

Minutes
McLean County Unit District No. 5
BOARD OF EDUCATION
Special Session
November 3, 2009

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in special session on November 3, 2009 at 5:07 p.m. at the District Office, 1809 W. Hovey Avenue, Normal, Illinois.

Prior to the meeting, there was a reception held for Unit 5 Board members, staff, and community members beginning at 5:00 p.m.

Roll Call

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

Also present: Superintendent Gary Niehaus, Assistant Superintendent of Human Resources John Pye, Assistant Superintendent of Human Resources Nate Cunningham, Assistant Superintendent of Curriculum and Instruction Jim Braksick, Chief Financial Officer/Treasurer James Gillmeister, Director of Operations Joe Adelman, Clerk of the Board Donna Evans, Dayna Brown, Phyllis Coulter of *The Pantagraph*, Steve Robinson of the *Normalite*, Dianne Fazio, Alan Chapman, Kevin Heid, Harriett O'Daffer, Mark Kotte, Jeff Monahan, Representative Dan Brady, Sally Pyne, Bloomington Mayor Steve Stockton, Julia Turner, Richard Ach of Turner Construction Company, Dave Ashbrook, A. Elizabeth Tomera, David Hales, Byron Blocky, Mary Caisley, Jeff Fritzen, Director of Secondary Education Sandy Wilson, Randy Erickson, Tim Powell, Amy Green, and others.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Reports

Financial Planning Program Update

Scott Smith of PMA Financial Network, Inc. provided an update on the District's financial history, planning, and projections. (Attachment #1) Discussion included but was not limited to the following topics:

- Revenue 2010 ~ Levy, Federal, State, other local and State sources
- Revenue assumptions including local and general State aid
- Equalized Assessed valuation (EAV) growth ~ 2008 tax levy (6.06% actual growth) and 2009 through 2011 levy (4% growth)
- Average daily attendance ~ 96% of total enrollment
- Expenditures by object for fiscal year 2010
 - Salary costs
 - Benefits
 - Purchased services
 - Supplies and materials
 - Capital outlay
 - Provision for contingencies
 - Other objects
- Enrollment history and projections 2005 through 2015
- Short-term borrowing from working cash fund balances
- Staffing comparing 2010 through 2015 including projected retirees and staff changes
- Aggregate fund balances for all operating funds
- 10 year prospective for projected year-end balances in all operating funds
- District policy on fund reserves
- Bond rating agencies

Discussion also included projected outcomes using various scenarios including changes in revenue, expenditures, and student enrollment.

Construction Budget Update

Richard Ach presented a report on the District's construction budget and direct costs. Ach broke down information on the budget, bid amounts, change orders and potential change orders by bid package name and contractor for Sugar Creek Elementary School's addition and renovations, Cedar Ridge and Benjamin elementary schools new construction, and Evans Jr. High School new construction. Ach addressed questions from administration and Board members. He noted that the report this evening reflected hard costs. Bids for soft costs have not been completed. Ach also noted there could be a potential for additional savings when these items are bid out. The process for change orders and change directives was also reviewed.

Life Safety and Capital Improvement Plans

Jeff Monahan presented information including but not limited to the following topics: (Attachment #3)

- Ten Year Life Safety Survey 2009 for Northpoint, Parkside, and Prairieland Elementary School
- Life Safety project schedule for 2010
- Geothermal projects
- District-wide technology plan
- Building renovations budget and savings
- Prioritizing renovation and construction needs for District facilities

Monahan will work with the Facilities Committee to discuss a schedule of renovation and health and life safety needs. Discussion also included District policy on the purchase of property for future building needs. It was noted that there is a need for further discussion and research for a future high school site. Investments in property would result in future savings to the District.

1st Reading Board Policy

Briggs and Wilson presented the following policies, procedures, and exhibits for 1st reading. These will be scheduled for Board approval at the November 11 meeting with the exception of Policy 4.20 Fund Balances that will be discussed at the Board's retreat November 3.

Policy (amended)

- Policy 6.310 Credit for Courses and Programs and Course Substitutions

Announcements/Comments

- Board members attended the NCWHS and NCHS annual music concert and spaghetti supper fundraiser held on November 2.

Adjournment

The meeting was adjourned at 8:00 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: December 9, 2009