

MINUTES
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
December 14, 2005

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois, met in regular session on December 14, 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 specific individuals, collective negotiating matters, pending litigation, real property 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 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 for Curriculum and Instruction Jim Braksick, Chief Financial Officer/Treasurer Tod Altenburg, Prescher, Meghan Leiseberg, Cathy Greene, Dawn Green, Tim Green, Jeanette Nuckolls, Randy Middleton, Diana Coombs, Larry Custer, Christine Short, Anna Miller, Donna Lutkehaus, Chuck Bartlett, Rob Ledin, Jan Hood, Billy Rockey, Connie Schroeder, Cregg Miyat, Bryan Thomas, Mitzi Woody, Vickie Mahrt, Michelle Steinbacher from *The Pantagraph*, Kevin Heinkes from WJBC, Rich Schroeder, Dan Carpenter, Ben Matthews, Ray Patel, Monica Patel, Hud Venerable, and others.
- 4.0 Pledge of Allegiance** The Pledge of Allegiance was recited.
- 5.0 Public Hearing on Proposed Tax Levy For 2005** Altenburg reported that total proposed property taxes to be levied for 2005 would be \$63,963,566. He noted that the amount did not include property taxes for the Bond and Interest Fund, which he said would be an automatic levy by the County Clerk's office in the amount of \$10,098,711. With the proposed levy amounts and projected equalized assessed valuation growth, Altenburg stated that the estimated total tax rate would be \$4.47, which is 2.9 cents lower than the current tax rate of \$4.50. It was noted that the proposed levy amounts had not been changed since the November 9 board meeting and that the Truth in Taxation notice, which included notice of the public hearing, was published in *The Pantagraph* on December 3, 2005. President Lay asked that any board member questions regarding the proposed levy be deferred until later in the agenda when action would be taken on the proposed levy. There were no questions from the audience regarding the proposed levy. The hearing officially ended at 7:30 p.m.
- 6.0 Focus on Students/ Good News Reports** The following were recognized:
- 6.1 **Focus on Students Reports**
- NCHS Varsity Football Team

- Prior to recognition of the football team, Jan Hood, a representative of State Senator Bill Brady's office (and a former Unit 5 board member), read a letter from Senator Brady to Coach Hud Venerable and the Normal Ironmen Varsity Football Team congratulating and commending them on placing second in the Class 6A State Championship in football on November 27, 2005. Senate certificates were provided to all of the team coaches and players.

- Anna Miller, NCHS Student
- CJHS 7th and 8th Grade Girls Basketball Team Fundraiser
- Glenn School 4th and 5th Grade Gifted Students' Leadership Project
- Fox Creek School 4th and 5th Grade Gifted Students' Leadership Project

6.2 Good News Reports

- Larry Custer, Art Teacher at Oakdale, Parkside, and Sugar Creek Elementary Schools
- Christine Short, CJHS Teacher

7.0 **Public Comments** None.

8.0 **Action**

8.1 Action From Closed Session

Chapman reported that no action items from closed session were recommended.

8.2 Adopt Certificate of Tax Levy for Year 2005

Altenburg recommended the Board's adoption of the Certificate of Tax Levy for the Year 2005. O'Connor moved, Puzauskas seconded, to adopt the Certificate of Tax Levy for the Year 2005 as presented. (Attachment #1) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

8.3 Adopt Resolution to Abate Taxes

As a result of the March 2000 building bond referendum, Altenburg stated that the proposed resolution would abate \$410,000 back to Unit 5 taxpayers whereby the District would utilize Capital Development Board proceeds within the Site and Construction II Fund to abate property taxes levied for the Bond and Interest Fund. He recommended the Board's approval of the proposed resolution. Due to the refunding of building bonds last February, Altenburg reported that a last abatement of \$110,000 would be made next December. Briggs moved, Reece seconded, to adopt the resolution to abate property taxes levied for the Bond and Interest Fund by the amount of \$410,000. (Attachment #2) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

8.4 Certify the Need for Fire Prevention and Safety Funds

- Carlock Elementary School
- Chiddix Junior High School
- Kingsley Junior High School
- Parkside Junior High School

Randy Middleton of Middleton Associates Inc. recommended certification of the need for Fire Prevention and Safety funds for work to be done at Carlock Elementary School in the amount of \$33,150, at Chiddix Junior High School in the amount of \$193,409, at Parkside Junior High School in the amount of \$316,510, and at Kingsley Junior High School in the amount of \$530,400. It was noted that work to be done at Carlock, Chiddix, and Parkside is the result of recent ten-year safety surveys, with the work to be done within the next five years. Recommended roof work to be done at Kingsley is urgent. Mickens-Baker moved, Puzauskas seconded, to certify the need for Fire Prevention and Safety funds as presented. (Attachment #3) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

8.5 Approve Filing of Application for Membership in the Consortium for Educational Change

Chapman stated that the notion of the District becoming a member of the Consortium for Educational Change had been addressed for several months, with an ad hoc committee also working on the matter. He pointed out that a district becomes a member as a collaborative effort on the part of the board of education, the administration, and teacher association of a district. Chapman remarked that all three parties in Unit 5 have been involved in the discussion and believe that membership in the Consortium will put the District in a position to access resources that will continue to help Unit 5 improve (especially in the area of staff development) and will put the District in a position to interact in a more formal manner with other school districts of like mind (especially some downstate districts). He recommended the Board's approval of filing an application for membership in the Consortium. In response to a board member's question about the sharing of costs related to participation in the Consortium, Chapman indicated the costs would become a District responsibility, with existing staff development funds reallocated to support those efforts in which Unit 5 chooses to participate. President Lay expressed appreciation to UFEA President Vickie Mahrt for encouraging partnership in the Consortium. Mickens-Baker moved, Briggs seconded, to approve the filing of an application for membership in the Consortium for Educational Change. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

8.6 Action in Follow Up to 11/9/05 Facilities Report

- Geothermal Heating and Cooling

In follow up to the facilities report presented at the last board meeting, Chapman stated that a series of recommendations were being made at this meeting that fall more into the category of short-term solutions.

With Randy Middleton's assistance, he stated that a geothermal heating and cooling approach had been identified as possible and practical for six schools in the District that do not have air conditioning. In addition, the approach qualifies as a Life Safety expenditure. Chapman stated that Middleton recommended seeking Fire Prevention and Safety funds for the projects at all six schools at the same time, as the same criteria and standards would be applied for all six, and if one is approved, all would be approved. The District will have five years to complete the six projects. Puzauskas moved, Mickens-Baker seconded, to certify the need for Fire Prevention and Safety funds for geothermal heating and cooling projects at Brigham, Carlock, Fairview, Glenn, Hudson, and Oakdale Elementary Schools as recommended. (Attachment #4) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

Altenburg stated that based on a combination of factors (cost estimates, building size, cash flow, skilled labor timelines, and the short window the summer allows to complete the work) Oakdale and Glenn Schools were recommended as appropriate choices for Phase 1 of the geothermal heating and cooling projects. It was reported that the geothermal projects at the remaining four schools would be completed in subsequent years. Reece moved, Puzauskas seconded, to approve the geothermal heating and cooling projects at Glenn and Oakdale Elementary Schools to be completed in 2006 as recommended. (Attachment #5) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

- Classroom Air Conditioning Units

Altenburg recommended the temporary installation of individual classroom air conditioning units at Brigham, Carlock, Fairview, and Hudson Elementary Schools until completion of their geothermal projects. Mickens-Baker moved, Reece seconded, to approve the plan to provide individual classroom air conditioning units for Brigham, Carlock, Fairview, and Hudson Elementary Schools as recommended. (Attachment #6) Chapman noted that a suggestion had been made that some or all of the window air conditioning units may be donated, in which case the District's cost would be reduced.

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

- **Grove Elementary School Addition**

Pye remarked that the District continues to see significant growth on the east side in the open attendance area that serves Grove, Towanda and Northpoint Schools. In order to address continued growth and provide adequate facilities for students, he recommended the Board's approval of the addition of six classrooms or one pod to Grove Elementary School. He indicated that the project would begin in March with a completion date of August 2006 prior to the start of the 2006-2007 school year. Pye noted that the project would be financed through use of the Town of Normal school land dedication monies and money from the Site and Construction Fund. Briggs moved, Puzauskas seconded, to approve the addition of one pod (six classrooms) to Grove Elementary School as recommended. (Attachment #7) President Lay remarked that this project would be the District's first opportunity to take advantage of the Town of Normal's school land dedication ordinance. He added that Unit 5 would continue to seek a similar type of arrangement with the City of Bloomington. In response to a board member question about the construction timeline, Pye remarked that it was realistic, as an addition to Pepper Ridge School was completed within the same timeline. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

- **Portable Classrooms**

As the District continues to experience growth issues at the junior high level, Pye recommended the installation of two portable classrooms each at Chiddix and Parkside Junior High Schools, as a temporary solution. Briggs moved, Puzauskas seconded, to adopt the Resolution Declaring the Need for Temporary Facilities, approve the Application for Approval for Use of New Temporary Facilities, and authorize the seeking of bids for a three-year lease of portable classrooms for Chiddix Junior High School and Parkside Junior High School for the 2006-2007 school year as recommended (Attachment #8) In response to a board member question about a potential lease-purchase of the temporary facilities, Pye remarked that the administration recommended temporarily leasing the facilities and seeking a long-term solution to address enrollment needs at the junior high level. Altenburg added that an appropriate clause could be included in the bid documents to address a potential purchase of the facilities in the future for flexibility. Puzauskas remarked that adequate funds exist in the District's budget to pay for expenses (textbooks, furniture, etc.) associated with adding an addition to Grove Elementary and portable classrooms at Chiddix and Parkside Junior Highs. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

9.0 Consent Agenda

Chapman reviewed the Consent Agenda and recommended its approval. He highlighted the request for an additional position for the ESL program at Normal Community High School, the retirements of four educational support personnel, and several donations to the District. Puzauskas moved, Reece seconded, to approve the Consent Agenda as presented.

9.1 **Approval of the Minutes**

- November 9, 2005 Regular Meeting

9.2 **Personnel Matters** (Attachment #6)

9.3 **Payment of Bills and Payrolls** (Attachment #7)

9.4 **Treasurer's Report – November 2005** (Attachment #8)

9.5 **Overnight Trips**

- NCWHS Student Council request to attend an overnight retreat on January 21-22, 2006 at the Girl Scout Camp at Lake Bloomington
- NCHS Orchestra request for overnight trip to Chicago, Illinois on January 13-14, 2006
- NCWHS overnight trip request for selected students to attend the IMEA All-State Band, Choir, and Orchestra performances on January 26-28, 2006 at the Civic Center in Peoria, Illinois

- NCHS overnight trip request for selected students to attend the IMEA All-State Band, Choir, and Orchestra performances on January 26-28, 2006 at the Civic Center in Peoria, Illinois

9.6 Donations

- KJHS permission to accept donation of NCHS historical marker from the NCHS Alumni Association – total: \$600.00
- Warehouse Offices permission to accept donation of flag pole from Luke and Ashley Zeller and family – total: \$500.00

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

10.0 Reports/Discussion

10.1 Reports on Councils/Committees/Commissions

Mackinaw Valley Special Education Association Council (Reece/Puzauskas) – Puzauskas reported that the Council met on November 16. He noted that it was a routine meeting and that there was discussion regarding the U.S. Supreme Court's recent ruling regarding special education due process.

IASB Conference Delegate Assembly (Mickens-Baker) – Mickens-Baker remarked that she was a delegate at the Delegate Assembly held during the IASB Conference in November in Chicago. She indicated she would report on the Delegate Assembly at a board meeting in January.

Facilities Review Committee (O'Connor/Reece) – O'Connor reported that the committee met on November 14 and 15 and discussed several facility items addressed at this meeting; i.e., geothermal heating and cooling and individual room air conditioners. In addition, he stated that the committee approved approximately \$11,150 in improvements to the ALP facility and several donations to the District.

Beyond the Books Educational Foundation (Briggs) – Briggs reported that she did not have information on Beyond the Books to share at this meeting due to the lack of a quorum at the last meeting of the Foundation.

Community Connections Committee (Briggs/Mickens-Baker) – Briggs reported that the next meeting of the Citizens Advisory Council would be held on January 18 at Grove Elementary School. The program will include a presentation on behavior/discipline and Focus Groups report. She indicated the committee had evaluated the board meeting held at Prairieland Elementary School on October 26 and noted that the February 22 board meeting would be held at Pepper Ridge Elementary School. She encouraged everyone to continue to submit names of "key communicators" to Dr. Chapman. Other topics discussed at the committee meeting were non-English speaking communications, recognition of personal excellence, a communication plan, the District's website, Unit 5 Connect, and whether the committee is meeting its goals. The committee will meet again on January 19 at 4:30 p.m. at the District Office.

Intergovernmental Committee – Reece asked when a meeting of the committee, Town of Normal and City of Bloomington officials would take place? Chapman responded that Normal Mayor Koos had sent a letter to Bloomington Mayor Stockton indicating his interest in the committee, holding a meeting, seeking a response from Stockton, and indicating Koos was ready to move ahead with or without the City of Bloomington.

In regard to the IASB Conference, President Lay recognized Whittington and Puzauskas for preparing and giving a presentation for one of the conference breakout sessions. He reported that the presentation was well received and attended by about 100 people from throughout the state.

10.2 Enrollment Update

- Enrollment – November 30, 2005
- Enrollment Comparison – 11/30/05 to 11/30/04

Pye reported November enrollment was 11,725. He remarked that the 4th grade enrollment at Brigham and kindergarten enrollment at Sugar Creek were being closely monitored at this time due to growth. When compared to last year's November enrollment, the District has experienced growth of 3.37 percent.

10.3 Freedom of Information Requests

Chapman reported the receipt and processing of three Freedom of Information requests.

10.4 Parent-Teacher Conference Day Report

- Elementary Schools
- Secondary Schools

Braksick reported on parent-teacher conferences held throughout the District on November 4. (Attachment #9) While a greater number of conferences typically take place at the elementary level, he highlighted the great job he felt Parkside Junior High and NCWHS did in holding more conferences.

10.5 Professional Development Partnership

Cathy Greene, director of elementary education, reported that Unit 5 recently entered into a formal Professional Development Partnership with Illinois State University that will allow the District to take greater advantage not only of its proximity of ISU, but of the new direction the university is moving with its teacher development program and professional development opportunities it has to offer teachers and administrators. Greene indicated the four-year commitment includes eleven provisions, with the District's goal in establishing the partnership being to bring the best student teachers to Unit 5 and, as a result, to attract and retain the highest quality of teachers in the District.

10.6 1st Reading: Proposed Board Policy Revisions

- Policy 1.20 District Organization
- Policy 2.40 Board Member Qualifications
- Policy 2.200 Types of Board Meetings
- Policy 2.220 Board Meeting Procedures
- Policy 4.170 Safety
- Policy 5.180 General Personnel – Temporary Illness or Temporary Incapacity
- Policy 6.60 Curriculum Content
- Policy 6.140 Education of Homeless Children
- Policy 6.340 Student Testing and Assessment Program
- Policy 7.60 Residence
- Policy 7.100 Health/Dental Examinations, Immunizations and Exclusion of Students
- Policy 7.170 Vandalism
- Policy 7.240 Conduct Code for Participants in Co-curricular Activities
- Policy 8.30 Visitors to and Conduct on School Property

Briggs presented 14 proposed board policy revisions for first reading and asked board members to submit any input they may have on the proposed revisions to her as soon as possible. She also provided a synopsis of the specific revisions recommended by the committee. Due to some questions/concerns, she remarked that Policies 1.20 and 7.240 might need further review prior to their adoption. The proposed revisions will be brought back for second reading and adoption at the January 11 board meeting.

11.0 Announcements

Announcements made at the meeting:

- Braksick commented that development of the 2006-2007 School Calendar was underway. Items under consideration are parent-teacher conference dates, semester balance, and starting dates with classroom construction occurring this summer. He anticipated a first reading of the proposed calendar at the second board meeting in January.
- Reece announced that kindergarten and first grade students at Prairieland Elementary School would present their holiday music concert tomorrow evening at NCWHS.

- Briggs requested that time be allowed at a January board meeting for board members and administrators to report on the IASB Conference.
- Whittington made positive comments regarding his visit of the ESL classroom at KJHS during American Education Week and ESL teacher, Angelica Delatorre-Im.
- Whittington thanked Puzauskas for teaming with him to give a presentation at the IASB Conference.
- Mickens-Baker made positive comments about her experience during American Education Week in the Advanced and 9th grade choir classes at NCHS. She also commented that she attended holiday concerts at Glenn School and CJHS and presented Operation Respect to students at Pepper Ridge School on Diversity Day.
- President Lay thanked UFEA President Vickie Mahrt for organizing board member visits with teachers in their classrooms during American Education Week.

12.0 Adjournment

The meeting was adjourned at 8:55 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)