

**MINUTES**  
**McLean County Unit District No. 5**  
**BOARD OF EDUCATION**  
**Regular Session**  
**January 25, 2006**

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois, met in regular session on January 25, 2006, at approximately 6:00 p.m. at the District Office, 1809 West Hovey Avenue, Normal, Illinois.

- 1.0 Roll Call** Members present: Gail Ann Briggs, Meta Mickens-Baker, Martin O'Connor (entered at 6:04 p.m.), John Puzauskas, Jay Reece, Steve Whittington, and Board President Scott Lay. Members absent: None.
- 2.0 Closed Session** Briggs moved, Reece seconded, to adjourn to closed session to consider the employment and compensation of specific individuals, collective negotiating matters, real property matters, and review of closed session minutes. Roll call: Ayes: Briggs, Mickens-Baker, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**
- Also present: Superintendent Dr. Alan Chapman, Assistant Superintendent of Operations/Human Resources John Pye, and Clerk of the Board Cindy Prescher.
- 3.0 Return to Public Session** At approximately 7:04 p.m., Briggs moved, Mickens-Baker seconded, to come out of closed session and return to public session. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**
- Also present: Chapman, Pye, Assistant Superintendent for Curriculum/Instruction Jim Braksick, Chief Financial Officer/Treasurer Tod Altenburg, Prescher, Meghan Leiseberg, Cathy Greene, Dawn Green, Donna Lutkehaus, Linda Chizmar, Chuck Bartlett, Jeanette Nuckolls, Tom Eder, Hari Mani, Lauren Murphy, Ben Backsmeier, Randy Middleton, Jodi Sherman, Kimberly Coopmans, Brooke Harrington, Hayley Kilgus, Amy Koster, Cara Smith, Keith Murphy, Ken Smiciklas, Janet Hood, Connie Schroeder, Tiffany Lawler, Amy Reiman, Tim Arnold, Vickie Mahrt, Gloria Jameson, Michelle Kraft, Gayla Betts, Jerry James, Rich Schroeder, Sarah Bretz, Pat Powers, Scott Peters, and others.
- 4.0 Pledge of Allegiance** The Pledge of Allegiance was recited.
- 5.0 Focus on Students/ Good News Reports** The following were recognized:
- 5.1 Focus on Students Reports
- Lauren Murphy, NCHS student
  - Hari Mani, NCHS student
  - Ben Backsmeier, NCWHS student
- 6.0 Public Comments** None.
- 7.0 Reports/Discussion** 7.1 CAC Focus Groups Report  
Ken Smiciklas, Unit 5 Citizens Advisory Council vice president, summarized the CAC Focus Groups report. (Attachment #1) Smickilas gave an overview of the focus group process, responses to key questions, recommendations, and committee members. The five major questions presented by committee members to focus group participants were:
- What do members of the Unit 5 community routinely identify as points of pride?
  - What would you identify as areas of improvement that Unit 5 should address?
  - Looking into the future, what would you define as the District's primary challenges?
  - What should be done to address the growth the District is facing?

- What additional information would you like to share that hasn't already been addressed?

Smiciklas remarked that the report would be available on the District's website. He added that the CAC would like to expand on the focus group process next year.

President Lay commented that the CAC Focus Groups report was the first of four reports to be presented to the Board. Three other CAC reports will be presented at the March 22 board meeting.

## 8.0 Action

### 8.1 Accept CAC Focus Groups Report

Mickens-Baker moved, Puzauskas seconded, to accept the CAC Focus Groups report, with appreciation to the Unit 5 Citizens Advisory Council. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

### 8.2 Certify the Need for Fire Prevention and Safety Funds

Randy Middleton of Middleton Associates Inc. recommended an amendment to the 10-year Fire Prevention and Safety survey for Normal Community West High School, in order to repair an athletic outbuilding during the coming summer. Cost of the repairs necessitated by a roof leak is estimated to be \$83,505. O'Connor moved, Reece seconded, to certify the need for Fire Prevention and Safety funds for NCWHS as presented. (Attachment #2) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

### 8.3 Action From Closed Session

Chapman remarked that the administration had worked over a year with six developers known collectively as Eastlake LLC and representatives of Dorothy Benjamin, a property owner, in regard to a proposed subdivision on the eastern edge of the District. He stated that Eastlake LLC and Mrs. Benjamin have offered to provide Unit 5 with a 15-acre school site within the proposed subdivision for a potential elementary school site. The land would be available to the District for a period of six years from the date of the agreement, and would revert back to the developers if construction of a school on the site would not commence by that time. Chapman noted that infrastructure costs and costs to develop the area around the school site would be paid by the developers. He recommended the Board's approval of the agreement. Briggs moved, Puzauskas seconded, to adopt the Resolution to enter into an agreement and accept the donation by Eastlake LLC of a 15 acre tract with 5 acres of said tract coming from Dorothy Benjamin, et al., all of said land being in the Eastlake Subdivision to the City of Bloomington, located on Ireland Grove Road in southeast Bloomington, and authorize the president and secretary to execute the agreement. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.** President Lay acknowledged and thanked Ron Rave, Marshall Kaisner, William Doud, Don Franke, Larry Hundman, and Vic Armstrong, the developers in Eastlake LLC. Despite the lack of a school land dedication ordinance in the City of Bloomington, Lay noted that the donation of land for a school site in Bloomington and Unit 5 would still occur. Lay also thanked the Benjamin family for its generous land donation.

### 8.4 Approve Expansion of the School Breakfast Program

Pye indicated that a school breakfast program was implemented several years ago in Unit 5. Currently, breakfast is served at five elementary schools. He recommended expansion of the program to include Oakdale and Parkside Elementary Schools beginning in February. Pat Powers, director of food service, reported that the breakfast program was established under the Child Nutrition Act of 1996 to ensure that children have access to a healthy breakfast at school to promote learning readiness and healthy eating behaviors. She remarked that the program has worked well at five elementary schools in the District and recommended it for Oakdale and Parkside due to the growing number of students at those buildings who come to school hungry. A typical school breakfast was described as containing milk, fruit or juice, cereal, and such items as yogurt. Powers stated that students who arrive late to school are given the time to eat breakfast. She reported that

input from staff at other elementary schools in the District has not indicated the need for further expansion at this time. Pye remarked that there had been an inquiry and discussions about the possibility of expanding the program to include the middle school level. Mickens-Baker moved, Reece seconded, to approve the expansion of the school breakfast program to include Oakdale and Parkside Elementary Schools, beginning in February 2006. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

## 9.0 Consent Agenda

Chapman reviewed the Consent Agenda and recommended its approval. Reece moved, Mickens-Baker seconded, to approve the Consent Agenda as presented.

### 9.1 Approval of the Minutes

- January 11, 2006 Regular Meeting

### 9.2 Payment of Bills and Payrolls (Attachment #4)

### 9.3 Treasurer's Report (Attachment #5)

### 9.4 Overnight Trips

- NCHS Jazz Combo request for overnight trip to Evanston, Illinois on February 10-11, 2006 to perform at a jazz festival at Evanston Twp. High School
- NCHS request for overnight trip on February 17-18, 2006 for eligible students to participate in the IHSA state individual events speech competition at Oaklawn High School in Oaklawn, Illinois
- NCWHS FFA request for overnight trip on March 5-6, 2006 for its annual ski trip and member retreat in Galena, Illinois
- CJHS Wrestling Team request for overnight trip on January 28, 2006 for the Deer Path Wrestling Tournament in Lake Forest, Illinois

### 9.5 Other

- CJHS request for Sunday use of the gym on January 29, 2006 by the Amateur Softball Association for its annual spring coaches meeting
- NCHS request for Sunday use of the NCHS pool and west gymnasium on March 5, 2006 by the Bloomington YMCA for a district swim meet
- NCHS request for Sunday use of the NCHS cafeteria and auditorium on March 19, 2006 by Patni Computer Systems for its annual company dinner and meeting

In response to a board member question about 93 percent of the Life Safety budget already being expended, Altenburg remarked that there would most likely be a budget amendment for that fund. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

## 10.0 Reports/Discussion

### 10.1 Report on Proposed Elementary Science Curriculum Revision Process

Cathy Greene, director of elementary education, and Gloria Jameson and Michelle Kraft, building chairs, highlighted the process utilized to develop a new elementary science curriculum guide for teachers and to select new textbooks and materials for adoption. (Attachment #6) Greene remarked that she was pleased with the process and felt teachers would have the resources they need to do an effective job of teaching elementary science to all students. President Lay and Superintendent Chapman complimented the Science Task Force for its efforts.

### 10.2 1<sup>st</sup> Draft: Proposed 2006-2007 School Calendar

Braksick presented a first draft of the proposed 2006-2007 School Calendar. He reported that he worked with UFEA's calendar committee to develop the proposed calendar. Braksick highlighted that the calendar included two full weeks at winter break (with three weekends), teachers beginning on August 21, and students beginning on August 23. Items under consideration for the future are balancing of the semesters, a Presidents' Day waiver to take that day off instead of February 12 (Lincoln's Birthday), and the possibility of an early out on the day preceding Thanksgiving vacation.

### 10.3 Report on ESL Program

Pye and Linda Chizmar, director of instructional support, reported on the District's ESL program services and three options being considered by the administration to assure that Unit 5 is providing ESL students with the best possible instructional services and educational opportunities. Pye stated that 97 ESL/Bilingual students currently attend Sugar Creek Elementary School, which has resulted in the highest average class size (26) in the District at the school and limited instructional possibilities for students. Because of this situation and growth trends, he indicated the administration was exploring three options: (1) ESL students remaining at Sugar Creek, (2) ESL students transitioning from Sugar Creek to Oakdale Elementary and Bilingual students to Brigham Elementary, and (3) ESL students moving to Oakdale and Bilingual students moving to Brigham. Pye reported that he and Chizmar had met with the staffs at Brigham, Oakdale and Sugar Creek and conducted a session at Sugar Creek with the ESL parents to discuss options and listen to their concerns regarding the potential change. Pye and Chizmar reviewed the three options. (Attachment #7) Projected enrollment figures for 2006-2007 at Brigham, Oakdale, and Sugar Creek with Option 3 were also provided. Chizmar reported that each year the Illinois State Board of Education must approve the District's ESL/Bilingual program, as it receives reimbursement for the program. With the growing ESL/Bilingual population at Sugar Creek and less than optimum services, she remarked that the District is at risk of losing financial support for the program and could be forced by the ISBE to make changes. Pye stated the administration anticipates bringing a recommendation on the ESL program to the Board at the February 8 board meeting. He added that the Board would hold a "Community Conversation" meeting with ESL parents at Sugar Creek tomorrow evening at 7:00 p.m. Chizmar noted that the issue is a very emotional one for some parents of ESL students, who really want their children to remain at Sugar Creek. If the ESL/Bilingual students would be moved from Sugar Creek, Chizmar emphasized that a key piece of the transition would be making the students feel comfortable at their new school.

### 10.4 IASB Conference

Board members who attended the Illinois Association of School Boards Conference held in Chicago in November reported on their attendance and involvement. It was reported that Puzauskas and Whittington were presenters at one of the conference breakout sessions, and Mickens-Baker was a delegate to the Delegate Assembly held during the conference. Briggs and Lay also attended the conference, in addition to Superintendent Chapman, Pye, and Altenburg. Board members offered highlights of the sessions they attended and felt the conference was beneficial.

### 10.5 Reports on Councils/Committees/Commissions

Mackinaw Valley Special Education Association Council (Puzauskas/Reece) Reece reported that the Council met last week for its quarterly meeting and re-elected Pye as president of the Association.

Facilities Review Committee (O'Connor/Reece) – Reece reported that the committee met last week and approved a number of requests.

Superintendent Evaluation Committee (Reece/Whittington) – Reece reported that the committee would meet with Chapman this week to discuss his mid-year review.

Beyond the Books Educational Foundation (Briggs) – Briggs reported the Foundation met recently and approved adding \$1,400 to the total amount to be awarded in grants for the next school year. For the 2006-2007 school year, \$27,400 will be awarded and split between Unit 5 and District 87. Grant applications will be due on March 3, with grants to be awarded in mid to late April. More corporate rather than individual fundraising is anticipated for this school year. New directors and officers will be elected in June for the next school year.

Community Connections Committee (Briggs/Mickens-Baker) – Mickens-Baker stated that the committee met last week. She reported the following:

- The next Citizens Advisory Council meeting will be held on February 15 at Oakdale Elementary School. Program topics are the CAC Constitution and a financial and growth update. The March 15 program topic will be open attendance areas.
- The February 22 board meeting will be held at Pepper Ridge Elementary School at 7:00 p.m. in the multi-purpose room. Board members will be available beginning at 6:00 p.m. to meet informally with the public.
- The committee will review the CAC Focus Groups report suggestions for committee action.
- In follow up to a day-long workshop attended by Mickens Baker and Briggs on study circles at the IASB conference, the committee discussed their application in Unit 5.
- Chapman will speak to Leadership McLean County on March 3.
- A “Community Conversation” with ESL parents has been scheduled for tomorrow evening at 7:00 p.m. at Sugar Creek.
- It is recommended that board members (1-2 per meeting) meet with PTA/PTO’s during the spring semester and provide an update on District enrollment and finances, among other topics.
- The committee will begin collecting contact and meeting information for service clubs, etc, and try to get presentations on their calendars for 2006 and early 2007.
- Meghan Leiseberg will be attending a local Hispanic/Latino workgroup comprised of representation from several groups and agencies. The group is creating a resource directory of Spanish language services.
- Mrs. Briggs will meet with the District’s Webmaster regarding a potential schedule for improvements.
- A group picture of the Board will be utilized in the future on the website instead of individual pictures.
- Most schools are maintaining up-to-date websites.
- Unit 5 Connect now has 1,097 members. School-specific information is now available upon request.
- Possibilities for connecting with legislators will be explored by Chapman.
- Leiseberg will investigate the possibility and cost of cable programming.

#### 10.6 Strategic Plan Progress Report

Chapman reported on progress made in regard to the District’s Strategic Plan. He stated that he felt the elementary science curriculum review was a shining example of accomplishment with a strong focus on the Strategic Plan. Chapman noted that the written report he prepared was based in large part on individual progress reports he requested from each Cabinet member, director, and building principal. He indicated the purpose of the report was twofold—to provide him with information and to ensure that everyone continues to focus on the Plan. He noted that the Unit 5 Communication Plan completed by Leiseberg would be distributed next week. Chapman gave credit to the Unit 5 Diversity Committee for its examination and revision of the District’s Diversity Plan. He pointed out that this year’s CAC study projects were all related to the Strategic Plan. Chapman stated that the Energy Education program currently underway in the District is also related to the Strategic Plan. He added that a second progress report would be forthcoming later in the semester, with development of a strategy for annual review of the Plan in late May or early June. It was suggested that future reports also include the impact of the various activities and an analysis of what is and is not going well. Lay directed Puzauskas and Whittington to work with Chapman between now and June on the type of reporting mechanism desired. President Lay agreed that a great deal of progress had been made in some key areas. He expressed appreciation to Chapman and the administrative team for their efforts.

#### 11.0 Announcements

Announcements made at the meeting:

- Mickens-Baker commented that she attended the Academic Enhancement Night for parents at Fairview Elementary School. She commended Principal James Shaw and Fairview teachers for holding this event.
- Briggs noted that there would be two board meetings this March, which has not occurred in a number of years.

- Reece made positive comments regarding the Pack 19 Cub Scout Pinewood Derby held at Prairieland Elementary School and noted (for the parent of a wrestler) that Parkside Jr. High recently beat Bloomington Jr. High in wrestling and ended Bloomington's five-year winning streak.
- Reece announced that he and Chapman attended the McLean County COMPACT meeting this morning.
- Concerning a recent editorial in *The Pantagraph* about how teachers consistently pay for classroom supplies, he encouraged some recommendation that would allow parents, if desired, to make tax deductible contributions for the purpose of enhancing classroom supplies, etc.
- Braksick announced that the curriculum/textbook public hearing would be held on February 1 at 4:00 p.m. at the District Office.

**12.0 Closed Session**

At approximately 9:19 p.m., Briggs moved, Mickens-Baker seconded, to adjourn to closed session to consider the employment and compensation of specific individuals. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

**13.0 Return to Public Session**

Briggs moved, Reece seconded, to come out of closed session and return to public session. Roll call: Ayes: Briggs, Mickens-Baker, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

**14.0 Adjournment**

The meeting was adjourned at 10:27 p.m.

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Scott Lay, Board of Education President  
Community Unit School District No. 5  
McLean and Woodford Counties, Illinois

ATTEST:

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Steve Whittington, Board of Education Secretary

Approved: \_\_\_\_\_  
(Date)