

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

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on June 14, 2006 at 6:30 p.m. at the District Office, 1809 W. Hovey Avenue, Normal, Illinois.

**1.0 Roll Call**

Members present: Gail Ann Briggs, Meta Mickens-Baker, Martin O'Connor (exited at 9:10 p.m.), John Puzauskas, Jay Reece (exited at 9:34 p.m.) Steve Whittington, and Board President Scott Lay. Members absent: None.

**2.0 Closed Session**

Briggs moved, Reece seconded, to adjourn to closed session for the review of closed session minutes and to discuss employment and compensation of specific individuals. 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 and Human Resources John Pye, and Clerk of the Board Donna Evans.

**3.0 Return to Public Session**

At 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, and Assistant Superintendent of Curriculum/Instruction Jim Braksick, Chief Financial Officer/Treasurer Tod Altenburg, Evans, Meghan Leiseberg, Kurt Swearingen, Vickie Mahrt, Dawn Green, Andy Matthews, Ben Matthews, Kevin Heinkes of WJBC, Michelle Steinbacher of *The Pantagraph*, and others.

**4.0 Pledge of Allegiance**

The Pledge of Allegiance was recited.

**5.0 Public Comments**

None.

**6.0 Action**

**6.1 Approve Revised District Facilities Rental Fees**

Pye presented the suggested revisions to the District facilities rental fees. Pye indicated that he, Supervisor of Maintenance Jeff Monahan, Supervisor of Custodial/Grounds Doug Johnson and Altenburg had recently completed a review of district fees and as a result, their recommendation is that the 2006-2007 fees remain the same except for the rental fees regarding the District's swimming pools. After researching indoor and outdoor pool rental fees, it is recommended that the pool rental fee be adjusted to \$45.00 for partial cost per hour and \$90.00 for full cost per hour. In addition, Pye stated that it is also administration's recommendation that the District adopt fees for the use of its outdoor facilities. (Attachment #1) Reece moved, Puzauskas seconded, to approve the revised District facilities rental fees as presented. A brief discussion followed regarding partial and full fees. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

**6.2 Approve Four-Year Lease Purchase Agreement For District Computers With Dell Computers and Commerce Bank**

Altenburg stated that the Technology Department follows a systematic approach throughout the District regarding the replacement of computers and software with newer technology. The department sought financing arrangements with two banking institutions in addition to considering the financial terms offered directly from Dell Computers for a 4-year Lease Purchase Agreement. Altenburg provided members with a copy of the comparison report showing annual interest rates, fees, annual payment figures and total payment figures over a four year period. (Attachment #2) Briggs moved, Mickens-Baker seconded, to

approve the four-year lease purchase agreement for District computers with Dell Computers and Commerce Bank as presented. Questions from the Board and discussion followed. In answer to a question, Altenburg noted that the District has not been involved with any research with computer companies other than Dell Computers. Braksick commented that due to District-wide cuts and cost containments it has been approximately four years since the Technology Department has completed a full replacement and rotation of outdated technology. Altenburg stated that the District will be doing additional research and study on anticipated needs for computers in the next few years. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

### 6.3 Action From Closed Session

6.3.1 Proposed 2006-2007 Salary/Benefits for Technology Personnel, Occupational/Physical Therapists, Occupational/Physical Therapy Assistants, Medical Personnel, Grant Personnel, Maintenance Exempt Personnel, and Transportation Exempt Personnel  
Pye recommended salaries and benefits for Technology Personnel, Occupational/Physical Therapists, Occupational/Physical Therapy Assistants, Medical Personnel, Title I Support, Custodial/Maintenance Exempt Personnel, and Transportation Exempt Personnel. Briggs moved, Puzauskas seconded, to approve the 2006/2007 salaries and benefits for technology personnel, occupational/physical therapists, occupational/physical therapy assistants, medical personnel, grant personnel, maintenance exempt personnel, and transportation exempt personnel, as proposed. Pye noted that discussions and settlements have been concluded with all employee groups. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

## 7.0 **Consent Agenda**

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

### 7.1 Approval of Minutes

- 7.1.1 June 10, 2006 Special Meeting
- 7.1.2 June 14, 2006 Regular Meeting

### 7.2 Personnel Matters (Attachment #3)

### 7.3 Payment of Bills and Payrolls Summary (Attachment #4)

### 7.4 Statement of Expenditures by Operating Fund (Attachment #5)

### 7.5 Treasurer's Report ~ June 2006 (Attachment #6)

### 7.6 Other

- 7.6.1 Approve John Puzauskas as Delegate and Meta Mickens-Baker as Alternate for the IASB Delegate Assembly in November 2006.
- 7.6.2 NCWHS Request For Donation Approval Of Lighted Sign

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

## 8.0 **Reports/Discussion**

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

- Facilities Review Committee ~ Puzauskas commented that the committee has received a number of architectural proposals and will proceed with the evaluation of these proposals.
- Strategic Planning and Finance Committee ~ Whittington indicated that the next committee meeting is scheduled for 4:00 p.m. July 13 at 202 N. Center Street, Bloomington to review, consider and edit the feedback received from the working groups.
- Community Connections ~ Briggs provided members with a handout summarizing various committee topics. Information presented included but was not limited to the following topics:
  - CAC Study Topics ~ Officers are scheduled to meet Thursday, July 27, at 7:00 p.m. Members were asked to submit ideas for topics to Chapman by Monday, July 24.
  - Community Conversations ~ Presentations are ongoing.
  - Communication Plan ~ Objectives include electronic publication for staff, web based feed back and expanding public awareness and use of the Unit 5 Website and Unit 5 Connect. Briggs noted that an update on the Study Circles program had been provided in the weekly update. The next meeting is scheduled for July 13, 2006.
  - Key Communicators ~ Study Circle participants have been added to the list.

- Fall Presentations ~ Meetings with PTO representatives/officers and former Board of Education members will be scheduled.
- Cable Programming ~ Briggs advised members that Dan Simmons of ICN5 has offered Unit 5 a regular half-hour interview session with Jim Brown. Briggs commented that this will give the District more exposure and an opportunity to talk about what issues Unit 5 is currently facing.

## 8.2 1<sup>st</sup> Reading: Proposed Board Policy Addition

### 8.2.1 Policy 6.50 School Wellness

Briggs indicated that the proposed Board Policy 6.50 School Wellness is required by law to be in place prior to the start of the 2006-2007 school year. The Illinois School Board Association's draft text was used in formulating this policy. Briggs commented that current practice and input received from staff, students and parents were discussed by a committee consisting of Pye, Braksick, Leiseberg, Director of Food Services Pat Powers and herself. The policy is scheduled for 2<sup>nd</sup> reading and adoption at the August 9, 2006 meeting. It was suggested to amend the policy name to Student Wellness. Briggs noted that this suggestion would be shared with the Illinois Association of School Boards.

### 8.3 Preliminary 2006-2007 Budget Report

Altenburg provided members with a copy and explanation of the preliminary 2006-2007 budget report and preliminary budget comparisons. (Attachment #7)

### 8.4 Five Year Operational Funds Projections

Chapman presented five-year operational funds projections models based upon current financial data. The models selected do not represent recommendations and do not reflect decisions regarding either potential new construction or potential changes in tax rates. The models do allow for a comparison of several possibilities for consideration, and project the financial impact of implementing those particular possibilities on year-end balances in operational funds.

### 8.5 Freedom of Information Request

Chapman advised members of the Freedom of Information Request received from Michele Steinbacher, *The Pantagraph* and processed June 14, 2006. (Attachment #8)

## 9.0 **Announcements**

- An announcement was made that Superintendent Dr. Alan Chapman is entering his final year of service to Unit 5 and will be returning to retirement effective June 30, 2007.

## 10.0 **Closed Session**

At 8:20 p.m. Briggs moved, Puzauskas seconded, to adjourn to closed session to discuss the Superintendent's Performance Review. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

## 12.0 **Return to Public Session**

At 9:47 p.m. Briggs moved, Whittington seconded, to come out of closed session and return to public session. Roll call: Ayes: Briggs, Mickens-Baker, Puzauskas, Whittington, Lay. Nays: None. **Motion carried.**

## 13.0 **Adjournment**

The meeting was adjourned at 9:47 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 Mickens-Baker, Board of Education Secretary**

Approved Date: August 9, 2006