November 18, 2008

The Board of Education of Community Unit School District Number Two met at 7:00 P.M., on Tuesday, November 18, 2008, in the Board of Education and Administrative Offices, 1701 Charleston Avenue, Mattoon, Illinois.

The meeting was called to order by Board President Michelle Skinlo.

ROLL CALL: Present: Gary Kepley, Terry Leffler, Bob McClusky, Robert Miller, Rodney Morris (via telephone conference call), Bill Standerfer, and Michelle Skinlo

RECEPTION OF VISITORS: Board President Michelle Skinlo welcomed all visitors present and opened the floor to those wishing to address the board on agenda and non-agenda items.

Agenda: None

Non-Agenda: None

CONSENT AGENDA: The Consent Agenda, consisting of the following items, was presented to the Board for approval:

- Approval of the minutes of the regular meeting the Board held on October 14, 2008 and of the executive session meeting held on October 14, 2008.
- Financial – Payment of October 2008 bills as presented
- Approval of the October Enrollment Report as presented 3,370
- Approval of the Tile I Parental Involvement Policy See Exhibit 3.4a
- Approval to submit private, state, and federal grants for 2009-2010 school year
- Approval of Tech Prep Articulation Agreement
- Approval of Memorandum of Understanding with MESPA See Exhibit 3.7a
- Freedom of Information Report - no requests received in the Superintendent’s office since the last meeting.
Miller moved, seconded by McClusky, to approve the Consent Agenda as presented.

Roll call vote as follows: Leffler, aye; McClusky, aye; Miller, aye; Morris, aye (via telephone conference call); Standerfer, aye; Kepley, aye; Skinlo, aye.

Nays, none. Motion carried.

**BOARD ACTION TO SEEK BIDS FOR THE 2008-2009 BUILDING TRADES HOUSE:**

Assistant Superintendent for Business Tom Sherman recommended the Board of Education approve the solicitation of bids for the Building Trades house located at 1200 South 17th Street in Mattoon with a minimum bid price set at $105,000.

Kepley moved, seconded by Miller, to approve the solicitation of bids for the Building Trades house as presented.

Roll call vote as follows: McClusky, aye; Miller, aye; Morris, aye (via telephone conference call); Standerfer, aye; Kepley, aye; Leffler, aye; Skinlo, aye.

Nays, none. Motion carried.

**BOARD ACTION TO APPROVE SALE OF CENTRAL SCHOOL PROPERTY AT 100 NORTH 22ND, MATTOON, IL 61938:**

The Board of Education was requested to approve the sale of the Central School property located at 100 North 22nd Street in Mattoon for $121,002 (the only bid received from TJ Investments of Sullivan, Illinois). Discussion ensued concerning any effect on the tax levy, possible use of the property for building trades homes, and costs associated with maintaining the property as is until a more suitable solution is found or a better price is obtained. Following the discussion, Board President Michelle Skinlo requested a motion to approve the sale of the Central School property as presented. No motion was made. Therefore, the agenda item to approve the sole bid for the land failed, and Board President Skinlo instructed the Board to move on to the next item on the agenda.

**BOARD ACTION TO APPROVE ADMINISTRATIVE RECOMMENDATION**
Office of 2008 Certificate of Tax Levy Presented at the October 14, 2008 Regular Board Meeting:

Assistant Superintendent for Business Tom Sherman reviewed the administration’s proposed 2008 tax levy recommendation presented at the last October meeting of the Board of Education. The recommendation aligns to the PTELL guidelines, generates a projected $479,412 additional revenue while costing a projected $12.77 more per year for a taxpayer owning a $60,000 home, and will minimize the increase to the property taxpayer at 1.89%. The anticipated $4.59 total tax rate represents a 1.89% increase over last year’s actual total tax rate of $4.50. This recommended levy will generate a projected total tax rate of $4.59 per $100 of EAV assuming a total EAV growth of 2.0% and CPI growth of 4.3% (actual). There is no abatement included with this levy. Mr. Sherman noted the administrative recommendation continues to align with the district goal “for fiscal responsibility to the students, staff, and residents of the community” demonstrating balance among those served.

See Exhibit 4.3a

Roll call vote as follows: Morris, aye (via telephone conference call); Standerfer, aye; Kepley, aye; Leffler, nay; McClusky, abstain; Miller, aye; Skinlo, aye.

Ayes, five; Nays, one; Abstain, one. Motion carried.

Personnel Report – C.U.S.D. #2:

Assistant Superintendent for Human Resources Dr. David Skocy presented the following C.U.S.D. #2 personnel report to the Board for approval:

Certified Resignations – C.U.S.D. #2
- Madeline Landes, 1212 Bell Avenue, Mattoon, IL 61938, resigned as a Mattoon Middle School teacher (effective November 18, 2008).

Certified Appointments – C.U.S.D. #2
- Katherine Koop, Special Education Teacher at Riddle Elementary School effective for the 2009-2010 school year
- Chris Elliot, Substitute Teacher
- Jacki Bradley, Substitute Teacher
Classified Appointments – C.U.S.D. #2
- Judy Torbeck-Livesay, Volunteer
- Michael Hagen, Volunteer

Miller moved, seconded by Standerfer, to approve the Personnel Report for C.U.S.D.#2 as presented.

Roll call vote as follows: Standerfer, aye; Kepley, aye; Leffler, aye; McClusky, absent; Miller, aye (via telephone conference call); Morris, aye; Skinlo, aye. Motion carried.

Board Member Rodney Morris concluded his participation via phone call conference at 7:35 p.m.

ANNUAL REPORT ON MHS ENERGY PERFORMANCE CONTRACT – ROB BROWN, JOHNSON CONTROLS: (Information Item):
The Board of Education was presented an annual report for the second year outlining district energy savings. The district entered into a Performance Contract with Johnson Controls for the HVAC part of the high school construction in 2004. As part of their contract with the district, Johnson Controls is required to present this annual report. The installation of the energy efficient equipment was completed at the high school two years ago in 2006 and included a new fire alarm system, new cooling systems, electrical service upgrades, and improved lighting. The district saved $546,073 in the first year. The total savings for the second year of the performance contract were $1,094,691. The goal for year two was $1,088,817. The following benefits were noted:

- Excess savings through year 2 – the savings target was exceeded due to the installation savings
- Improved Lighting Levels – the new high efficiency lighting and new suspended ceilings have greatly increased the quality of the learning environment
- Improved Comfort Levels – the addition of air conditioning and the introduction of fresh outside air have had a significant impact on the quality of the learning environment
- Expanded System Monitoring – the new Metasys computer system has capabilities to closely monitor and control the new heating and cooling systems
• Energy Reporting & Consultation – which will provide an additional contract savings in excess of $97,000 over the next year for the school district
• A Great Mechanism to Combine Energy Management and Asset Management Strategies

Johnson Controls as a part of the performance contract recently completed HVAC renovations at Mattoon Middle School.

The 2008-2009 Goals are as follows:

• Providing a new Facility Performance Indexing Package to the High School and Middle School Metasys System
• Tracking the Middle School savings
• Providing ongoing consultant services as needed

At the conclusion of the presentation, Mr. Brown commended Building and Grounds Director Darrell Heath for doing such an excellent job in assisting Johnson Controls. Superintendent Larry Lilly also expressed his appreciation to Johnson Controls for the excellent service the district has received.

See Exhibit 6.1a

EXECUTIVE SESSION: Miller moved, seconded by McClusky, at 7:50 p.m. to go into Executive Session to discuss matters pertaining to an individual student(s), to discuss matters pertaining to the employment of personnel, and to discuss matters related to imminent litigation.

A unanimous voice vote of “ayes” carried the motion.

Others present for the Executive Session were: Superintendent Mr. Larry Lilly, Assistant Superintendent for Human Resources Dr. David Skocy, Assistant Superintendent for Business Mr. Tom Sherman, Mattoon Middle School Principal Mr. Jeremie Smith, and Mattoon Middle School Assistant Principal Mr. Chad Arnold

OPEN SESSION RECONVENED: Board President Michelle Skinlo declared Executive Session closed and Open Session reconvened at 8:37 p.m.
ADJOURNMENT: Kepley moved, seconded by McClusky, to adjourn the meeting at 8:38 p.m.

Roll call vote as follows: Leffler, aye; McClusky, aye; Miller, aye; Morris, absent; Standerfer, aye; Kepley, aye; Skinlo, aye. Nays, none. Motion carried.

President

Date December 9, 2008

Secretary