

Minutes
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
February 22, 2012

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on February 22, 2012 p.m. at 6:32 p.m. at the District Office, 1809 W. Hovey Avenue, Normal, Illinois.

Roll Call

Members present: Gail Ann Briggs, Meta Mickens-Baker, Mark Pritchett, Jay Reece, Mike Trask and President John Puzauskas. Members absent: Wendy Maulson.

Closed Session

At 6:32 p.m., Briggs moved, Trask 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)(9) Student disciplinary cases and
- Section 2(c)(21) Discussion of minutes of meetings lawfully closed under this Act.

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

Return to Public Session

At 6:52 p.m., Briggs moved, Pritchett seconded, to come out of closed session and return to public session. Roll call: Ayes: Briggs, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried.**

Pritchett moved, Mickens-Baker seconded, to find student #001014659 engaged in gross disobedience or misconduct under Section 10-22.6 of the Illinois School Code and the Parkside Jr. High School Student-Parent Handbook by knowingly possessing marijuana at Parkside Jr. High School on Friday, February 17, 2012, in violation of Board Policy 7.190. Roll call: Ayes: Briggs, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried**

Mickens-Baker moved, Trask seconded, to expel student #001014659 from McLean County Unit School District No. 5 effective immediately and continuing for the remainder of the 2011-2012 school year and the entire 2012-2013 school year. Roll call: Ayes: Briggs, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried**

Recess

At 6:53 p.m. the Board took a short recess.

Return to Public Session

At 7:01 p.m., the Board returned to public session.

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, Attorney for the District M. Curt Richardson, Clerk of the Board Donna Evans, Dayna Brown, Steve Robinson of the *Normalite*, Ryan Denham of WJBC, Phyllis Coulter of *The Pantagraph*, Vickie Mahrt, Scott Smith of PMA Financial Network, Bruce Weldy, John Lutes, Darrin Cooper, Sarah Edwards, Shelly Erikson, Atticus Francken, Grace Hany, Kristin Manigold, Michelle Whitehead, Camille Taylor, Barbie Davis, Kristen Farmer, Annette Arnold, Jeanette Nuckolls, Matthew Cole, Jen Naeger, Rae Ann Ploense, Lisa Heaser, Judy Lancaster, Dianne Fazio, Marty Hickman, Julia Schoonover, Carmen Bergmann, Renee Nestler, Britta Armstrong, and others.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Focus on Student and Good News Reports

- NCHS student Atticus Francken ~ Dr. Martin Luther King, Jr. I Have a Dream Award Recipient

- NCHS students Brooke Bailey, Amanda Parker, Deana Qiao, Alexandria Sanchez, and Alex Taylor ~ American Association of University Women and ISU Department of Physics American Democracy Essay Award Recipients
- Towanda Elementary School parent volunteer Mindy Rinckenberger ~ Fitness Friday program
- Prairieland Elementary School students Abigail Burger, Katie Cole, Samuel Descarpentrie, Ava Eames, Lily Evans, Amiyah Griffin, Grace Hany, Eden Husarik, Erin Kim, Maxon Mathias, Rowan McReynolds, Neadow Nachazel, Andy Pomrenke, Aidan Riggs, Hudson Rucker, Rolen Schlipmann, Jacob Simmons, Peyton Wehmeier, Bradyn Whitehead, Karissa Zimmerman ~ Donation to Home Sweet Home Mission
- Prairieland Elementary School students Brennan Mitchell and Konnor Halsey ~ Prairieland Hockey Club
- Illinois State Board of Education 2011 Honor Roll
 - Fox Creek Elementary School ~ Spotlight Schools Award
 - Glenn Elementary School ~ Spotlight Schools Award
 - Grove Elementary School ~ Academic Excellence Award
 - Northpoint Elementary School ~ Academic Excellence Award
 - Oakdale Elementary School ~ Spotlight Schools Award
 - Parkside Elementary School ~ Academic Improvement Award
 - Pepper Ridge Elementary School ~ Academic Improvement Award
 - Prairieland Elementary School ~ Academic Excellence Award
 - Sugar Creek Elementary School ~ Spotlight Schools Award

Public Comments

Renee Nestler, Bloomington IL ~ Outsourcing for student bus services
 Amy Green, PTO president, Normal IL ~ Glenn Elementary School student laptops

Report

Potential Bond Refunding

Scott Smith of PMA Financial Network presented information on potential bond refunding. (Attachment #1) The Strategic Planning and Finance Committee meet on Friday, February 17 to discuss the recommendations. Four scenarios were presented: private placement with level and accelerated savings and public offering with level and accelerated savings. Discussion included projected debt capacity for each scenario. Bush reported it was his recommendation to use the level debt service and private placement. It was noted that PMA Financial Network had received positive quotes from several financial institutions.

Actions

Resolution Authorizing Issuance of General Obligation Refunding School Bonds, Series 2012

Pritchett moved, Briggs seconded, to adopt the resolution providing for the issue of not to exceed \$53,000,000 General Obligation Refunding School Bonds, Series 2012, of Community Unit School District No. 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, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried**

Resolution Authorizing the Execution of an Escrow Agreement in Relation to the Issuance of General Obligation Refunding School Bonds, Series 2012

Briggs moved, Trask seconded, to adopt the resolution authorizing and directing the execution of an Escrow Agreement in connection with the issue of General Obligation Refunding School Bonds, Series 2012, of Community Unit School District no. 5, McLean and Woodford Counties, Illinois as presented. Roll call: Ayes: Briggs, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried**

Consent Agenda

Niehaus reviewed and recommended approval of the Consent Agenda.

Approval of Minutes

- February 8, 2012 Closed Session
- February 8, 2012 Regular Session

Payment of Bills and Payrolls (Attachment # 2)

- February 14, 2012
- February 22, 2012

Financial Reports (Attachment #3)

- Treasurer's Report (January)
- Statement of Expenditures (January)
- Statement of Revenues (January)
- Investments Reports

Request for Authorization to Use Fire Prevention and Safety Funds for CJHS (Attachment #4)

Request for Establishment of Student Activity Funds ~ EJHS Team 7B, EJHS Track, and Prairieland Clubs

Request for Dissolution of Student Activity Funds ~ CJHS, KJHS, Glenn, Towanda, Prairieland, Hudson, Grove, Northpoint, and Pepper Ridge Elementary Schools

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

Reports

PMA Financial Planning Report

Scott Smith presented the Financial Planning Program. (Attachment #5) He noted that the model is updated throughout the year and presented to the Board annually. Discussion included but was not limited to the following topics:

- Actual and projected equalized assessed valuation (EAV) growth
- General State Aid
- Late state payments are not included as revenue source in fiscal year budget
- Special education funding
- Transportation funding
- Key expenditure assumptions including teachers, administrators, support staff, and health insurance costs
- Staffing needs for fiscal year 2012/13 through 2014/15
- Projected revenue and expenditures in the Education Fund for 2012/13 through 2016/17
- Insurance health costs have remained same as previous year and should result in positive renewal rates

Special Education Department

Michele Lamboley reported on the reorganization of the Special Education Department. (Attachment #6) She noted there will be a Director, a 12-month Special Education Administrator, and two 10-month Special Education Supervisors. Lamboley noted that the Vocational Training Center coordinator will move to a full time position to allow for out-of district tuition students to attend. She noted that the tuition income will offset the cost for additional staff. Niehaus reported that the dissolution of the Mackinaw Valley Special Education Association Cooperative will also be a part of the reorganization.

1st Reading Board Policies, Administrative Procedures, and Exhibits

Briggs presented the following policies, administrative procedures, and exhibits for 1st reading. She noted that Policy 2.190 Mailing Lists for Receiving Board Materials and Administrative Procedure 4.170-AP6, E2 Automated External Defibrillator Incident Report will be deleted.

- Policy 2.100 Board Member Conflict of Interest
- Policy 2.120 Board Member Development
- Policy 2.200 Types of Board Meetings
- Policy 2.260 Uniform Grievance Procedure
- Policy 4.110 Transportation
- Policy 4.170 Safety
- 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 5.285 Drug and Alcohol Testing For School Bus and Commercial Vehicle Drivers
- Policy 6.110 Programs for Students at Risk of Academic Failure and-or Dropping Out of School and Graduation Incentives Program
- Policy 6.280 Grading and Promotion
- Policy 6.300 Graduation Requirements
- Policy 6.320 High School Credit for Proficiency
- Policy 7.70 Attendance and Truancy
- Policy 7.100 Health, Eye, and Dental Examinations Immunizations and Exclusion of Students
- Policy 8.70 Accommodating Individuals with Disabilities

- Administrative Procedure 4.170-AP6 Plan for Responding to a Medical Emergency at a Physical Fitness Facility with an AED
- Administrative Procedure 5.185-AP1 Resource Guide for Family and Medical Leave
- Administrative Procedure 7.100-AP1 First Day Exclusion
- Administrative Procedure 7.270-AP1 Dispensing Medication
- Exhibit 2.120-E2 Website Listing of Development and Training Completed by Board Members
- Exhibit 7.100-E1 Certificate of Child Health Examination Form
- Exhibit 7.100-E2 First Day Exclusion Notification Letter
- Exhibit 7.100-E3 Medical Records Deficiency Notice
- Exhibit 7.270-E1 School Medication Authorization Form

Questions and comments should be sent to Briggs by Wednesday, February 29. Briggs noted that Policy 2.120 Board Member Development will require that any training or professional development for Board members be posted on the District website.

Board Representative Committee Meeting Reports

- District Core Team ~ The committee met on Thursday, February 9. Discussion items included but were not limited to the following topics:
 - MAP and ISAT testing
 - Analysis for human resources data including salary and benefit comparisons
 - Strategies of the Finance Department
 - Unit 5 grant participation for a Pre K through Grade 3 Early Learning Program model
 - Projected enrollment and staffing needs
 - Meeting all health and life safety needs for District facilities
 - Format of school scorecards for school improvement initiatives
 - Data driven decision making
- Facilities Review Committee ~ The next committee meeting is scheduled for Friday, February 24.
- Superintendent Evaluation Committee ~ The committee met on Wednesday, February 22.
- Strategic Planning and Finance Committee ~ Committee meeting discussion included the potential bond refunding, the PMA Financial Planning Program, and seeking bids for health insurance and/or brokers. The next meeting is scheduled for Friday, March 9.
- Beyond the Books Educational Foundation ~ The foundation has several ongoing efforts including nominations for officer and director candidates and review of the current bylaws. Briggs reported that there is a podcast available on the website that includes tips for writing grants.
- Unit 5 Foundation Board of Directors ~ Members met on Wednesday, February 22. Discussion included the bylaws. The next meeting is scheduled for Friday, February 24.
- Board Policy Review Committee ~ The next meeting is scheduled for Monday, March 12.
- Community Connections Committee ~ The committee is scheduled to meet on Tuesday, February 28.

Announcements/Comments

- The Finance Department has been involved in Skyward training for staff regarding the District's new accounting procedures.
- Braksick reported on building based activities on School Improvement Day Tuesday, February 21.
- There will be a public hearing at NCWHS beginning at 5:00 p.m. on March 14. The Board of Education's regular meeting will begin at 7:00 p.m.
- The NCWHS Mock Trial team recently won the regional competition and will advance to the state tournament.
- Mickens-Baker recently attended the Leadership McLean County Education Day program.
- Richardson reported that he and Renee Nestler, AFSCME Council 31 representative, had spoken to Unit 5 transportation department employees on various topics from a management and labor prospective. Richardson also gave a presentation on sexual harassment and bloodborne pathogens.
- Teaching assistants recently received training from Richardson and DCFS representative Molly Mintus on the topic of mandated reporting.

Adjournment

The meeting was adjourned at 9:12 p.m.

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

ATTEST:

**Mark Pritchett, Board of Education Secretary
Approved Date: April 11, 2012**