

**Minutes**  
**McLean County Unit District No. 5**  
**BOARD OF EDUCATION**  
**Regular Session**  
**June 9, 2010**

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on June 9, 2010 at 6:30 p.m. at the District Office, 1809 W. Hovey Avenue, Normal, Illinois.

**Roll Call**

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

**Closed Session**

At 6:30 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)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity,
- Section 2(c)(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees,
- Section 2(c)(9) Student disciplinary cases,
- Section 2(c)(11) Litigation when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probably or imminent, and
- Section 2(c)(21) Discussion of minutes of meetings lawfully closed.

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

**Return to Public Session**

At 6:35 p.m., Briggs moved, Reece seconded, to come out of closed session and return to public session.

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

Also present: Superintendent Gary Niehaus, Assistant Superintendent of Human Resources Nate Cunningham, Clerk of the Board Donna Evans, and attorney for the District Curt Richardson.

**Action From Closed Session**

Pritchett moved, Briggs seconded, to find student #662653257 engaged in gross disobedience or misconduct under Section 10-22.6 of the Illinois School Code on Wednesday, May 19, 2010 by knowingly possessing cannabis on school grounds and distributing cannabis to another student in violation of the Normal Community West High School Student-Parent Handbook and Board Policy 7.190. Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried**

Pritchett moved, Briggs seconded, to expel student #662653257 from McLean County Unit District No. 5 effective immediately and continuing for the 2010-2011 school year and the 2011-2012 school year. Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried**

**Return to Closed Session**

At 6:36 p.m., Pritchett moved, Briggs seconded, to return to closed session. Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried**

**Return to Public Session**

At 7:07 p.m., Briggs moved, Maulson seconded, to come out of closed session and return to public session. Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried**

Also present: Superintendent Gary Niehaus, Assistant Superintendent of Human Resources Nate Cunningham, Assistant Superintendent of Curriculum and Instruction Jim Braksick, Interim Chief Financial Officer/Treasurer Martin Getty, Director of Operations Joe Adelman, Clerk of the Board Donna Evans, Erik Bush, Vickie Mahrt, Carol Frericks, Steve Robinson of the *Normalite*, Assistant to the Superintendent Dayna Brown, Lynette Mehall, Meg Brewer, Terry Nelson, Vince Allen, Steve Bushue of Bushue Human Resources, Lori Johnson, Debra Byrd, Rhonda Rogers, Rexie Lanier, Sandy Wilson, Dianne Fazio, Jeff Monahan, Richard Ach of Turner Construction Company, Director of Technology Loren Baele, Kenneth Lee, and others.

### **Focus on Students and Good News Reports**

- KJHS State Girls AA Track Champions Kaylen Bailey, Dee Byrd, Sarah Huber, Rachel Johnson, Ajia Lewis, Rachel Richter, and Hannah Roger and KJHS Track Coaches Vince Allen, Meg Brewer, and Terry Nelson
- Rexie Lanier ~ PJHS Teacher

### **Public Comments**

There were no public comments.

### **Public Hearing on the Amended Budget**

Getty reported on the 2009-2010 amended budget. There were no public comments or questions.

### **Report**

#### Human Resources Department Update on Staff Numbers

Cunningham provided an update on staff numbers as of May 31. (Attachment #1) Information included a breakdown of staff for each facility. Discussion included but was not limited to the following:

- Tier 1 and tier 2 budget reductions
- Unit 5 agreement with Chestnut Health Systems
- Preliminary report for projected staff needs
- Reduction of reading improvement teachers
- ELL family coordinator
- School administration managers (SAMS)
- Ventures for Excellence used for hiring back teachers for 2010-2011
- Class sizes for elementary, junior high and high school

### **Action**

#### Adopt the Amended 2009-2010 Budget Resolution for Community Unit School District No. 5 McLean and Woodford Counties, Illinois

Maulson moved, Puzauskas seconded, to adopt the amended 2009-2010 Budget Resolution for Community Unit School District No. 5 McLean and Woodford Counties, Illinois. (Attachment #2) Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried.**

#### Adopt Resolution Designating Interest Earned for Fiscal Year 2010

Briggs moved, Pritchett seconded, to adopt the resolution designating that interest earned during the fiscal year ended June 30, 2010 and all prior fiscal years shall continue to be considered interest in accordance with Title 23 of the Illinois Administrative Code 100.500 (a-4) as presented. (Attachment #3) The District does not have plans to transfer any of the interest monies; however, this will allow for future flexibility if needed. Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried.**

#### Approve Salaries and Benefits for 2010-2011 for Specific Classes of Employees

Cunningham reported on the proposed freeze in salaries for 2010-2011 for the following employee groups: (Attachment #4)

- Certified and non-certified administrators
- Technology
- Title I Support
- Transportation Exempt
- Custodial/Maintenance Exempt
- EOP Exempt

The District will cover the increased cost of insurance for those groups. Lay moved, Reece seconded, to approve the salaries and benefits for the specific classes of employees. Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried.**

#### Employee Group Medical and Dental Insurance Renewal

Steve Bushue provided a summary on the District's group medical and dental insurance renewal. (Attachment #5) It was noted that it was the recommendation of the Insurance Committee to renew the policy with Blue Cross Blue Shield. Bushue reported that recent federal changes in healthcare reform will take effect in July 2011 for Unit 5 employees. Pritchett moved, Puzauskas seconded, to approve Unit 5 renewal effective July 1, 2010 for Employee Group Medical and Dental Insurance as recommended. Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried.**

#### Worker's Compensation Insurance Renewal

Bushue provided a summary on the District's Worker's Compensation Insurance with CCMSI. (Attachment #6) Reece moved, Pritchett seconded, to approve Unit 5 renewal effective July 1, 2010 for Worker's Compensation Insurance as recommended. Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried.**

#### Property and General Liability Insurance Renewal

Bushue reported on property and general liability insurance with Cincinnati Insurance. (Attachment #7) Puzauskas moved, Briggs seconded, to approve Unit 5 renewal effective July 1, 2010 for Property and General Liability Insurance as presented. Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried.**

#### School Board Legal Liability Insurance Renewal

Bushue reported on the District's School Board Legal Liability Insurance. (Attachment #8) It was his recommendation to continue services with Van Gundy Insurance and AIG as insurance agency and carrier for the 2010-2011 year. Maulson moved, Briggs seconded, to approve Unit 5 renewal effective July 1, 2010 for School Board Legal Liability Insurance as presented. Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried.**

#### Automobile Insurance Renewal

Bushue reported on the District's automobile insurance with State Farm Insurance. (Attachment #9) He noted that an increase in the deductible had reduced the frequency of claims. Mike Rave is the agent for the District's account. Briggs moved, Puzauskas seconded, to approve Unit 5 renewal effective July 1, 2010 for Automobile Insurance as presented. Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried.**

#### Umbrella Insurance Renewal

Bushue reported on Unit 5's Umbrella Insurance. (Attachment #10) He noted that the District has implemented new report measures and investigative procedures regarding accidents. Briggs moved, Pritchett seconded, to approve Unit 5 renewal effective July 1, 2010 for Umbrella Insurance as presented. Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried.**

### **Consent Agenda**

Personnel employment matters including replacement, additional, leave replacement and reemployment was removed from the consent agenda for further discussion. Niehaus reviewed and recommended approval of the Consent Agenda.

#### Approval of Minutes

- May 26, 2010 Closed Session
- May 26, 2010 Regular Session

#### Personnel Matters (Attachment #11)

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

#### Payment of Bills and Payrolls (Summary Attachment #12)

#### Bid Items (Attachment #13)

- Food service trays
- Natural gas
- Garbage/refuse services

Appointment of Unit 5 Business Manager Erik Bush as Treasurer for the District for the Period July 1, 2010 to June 30, 2011

Appointment of Donna Evans as Clerk of the Board of Education for the Period July 1, 2010 to June 30, 2011

Resolution Stating Prevailing Rate of Wages (Attachment #14)

Posting Notice for Board of Education 2010-2011 Meeting Schedule (Attachment #15)

Designation of Commerce Bank as the Depository for all District funds

Title 1 School-Wide Program Plans for 2010-2011 School Year (Attachment #16)

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

## **Action**

Personnel Employment Matters Including Replacement, Additional, Leave Replacement and Reemployment

Board members continued discussion regarding budget reductions and staff needs. It was administration's recommendation to reemploy 57 teachers for the 2010-2011. Briggs moved, Lay seconded, to approve personnel matters for employment, replacement, additional leave replacement, and reemployment as recommended. (Attachment #17) Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Mickens-Baker. Nays: Reece. **Motion carried.** No attachment available.

## **Reports**

Update on Volunteer Screening Program

Brown and Bushue provided an update on the District's Volunteer Screening Program. (Attachment #18) The program was implemented for the 2009-2010 school year and included background checks on specified volunteers working within the schools. It was noted that more than 3,500 volunteers were screened. Brown also reported volunteers received additional training, name badges, and a "volunteer handbook". Bushue noted that screening for volunteer programs has become standard within the insurance industry.

Construction Update

Richard Ach presented a monthly update and aerial photographs of the District's current construction projects. (Attachment #19) It was noted that the portions of Benjamin and Cedar Ridge Elementary schools have been turned over to the District. Monahan reported that furniture has already been delivered to Cedar Ridge.

Update on Construction Budget

Baele presented a report on the construction budget including renovations and new construction. (Attachment #20) He noted that this report had already been presented to the Facilities Review Committee. Discussion included but was not limited to the following:

- Referendum budget figures
- Building costs to date broken down by facility
- Indirect (soft) costs are ongoing
- Design fees
- Budgeted savings at approximately \$1 million in renovations
- Any savings in renovations will be added back in to new construction monies
- Additions of restrooms and ADA lifts resulted in an increase in budgeted costs for Carlock renovations
- Safety, security, and VOIP equipment and services
- Technology GAP spending

1<sup>st</sup> Reading Board Policies, Administrative Procedures, and Exhibits

Briggs presented the following policies, administrative procedures, and exhibits for first reading:

Policies (amended)

- Policy 1.20 District Organization, Operations, and Cooperative Agreements

- Policy 4.10 Fiscal and Business Management
  - Policy 4.60 Purchases and Contracts
  - Policy 4.110 Transportation
  - Policy 7.250 Student Support Services
- Exhibit (new)
- Exhibit 7.15-E1 Notification to Parents of Family Privacy Rights

Enrollment Update and Staff Numbers

Cunningham reported on current enrollment. (Attachment # 22) Enrollment as of May 27 was 12,836. He noted that this figure was an increase of over 300 students from last year.

Freedom of Information Requests

Niehaus reported that the District had received and processed one request for information (Attachment # 23)

- Edith Brady-Lunny, Bloomington IL

Board Representative Committee Meeting Reports

- Facilities Review Committee ~ Information from the committee regarding the construction budget was presented at tonight's meeting. The meeting scheduled for Friday, June 11 has been cancelled. There will be a tour of Benjamin and Cedar Ridge Elementary Schools for District principals on June 22
- Beyond the Books Educational Foundation Board of Directors ~ The foundation will have its annual meeting on Thursday, June 10. New directors and officers will be elected at this time.
- Board Policy Review Committee ~ The committee will meet with the administrative team on Thursday, June 24.
- District Core Team ~ The team met on Wednesday, June 2. Discussion included the mission statement, long range goals, and strategic planning. The committee will meet on Wednesday, August 4.

**Announcements/Comments**

- Board members were reminded to submit their master board member summary form to IASB.
- Martin Getty thanked Board members and Unit 5 administrators and staff for the opportunity to work together as he served in the position of Interim Chief Financial Officer.

**Adjournment**

The meeting was adjourned at 9:41 p.m.

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

**ATTEST:**

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**Gail Ann Briggs, Board of Education Secretary  
Approved Date: July 14, 2010**