

**MINUTES**  
**McLean County Unit District No. 5**  
**BOARD OF EDUCATION**  
**Regular Session**  
**April 12, 2006**

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois, met in regular session on April 12, 2006, 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.
- Also present: Superintendent Dr. Alan Chapman, Assistant Superintendent of Operations/Human Resources John Pye, Clerk of the Board Cindy Prescher, and Donna Evans (Clerk of the Board as of July 1, 2006).
- 2.0 Closed Session** At 6:00 p.m., Briggs moved, Puzauskas seconded, to adjourn to closed session for the purpose of semi-annual review of closed session minutes, review of closed session minutes, and to consider the employment/compensation of specific employees, collective negotiating matters, and pending litigation. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**
- 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, Evans, Meghan Leiseberg, Tiffany Haddock, Charles Bartlett, Sheri Olson, Chuck Hartseil, Dan Lambole, Ben Matthews, Tim Arnold, Meredith Dehner, Sonya Perez, Beth Thorson-Beaty, Michelle Steinbacher from The Pantagraph, Dawn Green, Vickie Mahrt, Randy Middleton, Jake Bellis, 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 Reports
- Jake Bellis, KJHS student
- 5.2 Good News Reports
- Meredith Dehner, Sheri Olson, Sonya Perez, and Beth Thorson-Beaty, Unit 5 social workers
- 6.0 Public Comments** None.
- 7.0 Organization of the Board**
- 7.1 Appointment of Temporary Chair  
Briggs moved, Puzauskas seconded, to appoint Superintendent Chapman to serve as temporary chair until election of a new board president. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**
- 7.2 Elect Board President  
Chapman called for nominations for president. Reece nominated Lay. Whittington nominated O'Connor. Chapman declared nominations to be closed and took a vote on

the nominees in the order in which they were nominated. Roll call vote for Lay: Ayes: Briggs, Mickens-Baker, Puzauskas, Reece, Lay. Nays: O'Connor, Whittington. **Lay was elected president as he received a majority vote.**

#### 7.3 New President Assumes the Chair

President Lay assumed the chair.

#### 7.4 Elect Vice President

Lay called for nominations for vice president. Puzauskas nominated Reece. O'Connor nominated Whittington. Lay declared nominations to be closed and took a vote on the nominees in the order in which they were nominated. Roll call vote for Reece: Ayes: Briggs, Mickens-Baker, Puzauskas, Reece, Lay. Nays: O'Connor, Whittington. **Reece was elected vice president as he received a majority vote.**

#### 7.5 Elect Secretary

Lay called for nominations for secretary. Briggs nominated Mickens-Baker. O'Connor nominated Puzauskas. Lay declared nominations to be closed and took a vote on the nominees in the order in which they were nominated. Roll call vote for Mickens-Baker: Ayes: Briggs, Mickens-Baker, Puzauskas, Reece, Lay. Nays: O'Connor, Whittington. **Mickens-Baker was elected secretary as she received a majority vote.**

#### 7.6 Select Day, Hour, and Place of Board Meetings

Reece moved, Mickens-Baker seconded, to set the second and fourth Wednesdays of the month as the official board meeting days, with meetings to begin at 7:00 p.m., and the official meeting place to be the District Office, 1809 West Hovey Avenue, Normal, Illinois. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

### 8.0 Action

#### 8.1 Action From Closed Session

Chapman reported that the Board did a semi-annual review of closed session minutes during the closed session prior to the public session. He recommended the Board partially open to the public the closed session minutes specifically discussed during the semi-annual review. Briggs moved, Puzauskas seconded, to partially open to the public the following closed session minutes: September 14, 2005, September 28, 2005, October 3, 2005, October 12, 2005, November 9, 2005, December 14, 2005, January 11, 2006, January 25, 2006 (6:00 p.m.), January 25, 2006 (9:19 p.m.), February 8, 2006, March 8, 2006, and March 22, 2006. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

#### 8.2 Approve Ten-Year Life Safety Survey and Certify the Need for Fire Prevention and Safety Funds for NCWHS

Randy Middleton of Middleton Associates, Inc. remarked that the Ten-Year Life Safety Survey recommended for approval was the first Ten-Year Survey completed for NCWHS. He noted that most of the Life Safety items listed involve the sealing of expansion joints, keeping the building interior dry, dust collection in the technology area, and smoke ventilation for a welding hood. Mickens-Baker moved, Briggs seconded, to approve the Ten-Year Life Safety Survey and certify the need for Fire Prevention and Safety funds for NCWHS as presented. (Attachment #1) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

#### 8.3 Accept Bid for KJHS Life Safety Roofing

Middleton recommended the Board's acceptance of a bid from Union Roofing in the amount of \$288,712 for Life Safety roofing at Kingsley Junior High School. He noted that the roof work to be done would be over the school's two gymnasiums. Puzauskas moved, Reece seconded, to accept the bid for KJHS Life Safety roofing as recommended. (Attachment #2) In response to a board member question regarding the timeframe for the replacement, Middleton indicated roofing at the school, with the exception of the new additions, was fairly old. He added that other portions of Kingsley's roofing over the original building would be proposed for replacement in the future. In response to a

second board member question about whether additional Life Safety work at Kingsley would be needed given the renovation of the facility several years ago, Middleton responded that a Ten-Year Survey of the whole building, with concentration on the original building, would take place this coming summer. It was noted that additional Life Safety work would be recommended in the future. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

8.4 Adopt Proposed Board Policy Revisions

- Policy 1.20 District Organization, Operations, and Cooperative Agreements
- Policy 2.30 School District Elections
- Policy 2.50 Board Member Term of Office
- Policy 2.210 Organization Board Meetings
- Policy 6.130 Program for the Gifted

Of the five policies proposed for revision, Briggs highlighted only one change that had been made to Policy 2.210 since first reading of the proposed revisions at the March 22 board meeting. Briggs moved, Mickens-Baker seconded, to adopt the revisions to Board Policies 1.20, 2.30, 2.50, 2.210, and 6.130 as proposed. (Attachment #3) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

In response to a board member question concerning board elections, community growth, and whether a change in territorial representation could be brought about, several board members indicated the District's ballot format was determined by Illinois statute. It was noted that currently membership on the Board is restricted to a maximum of three members from any one congressional township.

8.5 Adopt Staff Appreciation Proclamation

Briggs read the Staff Appreciation Proclamation and then moved, Puzauskas seconded, to approve the Proclamation as presented. (Attachment #4) Briggs remarked that copies of the document would be distributed to all buildings in the District as a symbol of the District's appreciation of its employees' efforts. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

8.6 Cancel June/July Board Meetings

Chapman recommended the Board cancel the second board meetings in June and July, as he felt the business of the District could be adequately accomplished with only one regular meeting in each of those months. Reece moved, Mickens-Baker seconded, to cancel the June 28 and July 26, 2006 regular board meetings. (Attachment #5) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

8.7 Set Dates for Board Work Sessions

Chapman reported that he had worked with the Strategic Planning/Finance Committee in planning for the annual review of the District's Strategic Plan. He recommended the Board set the dates of June 3 and 10 for board work sessions to review the plan. Chapman remarked that a group of individuals would be invited to participate in the work sessions that would be facilitated by Board Members Puzauskas and Whittington. Mickens-Baker moved, Puzauskas seconded, to set the dates of Saturday, June 3 and 10, 2006 from 9:00 a.m.-12:00 noon at the District Office for board work sessions on Strategic Plan review. (Attachment #6) 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 declarations of retirement in 2009 submitted by five certified personnel, as permitted by the District's negotiated contract with the Unit Five Education Association. Puzauskas moved, Reece seconded, to approve the Consent Agenda as presented.

9.1 Approval of the Minutes

- March 22, 2006 Regular Meeting
- April 5, 2006 Special Meeting

- 9.2 Personnel Matters (Attachment #7)
- 9.3 Payment of Bills and Payrolls (Attachment #8)
- 9.4 Treasurer's Report – March 2006 (Attachment #9)
- 9.5 Overnight Trips
  - CJHS Team Quest request for an overnight trip to participate in state competition on April 27 and May 1, 2006 in Chester, Illinois
  - KJHS request for overnight trip for four students and guidance counselor to attend the Central Illinois Mid-Level Institute in Mechanicsburg, Illinois on April 7-9, 2006
  - NCHS Student Council request for overnight trip to attend the Illinois Association of Student Councils Annual Convention in Springfield, Illinois on May 4-6, 2006
- 9.6 Other
  - NCWHS Drama Department request to add a matinee performance of the spring musical, "Grease", on Sunday, May 7, 2006 at 2:00 p.m.
  - Request for McLean County Diversity Project to hold a fundraising car wash at KJHS on Sunday, May 21, 2006
  - Designated May 31, 2006 as the last day of school for 2005-2006
  - Accept bids
    - Cooperative paper bid (Attachment #10)
    - P.E. uniform bid (Attachment #11)
  - Approve summer 2006 music camps (Attachment #12)

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/Boards  
*Strategic Planning/Finance Committee (Puzauskas/Whittington)* – Puzauskas reported the committee had been involved with worker's compensation insurance analyses and recently received presentations from two vendors. He added that the committee would evaluate vendor proposals, select one or more of the preferred vendors to give a presentation to the Board at the next regular meeting, and make a recommendation for consideration at the May 10 board meeting.

Whittington remarked that the committee was looking forward to the upcoming work sessions to review the Strategic Plan. He reported that meetings would be held next week with the Administration regarding the District's finances and with the District's investment bankers on bonds.

*Consortium for Educational Change Task Force* – Mickens-Baker reported that the task force met on April 10 and discussed an assessment process and options available to the District.

*Community Connections Committee (Briggs/Mickens-Baker)* – Mickens-Baker reported that it was necessary to cancel the April 11 committee meeting.

Briggs commented that the committee was working on a Study Circles project and was putting together a team to participate in a one-day workshop on Study Circles on April 22 in Lombard, Illinois. She noted that community members have already expressed their interest in the study circles.

*Bloomington-Normal Education Alliance Diversity Committee* – Mickens-Baker reported that the committee held a Minority Educator reception on April 10 at Bloomington High School. She reported that the event was well attended and congratulated Meghan Leiseberg, Unit 5's community relations specialist, for her involvement with the committee and event. It was noted that LaTishia Baker, a Unit 5 staff member at NCHS, was selected as Minority Educator of the Year.

*Beyond the Books Educational Foundation (Briggs)* – Briggs reported that the Projects Committee of the Foundation met last week and would give a presentation to the Board of Directors the week after next regarding grant award recipients for the coming school year. It was noted that Unit 5 grant award recipients would be recognized at one or two board meetings in May.

*McLean County Regional Planning Commission (Lay)* – Lay reported the Commission recently reviewed the proposed Cedar Ridge development in south Bloomington. He informed the Board that he and Chapman would attend a Bloomington Planning Commission hearing on April 26 to further monitor the progress of the proposed development.

#### 10.2 1<sup>st</sup> Reading: Proposed Board Policy Revisions

- Policy 5.230 Maintaining Student Discipline
- Policy 7.240 Conduct Code for Participants in Co-Curricular Activities

Briggs presented two board policies for revision. In response to several board members' questions about the proposed revisions, Briggs indicated she would follow up with board members regarding the revisions and suggestions for formatting changes. Lay requested any suggested input regarding the policies be submitted to Briggs as soon as possible.

#### 10.3 Enrollment Update

- Enrollment – March 24, 2006
- Enrollment Comparison - 3/05 to 3/06

Pye reported fairly stable student enrollment of 11,752 as of March 24, 2006. He informed the Board that average class size at the elementary level had slightly increased to 23.0. Pye indicated he would provide the Board with preliminary enrollment data for the 2006-2007 kindergarten following registration on May 4.

#### 10.4 Freedom of Information Request

Chapman reported one request had been received for specific information about specific employees, which was referred to legal counsel and denied, as the information requested was exempt from disclosure by Illinois statute.

### **11.0 Announcements**

Announcements made at the meeting:

- Board members expressed appreciation to Lay, O'Connor, and Whittington for their service as board officers during the past year and congratulated the new board officers.
- Chapman reported he and Lay would attend the Normal Town Council meeting on April 17 to present the plan for the addition to Grove Elementary School and to request a transfer of funds from the Town of Normal to Unit 5 to pay for the entire Grove addition. He indicated the funds to be requested were subsequent to the Town's School Land Dedication Ordinance. Chapman stated that discussions continue to take place with the Town about the possibility of increasing the production of funds available to the District for building projects.
- Reece commented that he, Chapman, and Mahrt gave a presentation on Unit 5's enrollment/finance/status at Sugar Creek School on April 5.
- Reece recognized Mickens-Baker for being one of thirty-six individuals nominated for the YWCA's Women of Distinction award.
- Lay announced that the Board would hold a comprehensive work/planning session on April 19 at 6:30 p.m. at the District Office.

**12.0 Adjournment**

The meeting was adjourned at 7:52 p.m.

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

ATTEST:

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Meta J. Mickens-Baker, Board of Education Secretary

*Approved:* \_\_\_\_\_  
(Date)