

Minutes
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
April 23, 2008

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on April 23, 2008 at approximately 6:02 p.m. at the District Office, 1809 W. Hovey Avenue, Normal, Illinois.

Roll Call

Members present: Gail Ann Briggs, Scott Lay, Meta Mickens-Baker, Mark Pritchett, John Puzauskas, and President Jay Reece. Members absent: Wendy Cannell.

Closed Session

At approximately 6:02 p.m., Briggs moved, Pritchett seconded, to adjourn to closed session to discuss the following matters 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,
- Section 2(c)(11) Litigation against, affecting or on behalf of McLean County Unit District No. 5 which has been filed and is pending before a court or administrative tribunal, or is probable or is imminent,
- Section 2(c)(2) Collective negotiating matters with employees or their representatives or deliberations concerning salary schedules for one or more classes of employees,
- Section 2(c)(5) The purchase or lease of real property for use by McLean County Unit District No. 5, and
- Section 2(c)(21) Discussion of minutes of meetings lawfully closed.

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

Return to Public Session

At 7:02 p.m., Briggs moved, Mickens-Baker seconded, to come out of closed session and return to public session. Roll call: Ayes: Briggs, 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, David Hirst, Ed Heineman, Jim Fitzpatrick of WJBC, Jon Butler, Bert Popejoy, Chuck Hartseil, Dawn Carlson, Dean Carlson, Andrew Carlson, Cassie Parent, Ethan Varner, Phyllis Coulter of *The Pantagraph*, Julia Herrman, Pujita Julakanti, Julia Herrman, Jay Herrmann, Julie Varner, Eric Varner, Thomas Moh, and others.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Good News Reports

- David Hirst ~ NCWHS Teacher, *Golden Apple Award*
- Andrew Carlson, Kaashyap Chilakamarri, Julia Herrman, Pujita Julakanti, Rohith Kolli, Thomas Moh, Cassie Parent, Ethan Varner ~ *Colene Hoose State Champion Chess Team*

Public Comments

There were no public comments.

Action

Accept Proposals for the Re-Leasing of Buses for 2008-2009

Gillmeister presented information regarding the Transportation Department's recommendation to renew the lease of buses for a period of five years at a total cost of \$246,180.00. (Attachment #1) Gillmeister noted that the State provides reimbursement for depreciation on vehicles that are leased as well as purchased. New features on the buses will include fuel fired coolant heaters. Lay moved, Pritchett seconded, to accept

the proposal for the re-leasing of buses for 2008-2009 as presented. Roll call: Ayes: Briggs, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried**

Action

Accept Proposals for the Acquisition and Replacement of Buses

Gillmeister reported that the Transportation Department recommends replacing 14 buses built in 1995 by leasing 15 new units, eight 84 passenger units, four 35 passenger units, and three wheelchair units. (Attachment #2) Gillmeister noted that the District's net annual cash outflow from this lease would be \$72,848. Lay moved, Briggs seconded, to accept the proposal for the acquisition and replacement of buses for 2008-2009 as presented. Roll call: Ayes: Briggs, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Action

Accept Proposals for the Acquisition of Transportation Vehicles

Pye reported that the Transportation Department recommends replacing two current older vehicles with two 2008 Ford Explorers. Bids were received from Barker Motor Company, Heller Ford Sales, Lexington Ford, and O'Brien Mitsubishi. Pye noted the recommended bidder is Lexington Ford. (Attachment #3) Puzauskas moved, Briggs seconded, to accept the proposal for the acquisition of transportation equipment for 2008-2009 as presented. Roll call: Ayes: Briggs, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Action

Approve Parameters Resolution Related to District's Short Term Borrowing Needs

Gillmeister reported that the District will need to make short term borrowings to fund its operating accounts until the first collection of the 2007 tax levy is received. It was his recommendation that the District establish a line of credit with Commerce Bank. The line of credit would expire and be fully repaid no later than June 30, 2008. Briggs moved, Puzauskas seconded, to approve the parameters resolution per wording on pages eight through seventeen of the agenda related to the District's short term borrowing needs. (Attachment #4) Roll call: Ayes: Briggs, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Action

Approve Bond Proceeds Investment Services

Gillmeister reported on proposals for bond proceeds investment services. (Attachment #5) Commerce Bank, JP Morgan/Chase, PMA Financial Services, and PFM Asset Management provided proposals. The recommendation was to select PMA Financial Network Services. Mickens-Baker moved, Lay seconded, to approve bond proceeds investment services as recommended. Roll call: Ayes: Briggs, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Action

Approve Schedule of Student Fees

Gillmeister reported on the recommendation for changes in the 2008-2009 student fees. Changes included:

- An increase in lunch fees of \$.05.
- Drivers Education behind-the-wheel fee increase from \$150 to \$170.
- An increase in student accident insurance of 6%.

Pritchett moved, Puzauskas seconded, to approve schedule of student fees for 2008-2009 as recommended. Roll call: Ayes: Briggs, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Action

Authorize Payment for Land Agreement

Niehaus reported on the recommendation to extend the option to purchase land from the J. Elmer Davis Trust. (Attachment #6) Briggs moved, Mickens-Baker seconded, to authorize Superintendent Niehaus to pay 2nd installment of \$10,000 per agreement between J. Elmer Davis Trust as seller, and Community Unit School District No. 5, McLean and Woodford Counties, Illinois as buyer for potential purchase of land as presented. Roll call: Ayes: Briggs, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Action

Gillmeister provided an explanation regarding the requirements for transfer of funds. Niehaus noted that according to the Illinois School Code all transfers of monies are required to be adopted by the Board. Gillmeister presented three resolutions for adoption by the Board:

Adopt Resolution Authorizing the Transfer of Money From the Working Cash Fund to the Operations and Maintenance Fund

Puzauskas moved, Lay seconded, to adopt the resolution authorizing the transfer of \$420,022.98 from the Working Cash Fund to the Operations and Maintenance Fund. (Attachment #7) Roll call: Ayes: Briggs, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Adopt Resolution Authorizing the Transfer of Money From the Working Cash Fund to the Education Fund

Lay moved, Mickens-Baker seconded, to adopt the resolution authorizing the transfer of \$3,151,131.20 from the Working Cash Fund to the Education Fund. (Attachment #8) Roll call: Ayes: Briggs, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Adopt Resolution Authorizing the Loan of Money From the Transportation Fund to the Operations and Maintenance Fund.

Lay moved, Mickens-Baker seconded, to adopt the resolution authorizing the loan of \$294,728.53 from the Transportation Fund to the Operations and Maintenance Fund. (Attachment #9) Roll call: Ayes: Briggs, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

Consent Agenda

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

Approval of Minutes

- March 12, 2008 Closed Session
- March 12, 2008 Regular Session
- April 9, 2008 Closed Session
- April 9, 2008 Regular Session

Payment of Bills and Payrolls (Attachment #10)

- March 2008 Bill Listing
- March 2008 Payroll Report

Treasurer's Report (Attachment # 11)

Other

- Request for Donation Approval
-NCHS Soccer Dugouts (Attachment #12)
-NCHS softball and baseball bleachers (Attachment #13)

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

Reports/Discussion

Board Policy # 7.100 ~ Health and Dental Examinations, Immunizations, and Exclusion of Students

Briggs presented Board Policy 7.100 for revision. She highlighted and commented on the proposed changes. Any comments and/or suggestions should be addressed to Briggs. The policy will be scheduled for 2nd reading and approval at the May 14, 2008 meeting.

Freedom of Information Request

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

- Amy Reiter, *News Gazette Urbana*, IL (Attachment #14)

Board Representative Committee Meeting Reports

- Strategic Planning and Finance Committee ~ The committee met on Monday, April 21. It was the suggestion of committee members to hold a Board work session during the month of June. Employee 403B regulations and District plans were also discussed.
- Architectural Services Executive Committee ~ The committee met Thursday, April 17. Discussion included schematic designs. Discussion included new construction and the relation to the

environmental recertification program L.E.A.D. It was also noted that the design committee is looking at the possibility of two-story elementary buildings.

- Beyond the Books Educational Foundation Board of Directors ~ Briggs provided a general summary and history of requests submitted since the Foundation was formed. A list of educators and grants awarded for 2008-2009 school year will be available Thursday, April 24.
- Facilities Review Committee ~ The committee met on Friday, April 18. Discussion included the casework for the renovations to the elementary schools, future use of the Eagle Road Resource Center for the Technology Department, the donated items for the NCHS soccer dugout, and donated items for the NCHS softball/baseball bleachers.

Announcements/Comments

- Gillmeister and Pye recently attended the Illinois Association of School Board Organization seminar on contract negotiations.
- Gillmeister attended a seminar sponsored by Indiana Insurance Company on the topic of school safety.
- Gillmeister noted that the District team is currently participating in negotiations with the Transportation Department Meet and Confer Group.
- Braksick reported that the Prairie State Achievement Exam is currently being administered.
- Pritchett reported that Unit 5 has a new website.
- Briggs reported that Unit 5 has been selected to present a panel discussion at the Illinois Association of School Boards 2008 Fall Conference.
- Mickens-Baker reported that Glenn Elementary School will be hosting a fundraiser for playground equipment on May 9.
- Mickens-Baker announced that she and Niehaus attended the April 14 Glenn Elementary PTO meeting.
- The Central Illinois Safe Schools Alliance Forum was held Tuesday, April 22 at NCHS.
- Reece represented the District on the accreditation panel for the Normal Police Department.
- Niehaus reported that Town of Normal will hold a T.I.F. meeting on Thursday, April 24
- Niehaus will report on the three-tiered transportation system at the June Board of Education meeting.
- Board members reported on the success of the 6th grade orientation programs.
- Pye acknowledged and thanked all of the District's educational support personnel.
- Niehaus reported that Friday, April 25 is a School Improvement Day.
- Briggs noted that May 1 is Unit 5's kindergarten pre-registration day.

Adjournment

The meeting was adjourned at 8:25 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: May 28, 2008**