

**Minutes**  
**McLean County Unit District No. 5**  
**BOARD OF EDUCATION**  
**Regular Session**  
**September 13, 2006**

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on September 13, 2006 at 6:34 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, John Puzauskas, and Board President Scott Lay. Members absent: Jay Reece and Steve Whittington

Also present: Superintendent Dr. Alan Chapman, Assistant Superintendent of Operations and Human Resources John Pye, Clerk of the Board Donna Evans, Assistant Superintendent of Curriculum/Instruction Jim Braksick, Chief Financial Officer/Treasurer Tod Altenburg, Director of Secondary Education Dawn Green, Director of Elementary Education Kurt Swearingen, Kathy Johnson, Charles Bartlett, Randall Middleton, Ben Matthews, Mark Pritchett, Meghan Leiseberg, Vickie Mahrt, Rhett Felil, Bert Popejoy, Wes Caldwell, Adam Denzer, Phyllis Coulter from *The Pantagraph*, and others.

**2.0 Closed Session**

Briggs moved, Mickens-Baker seconded, to adjourn to closed session for the review of closed session minutes, to discuss employment and compensation of specific individuals and for review and discussion of the superintendent search process. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Lay. Nays: None. **Motion carried.**

**3.0 Return to Public Session**

At 7:12 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, Lay. Nays: None. **Motion carried.**

**4.0 Pledge of Allegiance**

The Pledge of Allegiance was recited.

**5.0 Public Comments**

None.

**6.0 Action**

6.1 Action From Closed Session

Briggs moved, Mickens-Baker seconded to approve the letter of agreement with School Exec Connect for consulting service regarding the Superintendent Search as discussed in closed session. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Lay. Nays: None. **Motion carried.**

6.2 Certify the Need for Fire Prevention and Safety Funds

Middleton recommended the Board's approval to the Certification of Need for Fire Prevention and Safety Funds for roof repairs at Kingsley Junior High School. Based upon the report provided, the district faces total estimated costs of \$89,640.00 to finance the work involved. (Attachment # 1) Mickens-Baker moved, Puzauskas seconded, to certify the need for Fire Prevention and Safety Funds for Kingsley Jr. High School as presented. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Lay. Nays: None. **Motion carried.**

6.3 Move Location of October 25, 2006 and February 28, 2007 Board of Education Meetings

Chapman recommended the Board's approval to move the location of the October 25, 2006 meeting to Colene Hoose and the February 28, 2007 meeting to Kingsley Jr. High. Chapman indicated that the format for these meetings will not include a closed session. Board members and administrators will be available prior to the meeting from 6:00 p.m. – 7:00 p.m. for public questions and discussion. Briggs moved, Puzauskas seconded, to change the October 25, 2006 Board of Education meeting location to Colene Hoose Elementary School and the February 28, 2007 Board of Education meeting location to Kingsley Jr. High

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

6.4 Set Dates For Intergovernmental Meetings For October 30, 2006 and November 30, 2006

Chapman recommended the Board's approval to set dates for intergovernmental meetings in October and November with elected officials from Carlock, Hudson, Towanda, Normal Town Council, Bloomington City Council and the McLean County Board. Mickens-Baker moved, Briggs seconded, to set the dates of Monday, October 30, 2006, 7:00 p.m. at Grove Elementary School for an Intergovernmental Meeting with Elected Officials from the Normal Town Council, Bloomington City Council, and the McLean County Board and Thursday, November 30, 2006, 7:00 p.m. at Parkside Jr. High School for an Intergovernmental Meeting with Elected Officials from Carlock, Hudson, and Towanda, and the McLean County Board. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Lay. Nays: None. **Motion carried.**

6.5 Approve Unit 5 Citizens Advisory Council Study Topics 2006-2007.

Leiseberg reported that the Community Connections Committee and the Citizens Advisory Council had collaborated to develop the proposed study topics. (Attachment #2) The four topics are as follows:

- *Citizens Advisory Council Information Sharing*
- *Continuing to Map the District's Future: Unit 5 2025*
- *Exploring the Early Learning Center Concept*
- *Alternative Educational Structures In-Depth: Year Round Education*

Puzauskas moved, Mickens-Baker seconded, to approve the 2006-2007 study topics for the Unit 5 Citizens Advisory Council as proposed. Board members commented that the topics were relevant to issues the District is currently facing. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Lay. Nays: None. **Motion carried.**

**7.0 Consent Agenda**

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

7.1 Approval of Minutes

- 7.1.1 August 23, 2006 ~ Regular Meeting
- 7.1.2 August 23, 2006 ~ Closed Meeting
- 7.1.3 September 6, 2006 ~ Special Meeting
- 7.1.4 September 6, 2006 ~ Closed 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 NCWHS Request For Sunday Use of Facility by First Christian Church. (Attachment #7)

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

**8.0 Reports/Discussion**

8.1 4-H Afterschool Program ~ University of Illinois Extension Service

Kathy Johnson, University of Illinois Extension program coordinator, reported on the 4-H Afterschool Program. The 4-H Afterschool Program is a national initiative that provides extraordinary learning opportunities to school age youth in communities across America. The 4-H Clubs are formed and curriculum is chosen based on needs and interests of the youth involved. Board members expressed their support for the program.

8.2 Enrollment Report

Pye presented the latest enrollment report and comparison figures as of August 31, 2006. (Attachment #8) Total enrollment was reported at 12,107. Pye discussed the eight elementary sections that are currently over the recommended range. He indicated that the average class size at the elementary level is 22. Pye noted that the comparison report provided reflects growth at all levels.

8.3 Transportation Update

Pye reported on the current status of the District's transportation service and commented on the excellent start of the school year. It was noted that credit for the successful start should be given to the District's transportation department. Bert Popejoy, Director of Transportation, Wes Caldwell, and Adam Denzer provided additional information and answered questions from the Board.

#### 8.4 ACT Report

Green and Braksick provided an in-depth report of the Unit 5 Class of 2006 ACT scores and a comparison and analysis of Unit 5 scores with State of Illinois and National ACT scores from 1996-2006. (Attachment #9)

#### 8.5 1<sup>st</sup> Reading: Proposed Board Policy Revisions

- 8.5.1 Board Policy 1.10 District Legal Status
- 8.5.2 Board Policy 1.20 District Organization, Operations, and Cooperative Agreements
- 8.5.3 Board Policy 1.30 District Philosophy and Mission Statement
- 8.5.4 Board Policy 2.60 Board Member Removal From Office
- 8.5.5 Board Policy 2.70 Vacancies on the Board – Filling Vacancies
- 8.5.6 Board Policy 2.90 (Delete) Board Self-Evaluation
- 8.5.7 Board Policy 2.120 Board member Development
- 8.5.8 Board Policy 2.190 Mailing Lists For Receiving Board Material
- 8.5.9 Board Policy 2.260 Uniform Grievance Procedure
- 8.5.10 Board Policy 3.30 Chain of Command
- 8.5.11 Board Policy 3.50 Administrative Personnel Other Than the Superintendent
- 8.5.12 Board Policy 3.70 Succession of Authority
- 8.5.13 Board Policy 4.10 Fiscal and Business Management
- 8.5.14 Board Policy 4.30 Revenue and Investments
- 8.5.15 Board Policy 4.40 Incurring Debt
- 8.5.16 Board Policy 4.45 Insufficient Fund Checks
- 8.5.17 Board Policy 4.50 Payment Procedures
- 8.5.18 Board Policy 4.60 Purchases and Contracts
- 8.5.19 Board Policy 4.70 Resource Conservation
- 8.5.20 Board Policy 4.80 Accounting and Audits
- 8.5.21 Board Policy 4.90 Activity Funds
- 8.5.22 Board Policy 4.100 Insurance Management
- 8.5.23 Board Policy 4.130 Free and Reduced-Price Food Services
- 8.5.24 Board Policy 4.160 Hazardous and Infectious Materials

Briggs presented 24 board policies for revision. (Attachment #10) She highlighted and commented on the proposed changes. The policies will be scheduled for 2<sup>nd</sup> reading and approval at the September 27, 2006 meeting.

#### 8.6 Board Representatives Reports

- Board Policy Review Committee ~ Briggs reported that the meeting scheduled for September 18 has been changed to Monday, September 25.
- Beyond the Books Educational Foundation Board of Directors Committee ~ Briggs reported the next meeting is scheduled for Thursday, September 14.
- Study Circles ~ Briggs reported that the committee had already met for two sessions on Monday, September 11 and Tuesday, September 12. The next meeting is scheduled for Saturday, September 16. The Study Circles sessions are scheduled to meet four times and will conclude on Saturday, October 7.
- Community Connections Committee ~ Briggs announced that the next meeting is scheduled for Monday, September 18, 4:00 p.m.

#### 9.0 **Announcements made included but were not limited to the following:**

- PTO/PTA Fall Presentations ~ Briggs commented that Whittington had attended the Northpoint presentation on September 5 and she had attended the NCWHS presentation on September 12. Briggs noted that people have been very receptive.
- Briggs announced that the lunch time visits at the schools with Board members, Vickie Mahrt and Chapman started September 11 with a visit to Fairview Elementary.
- Informal Breakfast Meeting ~ Board members Briggs, Lay, and Mickens-Baker, cabinet members and thirteen former Board members met Wednesday, September 13, at 7:30 a.m. for general discussion on current District issues.
- Mickens-Baker thanked everyone for the cards, flowers, and charitable donations in memory of her father.

#### 10.0 **Adjournment**

The meeting was adjourned at 8:26 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:** September 27, 2006