

Minutes
McLean County Unit District No. 5
BOARD OF EDUCATION
Regular Session
June 13, 2012

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on June 13, 2012 at 6:30 p.m. at the District Office, 1809 W. Hovey Avenue, Normal, Illinois.

Roll Call

Members present: Gail Ann Briggs, Wendy Maulson, Meta Mickens-Baker (entered at 6:35 p.m.), Mark Pritchett, Jay Reece, Mike Trask and President John Puzauskas. Members absent: None.

At 6:32 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)(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 and
- Section 2(c)(11) Litigation, when an action against, affecting or on behalf of the public body has been filed and is pending before a court or when the public body finds that an action is probable or imminent.

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

Return to Public Session

At 7:06 p.m., Briggs moved, Trask seconded, to come out of closed session and return to public session.

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

Motion carried.

Also present: Superintendent Gary Niehaus, Assistant Superintendent of Human Resources Nate Cunningham, Business Manager/Treasurer Erik Bush, Director of Operations Joe Adelman, Attorney for the District M. Curt Richardson, Acting Clerk of the Board Michele Gudat, Vickie Mahrt, Dayna Brown, Julie Hagler, Marty Hickman, Ken Ahlers, Dianne Fazio, Mary Ahlers, and others.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Public Comments

There were no public comments.

Public Hearing on the Amended Budget for Fiscal Year 2011-2012

Bush reported on the final amended budget for 2011-2012 for McLean County Unit District No. 5 and Mackinaw Valley Special Education Association. A copy of the budgets will be available on the District's website at www.unit5.org/departments/finance. There were no public comments made regarding the amended budgets.

Reports and Discussion

District Insurance Policy Renewals

Steve Bushue of Bushue Human Resource, Inc. provided an annual review of the District's insurance policies. (Attachment #2)

Actions

Approve District Insurance Policy Renewals

Maulson moved, Mickens-Baker seconded, to approve insurance renewals as presented for: (1) Employee Group Medical and Dental; (2) Automobile; (3) Property, General Liability, School Board Legal Liability, and Umbrella; (4) Worker's Compensation; and (5) Treasurer's Bond. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried**

Approve Contract between the Board of Education and Unit Five Education Association

Cunningham and Niehaus provided a background on negotiations with UFEA and thanked the team for their hard work and professionalism. Board members expressed their support of the two-year agreement.

Mickens-Baker moved, Pritchett seconded, to approve the negotiated contract between the Board of Education, Community Unit School District No. 5, McLean and Woodford Counties, Illinois and Unit Five Education Association as presented. A copy of the agreement can be found on the Unit 5 website at www.unit5.org/departments/finance. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Puzauskas. Nays: None. Abstain: Trask. **Motion carried**

Accept Terms of 36 Month Lease Proposal from Clayton Holdings, LLC, Direct Superintendent or Designee to Execute Agreement, and Adopt Resolution Declaring Intent to Use Tax Exempt Lease Funds to Reimburse Capital Expenditures

Bush reported that the lease proposal was part of the Digital 1:1 conversion program. Bush noted that Commerce Bank rates are competitive and costs are manageable. Bush stated it is his recommendation to go forward with the three year lease agreement. Pritchett moved, Trask seconded, to accept terms of 36 month lease proposal from Clayton Holdings, LLC, direct superintendent or designee to execute agreement, and adopt Resolution Declaring Intent to Use Tax Exempt Lease Funds to Reimburse Capital Expenditures as presented. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried**

Adopt the Amended Budget Resolution for McLean County Unit District No. 5 for 2011-2012

Trask moved, Briggs seconded to adopt the Amended Budget Resolution for fiscal year 2011-2012 for Community Unit School District No. 5, McLean and Woodford Counties, Illinois as presented. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried**

Adopt the Amended Budget Resolution for Mackinaw Valley Special Education Association for 2011-2012

Pritchett moved, Reece seconded to adopt the Amended Budget Resolution for fiscal year 2010-2011 for Mackinaw Valley Special Education Association as presented. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried**

Approve Salaries and Benefits for 2012-2013 for Specific Classes of Employees

Cunningham presented information on the salaries and benefits for specific classes of employees listed below: (Attachment #3).

- Non-Certified Administrators
- Certified Administrators
- Technology
- Medical Personnel
- Occupational Therapist/Physical Therapist
- Occupational Therapist Assistant/Physical Therapist Assistant

Briggs moved, Trask seconded to approve the salaries and benefits for 2012-2013 for specific classes of employees to include Non-Certified Administrators, Technology, Medical Personnel, Occupational and Physical Therapists, and Occupational and Physical Therapists Assistants as presented. It was noted that salaries for substitutes will be presented to the Board at the August 8 meeting. Briggs moved, Pritchett seconded, to amend the motion to include Certified Administrators. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried** Briggs moved, Pritchett seconded to approve the salaries and benefits for 2012-2013 for specific class of employees as amended. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried**

Approve Salaries and Benefits for 2012-2013 for Food Service Employees

Cunningham reported on the salaries and benefits being offered to the food service employee group. Discussion included insurance benefits and a 2% increase overall. Niehaus noted that the District plans to offer the breakfast program in all elementary schools and that additional part-time workers will be needed to get this accomplished. Briggs moved, Trask seconded to approve the salaries and benefits for 2012-2013 for food service employees as presented. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Reece, Trask, Puzauskas. Nays: None. Abstain: Pritchett. **Motion carried**

Consent Agenda

Niehaus reviewed and recommended approval of the Consent Agenda.

Personnel Matters (Attachment #4)

Payment of Bills and Payrolls (Attachment #5)

Authorize Board Treasurer to process check for \$194,753.60 to Regional Office of Education on July 2, 2012 (Attachment #6)

Adopt Resolution Designating Interest Earned for Fiscal year 2011-2013 (Attachment #7)

Appoint Unit 5 Business manager Erik Bush as Treasurer for the District for the period of July 1, 2012 to June 30, 2013

Appoint Donna Evans as Clerk of the Board for the period July 1, 2012 through June 30, 2013

Approve Board of Education Meeting Schedule for the 2012-2013 School Year (Attachment #8)

Approve Title 1 School-Wide Program Plans for 2012-2013 School Year

Award Bids for Food Service Supplies (Attachment #9)

Approve Resolution Ascertaining the Prevailing Rate of Wages (Attachment #10)

Approve Request for Donation to KJHS from Rotary Club (Attachment #11)

Request for Overnight Trips (Attachment #12)

- NCHS Future Business Leaders of America Conference June 28-July 2, 2012 in San Antonio, TX
- NCWHS Athletic Overnight Trips for 2012-2013

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

Reports

Update on District Job Descriptions

Cunningham reported that administration has been working for the past few years to systematize job responsibilities and record keeping of District administrative procedures. A draft of employee job descriptions was presented and will be voted on by the Board at their regular meeting July 11.

Year-End Enrollment Summary

Cunningham reported on monthly enrollment, comparisons, and elementary section ranges. Enrollment for the last day of school, May 23, 2012, was 13,229. Discussion also included the possibility of using open attendance areas and creating a Board committee to look at redistricting at the elementary level.

Board Representative Committee Meeting Reports

- Strategic Planning and Finance Committee ~ The next meeting is scheduled for Friday, June 22.
- Community Connections Committee ~ The committee met on Tuesday, June 12. Discussion included the new Unit 5 website.
- Facilities Review Committee ~ The next meeting is scheduled for Friday, June 29.
- Regional Planning Commission ~ The commission met on Wednesday, June 6. There were no developments related to Unit 5; however, Reece reported there has been an increase in new construction.
- Board Policy Review Committee ~ The committee is scheduled to meet in July.

Announcements/Comments

- Several Unit 5 employees participated in the Children's Memorial Hospital fundraiser.
- Mickens-Baker recently attended the YWCA Racial Justice Council. Discussion included education and reducing racism in the schools and community.
- Adelman provided an update on the asbestos abatement and renovations at Chiddix Jr. High and renovations to several elementary schools.

Adjournment

The meeting was adjourned at 8:19 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: August 8, 2012**