

Minutes
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
October 25, 2006

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in public session on October 25, 2006 at 5:09 p.m. at Colene Hoose Elementary School, 600 Grandview Drive, 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: Dr. Edward Olds III and Dr. Kent Johansen, consultants with *School Exec Connect*, the contracted executive search firm for the Superintendent search.

2.0 Discussion and Review of Selection Process for Appointment of Person to fill Public Office

Olds and Johansen provided a status report on the Superintendent search process to-date.

- The Community Input results will be used to recruit and communicate about the district with applicants. A copy of the report was provided to Board members (Attachment #1).
- Compensation package considerations were provided. It was the consensus of the Board that *School Exec Connect* may communicate to applicants that the district will offer a competitive salary commensurate with candidate credentials and experience.
- Ads are posted currently in Education Week magazine (and will run in 2 additional issues) and on several websites including www.schoolexecconnect.com
- Applications will be accepted through December 20, 2006. It is expected that the consultants will present a slate of candidates to the Board on January 31, 2007 with interviews of selected candidates to be conducted in February.

The meeting recessed at 6:09 p.m. for board members to meet informally with community members prior to the beginning of the regular session.

3.0 Return to Public Session

At approximately 6:59 p.m. the Board reconvened in regular session. 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 Alan Chapman, Assistant Superintendent of Operations/Human Resources John Pye, Assistant Superintendent of Curriculum and Instruction Jim Braksick, Chief Financial Officer/Treasurer Tod Altenberg, Clerk of the Board Donna Evans, Director of Secondary Education Dawn Green, Meghan Leiseberg, Mark Pritchett, Donna Lutkehaus, Chuck Bartlett, Diana Coombs, Tom Eder, Cathy Weiss, Debra Lewis, Ben Matthews, Jennifer Hamilton, Nikki Piercy, Ed Heineman, and others.

The Colene Hoose Elementary School choir was also present and performed for the group. The choir was directed by Jan Scott.

4.0 Pledge of Allegiance

The Pledge of Allegiance was recited.

5.0 Public Comments

- Ben Matthews, Normal, Illinois

6.0 Focus on Students/Good News Report

The following were recognized:

- Colene Hoose Elementary School Choir and Director Jan Scott
- Angela Trask and the 2005-2006 Glenn Elementary School Students

7.0 Action

7.1 Adopt Proposed Board Policy Revisions

Briggs amended proposed Board Policy revisions for action by removing Item 7.14 Board Policy 5.185 General Personnel – Family and Medical Leave from the agenda. Briggs noted that this policy may be presented on November 8 for 2nd reading and adoption. Briggs moved, Mickens-Baker seconded, to adopt the revision of Board Policies as amended.

- Board Policy 5.10 General Personnel – Equal Employment Opportunity and Minority Recruitment
- Board Policy 5.20 General Personnel – Sexual Harassment
- Board Policy 5.60 General Personnel – Expenses
- Board Policy 5.190 Professional Personnel – Teacher Qualifications
- Board Policy 5.285 Educational Support Personnel – Drug and Alcohol Testing For School Bus and Commercial Vehicle Drivers
- Board Policy 6.190 Co-Curricular Activities
- Board Policy 6.255 Assemblies and Ceremonies
- Board Policy 6.260 Objections to Curriculum, Instructional Materials, and Programs
- Board Policy 6.270 Guidance and Counseling Program

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

Motion carried.

7.2 Appoint Board Secretary's Designee(s) to Receive Nominating Petitions for the School Board Election

Mickens-Baker moved, Puzauskas seconded, to appoint Donna Evans and Michele Lemek as the Board Secretary's designees to receive nomination petitions for the April 17, 2007 School Board Election. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

7.3 Approve Notice of Filing Period for the School Board Election

Reece moved, Pusauskas seconded, to approve the notice of filing period for the April 17, 2007 School Board Election. (Attachment #2) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

8.0 Consent Agenda

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

8.1 Other

- 8.1.1 Designate November 12 through November 18, 2006 as American Education Week and the Month of November as Unit 5 Education Month. (Attachment #3)
- 8.1.2 Resolution for the District to Participate in the Illinois School District Liquid Asset Fund through the intermediary PMA Financial Network, Inc. (Attachment #4)
- 8.1.3 Request for School Library Per Capita Grant 2007 Application.
- 8.1.4 PJHS Request For Donation Approval ~ "Friends of Parkside Baseball" 2000.00 Donation for Landscaping. (Attachment #5)
- 8.1.5 NCWHS Request For Donation Approval ~ Normal West Baseball Program \$2200.00 Donation for Equipment Storage Shed. (Attachment #6)

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

Motion carried.

9.0 Reports/Discussion

9.1 District Assessment Plan Update

Braksick presented an update regarding the District's collection and analysis of test data. (Attachment #7) The District assessment plan update included information regarding:

- Philosophy and purpose of the District's assessment
- State assessments including ISAT, ACCESS, IMAGE, and PSAE
- National assessments including SAT 10 and OLSAT8
- Advanced placement courses
- Local math assessment

9.2 Grading Systems Procedures Task Force

Green provided a report and summarized the recommendations to date of the Grading Systems Procedures Task Force. (Attachment #8) Members of the task force are Jennifer Hamilton, Lisa Tomlin, Tracy Freeman, John Bergman, Joan Fee, May Jespersen, Cheryl Benson, Marvis Dickinson,

David Johnson, Rick Lee, David Hirst, and David Schippert. The objective included ensuring that students complete a rigorous curriculum to help prepare them for post-secondary programs. Specific issues discussed were the optional class system at the high school and weighting of Advanced Placement Courses.

9.3 Fund Reserves Report

Altenburg presented a report on the District's fund reserves. (Attachment #9) The report was based on preliminary data from District's auditors Gorenz and Associates and the District's adopted budget for 2006-07.

9.4 Average Class Size Impact of Elementary Section Reductions

Chapman reported on the average class size impact of elementary section reductions. (Attachment #10) The report demonstrated what the adjusted class size average per grade and facility would result in if the District reduced each grade at each school by one section. Chapman also discussed the impact on the District when limiting kindergarten through 2nd grade sections to 30 students each and 3rd to 5th grade sections to 32 students. Chapman noted that theoretically the result would be a reduction of 24 sections and an overall elementary class average of 24.5. Chapman also noted that seventy-four sections were larger in total. Chapman indicated that the District has not changed the recommended range for elementary sections since 2003 and the numbers have been fairly consistent.

9.5 Elementary Classroom Needs Projections and Construction Options

Chapman reported on elementary classroom needs projections in relation to various construction scenarios using the latest enrollment figures as of September 30. (Attachment #11) This report was based on actual and projected enrollment 2001 through 2015 and using an average class size of 23.

9.6 Board Representatives Reports

- Facilities Review Committee ~ Puzauskas reported that the committee met on October 16. Puzauskas indicated that Verizon Wireless had made a proposal to Unit 5 to use a light post at KJHS for its cell phone operations. The committee will also be discussing the procedure for District funding of playground equipment.
- Consortium for Educational Change Committee ~ Whittington noted that the CEC Critical Friends report will be presented on October 27 at the District office.
- IASB ~ Mickens-Baker reported that she, Chapman and Briggs attended the IASB Corn Belt Fall Conference at Olympia on Wednesday, October 18.
- Board Policy Review Committee ~ Briggs noted that several policies will be scheduled for 1st reading at the next meeting. The committee is also working on the procedure for naming of facilities and information has been sent to building principals.
- Community Connections Committee ~ Mickens-Baker reported that the committee met on Monday, October 23. Briggs provided an update concerning activities and events.
- Study Circles ~ Briggs noted that a report on the Study Circles outcomes will be presented at the November 8 meeting.
- Unit 5 Connect ~ Briggs noted that Unit 5 Connect is increasing in its membership and currently has 1377 members.

10.0 Announcements

- Lay reported that he and Chapman met with The Pantagraph editorial board on Wednesday, October 18.
- Lay noted that on Monday, October 23, the District hosted a meeting with local developers.
- Reece announced that he, Braksick and Swearingen had recently been interviewed by ICN5.
- Briggs reported that the Chamber of Commerce "Go Back to School" breakfasts hosted by NCHS on Thursday, October 5 and NCWHS on Wednesday, October 11 were very well attended.
- Puzauskas requested that Board members review the IASB Report to the Membership and advise him of any feedback regarding the proposed Constitutional Amendment and resolutions. Puzauskas will be the District's IASB delegate to the November conference.

11.0 Adjournment

The meeting was adjourned at 8:32 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: November 8, 2006