

MINUTES
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
August 10, 2005

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois, met in regular session on August 10, 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, Steve Whittington, and Board President Scott Lay. Members absent: Jay Reece.
- 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, real property matters, and 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, Puzauskas seconded, to come out of closed session and return to public session. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, 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, Chuck Bartlett, George Gordon, Sam Rodriguez, Jamal Nassar, Vickie Mahrt, Randy Middleton, Dawn Green, Rich Schroeder, Rita Gyires, Donna Lutkehaus, Phyllis Coulter from The Pantagraph, Kevin Heinkes from WJBC, and others.
- 4.0 Pledge of Allegiance** The Pledge of Allegiance was recited.
- 5.0 Public Comments** None.
- 6.0 Focus on Students/ Good News Reports** The following were recognized:
Good News Reports
- Unit 5 teachers, librarians, and support staff who participated in the Adventures of the American Mind Institute at Illinois State University
 - Jeff Monahan, Unit 5 supervisor of maintenance services
- 7.0 Action**
- 7.1 Certify the Need for Fire Prevention and Safety Funds for Oakdale Elementary School
- Randy Middleton of Middleton Associates, Inc. reported the need for Fire Prevention and Safety Funds in the estimated amount of \$8,160 for the purpose of replacing the boiler flue at Oakdale Elementary School. It was noted that the flue had already been replaced, and it was hoped that Fire Prevention and Safety Funds could be obtained to cover the expense. Middleton informed the Board that additional certifications would be needed in the future for the replacement of water pipes at Sugar Creek and Oakdale Elementary Schools. O'Connor moved, Puzauskas seconded, to certify the need for Fire Prevention and Safety Funds for Oakdale Elementary School as presented. (Attachment #1) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Whittington, Lay. Nays: None. **Motion carried.**

7.2 Approve Notice of Public Hearing on the Budget

Altenburg presented the Tentative Budget for the 2005-2006 school year. He reported that the budget would continue to be fine-tuned prior to its scheduled adoption at the September 28 regular board meeting. Altenburg reviewed proposed revenues and expenditures and recommended the Board's approval of the Notice of Public Hearing on the Budget. The public hearing will be held on September 28 at 7:00 p.m. O'Connor moved, Mickens-Baker seconded, to approve the Notice of Public Hearing on the Budget as presented. (Attachment #2) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Whittington, Lay. Nays: None. **Motion carried.**

7.3 Adopt Revised Diversity Plan

Leiseberg introduced the Diversity Advisory Committee (DAC) members in attendance at the meeting (George Gordon, Jamal Nassar, and Sam Rodriguez), prior to presentation of the proposed revised Diversity Plan. She noted that the District's original Diversity Plan was adopted in 2001 and, as a result of the Strategic Plan process, the DAC was charged with the task of examining the Diversity Plan for possible revision. Nassar presented an overview of the proposed revision for the Board's consideration. The committee was commended for its efforts put forth over the past year to produce a Plan with actionable statements that could be measured for progress. In response to the committee's recommendation that the District appoint a diversity officer, Chapman remarked that the administration was in agreement with the recommendation. He expressed appreciation to the DAC not only for its work on the revised Plan, but also for its work on other issues. Mickens-Baker moved, Puzauskas seconded, to adopt the revised Diversity Plan as presented. (Attachment #3) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Whittington, Lay. Nays: None. **Motion carried.**

7.4 Adopt Proposed Board Policy Revision/Addition

- Policy 5.190 Professional Personnel – Teacher Qualifications – Revision
- Policy 5.240 Professional Personnel - Suspension – Addition

Briggs presented Policies 5.190 and 5.240 for adoption. She noted she had not received any comments or input on the two policies since their first reading. Briggs moved, Mickens-Baker seconded, to adopt the revision of Board Policy 5.190 and the addition of Policy 5.240 as proposed. (Attachment #4) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Whittington, Lay. Nays: None. **Motion carried.**

7.5 Set Date for Joint Meeting of the Unit 5 and District 87 Boards of Education

Chapman reported he and President Lay had met with Dr. Robert Nielsen, superintendent of Bloomington District 87, and John Dirks, president of District 87's Board of Education, and agreed to work toward a joint meeting of the Unit 5 and District 87 Boards to be held on August 31. He indicated that the purpose of the meeting was to explore issues common to both school districts. Briggs moved, Puzauskas seconded, to set the date of Wednesday, August 31, at 6:30 p.m., at the Farm Bureau Building at 402 N. Hershey Rd. in Bloomington for a joint meeting of the Unit 5 and District 87 Boards of Education. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Whittington, Lay. Nays: None. **Motion carried.**

7.6 Action From Closed Session

Chapman recommended the Board's approval of food service personnel salaries and benefits for the current school year. Briggs moved, Mickens-Baker seconded, to approve food service personnel salaries and benefits for 2005-2006. (Attachment #5) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Whittington, Lay. Nays: None. **Motion carried.**

8.0 Consent Agenda

Chapman reviewed the Consent Agenda and recommended its approval. He highlighted the retirements in 2007 of two long-term certified staff members. Puzauskas moved, Mickens-Baker seconded, to approve the Consent Agenda as presented.

8.1 Approval of the Minutes

- July 13, 2005 Regular Meeting

8.2 Personnel Matters (Attachment #6)

8.3 Other

- Athletic Overnight Trips for 2005-2006
 - NCHS (Attachment #7)
 - NCWHS (Attachment #8)

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

9.0 Reports/Discussion

9.1 Update on Implementation of Skyward System

Braksick presented an update on implementation of the Skyward system. (Attachment #9) He noted that the report format would remain the same throughout the year, with additional progress highlighted in future reports. Braksick felt the implementation was moving forward, but not without some challenges and anxiety along the way. He reported that one of the biggest challenge on the financial side had been the consolidation of multiple databases. He complimented the Payroll Department for its continued efforts toward implementing the financial module.

Braksick reported that training and implementation of the student management products of Skyward were under way. He indicated this implementation process would be closely monitored over the next several weeks for areas of difficulty and training needs. He informed the Board that the food service product would be piloted this year at Parkside Junior High and implemented in all schools by the start of the 2006-2007 school year. It was reported that biometric student finger scanning would be utilized to enhance the speed, convenience, and accuracy of food service operations.

Timelines for implementation of the system were provided, in addition to reporting of training completed and scheduled.

Board members had concerns and questions about “bumpiness” in the implementation process, evaluation of that process, and organizational readiness. Braksick felt things were on target in regard to the financial and student management modules, but he stressed the importance of having those two modules fully and successfully in place before taking the next step. He was encouraged to take steps to minimize user frustration with the new system as much as possible, to expand communication with staff and parents about the system, and to seek feedback from the various user groups. Another suggestion was to provide parents with reassurance of how student finger scanning in the lunch program would and would not be used.

President Lay asked board members to share with Braksick any further thoughts they may have on the Skyward implementation process. Braksick indicated more specific information would be included in future updates.

9.2 Board Representative Reports

Facilities Review Committee (O'Connor/Reece) – O'Connor reported the committee met today regarding several facility requests. He reported that a playground equipment request for Oakdale Elementary School was granted. Another request was considered in regard to a soccer building at NCWHS. As the committee had several questions regarding the request, it was tabled for future consideration.

Community Connections Committee (Briggs/Mickens-Baker) – Briggs reported that a committee meeting was scheduled for August 17. She indicated the committee met previously with the Citizens Advisory Council (CAC) officers and discussed planning for the year and study topics for the CAC. She noted that they would be working with focus groups in early November and would provide an analysis of their input. In addition, long-term projects are in the works.

McLean County Regional Planning Commission (Lay) – Lay provided the group with a map of a proposed eastside bypass plan which could come about during the next 5 to 15 years, dependent upon federal funding, etc. He also reported on the proposed Eastlake

development of 800 housing units in southeast Bloomington, which he indicated would be considered soon by the Bloomington Planning Commission.

9.3 1st Reading: Proposed Board Policy Revisions and Addition

- Policy 2.150 Committees – *Revision*
- Policy 2.160 Board Attorney – *Revision*
- Policy 3.60 Administrative Responsibilities of the Principals – *Revision*
- Policy 5.35 General Personnel – Compliance with the Fair Labor Standards Act – *New*
- Policy 5.270 Educational Support Personnel – Employment At-Will, Compensation and Assignment - *Revision*

Briggs reported that she had provided to board members, the Cabinet, and union representatives an explanation of the proposed policy revisions and addition. She reviewed the reasons for the changes for the audience. (Attachment #9) Briggs asked board members to submit any input they may have on these policies to her within a week of this meeting.

10.0 Announcements

Announcements made at the meeting:

- Briggs announced that an orientation meeting for new Unit 5 Citizens Advisory Council members would be held on August 25 at 7:00 p.m. at the District Office.
- Briggs also mentioned the recent article that appeared in *The Pantagraph* regarding Bloomington-Normal Public Transit System transportation to Normal Community High School and felt it was a positive accomplishment for students.
- Steve Whittington announced that Tom Frazier was the new director of the Bloomington Area Vocational Center. He suggested he be invited to a future Unit 5 board meeting.
- Lay concurred with Briggs' comments regarding public transit transportation to NCHS. Chapman added that public transit transportation was already available hourly from 7:10 a.m. to 9:10 p.m. at the corner of Gregory Street and Parkside Rd. which is near NCWHS. He indicated there was no public transit service previously near NCHS.
- Briggs remarked on the presence of the District's 50th anniversary quilts at the meeting and indicated that a request had been made at the Community Connections Committee meeting with the CAC officers for their circulation in the District during the course of the school year.

11.0 Adjournment

The meeting was adjourned at 8:07 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)