

Minutes
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
September 12, 2007

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on September 12, 2007 at approximately 6:00 p.m. at the District Office, 1809 W. Hovey Avenue, Normal, Illinois.

1.0 Roll Call

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

2.0 Closed Session

At approximately 6:06 p.m., Briggs moved, Puzauskas 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)(2) Collective negotiating matters with employees or their representatives,
- Section 2(c)(11) Litigation on behalf of Unit 5 which has been filed and is pending before a court or administrative tribunal, or is probable or is imminent, and
- Section 2(c)(21) Discussion of minutes of meetings lawfully closed.

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

The closed session was exited at approximately 7:03 p.m.

3.0 Return to Public Session

At 7:08 p.m., Briggs moved, Mickens-Baker seconded, to come out of closed session and return to public session. Roll call: Ayes: Briggs, Cannell, 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, Community Resource Specialist Meghan Leiseberg, Steve Robinson of the *Normalite*, Director of Technology Loren Baele, Phyllis Coulter of *The Pantagraph*, Mark Talbott, Chuck Bartlett, Mike Trask, Amy Millett, Alex Millett, Ashlyn Millett, Keirstyn Millet, Dawn Leman, Rachel Leman, Mark Kidwell, Becca Leman, Lakenya Bosby, Cathy Weiss, Chuck Hartseil, Anthony Moore, Jesika Moore, Dawn Green, Ben Matthews, Dara Brockmeyer, Mitzy Woody, Denise Holmes, and others

4.0 Pledge of Allegiance

The Pledge of Allegiance was recited.

5.0 Public Comments

- Mitzy Woody, Fairview Elementary Student Council Advisor and Student Council representatives
Topic: Newly installed air conditioning system at Fairview Elementary School

- Anthony and Jessica Moore, Normal
Topic: Passenger safety on Unit 5 school buses

6.0 Focus on Students/Good News Reports

- Good News ~ Mark Kidwell Brigham Elementary School

7.0 Action

- 7.1 Approve License Agreement with Central Illinois Arena Management for Use of the U.S. Cellular Coliseum

Gillmeister provided information regarding use of the U.S. Cellular Coliseum for graduation ceremonies. The District will share expenses with Bloomington District 87 regarding the use of the facility. The total estimated cost for 2008 commencements is \$6,005.20. Gillmeister noted this expense will be paid out of the Educational Fund. Cannell moved, Puzauskas seconded to approve the license agreement with Central Illinois Arena Management for use of the U.S. Cellular Coliseum for the 2008 graduation ceremonies as presented. Roll call: Ayes: Briggs, Cannell, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

7.2 Adopt Lease Agreement for 11 School Buses

Pye reported that in 2006 the Board approved leasing 11 school buses from Midwest Transit Equipment for a period of one year. This lease has expired and the Transportation Department recommends the Board's approval to renew the lease of 11 school buses for a period of two years at a cost of \$102,743.00 per year. At the end of this two-year period, Unit 5 will own the buses. Pritchett moved, Puzauskas seconded, to approve the lease agreement for 11 school buses as presented. Roll call: Ayes: Briggs, Cannell, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

7.3 Approve Unit 5 Citizens Advisory Council Study Topics for 2007-2008

Leiseberg presented the CAC Study Topics for 2007-2008 year. (Attachment #1) The topics are as follows:

- Alternative Educational Structures In-Depth – Attendance Centers
- Citizens Advisory Council Information Sharing – Organizational Dynamics
- Current and Future Technology Analysis
- School Safety and Security

Pritchett moved, Briggs seconded, to approve the 2007-2008 study topics for the Unit 5 Citizens Advisory Council as proposed. Roll call: Ayes: Briggs, Cannell, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

7.4 Action From Closed Session

7.4.1 Approve Receipt and Release from Cincinnati Insurance (Attachment #2)

Niehaus recommended the Board's approval of one motion discussed in closed session prior to the public session. Cannell moved, Puzauskas seconded, to approve Receipt and Release of Cincinnati Insurance to settle claims against insurance company, but not others, for roof damage to Normal Community West High School. Roll call: Ayes: Briggs, Cannell, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

8.0 **Consent Agenda**

Niehaus reviewed the Consent Agenda. Pye noted the retirement of Susan Schwulst, math teacher at Normal West High School. Puzauskas moved, Pritchett seconded, to approve the Consent Agenda as presented.

8.1 Personnel Matters (Attachment #3)

8.1.1 Staffing Needs

- 1 FTE Fairview Elementary
- 1 FTE Glenn Elementary

8.1.2 Resignations/Retirements/Terminations

8.1.3 Employment

8.1.4 Contract Revisions

8.1.5 Leave Requests

8.2 Approval of Minutes

- August 22, 2007 Closed Session
- August 22, 2007 Regular Session

8.3 Other

8.3.1 Request for Overnight Activities

- KJHS Pom Pon Squad (Attachment #4)
- NCWHS FFA Officers (Attachment #5)

Roll call: Ayes: Briggs, Cannell, Mickens-Baker, Puzauskas, Reece. Present: Pritchett. Nays: None.

Motion carried.

9.0 **Reports/Discussion**

9.1 Technology Department Update

Baele provided the Technology Department Update. (Attachment #6) Items presented included but were

not limited to the following:

- Data center security and power management
- Need for increased battery back-up and generator for network systems
- Completion of Microsoft migration by July 1, 2008
- Web-site task force to assist with transition to a new website format
- District-wide Skyward calendar
- Additional Skyward training for administrative assistants
- Use of laptop computers at registration
- Data warehouse
- District use of SharePoint portal
- Security

9.2 Enrollment Report and Comparison

Pye provided the enrollment report and comparisons as of August 31. He noted that 36% of the elementary sections were under the class size range, 60% were within the range, and 4% were over the range. Kindergarten and 1st grade class size is approaching 1000 students. Pye stated that the District is monitoring the Chiddix 7th grade and Parkside Jr. High 8th grade classes for growth. He noted that there has been an increase in enrollment of 350 students since August of last year. The preliminary enrollment figure is 12,457. (Attachment #7)

9.3 GLOBE Global Learning and Observations to Benefit the Environment

Denise Holmes, teacher, reported on the GLOBE program at Glenn Elementary School. GLOBE is a worldwide, hands-on science program providing Glenn's 4th and 5th grade students with the opportunity to learn by taking scientifically valid environmental measurements, reporting their results, and then using their data, and data from other schools, to collaborate with scientists and students.

9.4 Architectural Services Executive Committee

Puzauskas reported that the Executive Committee will conduct several informational meetings in September and October. These meetings include four workshop sessions with community and staff representatives as well as meetings with various internal committees such as middle school building chairs, elementary planning teams and building services. Briggs mentioned that December 3 is the last day for the Board of Education to adopt a resolution putting public policy questions on the ballot at the February 5 election. Niehaus noted the District is working on acquisition of property for a middle school site.

9.5 Board Representative Committee Meeting Reports

- Consortium for Education Change Continuous Improvement Team ~ Cannell reported that the team met on September 6. Mickens-Baker noted that topics of discussion included the roles and responsibilities of the committee and shared decision making. The next meeting is scheduled for October 11 and questions or suggestions should be submitted to Cannell or Mickens-Baker.
- McLean County Regional Planning Commission ~ Reece reported that the commission met on Wednesday, Sept. 5.
- Unit 5/Local Government Committee ~ Mickens-Baker noted that the committee met on September 4. Representatives from the Town of Normal, Unit 5, and the City of Bloomington were present. She reported that Dr. Niehaus had presented enrollment information to the committee. Discussion included but was not limited to:
 - Ambulance service at Unit 5 football games
 - Development of safe-walking routes
 - Carden Park and Prairieland Elementary School land swap
 - Elementary School playground equipmentThe next meeting is scheduled for December 4 at the IEA office, 304 Eldorado Rd, Bloomington.
- Community Connections Committee ~ Briggs reported that the committee will meet on Friday, September 14, 10:30 a.m.

10.0 **Announcements/Comments**

- Pritchett announced that the next Citizens Advisory Council meeting will be held at Normal West on Wednesday, September 19.
- Briggs reported that she along with Pritchett, Puzauskas and Reece participated in the CAC new member orientation.
- Gillmeister provided a copy of a memo regarding new IRS 403B regulations. (Attachment #8)
- Pritchett reported that the Brigham New Kindergarten Reading Program will be on September 14 and Fairview's 50th birthday celebration will be September 25.

- Briggs noted that at the September 10 Former Board Breakfast Meeting there were 44 years of continuous service to the Unit 5 Board represented (1963-2007).
- Mickens-Baker announced that she will be attending the Town of Normal TIF Review Board on September 20.
- Reece reported that the dedication of new playground equipment at Fairview Elementary School was held on September 10.
- Reece reported that the Beyond the Books Educational Foundation will have a luncheon meeting on October 11 at 11:30 a.m.
- Niehaus announced that he will provide a timeline to the Board regarding preparation for a referendum decision.
- Niehaus thanked the Town of Normal Police Department for their cooperation and support.
- Niehaus reported that he met with Dr. Deborah Curtis, Dean of Education at Illinois State University, regarding the development of several joint educational programs with Unit 5 and ISU.

11.0 Adjournment

The meeting was adjourned at 8:52 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: September 26, 2007