

Minutes
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
January 13, 2010

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on January 13, 2010 at 6:02 p.m. at the District Office, 1809 W. Hovey Avenue, Normal, Illinois.

Roll Call

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

Closed Session

At 6:02 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" specified as follows:

- Section 2(c)(1) The appointment, employment, discipline, performance, or dismissal of specific employees or legal counsel,
- 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
- 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, and
- Section 2(c)(21) Discussion of minutes of meetings lawfully closed.

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

Return to Public Session

At 7:10 p.m., Briggs moved, Pritchett seconded, to come out of closed session and return to public session.

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

Also present: Superintendent Gary Niehaus, Assistant Superintendent of Human Resources John Pye, Assistant Superintendent of Human Resources Nate Cunningham, Interim Chief Financial Officer/Treasurer Martin Getty, Assistant Superintendent of Curriculum and Instruction Jim Braksick, Clerk of the Board Donna Evans, Director of Literacy and RtI Carol Frericks, Stan Walczynski and Richard Ach of Turner Construction, Jeff Monahan, Neil Finlen of Farnsworth Group, Jim Fitzpatrick of WJBC, Steve Robinson of the *Normalite*, Phyllis Coulter of *The Pantagraph*, Vickie Mahrt, Director of Secondary Education Sandy Wilson, Director of Human Resources Dawn Green, Director of Literacy and RtI Carol Frericks, Vicki Buerkett, Megan Novotney, Lara Hebert, Hayley Chapman, Seth Birgells, Maureen Backe, Sandee Moody, Mary Renollet, Rexie Lanier, Mrs. Kevin Vernon, Lucy Rice, NCWHS principal Tom Eder, Tracy Freeman, NCHS principal Jeanette Nuckolls, Sean Kerr, Molly Necessary, Brian Necessary, Kaley Necessary, Jill Lyons, Molly Briggs, Joann Briggs, Drew Underhill, Luci Rice, Cameron Baker, Connie McLean, Matt Jontry, Kevin Yale Vernon, Kelli Hufstede, Chastity Turney, Sandee Moody, Michelle Kraft, Lisa Hurley, Juan Parslo, Emily Freese, Ciarra Kohn, Doug Huber, Kristi Bergman, John Bishop, Michelle Anderson, and others.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Focus on Students and Good News Reports

- Tracy Freeman (NCWHS teacher) ~ *Illinois Constitutional Rights Foundation Barbara O'Donnell Law Related Education High School Teacher of the Year Award*
- Kaley Necessary and Cameron Baker (NCHS students) ~ *Illinois High School Association's Student Advisory Committee*

- Kevin Vernon (Director), Sean Kerr (Technical Director), Beth Topping (Assistant Director), and NCHS student cast and crew Aesop Adams, Dana Anderson, Storm Angone, Veronika Bettis, Greg Bollivar, Molly Briggs, John Cargill, Lucas Chamberlain, Kylie Christensen, Logan Christensen, Betsy Diller, Jessica Dooley, Ali Drumm, Casey Durbin, Cale Golliday, Megan Keipker, Meg Keogh, Ryan Kimbrell, Landon Kinsella, Wes Ludwig, Spencer Ludwig, Mary Kate Moore, Jake Muzzarelli, Kellie Nolan, Lindsay Nolan, Spencer Powell, Brianna Roberson, Alex Schlehuber, Jordan Sigunick, Maggie Stein, Adam Steinke, Nate Titus, Elsa Torner, Drew Underhill, Erin Vinciguerra, Taylor Walters-Chapman, Alex Warren, and Kristen Woodside ~ *Invitation from the Illinois High School Theatre Association to perform the NCHS production of "The Dining Room" at the 2010 annual convention*

Public Comments

There were no public comments.

Action

Accept Bids for Sugar Creek Elementary School Construction Project for Towanda Avenue turn lanes
Finlen reported that bids were received from Stark Excavating Inc., Rowe Construction Co., and Otto Baum Company, Inc. (Attachment #1) Maulson moved, Briggs seconded, to approve award of bid for construction of Sugar Creek Elementary School Towanda Avenue turn lanes to Stark Excavating Inc. with a base award amount of \$447,499 as recommended. Roll call: Ayes: Briggs, Maulson, Lay, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried**

Approve Contract for Purchase of Real Property for Use by McLean County Unit District No. 5
Niehaus and Finlen provided information on the purchase of property for a potential elementary school site. The property is located in the area of the Towanda Barnes Road and GE Road intersection. After discussion, it was the consensus of the majority of the Board to give Superintendent Niehaus and attorneys for the District the authority to finalize a contract for purchase of this property. Lay moved, Briggs seconded, to approve a contract for the purchase of real property subject to the conditions precedent being approved by the superintendent. Roll call: Ayes: Briggs, Maulson, Lay, Puzauskas, Reece, Mickens-Baker. Nays: Pritchett. **Motion carried**

Approve Settlement Agreement between Unit 5 and Durbin Enterprises
Niehaus reported on the proposed settlement agreement with Durbin Enterprises regarding claims arising out of the geo field drilling at Evans Jr. High School. It was the consensus of the Board to authorize Superintendent Niehaus and attorneys for the District to continue discussions to reach a resolution to this issue. Pritchett moved, Puzauskas seconded, to approve authorizing the superintendent to continue negotiations to obtain a settlement agreement to resolve the contract dispute and litigation with Durbin Enterprises. Roll call: Ayes: Briggs, Maulson, Lay, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried**

Consent Agenda

Niehaus reviewed the Consent Agenda.

Approval of Minutes

- December 9, 2009 Closed Session
- December 9, 2009 Public Session
- December 14, 2009 Closed Session
- December 14, 2009 Special Session

Payment of Bills and Payrolls (Attachment #2)

Personnel Matters (Attachment #3)

- Resignations/Retirements/Terminations
- Employment
- Contract Revisions
- Leave Requests

Approve Financial Report

- Treasurer's Report (Attachment #4)
- Statement of Expenditures (Attachment #5)
- Investment Update (Attachment #6)

Adoption of Board Policies and Administrative Procedures (Attachment #7)

Policies (amended)

- Policy 2.100 Board Member Conflict of Interest

Exhibits (new)

- Exhibit 2.70-E1 Checklist for Filling Board Vacancies by Appointment
- Exhibit 2.140-E1 Guidance for Board member Communications, Including Email Use

Exhibits (deleted)

- Exhibit 2.250-E2 Response to Request for District Record Inspection
- Exhibit 2.250-E3 Inspection Report for District Records

Approve activity fund account set-up for Benjamin and Cedar Ridge elementary schools and Evans Jr. High School (Attachment #8)

Approve contract agreement between Unit 5 and Turner Construction Company for construction management services for Voice over Internet Protocol (VoIP) system upgrade and security system upgrades to include low voltage systems, electrical, and temperature control monitoring (Attachment #9)

Authorize execution of contract between Unit 5 and Planet Ed Technologies Inc. for Voice over Internet Protocol (VoIP) system upgrade (Attachment #10)

Request for Overnight Trip Approval (Attachment #11)

- NCHS and NCWHS Band, Chorus, Vocal Jazz and Orchestra students to attend the Illinois Music Educators Association State Conference January 27-30, 2010
- NCHS Speech Team competition at the IHSA Regional Competition in Bourbonnais February 5, 2010
- NCWHS Jazz Band participation at the Northern Illinois Jazz Festival February 5-6, 2010

Reece moved, Maulson seconded, to approve the Consent Agenda as amended. Roll call: Ayes: Briggs, Maulson, Lay, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried.** It was noted that items on the consent agenda regarding the Unit 5 contracts with Turner Construction Company and Planet Ed Technologies, Inc. had been reviewed and discussed at the December meeting.

Reports

Mentoring Program ~ Induction of New Teachers

Green presented information on the District's mentoring program. (Attachment #12) Unit 5 teachers Seth Birgells and Hayley Chapman and Director of Illinois New Teacher Collaborative Lara Hebert addressed the Board. The District's two-year program supports the growth and development of 93 Unit 5 teachers. Hebert noted that the Unit 5 program is recognized as being among the top in the State.

Construction Update and Security System Upgrade

Richard Ach reported on construction projects for Evans Jr. High, Sugar Creek, Cedar Ridge, and Benjamin elementary schools. (Attachment #13)

Discussion included but was not limited to the following:

- Sugar Creek Elementary School
 - Casework installation completed except for the IMC
 - Ceiling grid and tile completed on 2nd floor
 - Terrazzo installation is underway
 - Doors and hardware will be installed when flooring is completed
 - Landscaping will be completed in the spring
 - Certificate of occupancy was approved by the Regional Office of Education
 - Moisture readings will be completed
- Cedar Ridge Elementary School
 - Windows installed in gymnasium wing
 - Duct work completed in gymnasium
 - Interior masonry work is ongoing
- Benjamin Elementary School
 - Roof deck has been installed
 - Work on facebrick continues
- Evans Jr. High School
 - Structural steel has been installed
 - Work on facebrick has been suspended
 - Installation of deck over administration area
 - Completion date has been moved to September of 2010

Literacy Intervention Scorecards Report

Frericks provided a power point update on Literacy Intervention Scorecards. (Attachment #14) She was assisted by intervention specialists Maureen Backe, Megan Harris, Jill Lyons, Sandee Moody, Jennifer Stork, Jennifer Schierer, Nicole Long, Mary Walker, Rexie Lanier, and Mary Renollet. Information and data shared included Pepper Ridge, Brigham, Northpoint, Grove, and Parkside elementary schools, Kingsley Jr. High School, and Normal Community and Normal Community West high schools.

Report on District Procedure for Credit Recovery

Wilson reported on the Credit Recovery Task Force Findings (Attachment #15) Discussion included but was not limited to the following recovery options:

- ALEKS ~ a researched-based online math program
- Illinois Virtual High School ~ managed by Peoria County Regional Office of Education on behalf of the Illinois State Board of Education
- APEX ~ a researched-based online program with a variety of curriculum options
- Course Management System (CMS) ~ an online course system created by Unit 5 teachers
- Credit recovery review course ~ allows students to retake a class after school in a high school setting

1st Reading of Board Policies, Administrative Procedures and Exhibits

Briggs presented the following policies, administrative procedures, and exhibits for first reading: Policies (Amended)

- Policy 2.105 Ethics and Gift Ban
- Policy 2.140 Communication To and From the Board
- Policy 2.200 Types of Board Meetings
- Policy 2.250 Access to District Public Records
- Policy 4.110 Transportation
- Policy 4.120 Food Services
- Policy 4.130 Free and Reduced-Price Food Services
- Policy 4.150 Facility Management and Building Programs
- Policy 4.160 Environmental Quality of Buildings and Grounds
- Policy 5.10 Equal Employment Opportunity and Minority Recruitment
- Policy 5.30 Hiring Process and Criteria
- Policy 5.90 Abused and neglected Child Reporting
- Policy 5.100 Staff Development Program
- Policy 5.120 Ethics
- Policy 5.230 Maintaining Student Discipline
- Policy 6.20 School Year Calendar and Day
- Policy 6.50 School Wellness
- Policy 6.60 Curriculum Content
- Policy 6.250 Community Resource Persons and Volunteers
- Policy 7.10 Equal Educational Opportunities
- Policy 7.20 Harassment of Students Prohibited
- Policy 7.180 Preventing Bullying, Intimidations, and Harassment
- Policy 8.70 Accommodating Individuals with Disabilities

Administrative Procedures (Amended)

- Administrative Procedure 2.250-AP1 Access to and Copying of District Public Records
- Administrative Procedure 4.110-AP2 Pre-trip and Post-trip Inspection; Bus Driving Comments
- Administrative Procedure 4.120-AP1 Food Services
- Administrative Procedure 6.60-AP1 Comprehensive Health Education Program

Administrative Procedures (New)

- Administrative Procedure 4.160-AP1 Environmental Quality of Buildings and Grounds
- Administrative Procedure 7.20-AP1 Harassment of Students Prohibited

Exhibits (Amended)

- Exhibit 2.250-E1 Written Request for District Records

Exhibits (New)

- Exhibit 2.250-E2 Immediately Available District Public Records

Enrollment Update

Cunningham reported that there was no significant change in enrollment since the last meeting. Total enrollment as of December 18, 2009 was 12,957. (Attachment #16)

Board Representative Committee Meeting Reports

- Community Connections Committee ~ The committee will meet on January 22. The Towanda Village Board is scheduled to tour Towanda Elementary School on Monday, January 18 at 6:00 p.m. The Carlock Town Council will tour Carlock Elementary School on January 25.
- Mackinaw Valley Special Education Association Council ~ The council is scheduled to meet on January 20.
- Illinois Association of School Boards ~ Board members reported on their participation at the IASB annual conference held in November.
- Beyond the Books Educational Foundation Board of Directors ~ Applications for grant requests are available online at Unit 5, District 87, and the foundation websites. The foundation is currently planning a luncheon fundraising event to be held at the Marriott on March 11. State Farm Insurance is paying the speaker's expense since they are hosting him earlier in the day.
- Facilities Review Committee ~ The committee is scheduled to meet on Friday, January 15.

Announcements/Comments

- The Citizens Advisory Council is scheduled to meet on Wednesday, January 20 at NCHS.
- There will be a meeting of the local NAACP held on Friday, January 15.
- The annual Martin Luther King awards luncheon will be held on Saturday, January 16.
- The curriculum preview and hearing is scheduled for 4:00 p.m. on January 27.

Adjournment

The meeting was adjourned at 10:02 p.m.

**Meta Mickens-Baker, Board of Education President
Community Unit School District No. 5
McLean and Woodford Counties, Illinois**

ATTEST:

**Gail Ann Briggs, Board of Education Secretary
Approved Date: January 27, 2010**