

Minutes
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
February 27, 2008

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on February 27, 2008 at approximately 5:37 p.m. at the District Office, 1809 W. Hovey Avenue, Normal, Illinois.

Roll Call

Members present: Gail Ann Briggs, Wendy Cannell, Scott Lay, Meta Mickens-Baker, Mark Pritchett, John Puzauskas, and President Jay Reece. Members absent: None.

Closed Session

At approximately 5:37 p.m., Briggs moved, Pritchett 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.

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

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

Also present: Superintendent Gary Niehaus, Assistant Superintendent of Operations and Human Resources John Pye, Assistant Superintendent of Curriculum and Instruction Jim Braksick, Clerk of the Board Donna Evans, Chief Financial Officer James Gillmeister, Meghan Leiseberg, Phyllis Coulter of *The Pantagraph*, Chuck Bartlett, Jim Fitzpatrick of WJBC, Jon Butler, Bambi Bethel, Steve Watts, Carl Teichman, Catherine Bean, Adam Kimball, Randy Middleton, Steve Robinson of the *Normalite*, Surinder Sethi, Jeff Lynch, Shane Hill, Vickie Mahrt, Tom Jones, and others.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Special Recognition ~ Gail Ann Briggs, Board Member

Briggs was recognized for her contributions as a Community Volunteer to the Citizens For Unit 5 Committee. Teichman, Bean, Watts, administration, and Board members commented and expressed their appreciation of her work and dedication in helping pass the recent referendum.

Public Comments

There were no public comments.

Action

Approve Site Work and Award Contract for Portable Classrooms at Prairieland, Northpoint, and Grove Elementary Schools

Middleton reported on the bid process and contracts to be awarded for the electrical and general site work for the portable classrooms at Prairieland, Northpoint and Grove Elementary Schools. (Attachment #1) Cannell moved, Pritchett seconded, to approve site work and award contracts for portable classrooms at Prairieland, Northpoint, and Grove Elementary Schools as presented. The agreement for electrical work will be awarded to Illinois Prairie Electric, Inc. Bishop Brothers, Inc will be awarded the contract for general work. It was noted that both vendors have worked previously with the District. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried**

Authorization to Proceed with CTS and TJ Wilson Report Recommendations

Niehaus discussed the recommendations presented by CTS (Custom Training Services) a management consulting firm, hired to evaluate the District office personnel and the efficiency and effectiveness of its operations. (Attachment #2) Niehaus noted that his recommendation includes the addition of four administrative positions. Niehaus discussed the revised organizational chart and provided additional information on the responsibilities of the administrative positions. Briggs moved, Puzauskas seconded, to authorize administration to proceed with recommendations resulting from the Custom Training Services and T.J. Wilson reports as presented. There was further Board discussion regarding the recommendations. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Puzauskas, Reece. Nays: Pritchett. **Motion carried**

Approve Contract Agreement for Consulting Services between Unit 5 and Bushue Human Resources, Inc. Niehaus reported on the agreement with Bushue Human Resources to provide human resource, safety, and insurance consulting services to the District. (Attachment #3) Mickens-Baker moved, Cannell seconded, to approve the contract agreement between Unit 5 and Bushue Human Resources, Inc. as presented. Niehaus discussed proposed services provided by Bushue Human Resources as a part of the agreement. Services will include advertising and managing the bid process in regards to workman's compensation insurance. Niehaus noted that it was his recommendation to include a representative from Bushue Human Resources on the District's insurance committee. Lay noted that even though this is a three-year contract, the District has the ability on an annual basis to not renew the contract without penalty. It was noted that the reason for a three-year contract as opposed to a one-year contract time was based on a price discount. Board members requested that the reference to this implied agreement be added to the official contract for signatures. Niehaus reported that the agreement will be amended to reflect the one-year option not to renew. It was the consensus of the Board to amend the motion to reflect the change. Mickens-Baker moved, Briggs seconded to amend the motion to include the option to amend the contract agreement with Bushue Human Resources, Inc. at the end of one year. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried** Mickens-Baker moved, Cannell seconded, to approve the contract agreement between Unit 5 and Bushue Human Resources, Inc. as amended. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried**

Consent Agenda

Niehaus reviewed the Consent Agenda. Pritchett moved, Cannell seconded, to approve the Consent Agenda as presented.

Payment of Bills and Payrolls

- Bill Listing (January)
- Payroll Report (January)
- Summary of Bills and Payrolls by Operating Fund

Treasurer's Report ~January (Attachment #4)

Other

- Approval of 2008-2009 School Calendar (Attachment #5)
- School Leaders Error and Omissions Insurance Policy Renewal (Attachment #6)
- Joint Agreement For Administering the Bloomington Area Career Center (Attachment #7)
- Schedule for Summer School Programs (Attachment #8)
- Request for approval for overnight trip ~ PJHS and KJHS IESA State Wrestling Tournament (Attachment #9)
- Request for approval for overnight trip ~ NCWHS Social Studies Capitol Forum Conference (Attachment #10)
- Resolution to Dismiss Unit 5 Employee and Authorize Notice of Reasons (Attachment #11)

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

Reports/Discussion

Freedom of Information Request

Niehaus reported that since the last Board meeting the District had received and processed the following Freedom of Information Requests:

- Ellen Bullock, Champaign IL
- Alex Horvath, Normal IL
- Colin Hitt, Springfield IL

Board Representative Committee Meeting Reports

- Consortium for Educational Change District Continuous Improvement Team ~ Cannell and Mickens-Baker attended the committee meeting on February 20. Items of discussion included collaboration and standards aligned classrooms. The next meeting is scheduled for March 13.
- Architectural Services Executive Committee ~ Puzauskas reported that the Request for Proposal for Construction Management Services had been submitted and a pre-proposal meeting was held on February 25. The RFP's are due to the District Office by 1:00 p.m. on March 5. Interviews will be scheduled for the week of March 17. Niehaus noted that on March 11 the architects will be in the District to discuss the architectural design phase of the building process. There will be a committee meeting at 4:30 p.m. on March 11.
- Community Connections Committee ~ Briggs and Pritchett were in attendance at the February 22 committee meeting. Items of discussion included community involvement, expansion of the committee, and the development of an extensive Key Communicators data base. Briggs noted that the Unit 5 Pride publication should be out in May. Board members were encouraged to sign up for school lunch visits. Leiseberg will be revising the District's Communication Plan in working with the Strategic Plan. July 1, 2008 will be Unit 5's 60th birthday. The next committee meeting is scheduled for April 4.
- Bloomington Area Vocational Center Administrative Council ~ Pritchett reported that the council will meet in April. The council will vote in April to change the name to Bloomington Area Career Center.
- Unit 5/Local Government Committee ~ Mickens-Baker reported that the committee will meet on March 4, noon, at the Town of Normal City Hall building.

Announcements/Comments

- Board members commented on the success of the recent Glenn Elementary School Diversity Fair.
- Congratulations were given to KJHS on their participation in the IHSA Boys State Basketball Finals.
- Briggs expressed her appreciation for the award presented this evening and noted that the successful referendum was a result of outstanding contributions and work of a lot of people including the committee, Board members, Unit 5 staff, and community members.

Adjournment

The meeting was adjourned at 8:29 p.m.

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

ATTEST:

John Puzauskas, Board of Education Secretary

Approved Date: April 9, 2008