

**MINUTES**  
**McLean County Unit District No. 5**  
**BOARD OF EDUCATION**  
**Regular Session**  
**February 8, 2006**

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois, met in regular session on February 8, 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, John Puzauskas, Jay Reece, Steve Whittington, and Board President Scott Lay. Members absent: None.
- 2.0 Closed Session** Briggs moved, Mickens-Baker 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, O'Connor, 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, Puzauskas 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, Richard Spencer, Chuck Bartlett, Linda Chizmar, Grethe Armstrong, Connie Schroeder, Barry and Annette Warner, Jerry James, Gayle Betts, Brandon Gunn, Vickie Mahrt, and others.
- 4.0 Pledge of Allegiance** The Pledge of Allegiance was recited.
- 5.0 Public Comments** None.
- 6.0 Action**
- 6.1 Adopt Proposed Curriculum Revisions and Textbooks/Materials for 2006-2007  
Braksick reported that a Curriculum Hearing was held on February 1 at which time board members and others had the opportunity to hear presentations and ask questions regarding the proposed curriculum revisions and textbooks/materials for 2006-2007. He recommended approval of the curriculum revisions and textbooks/materials as presented at the hearing. O'Connor moved, Reece seconded, to adopt the elementary, middle school, high school, and special education curriculum revisions and textbooks/materials for 2006-2007 as proposed. (Attachment #1) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**  
Braksick remarked that the curriculum review process had been modified to better align with the budget process, so that textbooks/materials were no longer purchased with previous year funds. Appreciation was expressed to the teachers and others involved in the curriculum revision process.
- 6.2 Adopt Proposed 2006-2007 School Calendar  
Braksick recommended the Board's approval of the 2006-2007 School Calendar as presented. He noted that the proposed calendar had not been changed since its first reading on January 25. Reece moved, Mickens-Baker seconded, to adopt the 2006-2007 School Calendar as proposed. (Attachment #2) Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

## 7.0 Consent Agenda

Chapman reviewed the Consent Agenda and recommended its approval. He highlighted a request for additional Early Childhood Education staff at Fox Creek, the retirements in June of two administrative assistants in the Unit Office, an overnight trip, authorization for summer school for ESL students and students with disabilities, and four donations. (Later in the meeting, President Lay recognized Barry and Annette Warner who were in the audience. He thanked them for their donation to NCHS in memory of their son, Tristan.) Mickens-Baker moved, Puzauskas seconded, to approve the Consent Agenda as presented.

### 7.1 Approval of the Minutes

- January 25, 2006 Regular Meeting

### 7.2 Personnel Matters (Attachment #3)

### 7.3 Overnight Trips

- NCHS Jazz Band I and II request for overnight trip on February 17-18, 2006 to participate in a jazz concert at Western Illinois University in Macomb, Illinois

### 7.4 Donations

- Oakdale Elementary School permission to accept donation of indoor rock climbing system from the Oakdale PTO – total: \$3,724.64
- KJHS permission to accept donation of sound system replacement for Neuman Gym from the KJHS PTO – total: \$17,740
- NCHS permission to accept donation of landscaping around memorial sign from the Warner family and friends – total: \$550 to \$850
- NCHS permission to accept donation from the Boys and Girls Tennis activity account – total: \$1,253.65 to \$1,633.00

### 7.5 Other

- Authorization for Summer School
  - ESL program (Attachment #4)
  - Summer School for students with disabilities (Attachment #5)

Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Reece, Whittington, Lay. Nays: None. **Motion carried.**

## 8.0 Reports/Discussion

### 8.1 Mid-Year Budget Update

Altenburg presented a mid-year budget update as of December 31, 2005. He reported that the percentages of total revenues received thus far were: Educational Fund (44.62%), Operations/ Maintenance (50.52%), Bond and Interest (53.87%), Transportation (40.22%), IMRF/ Social Security (35.28%), Life Safety (48.51%), and Working Cash (48.52%). Also reported were the percentages of total expenditures thus far were: Educational Fund (51.71%), Operations/ Maintenance (51.94%), Bond and Interest (90.84%), Transportation (50.95%), IMRF/ Social Security (27.51%), and Life Safety (92.79%). Other highlights were:

- The final installments for General State Aid and Pupil Transportation Reimbursement payments are scheduled for June 15.
- The Operations and Maintenance Fund has realized more revenue than projected due to an increase in building rentals by community groups.
- The Educational, Operations/Maintenance, and Transportations Funds are within 2 percent of one-half of budgeted expenditures.
- Additional textbook rebinding and audio-visual repairs will be postponed until next year, as current budgets for these expenditures have been exceeded.
- The Energy Education initiatives have helped the District contain costs for utilities.
- Diesel fuel costs to date have not had a large impact on the Transportation Fund.
- Due to numerous necessary Life Safety amendments this school year, the budget in this fund will be exceeded, and a budget amendment will need to be considered for June.

Altenburg also provided additional information regarding the Operations/Maintenance Fund, in which expenditures are outpacing revenue. It was pointed out that budget funds were balanced, with the exception of the Operations/Maintenance Fund. In response to a board member question regarding possible expenditure reductions in the area of Workers' Compensation Insurance, Chapman remarked that a report on Self-Funded Worker's Compensation Insurance would be presented at the next board meeting. Altenburg also reported on current expenditure reductions and additional ideas for reducing expenditures in the Operations/Maintenance Fund. (Attachment #6) Chapman noted that a work session would be held in the spring on the District's finances and planning for the future.

#### 8.2 ESL Program Report

Pye and Linda Chizmar, director of instructional support, presented five options regarding the ESL instructional program for the Board's consideration. (Attachment #7) The five options presented were:

- ESL students remaining at Sugar Creek
- ESL students transitioning to Oakdale and bilingual students to Brigham
- ESL students moving to Oakdale and bilingual students moving to Brigham
- ESL students remaining at Sugar Creek and bilingual students moving to Brigham
- ESL students being assigned to Oakdale or Sugar Creek based on their home school, while bilingual students would attend Brigham.

Each option included information regarding class size, personnel, and transportation.

It was reported that open houses were held recently at Oakdale and Brigham Elementary Schools to provide an opportunity for ESL parents at Sugar Creek to visit those schools.

Pye remarked that a recommendation would be presented to the Board at the February 22 board meeting.

#### 8.3 Reports on Councils/Committees/Commissions/Boards

Community Connections Committee (Briggs/Mickens-Baker) – Briggs reported the following:

- The committee will meet on February 13 at 4:00 p.m. at the District Office.
- The Citizens Advisory Council will meet on February 15 at 7:00 p.m. at Oakdale Elementary School.
- The February 22 regular meeting of the Board of Education will be held at Pepper Ridge Elementary School and will begin with an open forum at 6:00 p.m.

Beyond the Books Educational Foundation (Briggs) – Briggs reported that grant applications were due by March 3. Unit 5 staff members who apply for a grant will be vying for about \$13,700 that will be available for grants to the District.

Board Policy Review Committee (Briggs) – Briggs remarked that more board policy revisions will be forthcoming for first reading/adoption in March.

McLean County Regional Planning Commission (Lay) – Lay reported that the Deneen property located near Route 9 and Airport Rd. in Unit 5 would be developed soon and would include both commercial and residential development.

#### 8.4 Enrollment Update

- Enrollment – January 31, 2006
- Enrollment Comparison – 1/05 to 1/06

Pye reported student enrollment of 11,780 as of January 31. He noted that an additional ECE class would be added soon at Fox Creek Elementary School, that class size at the elementary level had increased slightly since the last enrollment report, and that student enrollment continues to grow at the elementary and high school levels. At the high school level, Pye pointed out that the enrollment of the incoming class of 8<sup>th</sup> graders was significantly larger than the enrollment of the senior class that would graduate this June. The District's high school enrollment is projected to exceed capacity by 2011.

**9.0 Announcements**

Announcements made at the meeting:

- Mickens-Baker announced that Glenn School would hold its annual Diversity Fair on February 14 from 8:45-11:00 a.m.
- Lay reminded everyone that the February 22 board meeting would be held at Pepper Ridge Elementary School.

**10.0 Adjournment**

The meeting was adjourned at 8:31 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)