

Minutes
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
May 9, 2007

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on May 9, 2007 at approximately 7:00 p.m. at the District Office, 1809 W. Hovey Avenue, Normal, Illinois.

1.0 Roll Call

Members present: Gail Ann Briggs, Meta Mickens-Baker, John Puzauskas, Jay Reece, and Board President Scott Lay. Members absent: Martin O'Connor and Steve Whittington.

2.0 Closed Session

At approximately 6:03 p.m., Briggs moved, Mickens-Baker seconded to adjourn to closed session to discuss the following matter according to the exceptions provided in the "Open Meetings Act" and specified as follows:

- Section 2(c)(1) ~ The appointment, employment, discipline, performance, or dismissal of specific employees or legal counsel and
- Section 2(c)(21) ~ Discussion of minutes of meetings lawfully closed.

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

The closed session was exited at approximately 6:38 p.m.

There was a reception to recognize board members completing terms of service and to welcome newly elected board members.

3.0 Return to Public Session

At 7:04 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, Reece, Lay. Nays: None. **Motion carried.**

Also present: Superintendent Alan Chapman, Assistant Superintendent of Operations and Human Resources John Pye, Clerk of the Board Donna Evans, Assistant Superintendent of Curriculum and Instruction Jim Braksick, Chief Financial Officer/Treasurer Tod Altenburg, Gary Niehaus (Superintendent as of July 1, 2007), James Gillmeister, Chuck Bartlett, Steve Robinson of the *Normalite*, Wendy Cannell, Paul Stoeckel, Lynette Mehall, Ben Matthews, Tom Frazier, Jill Frazier, Melissa Lott, Mark Jolicoeur, Deb Pauken, Ramy Macias, Lisa Otey, Emily Otey, Jill Bainbridge, Lauren Berry, Kara Berry, Don Russell, Dana Russell, Sarah Edwards, N. Fry, Todd Fink, Maddy Fink, Vickie Mahrt, Becky Gerig, Jimmy Young, B. Young, Michelle Steinbacher of *The Pantagraph*, Judy Lancaster, Adria Carter, Stacie Finlen, and others.

4.0 Pledge of Allegiance

The Pledge of Allegiance was recited.

5.0 Focus on Students/Good News Report

- KJHS Volleyball Team
- KJHS Pom Pon Squad
- Devon Robbins ~ Towanda Elementary Student
- Emily Frazier, David Gerig, Vanessa Macias, Micah Young ~ Towanda Elementary Students
- Susan Steinbach ~ Towanda Elementary Teacher

6.0 Public Comments

Vickie Mahrt, Normal ~ Welcome New Board
Ben Matthews, Normal ~ Skyward Program

7.0 Action From Closed Session

7.1 Semi-Annual Review of Closed Session Minutes

Briggs moved, Puzauskas seconded, to open to the public closed session minutes as discussed in closed session. Roll call: Ayes: Briggs, Mickens-Baker, Puzauskas, Reece, Lay. Nays: None. **Motion carried.**

8.0 Consent Agenda

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

8.1 Approval of Minutes

- January 31, 2007 (Amended) ~ Closed Meeting
- February 12, 2007 ~ Closed Meeting
- February 13, 2007 ~ Closed Meeting
- February 16, 2007 ~ Closed Meeting
- February 19, 2007 ~ Closed Meeting
- February 22, 2007 ~ Closed Meeting
- February 23, 2007 ~ Closed Meeting
- February 28, 2007 ~ Closed Meeting
- March 2, 2007 ~ Closed Meeting

8.2 Personnel Matters (Attachment #1)

- 8.2.1 Resignations/Retirements/Terminations
- 8.2.2 Employment
- 8.2.3 Contract Revisions
- 8.2.4 Leave Requests

8.3 Payment of Bills and Payrolls (Summary – Attachment #2)

- 8.3.1 Bill Listing
- 8.3.2 Payroll Report
- 8.3.3 Statement of Expenditures by Operating Fund (Attachment #3)

8.4 Treasurer's Report ~ April 2007 (Attachment #4)

8.5 Other

- 8.5.1 Destruction of Closed Session Audio Tape Recordings Dated January 1, 2004 through October 31, 2005
- 8.5.2 Request For Donation Approval ~ NCHS Class of 1976 (Attachment #5)
- 8.5.3 Request For Donation Approval ~ NCHS Tennis Team/Tech Club/Iron Pride (Attachment #6)
- 8.5.4 Request For Donation Approval ~ Towanda PTO School Sign and Landscaping (Attachment #7)
- 8.5.5 NCHS/NCWHS 2007-2008 Student-Parent Handbook Revisions (Attachment #8)

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

9.0 Canvass and Certify Election Results

9.1 Canvass and Certify Election Results

The Board canvassed the school board election results of the April 17, 2007 Consolidated Election. Candidates elected to full terms were: Gail Ann Briggs, Wendy Cannell, Scott Lay, and Mark Pritchett.

9.2 Adopt Resolution Canvassing and Certifying Election Results

The Resolution Canvassing and Declaring the Results of the Consolidated Election held on April 17, 2007 was presented. (Attachment #9) Mickens-Baker moved, Puzauskas seconded, to adopt the Resolution Canvassing and Declaring the Election Results of April 17, 2007 as presented. Roll call: Ayes: Briggs, Mickens-Baker, Puzauskas, Reece, Lay. Nays: None. **Motion carried.**

10.0 Board Member Oath

Vice President of the Board, Jay Reece, administered the Oath of Office to newly elected school board members Gail Ann Briggs, Wendy Cannell, Scott Lay, and Mark Pritchett. (Attachment #10)

11.0 Appointment of Temporary Chair

Briggs moved, Puzauskas seconded, to appoint Superintendent Chapman as temporary chair following adjournment sine die until election of a new board president. Roll call: Ayes: Briggs, Mickens-Baker, Puzauskas, Reece, Lay. Nays: None. **Motion carried.**

- 12.0 Announcements**
There were no announcements.
- 13.0 Adjournment Sine Die**
Mickens-Baker moved, Reece seconded, to adjourn sine die. Roll call: Ayes: Briggs, Mickens-Baker, Puzauskas, Reece, Lay. Nays: None. **Motion carried.**
- 14.0 Organization of the Board**
14.1 Roll Call of the New Board
Members present: Gail Ann Briggs, Wendy Cannell, Scott Lay, Meta Mickens-Baker, Mark Pritchett, John Puzauskas, and Jay Reece.
- 15.0 Board Member Code of Conduct**
Board members took turns reading the paragraphs in Board Policy 2.80, Board Member Code of Conduct.
- 16.0 Election of Board Officers**
Chapman explained the procedure for the election of Board officers.
- 17.0 Election of Board President**
Chapman called for nominations for board president. Mickens-Baker nominated Reece for board president. Mickens-Baker moved, Briggs seconded, to elect Jay Reece as board president. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**
- 18.0 New Board President Assumes Chair**
Reece assumed the chair.
- 19.0 Election of Board Vice President**
Reece called for nominations for board vice president. Puzauskas nominated Meta Mickens-Baker for board vice president. Puzauskas moved, Cannell seconded, to elect Meta Mickens-Baker as board vice president. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**
- 20.0 Election of Board Vice Secretary**
Reece called for nominations for board secretary. Briggs nominated John Puzauskas for board secretary. Briggs moved, Pritchett seconded, to elect John Puzauskas as board secretary. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**
- 21.0 Declaration of Board President That the Board is Officially Organized and Ready to Consider Matters Which May Come Before It**
President Reece declared the Board to be officially organized and ready to consider matters that may come before it.
- 22.0 Adoption of Board Policies**
Briggs moved, Pritchett seconded to adopt Board Policies as currently in effect. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**
- 23.0 Action From Closed Session**
23.1 Appointment of Chief Financial Officer
Chapman noted that it had been previously decided that the search for a new Chief Financial Officer would be delayed until the appointment of the new Superintendent. The search involved Dr. Niehaus, (Superintendent effective July 1, 2007), Board president Lay, and Assistant Superintendent of Operations/H.R. Pye. Niehaus provided additional information on the CFO search including the number of applicants and the interview and selection process. Niehaus recommended naming James Gillmeister as the Chief Financial Officer effective July 1, 2007. Lay moved, Pritchett seconded to approve the appointment of James Gillmeister as Chief Financial Officer effective July 1, 2007. Board members offered their support

to Gillmeister. Gillmeister addressed the Board and thanked them for their support. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

24.0 Selection of Day, Hour, and Place for Board Meetings

Mickens-Baker moved, Puzauskas 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, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

25.0 Public Comments

None.

26.0 Reports/Discussion

26.1 Architectural Services Executive Committee

Mark Jolicoeur provided an update and overview of the Architectural Services Executive Committee. (Attachment #11) Items for discussion included but were not limited to the following:

- Minutes of the committee meetings
- Opening of new facilities slated for 2010 instead of 2009
- Workshop process ~ middle school
- Facility programming and design guidelines ~ middle school
- Existing conditions site plans ~ middle school and high school
- Property for middle school and future high school site
- Utility, traffic and roadway needs
- Current elementary school model review
- Construction and materials costs ~ volatility of the construction industry
- Potential projects timelines

26.2 Enrollment Update and Comparison Figures

Pye presented the enrollment figures as of April 30, 2007. (Attachment #12) Total enrollment was reported at 12,112. Pye provided the kindergarten pre-registration numbers from May 3, 2007 noting that Unit 5 will likely see the first class of over 1000 students. (Attachment #13)

26.3 Board Representative Reports

- McLean County Regional Planning Commission ~ Lay noted that the Commission met last week. Discussion included additional subdivisions slated to be built within the Unit 5 boundaries.
- Community Connections Committee ~ Mickens-Baker reported that the Unit 5 Pride insert for *The Pantagraph* will be coming out on May 21.
- Facilities Review Committee ~ Puzauskas reported that the committee met on Wednesday, May 2. Items discussed included concerns regarding the traffic congestion at Northpoint Elementary and the installation of playground equipment at Fairview Elementary. Puzauskas noted that the installation of playground equipment was a joint effort with the Town of Normal and Unit 5.
- Unit 5/Local Government Committee ~ Mickens-Baker noted that agenda items for the June 5 meeting should be submitted to her, Reece, or Chapman.
- Beyond the Books Educational Foundation ~ Briggs deferred a report to the May 23 regular meeting when Unit 5 grant winners are scheduled to be recognized.

27.0 Announcements

- Mickens-Baker attended several Unit 5 student performances. Those included the IESA band contest, the NCHS performance of Aida, and the CJHS band concert.
- Board members offered congratulations and welcomed Cannell and Pritchett to the Unit 5 School Board.
- Altenburg noted that at the next Board meeting there will be several action items including the approval for the contract for photocopying services, the 2007-2008 health insurance premiums, and the bid for replacement band uniforms at NCHS.
- Altenburg welcomed James Gillmeister, Chief Financial Officer as of July 1.
- Reece requested that Board members notify him of their suggestions and/or requests for committee involvement.

28.0 Adjournment

The meeting was adjourned at 8:33 p.m.

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

ATTEST:

Meta Mickens-Baker, Board of Education Secretary

Approved Date: May 23, 2007