

Minutes
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
October 10, 2007

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on October 10, 2007 at approximately 6:39 p.m. at the District Office, 1809 W. Hovey Avenue, Normal, Illinois.

1.0 Roll Call

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

2.0 Closed Session

At approximately 6:39 p.m., Briggs moved, Cannell 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)(2) Collective negotiating matters with employees or their representatives.

Roll call: Ayes: Briggs, Cannell, Lay, 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 7:10 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, Clerk of the Board Donna Evans, Chief Financial Officer James Gillmeister, Meghan Leiseberg, Director of Secondary Education Dawn Green, Steve Robinson of the *Normalite*, Phyllis Coulter of *The Pantagraph*, Chuck Bartlett, Director of Special Education Chuck Hartseil, Cregg Miyatt, Cathy Weiss, Tom Skobel, Jeanette Nuckolls, Jerry James, Unit 5 Energy Educator Bruce Boswell, Tom Peffer of Gorenz and Associates, Ltd., Vickie Mahrt, Christopher Salu, Scott Smith and Bob Lewis of PMS Financial Network, Inc., Jessica Pang, Ellen Yo, Travis Johnson, Dean and Linda Johnson, and others.

4.0 Pledge of Allegiance

The Pledge of Allegiance was recited.

5.0 Focus on Students/Good News Reports

- Good News ~ Jeff Monahan, Doug Johnson, Troy McBurney, Steve Fouts, Norm Hicks, Kaine Hilt and Jerome Monahan
- Focus on Student ~ NCHS student Travis Johnson

6.0 Public Comments

There were no public comments.

7.0 Action

Reece removed Item 7.2 Approve Agreement for Printer Management Supplies and Printsolve Software from the agenda. He noted that this item will be rescheduled for discussion and action at the October 24, 2007 Board meeting.

7.1 Approve Purchase of Natural Gas Supplies for the Period October 1, 2007 through June 30, 2008

Gillmeister reported that Vanguard Energy Services is the current natural gas supplier for Unit 5 and noted that the District's current contract expired as of September 30, 2007. (Attachment #1) Gillmeister recommended the Board's approval to extend the current contract with Vanguard Energy Services through

June 30, 2008. Mickens-Baker moved, Pritchett seconded, to approve the purchase of natural gas supplies for the period of October 1, 2007 through June 30, 2008 as presented. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

7.3 Accept Financial Audit Report

Tom Peffer of Gorenz and Associates reported on the financial audits for the year ended June 30, 2007 for the District and Mackinaw Valley Special Education Association. (Attachment #2) Peffer noted that in planning and performing the audit of Unit 5's financial statements, the firm reviewed and considered the District's internal control structure in order to express an opinion. Peffer provided a summary report of matters of concern. (Attachment #3) Gillmeister recommended the Board's acceptance of the financial audit report. Lay moved, Cannell seconded, to accept the financial audit report as presented. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

7.4 Approve Intergovernmental Lease Agreement Between the Village of Towanda and Unit 5 Board of Education

Gillmeister provided information regarding the lease agreement with the Village of Towanda for use of its water tower for installation of a wireless connection and service for Unit 5. He noted the access to the tower will improve the District's internet connections. The agreement is for ten years and maintenance for the connection will be the responsibility of Unit 5. Gillmeister also noted that Unit 5 will reimburse the Village of Towanda for electricity used as a result of this agreement. (Attachment #4) Briggs moved, Pritchett seconded, to approve the non-exclusive intergovernmental lease agreement between the Village of Towanda and the Unit 5 Board of Education for the purpose of locating wireless equipment on the Towanda water tower as presented. Roll call: Ayes: Briggs, Cannell, Lay, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried.**

8.0 **Consent Agenda**

Niehaus reviewed the Consent Agenda. There was a special notation of NCHS teacher Marvis Dickinson's retirement effective June 2011. Pritchett moved, Mickens-Baker seconded, to approve the Consent Agenda as presented.

8.1 Personnel Matters (Attachment #5)

- 8.1.1 Staffing Needs
- 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

- September 19, 2007 ~ Special Session

8.3 Other

- 8.3.1 Resolution to Approve the Temporary Transfer of Funds From the Working Cash Fund to the Education Fund, pursuant to Illinois School Code 105ILCS 5/20-5. (Attachment #6)
- 8.3.2 Resolution to Approve the Repayment of Funds from the Education Fund to the Working Cash Fund, pursuant to Illinois School Code 105ILCS 5/20-5. (Attachment #7)
- 8.3.3 Designate Red Ribbon Week for October 23-31, 2007. (Attachment #8)
- 8.3.4 Request for Overnight Activities
 - NCWHS Marching Band (Attachment #9)
 - NCWHS Speech and Drama (Attachment #10)

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

9.0 **Reports/Discussion**

9.1 PMA Financial Network, Inc. Presentation

Scott Smith and Bob Lewis of PMA Financial Network, Inc. provided a financial overview and projections of the District since its last report to the Board in July 2007. (Attachment #11) Items reported on included but were not limited to the following:

- Aggregate fund balances
- New school operating cost assumptions
- Educational fund rate increase scenarios
- Working cash bond sale

9.2 Two-Year Energy Education Program Update

Boswell reported on the Energy Conservation/Savings Progress. (Attachment #12) He noted that two years of accumulated data shows continued success. Items presented included but were not limited to the following:

- Cost avoidance (savings) summary report ~ August 1, 2005 through July 31, 2007.
- Average cost per square foot ~ with a notation that the data includes 24 months with 11 ½ months of geothermal operation in the second year at two elementary schools.
- Breakdown of elementary school geothermal performance for the past 11 ½ months.
- Utility cost per student ~ including electricity, natural gas and water.
- Summary energy conservation and cost avoidance (savings).

9.3 School Report Cards

Green provided a brief summary of the 2007 Illinois District Report Card. (Attachment #13) Green noted that the District had three schools that did not meet adequate yearly progress in subgroups only. Those subgroups were Brigham Elementary School's limited English proficiency students, Kingsley Jr. High School's students who have a current IEP in place, and Normal Community West High School's low income students. Green noted that looking at an overview of all students for past three years; the District has improved or maintained progress in the areas of reading and math. Green noted that schools have identified the areas of weakness and have targeted those areas for improvement. It was noted that the Educational Task Force is currently putting together community support to offer additional assistance and services to students. One item of discussion was the additional public transit bus service closer to NCWHS to allow students additional time to remain at school for tutoring, lab work, etc. Green noted that by the year 2014 100% of students will be required to meet adequate yearly progress.

9.4 Enrollment Report and Comparison

Pye provided the enrollment report as of September 30, 2007 and noted that the figures will be used for enrollment projections into the future. (Attachment #14) Currently there are 264 elementary sections with 33% under the class size range, 63% within range, and 4% over the range. Pye reported that as of September 30 the total enrollment figure was at 12,429.

9.5 Freedom of Information Act Request

Pye reported that since the last Board meeting the District had received and processed one Freedom of Information Request. (Attachment #15)

9.6 Board Representative Committee Meeting Reports

- Strategic Planning and Finance Committee ~ Cannell reported that the committee met on Wednesday, October 10 to discuss the audit report. Tom Peffer of Gorenz and Associates, Inc. was also present at the meeting.
- Consortium for Education Change Continuous Improvement Team ~ Cannell noted that the team will meet on October 11.
- Architectural Services Executive Committee ~ Puzauskas reported that the last workshop was held on October 4 and discussion was divided into subgroups. The subgroups provided observations and recommendations on building safety, technology, community use of facilities, and learning environment. The last workshop is scheduled for Thursday, October 25 at Kingsley Jr. High School. Niehaus noted that Board members are invited to attend the October 25 workshop and a special meeting on November 7. The special meeting scheduled for November 7 will include a presentation to the various elementary and middle school groups who were involved in the architectural planning meetings over the last two months.
- Community Connections Committee ~ Briggs announced that the committee will meet on Friday, October 19, 10:30 a.m. at the District Office. She noted that the Unit 5 Pride publication was in the works and would be released to the public via *The Pantagraph* sometime in November.

10.0 **Special Announcements and Recognition**

Briggs noted that Unit 5 Board joins the Town of Normal, the City of Bloomington, and Bloomington District 87 in designating the week of October 8 "Beyond the Books Educational Foundation Week".

11.0 **Announcements/Comments**

- Pritchett reported that the next meeting of the Citizens Advisory Council will be held at Colene Hoose Elementary school on October 17.
- Pritchett reported that he, Niehaus, and Briggs met with the parent organization presidents for a luncheon on October 10.

- Pritchett announced that he met with Dave Sage, Bloomington Alderman, to visit Pepper Ridge Elementary School on October 9. Pritchett and Sage will visit Fox Creek on October 15 and Brigham Elementary in November.
- Mickens-Baker announced that the NAACP Freedom Banquet will be held at 5:30 p.m. on October 11.
- Mickens-Baker reported that the national event called *Lights-On-After-School* will be held on October 18. This event highlights after-school activities and programs.
- Puzauskas asked Board members to review the IASB Report to Membership and notify him of any thoughts and/or comments regarding the IASB fall conference delegate assembly.

12.0 Adjournment

The meeting was adjourned at 9:35 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: October 24, 2007