Diversity Advisory Committee Recommendation on Alternative Literature Selection
John Baldwin, spokesperson for the Unit 5 Diversity Advisory Committee (DAC), presented the committee's recommendations on alternative literature selection in response to concerns expressed by students, parents, and community members during the past school year regarding several required textbooks in the American Literature and Composition curricula. (Attachment #1) Baldwin reviewed the process and criteria considered by the committee in arriving at its recommendations. Alternative selections were recommended for *Of Mice and Men*, *To Kill a Mockingbird*, and *The Adventures of Huckleberry Finn*. An alternative selection for *A Raisin in the Sun* was not recommended

at this time. A full-scale curriculum review of *Of Mice and Men* was also recommended during the coming school year to consider its permanent removal from the ALC I required curriculum. Baldwin suggested the curriculum review could also be extended to include *The Adventures of Huckleberry Finn*. The DAC also suggested strategies relative to issues of literary appropriateness and the creation of comfortable, productive learning environments. In response to a board member question about curricular management with alternative selections, Baldwin remarked that the committee did not address that topic. Baldwin recognized committee members and thanked the Board for this project and for the opportunity to serve the District in this way. President Percy expressed the Board's appreciation for the DAC's report. It was noted that the recommendations would be shared with administrators and English teachers in the District. President Percy directed Chapman and Boswell to review the report and pursue the recommendations in a timely manner.

7.2 NCWHS 10th Anniversary Year

Tom Eder, principal of NCWHS, reported on activities planned during the 2004-2005 school year to celebrate the school's 10th anniversary year. Some of the activities planned by faculty, students, and parents include an aerial photo of the student body and campus, an extraordinary homecoming celebration, the unveiling of commissioned artwork, a commissioned piece of music to commemorate the event, and recognition of student achievement at Normal West. Eder noted that donations have been received from some local businesses, students and parents to assist with the celebration.

8.0 Action

8.1 Approve Collective Bargaining Agreement for 2004-2005 Between the Unit 5 Board of Education and the Unit Five Education Association

Chapman acknowledged the attendance at the board meeting of three members of the UFEA collective bargaining team (Marvis Dickinson, Diane Mueller, and Lori Spencer). He remarked that negotiations with UFEA began in late May and concluded on June 25 with a tentative agreement, which was ratified by the UFEA membership on July 8, 2004. Chapman indicated the Administration was pleased to present the agreement to the Board and recommended its approval. He added that it was deemed to be fair and consistent with the financial position of the District and the needs of all parties. Lay echoed Chapman's comments and, as a participant in the negotiations, he also thanked the UFEA team for its work and diligence and also felt the agreement achieves a great deal for both sides. Lay moved, Briggs seconded, to approve the collective bargaining agreement for 2004-2005 between the Unit 5 Board of Education and the Unit Five Education Association relative to salary, insurance, association release time, and elementary curriculum chairs. (Attachment #2) Roll call: Ayes: Briggs, Lay, Mickens-Baker, O'Connor, Whittington, Percy. Nays: None. **Motion carried.**

8.2 Approve Health Insurance Program Changes for 2004-2005

Chapman remarked that program changes to the District's self-funded health insurance plan have been considered for some time as expenses have been exceeding revenue. He indicated changes were necessary to keep the plan viable. Chapman commented that the Insurance Committee previously presented its recommendations. He sought board approval of plan changes very similar to the committee's recommendations, but modified in several respects. Chapman reviewed the modifications and recommended their approval. O'Connor moved, Lay seconded, to approve the health insurance program changes for 2004-2005 as presented. (Attachment #3) Roll call: Ayes: Briggs, Lay, Mickens-Baker, O'Connor, Whittington. Nays: None. Abstains: Percy. **Motion carried.**

8.3 Approve Energy Education, Inc. Proposal

Pye reported that over the past year there a considerable amount of discussion took place about new and effective ways to contain costs and better manage funds in a time of decreasing budgets. He noted that reducing costs in the area of energy was an area in which the community provided considerable input. Pye indicated various options were explored to reduce energy consumption and utilities expenditures and to better monitor the use of energy in the District. He recommended the District enter into an agreement with Energy Education, Inc. to participate in its energy management program. Pye noted

that the company has a long track record of success and feels it can help the District reduce its energy consumption by 20 to 30 percent for a projected savings of over \$3 million dollars over a seven-year period. It was noted that the cost of the program would come from funds already budgeted for energy. O'Connor moved, Mickens-Baker seconded, to approve the Energy Education proposal as recommended. (Attachment #4) In response to a board member's question about the energy educator/manager position included in the proposal, Pye remarked that the position would be posted, and the individual could possibly come from the District's own staff ranks. Roll call: Ayes: Briggs, Lay, Mickens-Baker, O'Connor, Whittington, Percy. Nays: None. **Motion carried.**

9.0 Consent Agenda

Chapman reviewed the Consent Agenda for Board approval. He highlighted the upcoming retirements of six long-standing staff members in 2005 and one in 2006. Chapman noted that the Facilities Committee had already reviewed the donation request included on the Consent Agenda. Briggs commented that policies included on the Consent Agenda had not been changed since their first reading. In addition, she noted that with the retirements included on the Consent Agenda the District would be losing three staff members with 35 years of experience. Whittington moved, Lay seconded, to approve the Consent Agenda as presented.

9.1 Approval of the Minutes

- June 9, 2004 Regular Meeting
- June 23, 2004 Special Meeting

9.2 Personnel Matters (Attachment #5)

9.3 Payment of Bills and Payrolls (Attachment #6)

9.4 Treasurer's Report (Attachment #7)

9.5 Donation

- Accept donation of building at NCHS for concessions and soccer equipment storage from the Boys and Girls Soccer Parents in memory of Fasil Derege, 1998 graduate of NCHS – Total: \$15,000

9.6 Other

- Designate additional hazardous busing areas (Attachment #8)
- Adopt Board Policy revisions
 - Board Policy 2.110 (Attachment #9)
 - Board Policy 2.220 (Attachment #10)
 - Board Policy 2.240 (Attachment #11)
- Approve Elementary Student-Parent Handbook changes for 2004-2005 (Attachment #12)
- Approve Steve Whittington as delegate and Meta Mickens-Baker as alternate for the IASB Conference
- Appoint Tod Altenburg as the authorized Illinois Municipal Retirement Fund agent for the District
- Approve surety bonds (\$10 million and \$250,000) for the new treasurer, Tod Altenburg

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

10.0 Reports/Discussion

10.1 1st Reading: Unit 5 Strategic Plan and Mission Statement

Whittington reported that during April-June 2004, a number of strategic planning sessions were held which a neutral facilitator led. He presented for first reading the proposed strategic plan and mission statement initially developed during the planning sessions. Whittington reviewed a few modifications made to the plan since the sessions concluded and indicated board action to adopt the plan and mission statement is scheduled for August 11. He added that a chart would be developed which includes the timeframe for implementation and communication of the plan. It was noted that the Community Involvement Committee would be involved in the communication of the plan. Whittington asked that any input regarding the plan or statement be directed to him

or Lay. Appreciation was expressed to all participants involved in the development of the strategic plan and mission statement.

10.2 Transportation Update

Bert Popejoy and Wes Caldwell of the Transportation Department updated the Board on summer school transportation and transportation routing for the 2004-2005 school year. It was reported that 20 new drivers are currently in training to fill routes that have been vacated by drivers who have retired or resigned. Popejoy also reported transportation staff recently participated in a three-day training session presented by Versatrans. In addition, he provided board members with a timeline of events pertaining to transportation routing for the opening of school in August. Routing was reported to be 90 percent complete. It was noted that routing software backups have been made in case of a routing system failure.

10.3 Preliminary End-of-Year Financial Report

Altenburg reported his department has been finishing up the previous fiscal year and starting the new one. He indicated 97.92 percent of the previous year's budget was utilized, which was slightly better than that forecasted. Altenburg remarked that auditors from Gorenz and Associates would be in the District the end of August to conduct their audit of the 2003-2004 school year financial records.

10.4 Board Representative Report

Community Involvement Committee (Briggs/Mickens-Baker) – Briggs reported she and Mickens-Baker met with Chapman and Leiseberg regarding the committee's upcoming tasks. She asked that the committee's name be changed to the Community "Connections" Committee. The request was granted. It was noted that board input would be sought in regard to topics to be studied by the Unit 5 Citizens Advisory Council during the 2004-2005 school year.

Beyond the Books Educational Foundation (Briggs) – Briggs reported new officers were elected at the foundation's annual meeting in June. New officers are: Willie McCauley – President, Alex Horvath – Vice President, Rick Mehall – Treasurer, and Peg Wetzell – Secretary. Cathy Richards, Joe Hanson, and Neil Finlen from Unit 5 and Bob Reardon from District 87 were approved to fill vacancies on the Board.

Area Vocational Center (Whittington) – Whittington reported he recently visited the Area Vocational facility and met with AVC Director Dr. Steve Poznic. He commented that he felt the center was a great asset to the Districts it serves. Whittington thanked Boswell for arranging his visit.

10.5 1st Reading: Proposed Board Policy Revisions

- Board Policy 4.10
- Board Policy 4.20 (Delete)
- Board Policy 4.30
- Board Policy 4.50
- Board Policy 4.60
- Board Policy 4.110
- Board Policy 4.150
- Board Policy 5.260

Briggs reviewed eight board policy revisions proposed for adoption on August 11. She requested any board member input on the policies prior to the 11th.

11.0 Announcements

Announcements made at the meeting:

- Chapman announced that the Senate Education Committee hearing scheduled for tomorrow would be rescheduled. He added that he and Lay planned to attend and testify at the hearing and indicated others were welcome to attend as well.

- Percy requested that the Board Policy Review Committee and Strategic Planning and Finance Committee review the ASO (Administrative Services Only) Manual to see if it is consistent with the District's current direction.
- Percy sought input before August 11 from board members and administrators on the suggestion of an additional board committee, a curriculum oversight committee, and the committee's potential responsibilities.
- Jim Braksick, the new assistant superintendent of curriculum/instruction, and Tod Altenburg, the new chief financial officer/treasurer, were welcomed to the board table.

12.0 Closed Session

At 8:47 p.m., Briggs moved, Mickens-Baker seconded, to adjourn to closed session for the purpose of evaluating the interim superintendent. Roll call: Ayes: Briggs, Lay, Mickens-Baker, O'Connor, Whittington, Percy. Nays: None. **Motion carried.**

**13.0 Return to
Public Session**

At approximately 9:52 p.m., Briggs moved, Mickens-Baker seconded, to come out of closed session and return to public session. Roll call: Ayes: Briggs, Lay, Mickens-Baker, O'Connor, Whittington, Percy. Nays: None. **Motion carried.**

14.0 Adjournment

The meeting was adjourned at 9:52 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