

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

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois, met in regular session on October 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, Meta Mickens-Baker, Martin O'Connor, John Puzauskas, Jay Reece (entered at 6:05 p.m.), Steve Whittington, and Board President Scott Lay. Members absent: None.
- 2.0 Closed Session** Briggs moved, Mickens-Baker seconded, to adjourn to closed session to consider the employment and compensation of specific individuals, collective negotiating matters, pending litigation, and semi-annual review/review of closed session minutes. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, 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 7:00 p.m., Briggs moved, Mickens-Baker 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, Chief Financial Officer/Treasurer Tod Altenburg, Prescher, Meghan Leiseberg, Gayla Betts, Linda Chizmar, Vickie Mahrt, Megan Droy, Jenny Russell, Randy Middleton, Amanda Curran, Chuck Bartlett, Jennifer Richter, Diane and Michael Peterson, Margarita Alvarez, Jerry James, Rich Schroeder, Colleen O'Dea, Dawn Green, Kendra Luft, Leslie Romagnoli, Jane Moore, Jack Carroll, Geoff Schoonover, Tom Eder, Jennifer Hamilton, Jamie Fischer, Christopher Holthe, Meredith Peterson, Kevin Zuhn, James Snyder-Rodriguez, Phyllis Coulter from The Pantagraph, Kevin Heinkes from WJBC, 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:
- 5.1 Focus on Students
- National Merit Scholarship Commended Students from NCHS
  - National Merit Scholarship Commended Students from NCWHS
- 5.2 Good News Report
- IASB Master Board Member Award Recipient
- 6.0 Public Comments** The following addressed the Board:
- |                                | <u>Topic</u>        |
|--------------------------------|---------------------|
| • Melanie Goebel, PJHS Student | School Bus Concerns |
- 7.0 Action**
- 7.1 Action from Closed Session
- Briggs moved, Reece seconded, to open to the public closed session minutes as discussed in closed session. (Attachment #1) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

7.2 Certify the Need for Fire Prevention and Safety Funds for Three Schools

- Chiddix Jr. High School
- Oakdale Elementary School
- Sugar Creek Elementary School

Randy Middleton of Middleton and Associations Inc. reported the need for routine Life Safety work at three schools that was discovered this past summer while the buildings were being prepared for the new school year. He noted that the work would be accomplished over the next two to three years. Mickens-Baker moved, Puzauskas seconded, to certify the need for Fire Prevention and Safety Funds for Chiddix Jr. High, Oakdale Elementary and Sugar Creek Elementary Schools as recommended. (Attachment #2) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

7.3 Approve Statements of Completion of Health/Life Safety Amendments

- Chiddix Jr. High School
- Glenn Elementary School
- Hudson Elementary School
- Oakdale Elementary School

Middleton indicated that Statements of Completion of Health/Life Safety Amendments were required by the Regional Office of Education to verify completion of work. Reece moved, O'Connor seconded, to approve the Statements of Completion of Health/Life Safety Amendments for Chiddix Jr. High, Glenn Elementary, Hudson Elementary, and Oakdale Elementary Schools as presented. (Attachment #3) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

7.4 Adopt Resolution Approving a Risk Management Program

Altenburg noted that a first draft of a proposed Risk Management program for the District was presented at the September 28 board meeting. He stated that the program captures in writing the way the District uses its Tort Immunity Fund from the Tort Levy and would protect Unit 5 from liability. Altenburg recommended the Board's approval of the proposed resolution. Puzauskas moved, Mickens-Baker seconded, to adopt the resolution to approve a Risk Management program for the District as proposed. (Attachment #4) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

7.5 Declaration of Surplus Property

Altenburg reported that CJHS Principal Tim Green had informed him of seven musical instruments that were beyond repair. He recommended declaration of the property as surplus and donation of them to The Music Shoppe. Reece moved, Briggs seconded, to declare five French horns and two baritones from Chiddix Jr. High School as surplus property and authorize the administration to dispose of them. (Attachment #5) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

7.6 Adopt Red Ribbon Week Proclamation

Puzauskas read the Red Ribbon Week Proclamation proclaiming October 22-30, 2005 to be Red Ribbon Week in Unit 5. Mickens-Baker moved, Puzauskas seconded, to adopt the Red Ribbon Week Proclamation as presented. (Attachment #6) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

7.7 Cancel November 23 and December 28, 2005 Regular Board Meetings

Briggs moved, Puzauskas seconded, to cancel the November 23 and December 28, 2005 regular board meetings. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

## 8.0 Consent Agenda

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

### 8.1 Approval of the Minutes

- September 28, 2005 Regular Meeting
- October 3, 2005 Special Meeting

### 8.2 Personnel Matters (Attachment #7)

### 8.3 Payment of Bills and Payrolls (Attachment #8)

### 8.4 Treasurer's Report – September 2005 (Attachment #9)

### 8.5 Donations

- NCHS permission to accept a donation of a permanent concession area from The Iron Pride – total: \$2,500
- NCWHS permission to accept a donation of a scorer's table for the swimming pool area from the Boys and Girls Swim Team Parents – total: \$1,000
- Carlock School permission to accept donation of playground equipment from the Carlock Parent-Teacher Club – total: \$6,284

### 8.6 Other

- NCHS Advanced Choir request for a Sunday performance at the Milliken University Choral Festival on February 12, 2006

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

## 9.0 Reports/Discussion

### 9.1 Reports on Councils/Committees/Commissions/Boards

Beyond the Books Educational Foundation (Briggs) – Briggs reported the following:

- A copy of the Foundation's financial audit for the fiscal year January 1-December 31, 2004 is available.
- The Foundation is undergoing some organizational changes, and a report on those changes will be presented at a later date.

Community Connections Committee (Briggs/Mickens-Baker) – Briggs highlighted the following (Attachment #10):

- The District's newsletter, *Unit 5 Pride*, will be distributed to the Unit 5 communities through The Pantagraph on Monday, October 17, and will be available on our website.
- Focus groups facilitated by members of the CAC will be held from 6:30-8:00 p.m. at Brigham (November 1), Northpoint (November 2) and Fairview (November 3). The Community Connections Committee agrees with the recommendation of the professional resource involved in training the facilitators and requests that Board members and administrators not attend the sessions. Attendees will complete a written survey and then in small groups of 6-8 will discuss the same specific issues at each session. There will be an opportunity for people to participate via our website. The results of the input will be reported to the Board early in 2006.
- The Committee continues to explore potential groups and locations to host a *Community Conversations* with members of the Board and administration. Suggestions and invitations are welcome.
- The next board meeting, on October 26, will be held at Prairieland Elementary with board members present from 6:00-7:00 p.m. to visit informally with attendees prior to the business meeting that begins at 7:00 p.m.

Board Policy Review Committee (Briggs) – Briggs reported the following:

- The committee will review twenty-one board policies that have been affected by recent legislation and present revisions to the Board for first reading and adoption at a later date.

McLean County Regional Planning Commission (Lay) – Lay reported the following:

- The City of Bloomington Council unanimously approved the Eastlake development that has the potential for 900 housing units. Lay noted that he and Chapman had spoken with the development group regarding the project's impact on Unit 5.
- The City of Bloomington Council has also approved a comprehensive plan that includes an eastside bypass corridor that will impact Unit 5 in the future.

#### 9.2 Bilingual Program Report

Geoff Schoonover, principal of Brigham Elementary School, reported on the positive successes of the self-contained bilingual program at Brigham. He thanked the Board for supporting the program, which currently serves 71 students in Grades K-5. He reported that the school's bilingual population was 22 percent of its total student enrollment. Schoonover introduced staff members involved in the program and noted successes in the areas of communication, translation, assessment, parent night, and parent support. Schoonover also thanked the District's director of instructional support, Linda Chizmar, for her efforts in regard to the bilingual program at Brigham. In response to a board member's question about what modifications he would like to see in the program in the future, Schoonover responded that he would like to see further assistance with translation and communication.

#### 9.3 Report on Proposed Modified Self-Funded Worker's Compensation Program

Jane Moore of the Van Gundy Insurance Agency reported that she had been asked by the District's finance committee to present a proposal for a modified self-funded worker's compensation program for Unit 5 as a way to reduce the budget line in this area and foster a safer work environment. She remarked that Van Gundy believes a dedicated loss control program customized for the District would have a significant impact on its worker's compensation premium. Moore noted that three things impact the District's worker's compensation premium--payroll, rate per classification code, and experience modification factor. Of these three things, she indicated the District could basically only control the experience modification factor. Moore reported that as the District's loss history has been trending upward, its experience modification factor for this school year was 1.33. Of the \$1,066,164 current year premium, Moore stated that in excess of \$286,000 was due to the District's higher experience modification factor. She reported that the District has established a safety committee that includes employee group and insurance agency representatives who meet on a monthly basis to evaluate this area, in an attempt to create a safer work environment and prevent losses.

With a modified self-funded worker's compensation program, Moore indicated the District would keep its money and determine how it would be spent. Jack Carroll, president and CEO of Risk and Insurance Management Company (RIMCO), shared background information about the local, not-for-profit company and the proposed modified self-funded plan it offers. Carroll provided data on potential savings to be realized from changing from a fully insured plan to a modified self-funded plan. Projections included best, expected, and worst case scenarios. Questions asked and responded to pertained to employer liability coverage, other public entities served by RIMCO, the company's actuarial and accounting partners, what would happen in the event of a worst-case scenario, and explanation of the initial projected savings. Lay remarked that the proposed program would become an action item on a future board meeting agenda.

#### 9.4 Enrollment Update

- Enrollment – September 30, 2005
- Enrollment Comparison – 9/30/05 to 9/30/04

Pye reported student enrollment to be 11,667 as of September 30. He noted that the Skyward program was now being utilized to obtain monthly enrollment data for this report. Pye highlighted the following:

- The kindergarten class of 930 students is the largest class in the District.
- The total first and second grade enrollments are also edging close to 900.

- The 8<sup>th</sup> grade enrollment of 918 will have a significant impact on the high schools as those students move up. He pointed out that the current senior class enrollment was only 624.
- Major enrollment growth continues to be at the elementary level. The District has 229 more elementary students than the previous year.
- There has been minimal enrollment growth at the junior high level.
- There has been a slight enrollment increase at the high school level.
- The District has enrolled only 12 homeless students, as a result of hurricanes in coastal areas of the United States.

## 10.0 Announcements

Announcements made at the meeting:

- Altenburg announced that the Finance Committee would meet next Wednesday to review the District's financial audit of the past school year. He remarked that a report on the audit would be presented at the October 26 regular board meeting.
- Reece commented that he recently visited Grove School with Chapman and UFEA President Vickie Mahrt. He added that Prairieland School's PTO is looking forward to the October 26 regular board meeting that will be held at Prairieland and will begin with an open forum when board members will be available to meet informally with the public.
- Briggs noted that Meghan Leiseberg, H.R./community relations specialist, was the author of the recent issue of *Unit 5 Pride*. She complimented Leiseberg's efforts put forth on the publication.
- Briggs announced that she recently attended a special education presentation where three Unit 5 staff members were presenters. She noted that she had also served as a "grandmother" for the Star Literacy Program at Fairview Elementary School. Briggs made positive comments about the recent retirement reception for Sondra Knobloch, Parkside Elementary School's retired administrative assistant.
- During her recent school visit to Pepper Ridge Elementary with Chapman and Mahrt, Briggs remarked that staff members spoke positively about the Love and Logic program that has been implemented in four Unit 5 schools. She announced that Pepper Ridge would host parent meetings for the program on October 17 and 24 from 6:00-8:00 p.m. Fox Creek will also host a parent meeting for the program on October 27.
- O'Connor commented that the Facilities Committee had discussed over time the issue of six school buildings in Unit 5 not having air-conditioning. He stated that he had spoken with Randy Middleton of Middleton and Associates, Inc. and Altenburg and indicated the District could pursue a six-year plan using Life Safety funds to add geo-thermal air-conditioning to one school each year. By doing this, he felt the District would also save money, as the cost for heating/cooling at these buildings would be less than it currently costs to heat them. He suggested beginning with Oakdale Elementary School, as it is a larger facility that sits low on the school site and has little cross ventilation. O'Connor suggested ending with the two out-of-town schools, Carlock and Hudson. As it takes four months to obtain state approval of the funding, he suggested action on the matter take place soon.
- Chapman noted that National City Bank employees participated today in a community appreciation day at Pepper Ridge and Kingsley Junior High Schools. In connection with the employees' work effort today at the two schools, he announced that they also donated \$1,000 to Unit 5. He thanked the employees for their work.
- Mickens-Baker made positive comments about an article on helping children with homework that recently appeared in *The Pantagraph*. She also commended Fairview School Principal James Shaw who was quoted in the article and for providing math/language arts lessons for parents.
- Mickens-Baker announced that she recently graduated from the Leadership Illinois program and thanked board members for their support of her involvement in the program.
- Lay noted that this week was Homecoming week for Normal Community High School.

**11.0 Adjournment**

The meeting was adjourned at 8:30 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)