

Minutes
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
November 14, 2007

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on November 14, 2007 at approximately 5:35 p.m. at the Fox Creek Elementary School, 3910 Timberwolf Trail, Bloomington, Illinois.

1.0 Roll Call

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

2.0 Closed Session

At approximately 5:35 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)(2) Collective negotiating matters with employees or their representatives,
- 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, Cannell, Lay, Pritchett, Puzauskas, Mickens-Baker. Nays: None. **Motion carried.**

The closed session was exited at approximately 6:01 p.m.

A reception was held from approximately 6:00 p.m. to 7:00 p.m. to recognize Fox Creek Elementary School for receiving the U.S. Department of Education No Child Left Behind Blue Ribbon School Award.

3.0 Return to Public Session

At 7:01 p.m., Briggs moved, Puzauskas seconded, to come out of closed session and return to public session. Roll call: Ayes: Briggs, Cannell, Lay, Pritchett, Puzauskas, Mickens-Baker. 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, Fox Creek Elementary School principal Mark Robinson, Director of Secondary Education Dawn Green, Director of Technology Loren Baele, Mark Jolicoeur of Perkins & Will, David Henebry of LZT Association, Inc., Director of Elementary Education Kurt Swearingen, Meghan Leiseberg, Phyllis Coulter of *The Pantagraph*, Chuck Bartlett, Mike Trask, Doug Reeves, Cathy Weiss, Donna Lutkehaus, Terri Daugherty, John Meek, Representative Dan Brady, Lori Spencer, Jane Legner, Carla Hansen, Therese White, Linda Kitterman, Vickie Mahrt, Jonathon Butler, JoLynn Robinson, and others.

4.0 Pledge of Allegiance

The Pledge of Allegiance was recited.

5.0 Focus on Students/Good News Reports

- Fox Creek Elementary School ~ U.S. Department of Education No Child Left Behind Blue Ribbon School
- Fox Creek Elementary School Title I Reading Program ~ Camp Read-A-Lot

Robinson also noted that Amy Schumacher's 4th grade class received the WHOI "One Class a Time" award. Robinson also reported that Fox Creek Elementary School was recently named an Illinois State Board of Education Honor Roll School for 2006.

6.0 Public Comments

There were no public comments.

7.0 Report

7.1 Preliminary Tax Levy Report

Gillmeister reported on the proposed tax levy for fiscal year 2007 (Attachment #1). Information provided included but was not limited to the following:

- Property tax revenues by operating fund for years 1996 – 2008
- Levy guidelines and a breakdown of amounts to be levied
- Requirements for notice of Truth in Taxation Hearing
- Tax rate history for Unit 5

8.0 Action

8.1 Adopt Resolution for Estimated Amount Necessary to Be Levied

Lay moved, Briggs seconded, to adopt the Resolution for the Estimated Amount Necessary to be Levied for the Year 2007. (Attachment #2) Roll call: Ayes: Briggs, Cannell, Lay, Pritchett, Puzauskas, Mickens-Baker. Nays: None. **Motion carried**

8.2 Approve Date for Truth in Taxation Hearing

Pritchett moved, Cannell seconded to set the date of December 12, 2007, 7:00 p.m. at Oakdale Elementary School for a public hearing to approve a proposed property tax levy increase. (Attachment #3) Roll call: Ayes: Briggs, Cannell, Lay, Pritchett, Puzauskas, Mickens-Baker. Nays: None. **Motion carried**

8.3 Approve 3-year Service Agreement with SchoolReach

Niehaus reported on the proposed SchoolReach call out system with attendance and lunch notification modules. Niehaus noted that there is a strong need for this system specifically mentioning the importance of emergency notification to parents. It was noted that the cost of the three year agreement would be \$128,000. Niehaus highlighted several features of the proposed system and recommended the Board's approval. Cannell moved, Briggs seconded to approve the 3-year service agreement with SchoolReach as presented. Roll call: Ayes: Briggs, Cannell, Lay, Pritchett, Puzauskas, Mickens-Baker. Nays: None. **Motion carried**

8.4 Approve Contract-Service Agreement with Customer Training Services

Niehaus reported on the proposed agreement with Custom Training Services, Inc., a consulting firm located in Bloomington-Normal. The proposed contract for services with CTS was based on the recommendation resulting from the report by T.J. Wilson that was presented to the Board September 19, 2007. Niehaus recommended entering into a contract for \$8,610 with CTS to conduct interviews with Unit Office staff. CTS will provide a report and recommendation to the Board within the next month. Puzauskas moved, Lay seconded to approve the contract service agreement with Custom Training Services, Inc. as presented. Roll call: Ayes: Briggs, Cannell, Lay, Pritchett, Puzauskas, Mickens-Baker. Nays: None. **Motion carried**

8.5 Approve Proposed Secondary Course Description Book and Course Changes for 2008-2009

Green provided an explanation of the recommended changes in the NCHS/NCWHS Course Description Book for 2008-2009. (Attachment #4) Items highlighted included but were not limited to the following:

- Drivers Education ~ Students who are not 15 years of age will be allowed to enroll in Drivers Education.
- Environmental Science class will include such topics as environmental policy, environmental chemistry, ecology, human population, and environmental health.
- Addition of several classes such as ELL-Government and History class, Principles of Engineering Design, Biotechnology, Advanced Placement Physics, American Studies, and Language-Composition-Research.

Puzauskas moved, Briggs seconded to approve the proposed secondary course description book and course changes for the 2008-2009 school year as presented. Roll call: Ayes: Briggs, Cannell, Lay, Pritchett, Puzauskas, Mickens-Baker. Nays: None. **Motion carried**

8.6 Action from Closed Session

8.6.1 Semi-Annual Review of Closed Session Minutes

Briggs moved, Pritchett seconded to open to the public closed session minutes as discussed in closed session. Roll call: Ayes: Briggs, Cannell, Lay, Pritchett, Puzauskas, Mickens-Baker. Nays: None.

Motion carried

8.7 **Approve Unit 5 Instructional Technology Department's Migration Strategy**

Baele provided a report on the District's migration strategy noting that this is the next stage of an ongoing process. (Attachment #5) Baele provided a breakdown of recommendations for four companies which included Intrinsic Technologies, Planet Ed Technologies, Integrity Technology Solutions, and STL Technology Partners. Pritchett moved, Lay seconded to approve the Unit 5 Instructional Technology Department's Migration Strategy as recommended. Roll call: Ayes: Briggs, Cannell, Lay, Pritchett, Puzauskas, Mickens-Baker. Nays: None. **Motion carried**

9.0 Consent Agenda

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

9.1 **Personnel Matters** (Attachment #6)

- 9.1.1 Resignation/Retirements/Terminations
- 9.1.2 Employment
- 9.1.3 Contract Revisions
- 9.1.4 Leave Requests

9.2 **Approval of Minutes**

- October 24, 2007 Closed Session
- October 24, 2007 Regular Session
- October 25, 2007 Special Session
- November 7, 2007 Special Session

9.3 **Other**

- 9.3.1 Proclamation to Designate November 15, 2007 as Illinois School Board Members Day
- 9.3.2 Approve Destruction of Audio Recordings of Closed Session Meetings dated November 9, 2005 through March 21, 2006
- 9.3.3 Approve Filing of School Library Grant Application
- 9.3.4 Approve Renewal of Contract Services with Four Seasons Association (Attachment #7)
- 9.3.5 Request for Donation Approval ~ KJHS/Town of Normal (Attachment #8)

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

10.0 Reports/Discussion

10.1 **Final Cost of Site and Construction Needs for Unit 5**

Jolicoeur discussed the objectives of the four Architectural Services Workshop and Planning Sessions which started in August and concluded at the end of October. (Attachment #9) Teachers', administrators' and support staff's comments gathered were reported within four categories. Categories included learning, inclusive practices, technology and safety and security.

10.2 **Standards Aligned Classrooms**

Braksick reported on the Standards Aligned Classroom initiative. (Attachment #10) Information provided included but was not limited to the following:

- Classroom structure
- Benefits to students, teachers, and community
- Administrator training on standards and documentation of assessments
- Teacher assignments as training coaches
- Learning teams by schools and grade levels
- Estimate and cost breakdown of implementation

10.3 **Elementary Report Card Update**

Swearingen discussed the District's new elementary report card. (Attachment #11) He noted that Professional Development training had been offered to teachers since June. The first trimester will end on November 16 and report cards are scheduled to be sent home with students on November 30. Swearingen report that the task force will continue to develop a customized report card for implementation in the 2008-2009 school year.

10.4 **Enrollment Report and Comparison Report**

Pye reported on the monthly enrollment report. (Attachment #12) Current enrollment is 12,453.

10.5 Board Representative Committee Meeting Reports

- Consortium for Education Change Continuous Improvement Team ~ Cannell and Mickens-Baker attended the November 8 meeting. Topics of discussion included shared decision making and authorization for a survey on communication in Unit 5.
- Strategic Planning and Finance Committee ~ Cannell and Lay attended the November 9 meeting. Discussion included the tax levy process and interviews for a financial advisory service provider to the District.
- Illinois Association of School Boards Corn Belt Division ~ Briggs noted that recently enacted legislation has resulted in recommended updates to Board Policies from IASB. Copies of the PRESS summary were provided to board members and administrators.
- Beyond the Books Educational Foundation Board of Directors ~ Briggs reported that the Beyond the Books Educational Foundation is moving forward in establishing a database of its contributors.
- Community Connections Committee ~ Pritchett reported that the next meeting is scheduled for November 30.
- Facilities Review Committee ~ Pritchett reported that the next meeting is scheduled for November 30.
- Mackinaw Valley Special Education Association Council ~ Pritchett reported that the next meeting is scheduled for November 21 at 11:30 a.m.
- Unit 5/Local Government Committee ~ Mickens-Baker reported that the next meeting is scheduled for December 4 and asked that agenda items be given to either her or Dr. Niehaus.

10.0 Announcements/Comments

- Administrators and Board Members commented on their attendance at the Unit 5 Music Parents Spaghetti Dinner.
- Gillmeister reported that the Illinois Association of School Boards will hold its annual conference on November 15 through November 18.
- Braksick reported that several Unit 5 schools had been recognized by the Illinois State Board of Education. Schools included Chiddix Jr. High, and Fairview, Brigham, and Pepper Ridge Elementary Schools.
- Pritchett reported that he had attended the “Not in Our Town” meeting on November 6.
- Pritchett reported that he and Bloomington alderman Dave Sage had completed their tour of Unit 5 schools in ward two.
- Pritchett reported that he and Briggs will attend the PTO presidents’ luncheon on November 29.
- Briggs reported that she had recently met with David Harris regarding the new Unit 5 Website development.
- Niehaus noted that several Unit 5 teachers recently passed their National Board Certification Exams. These teachers will be recognized at the December 12 Board meeting.
- Puzauskas noted he had attended the Fox Creek Elementary School PTO meeting on November 12. He reported that a Fox Creek Elementary School parent has created a website template to assist teachers in developing their own websites.
- Mickens-Baker noted that the Unit 5 Music Department will present its Madrigal program November 30 and 31.

11.0 Adjournment

The meeting was adjourned at 10:04 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: December 12, 2007