

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

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on December 12, 2007 at approximately 7:00 p.m. at Oakdale Elementary School, 601 S. Adelaide St., Normal, IL 61761

**1.0 Roll Call**

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

**2.0 Open Session**

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, NCHS Principal Jeanette Nuckolls, NCWHS Principal Tom Eder, Mark Robinson, Dawn Green, Director of Technology Loren Baele, Director of Special Education Chuck Hartseil, Nicole Maurer, Amy Scott, Cathy Weiss, Jonathon Butler, Marlys Bennington, James Shaw, Chuck Fisher, Bambi Bethel, Meghan Leiseberg, Phyllis Coulter of *The Pantagraph*, Chuck Bartlett, Carl Teichman, Mary Jo Douglass, Remy Garard, Kathy Berberich, Kelly Keogh, Jama Lindahl, David Witzig, Tim Green, Lori Stephens, Diana Coombs, Brad Kessler, Madison Salisbury, Rachel Kimmerling, Lee Ann Thompson, and others.

**3.0 Pledge of Allegiance**

The Pledge of Allegiance was recited.

**4.0 Public Comments**

- Carl Teichman, Normal, IL ~ Citizens for Unit 5
- Jodi Barnhill, Champaign, IL ~ Education in Unit 5
- Representative Dan Brady, Bloomington, IL ~ Legislative Update

**5.0 Focus on Students/Good News Reports**

- Good News ~ National Board for Professional Teaching Standards Certification Recipients ~ Kathy Berberich, Mary Jo Douglass, Barbara Fisher, Remy Garard, Kari Hennenfent, David Hirst, Kathryn Kalina, Kelly Keogh, Jama Lindahl, Keith Rice, David Witzig
- Good News ~ Illinois State Board of Education Spotlight on Unit 5 Schools ~ Brigham, Fairview, Fox Creek and Pepper Ridge Elementary Schools, and Chiddix Jr. High School
- Focus on Students ~ Brad Kessler, NCHS student
- Good News/Focus on Students ~ Chuck Fisher, NCHS Drivers Education Teacher ~ Rachel Kimmerling and Madison Salisbury, NCHS students
- Good News ~ Nicole Maurer, NCHS teacher
- Good News ~ Kelly Keogh, NCHS teacher
- Good News ~ Unit 5 Secondary English Department ~ Susan Harrington, NCHS teacher and Lee Ann Thompson, NCWHS teacher

**6.0 Public Hearing**

**6.1 Public Hearing of Proposed Property Tax Increase**

Gillmeister reported that the total proposed property taxes to be levied for 2007 would be \$82,369,441. The notice for this hearing had been officially posted and appeared in the December 1, 2007 issue of *The Pantagraph*. Gillmeister also noted that the public hearing on the proposed tax levy for the year 2007 being held this evening will meet the requirements of the Truth and Taxation Law. (Attachment #1) There were no questions from the audience regarding the proposed levy. The hearing officially ended at 8:05 p.m.

**7.0 Action**

**7.1 Approve Financial Advisory Service Provider to the District**

Reece noted that Item 7.1 will be a discussion item and action regarding the Financial Advisory Service Provider will be postponed until a later date. Niehaus provided information regarding the format used to review the Request for Proposals. He noted that the District received three bids. Those bids were from First Midstate, PMA Financial Network, Inc., and A.G. Edwards. The Finance Committee will continue to review the proposals received and provide additional figures as they come in. Briggs moved, Cannell seconded, to postpone action on the Financial Advisory Service Provider to the District until January 16, 2008. Roll call: Ayes: Briggs, Cannell, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None.

**Motion carried**

7.2 Approve Agreement for Data Center with District 87

Niehaus reported that the Facilities Committee and Loren Baele met with District 87 representatives regarding the use of their Data House. Baele reported on the Data Center Implementation Migration Strategy. (Attachment #2) Topics of discussion included but were not limited to the following:

- School interoperability framework (SIF)
- District 87 and Unit 5 are working together to develop a common data warehouse and reporting system
- District 87 began developing a shared data center in 2002, Unit 5 is currently considering development of a data center
- Benefits of data centers included centralized services, remote management, secured facilities, shared costs, and multiple levels of backups
- Breakdown of shared and integrated services
- Unit 5 will have flexibility to determine long term service level agreements

Baele noted that it was the Facilities Committee's recommendation to place migration servers in the District 87 Data Center which will be located at Bloomington High School. Pritchett moved, Puzauskas seconded, to approve the agreement with Bloomington District 87 for use of their data center as part of the Unit 5 migration program. Briggs moved, Cannell seconded to amend the motion to read approve continuation of the Unit 5 migration strategy currently in place and to approve authorization for Superintendent Niehaus to continue negotiations with District 87 for the use of their Data Center for action at the January 16, 2008 Board meeting. Roll call: Ayes: Briggs, Cannell, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried**

Briggs moved, Mickens Baker seconded to approve the motion as amended. Roll call: Ayes: Briggs, Cannell, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried**

7.3 Adopt Certificate of Tax Levy for the Year 2008

Gillmeister respectfully recommended the Board of Education adopt the Resolution for the Estimated Amount Necessary to be Levied for the Year 2007. (Attachment #3) Mickens-Baker moved, Briggs seconded, to adopt the Certificate of Tax Levy for the Year 2007 as presented. Roll call: Ayes: Briggs, Cannell, Mickens-Baker, Pritchett, Puzauskas, Reece. Nays: None. **Motion carried**

**8.0 Consent Agenda**

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

8.1 Personnel Matters (Attachment #4)

- 8.1.1 Resignation/Retirements/Terminations
- 8.1.2 Employment
- 8.1.3 Contract Revisions
- 8.1.4 Leave Requests

8.2 Payment of Bills and Payrolls

- 8.2.1 Bill Listing
- 8.2.2 Payroll Report

8.3 Approval of Minutes

- November 14, 2007 Closed Session
- November 14, 2007 Regular Session

8.4 Other

- 8.4.1. Request for Trip Approval – KJHS Pom Pon Squad (Attachment #5)

- 8.4.2 Request for Overnight Trip Approval ~ NCWHS/NCHS Music Department (Attachment #6)  
8.4.3 Request for Sunday Use of Facility ~ CJHS (Attachment #7)

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

## 9.0 Reports/Discussion

### 9.1 Custom Training Services

Niehaus provided an executive summary of the report prepared by Custom Training Services. Items discussed included but were not limited to the following:

- Centralized purchasing
- Review of reporting overtime
- Need for job descriptions
- Need for full time Human Resources administrator
- Need for full time Operations administrator
- Review of personnel placement on the salary schedule
- Need for improved Unit Office communications
- Department procedures
- Establish procedure to address employee issues

### 9.2 Cares Report

Hartseil reported on the Collaborative Action and Resources for Educational Success (CARES) program. (Attachment #8) Items discussed included but were not limited to the following:

- Response to intervention (RTI)
- Benefits of CARES for students and teachers
- Four areas of focus include CARES review, CARES analysis, staff training, and form revision

### 9.3 Inclusive Practices

Hartseil reported on the "Winners All: A Call for Inclusive Schools" from the National Association of State Boards of Education. (Attachment #9) Items discussed included but were not limited to the following:

- Effective interventions to meet the needs of students through scientifically based interventions
- Academic and behavioral three tiered systems
- Core principles of Response to Intervention (RTI)
- Integrated assessment systems
- Problem solving methods

### 9.4 Portable Classrooms

Pye provided an update on the recommendation for the addition of four modular units (two classrooms per unit) for the 2008-2009 school year. (Attachment #10) A lease recommendation for the units will be brought to the Board at the January 16, 2008 meeting.

### 9.5 Enrollment Report and Comparison Report

Pye reported on the monthly enrollment report. (Attachment #11) Current enrollment is 12,469.

### 9.6 Board Representative Committee Meeting Reports

- Consortium for Education Change Continuous Improvement Team ~ Cannell reported that the team met on December 6. She also noted that there were 569 participants in the Communication Survey. The results of the survey are currently being analyzed. Mickens-Baker noted that the team continues to review the assessment process. The next meeting is tentatively scheduled for January 10.
- Architectural Services Executive Committee ~ Puzauskas reported that the committee had met the last two weeks to develop a master schedule assuming that the referendum is successful. The committee will also be looking at construction models. Briggs also noted that discussion included an explanation of the various management levels.
- Beyond the Books Educational Foundation Board of Directors ~ Briggs reported that the Beyond the Books Educational Foundation Coordinating Committee will meet on December 13. At that time the committee will be notified of the amount of grants that will be available for the coming year.
- Illinois Association of School Boards Corn Belt Division ~ Briggs reported that Board members received copies of the suggested topics for the March meeting.

- Board Policy and Review Committee ~ Briggs reported that the committee will be reviewing and updating Policy #4.110 on Transportation and Policy #7.180 on Bullying and communication to parents.
- Community Connections Committee ~ Pritchett reported that the committee met on November 30 and that the next meeting is scheduled for December 21.
- Facilities Review Committee ~ Pritchett reported that the next meeting is scheduled for December 21 at 7:00 a.m.
- Strategic Planning and Finance Committee ~ Gillmeister reported that the committee is scheduled to meet on Friday, December 14 to review the proposals for the financial advisor service provider.

#### **10.0 Announcements/Comments**

- Braksick reported that the 2008-2009 school calendar will be brought to the Board for first reading in January 2008.
- Pritchett announced that he had attended the November 29 PTO presidents' luncheon and the December 11 Pepper Ridge PTO meeting.
- Mickens-Baker commented on the Madrigal Dinner at NCHS noting that the performance was excellent. She also noted her attendance at the recent Chiddix Jr. High basketball game against Bloomington Jr. High School.
- Mickens-Baker noted that letters were recently sent home to parents regarding the Project Lead the Way program.
- Reece and Niehaus attended the Bloomington Planning Commission meeting held on December 12. At the meeting, the Commission approved the proposed exchange of land for the Ireland Grove property for Jim Shirk's forty acres.
- Reece noted that the December 26 Board meeting was previously cancelled.
- Reece announced that the Prairieland Robotics Championships will be held on Saturday, December 15.
- Niehaus reported on several upcoming school visits including trips to Pekin, Naperville and Charleston.
- Niehaus announced that as a result of the T.J. Wilson report, principals met in a special session to review the District's interviewing process. Additional information and recommendations will be assembled to assist principals in this process.
- Pye expressed appreciation to the District's custodial and maintenance staff, including Jeff Monahan, for their work on the newly renovated classrooms at Oakdale and Glenn Elementary Schools.

#### **11.0 Adjournment**

The meeting was adjourned at 9:38 p.m.

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

**ATTEST:**

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**John Puzauskas, Board of Education Secretary**

**Approved Date: January 16, 2008**