

Minutes
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
April 27, 2011

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on April 27, 2011 at 6:10 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 6:10 p.m., Briggs moved, Pritchett 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, and
- Section (c)(21) Discussion of minutes of meetings lawfully closed.

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

At 6:30 p.m., the Board recessed for a reception to recognize Scott Lay's completion of two terms on the Board and welcome newly elected member, Mike Trask, and re-elected members Gail Ann Briggs, Wendy Maulson and Mark Pritchett.

Return to Public Session

At 7:02 p.m., Briggs moved, Pritchett 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, Business Manager/Treasurer Erik Bush, Director of Operations Joe Adelman, Clerk of the Board Donna Evans, Dayna Brown, Mike Trask, Michelle Mantel of WJBC, Loren Lay, Vickie Mahrt, Ben Matthews, Julie Hagler, Suzanne Lay, Kevin McKnight, Susie McKnight, Lisa Lay, Brady Lay, Connor Lay, Hayden Lay, Julie Pritchett, Alan Chapman, Ron Timmerman, John Bishop, Angela Trask, Sandra Puzauskas, Kristen Sanders, Megan Callahan, Phyllis Coulter of *The Pantagraph*, Carmen Bergmann, Dianne Fazio, Scott Smith of PMA Financial Network, Steve Robinson of the *Normalite*, John Burton, and others.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Focus on Students and Good News Reports

- Prairieland Custodian John Burton
- Normal Rotary

Public Comments

There were no public comments.

Action

Approve Letter of Understanding between Board of Education and Unit Five Education Association
Mickens-Baker presented the Letter of Understanding between Unit 5 and UFEA to extend the contract originally executed in 2010 for one additional year. (Attachment #1) Information provided included movement on the salary schedule, with no base salary increase. Contributions to the health insurance fund will remain at the 2010-2011 level. It was noted that all existing Letters of Understanding will remain in effect. Puzauskas moved, Pritchett seconded, to approve the Letter of Understanding Settlement of Successor

Agreement regarding the negotiated contract between the Board of Education, Community Unit School District No. 5, McLean and Woodford Counties, Illinois and Unit Five Education Association: Language and Compensation for 2011-2012 as presented. Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried.**

Consent Agenda (Old Business)

Niehaus reviewed and recommended approval of the Consent Agenda as presented.

Approval of Minutes

- April 6, 2011 Closed Session
- April 6, 2011 Regular Session

Payment of Bills and Payrolls (Attachment #2)

- April 27, 2011

Approve Semi-Annual Review of Closed Session Minutes

Approve Destruction of audio recordings of meetings closed to the public between September 1, 2007 through August 31, 2009 where minutes were previously approved by the Board of Education

Approve Request for Donation of Boston Grand Piano for NCHS choir program in memory of Rachel Vincent

Approve Board Policies, Administrative Procedures, and Exhibits (Attachment #3)

- Policy 6.150 Home and Hospital Instruction
- Policy 7.100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students
- Policy 7.260 Exemption From Physical Activity
- Policy 7.270 Administering Medicines to Students
- Administrative Procedure 7.220-API Electronic Recordings on School Buses
- Administrative Procedure 7.270-API Dispensing Medication

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

Reports and Discussion

Board Representative Committee Meeting Reports and Year to Date Summaries

- Beyond the Books Educational Foundation ~ The Cooks Tour fundraiser will take place on Saturday, April 30. It was noted that recipients of this year's grants will be recognized by the Board in May.
- Board Policy Review Committee ~ Policies were approved as part of the consent agenda this evening. Additional policies, administrative procedures and exhibits will be presented for 1st reading at the May 11 meeting.
- Facilities Review Committee ~ A summary of the Facilities Review Committee year to date discussions and accomplishments was presented. (Attachment #4) The next meeting is scheduled for Friday, April 29.
- District Core Team ~ A summary of the District Core Team's accomplishments and goals was provided. (Attachment #5)
- Strategic Planning and Finance Committee ~ The committee met on Wednesday, April 27. Discussion included the status of the tentative amended budget, refinance of current bonds, and the District's participation in the Illinois Energy Consortium.

Adopt Resolution Certifying Election Results

Mickens-Baker presented the certified abstract of votes cast in the County of McLean at the Consolidated Election held on April 5, 2011 for McLean County Community Unit School District No. 5. The following abstract was received from the McLean County Clerk for Members of the Board of Education.

- Gail Ann Briggs received 3167 votes
- Mark Pritchett received 3,163 votes
- Wendy C. Maulson received 3,095 votes
- Michael E. Trask received 3,071 votes

Based on the certified abstract, Briggs, Pritchett, Maulson and Trask were proclaimed to be elected to full terms on the Board of Education. Maulson moved, Reece seconded, to adopt the Resolution Certifying the April 5, 2011 Election Results as presented. (Attachment #6) Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried.**

Board Member Oath

Newly elected Board members, Gail Ann Briggs, Wendy Maulson, Mark Pritchett, and Mike Trask recited the Board Member Oath.

Announcements and Comments

- Announcements included congratulations to Mike Trask and comments of appreciation to Scott Lay.
- Mickens-Baker expressed appreciation to Briggs, Pritchett, Maulson, and Trask for their decision to run for election to the Board.
- Pritchett, Trask, and Puzauskas introduced family present in the audience this evening.
- Lay introduced his family and expressed his thanks to Board members and administrators.

Appointment of Temporary Chair

Lay moved, Briggs seconded, to appoint Superintendent Niehaus as temporary chair following adjournment sine die until election of a new Board President. Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried.**

Adjournment Sine Die

Lay moved, Pritchett seconded, to adjourn sine die. Roll call: Ayes: Briggs, Lay, Maulson, Pritchett, Puzauskas, Reece, Mickens-Baker. Nays: None. **Motion carried.**

Seating and Roll Call of the New Board

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

Board Member Code of Conduct

Board members read the Board Member Code of Conduct.

Election of Board Officers

Niehaus announced that nominations were in order for the office of President. Briggs nominated John Puzauskas. Since there were no other nominations for the office, Niehaus closed the nominations and declared John Puzauskas elected by acclamation as President of the Board.

Puzauskas announced that nominations were in order for the office of Vice President. Maulson nominated Jay Reece. Since there were no other nominations for the office, Puzauskas closed the nominations and declared Jay Reece elected by acclamation as Vice President of the Board.

Puzauskas announced that nominations were in order for the office of Secretary. Reece nominated Mark Pritchett. Since there were no other nominations for the office, Puzauskas closed the nominations and declared Mark Pritchett elected by acclamation as Secretary of the Board.

Puzauskas declared that the Unit 5 Board of Education is officially organized and ready to consider matters which may come before it.

Selection of Day, Hour, and Place for Board Meetings

Briggs moved, Pritchett seconded, to set the second and fourth Wednesday of each month as the official board meeting days, with meetings to begin at 7:00 p.m., and the official meeting place to be the District Office, 1809 West Hovey Avenue, Normal, Illinois. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried.**

Public Comments

There were no public comments.

Actions

Approve Tentative Amended Budget for Unit 5 for Fiscal Year 2010-2011

Bush presented a summary of the 2010-2011 budget. The Illinois State Board of Education requires that school district re-file annually any amendments to the budget. Discussion included but was not limited to the following:

- Summary of changes in revenues in the Education Fund including salaries, building maintenance, food service, and curriculum costs

- Personal property replacement taxes based on the payment schedule and growth indicate an increase over original budgeted amount
 - Summary of expenditure changes included an addition of a School Administration Manager at Cedar Ridge Elementary School, increase in expenditures for Illini Data, and the added budget item regarding Kronos, a pilot program for the District's payroll department.
 - Grant adjustments net rollover based on prior years budgets including the jobs fund expenditures
- Bush noted that the tentative amended budget will be available for public viewing beginning Thursday, April 28. The final amended budget will be approved at the June 8, 2011 meeting.

Mickens-Baker moved, Pritchett seconded, to approve the tentative amended budget for Unit 5 for fiscal year 2010-2011 as presented. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried.**

Approve Tentative Amended Budget for Mackinaw Valley Special Education Association for Fiscal Year 2010-2011

Bush presented a summary of the tentative amended budget for Mackinaw Valley Special Education Association and noted amended grant adjustments were similar to the Unit 5 amended budget. Pritchett moved, Trask seconded, to approve the tentative amended budget for Mackinaw Valley Special Education Association for fiscal year 2010-2011 as presented. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried.**

Approve Notice of Public Hearing on the Amended Budget for 2010-2011

Reece moved, Briggs seconded, to approve the Notice of Public Hearing on the Amended Budget for 2010-2011 as presented. (Attachment #7) Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried.**

Consideration and Action on a Resolution to Issue the District's General Obligation School Refunding Bonds

Scott Smith of PMA Financial Network provided information on the Resolution to Issue General Obligation School Refunding Bonds. (Attachment #8) Information was provided earlier today to the Strategic Planning and Finance Committee members. The committee has been reviewing opportunities regarding refinancing existing debt since the fall of 2010. Due to recent market changes, an opportunity to consider refinancing the 2000 series bonds has developed. If approved by the Board, Smith noted that the rate will be locked in at 3.4% with Bank of America. The closing date for the series 2011 bonds will be in September. Maulson moved, Briggs seconded, to approve the Resolution providing for the Issue of \$16,450,000 General Obligation School Refunding Bonds, Series 2011, of Community Unit School District Number 5, McLean and Woodford Counties, Illinois, and for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds as presented. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried.**

Approve Resolution Authorizing the Superintendent or His Designee to enter into an Agreement with the Illinois Energy Consortium

Bush reported on the agreement with the Illinois Energy Consortium. (Attachment #9) Bush noted bids were sent out for natural gas and electricity. It is administration's recommendation to award a 36- month contract to the Illinois Energy Consortium. Bush reported that the Consortium was originally formed by previous school business officials and superintendents. Bush stated that one benefit to the agreement is volume buying with two viable purchasing program options. Reece moved, Pritchett seconded, to approve the Resolution Authorizing the Superintendent or his designee to enter into a Membership Participation Agreement between Community Unit School District No. 5 and the Illinois Energy Consortium for the provision of natural gas supply as specified within the agreement as presented. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried.**

Authorize Superintendent or His Designee to Enter into a 24 Month Term Agreement with BlueStar Energy Solutions

Bush provided information and trends on electricity costs. (Attachment #10) It was administration's recommendation to enter into a 24-month agreement with BlueStar Energy Solutions. Bush noted that the agreement will allow for more efficient budgeting with an estimated annual savings of approximately \$150,000 before delivery charges. Mickens-Baker moved, Trask seconded, to authorize Superintendent or his designee to enter into a 24 month term agreement with BlueStar Energy Solutions for provision of electrical

energy supply as specified within the agreement as presented. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried.**

Consent Agenda (New Business)

Approve Student/Parent Handbooks for 2011-2012

Approve Student Registration Fees for 2011-2012 (Attachment #11a)

Approve Prices for Food Service for 2011-2012 (Attachment #11b)

Approve Revised Fees for use of District Facilities and Grounds (Attachment #11c)

Authorize Use of Fire Prevention and Safety Funds for NCWHS (Attachment #12)

Approve Staff Appreciation Proclamation

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

Reports and Discussion

High School Credit Recovery

Sandy Wilson reported on the implementation of a high school credit recovery program. (Attachment #13) Currently an online program, APEX, is being utilized by both high schools for students to obtain credit for a course they have failed. Specific data defining the number of students enrolled, courses, and progress for each was also provided. APEX offers more than credit recovery options, but it is currently used for this purpose at present. Wilson reported that a credit recovery program will be offered at both high schools June 6 – 30, Monday – Thursday from 8:00 a.m. to 10:00 a.m. The fee will be \$100.

Board Representative Committee Reports

New Board committee representatives reports will be presented at the May 11 Board meeting.

Announcements/Comments

- Braksick reported that a meeting will be held on Tuesday, May 10 at Fairview Elementary School for the purpose of notify parents that the school will remain an ISBE Choice School for the 2011-2012 school year. If Pepper Ridge Elementary remains a Choice School for 2011-2012, a parent meeting will be held in August prior to the school year.
- The May 11, 2011 Board of Education meeting will be held at Evans Jr. High School, 2901 Morrissey Dr., Bloomington.
- The Professional Development School celebration will be held at Prairieland on Friday, May 6.
- The Staff Appreciation Program will be held at ISU Bone Student Center on Thursday, May 12.
- On April 14 and 25, Mickens-Baker attended the Statewide Action Grassroots Education (SAGE) campaign meeting and summit event in Chicago.
- Mickens-Baker attended the Global Youth Service Day on Saturday, April 16 and noted both Unit 5 and District 87 had teams represented through America's Promise Council. CJHS student Malik Woods was recognized as one of the 25 *Under 25* at the event.
- Mickens-Baker and Cunningham participated in the Rotary Conference education issues panel on Saturday, April 16.
- Trask thanked Board members and administration for their help in his transition to serve on the Unit 5 Board.

Adjournment

The meeting was adjourned at 8:45 p.m.

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

**John Puzauskas, Newly Elected Board of Education President
Community Unit School District No. 5
McLean and Woodford Counties, Illinois**

ATTEST:

Gail Ann Briggs, Board of Education Secretary

Mark Pritchett, Newly Elected Board of Education Secretary

Approved Date: June 8, 2011