

**Minutes**  
**McLean County Unit District No. 5**  
**BOARD OF EDUCATION**  
**Regular Session**  
**February 19, 2007**

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on February 19, 2007 at 5:00 p.m. at the District Office, 1809 W. Hovey Avenue, Normal, Illinois.

**1.0 Roll Call**

Members present: Gail Ann Briggs, Meta Mickens-Baker (entered at 7:00 p.m.), Martin O'Connor (entered at 6:48 p.m.), John Puzauskas, Steve Whittington and Board President Scott Lay. Member absent: Jay Reece.

**2.0 Closed Session**

At approximately 5:00 p.m., Briggs moved, Puzauskas seconded, to adjourn to closed session to discuss:

- the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District according to Section 2(c)(1) of the Open Meetings Act,
- student disciplinary case, according to Section 2(c)(9) of the Open Meetings Act, and
- to review closed session minutes according to Section 2(c)(21) of the Open Meetings Act.

Roll call: Ayes: Briggs, Puzauskas, Whittington, Lay. Nays: None. **Motion carried.**

**3.0.1 Return to Public Session**

At 5:50 p.m., Briggs moved, Puzauskas seconded, to come out of closed session and return to public session. Roll call: Ayes, Briggs, Puzauskas, Whittington, Lay. Nays: None. **Motion carried.**

Also present: Superintendent Alan Chapman, Assistant Superintendent of Operations and Human Resources John Pye, Clerk of the Board Donna Evans, Kingsley Jr. High School Principal Lynette Mehall, Kingsley Jr. High School Associate Principal Dan Lamboley, and Normal Police Department School Resource Officer Jeff Caughron.

Action From Closed Session

Chapman recommended the Board's approval of one motion discussed in closed session.

Briggs moved, Puzauskas seconded, to expel the student discussed in closed session from Kingsley Jr. High School for the remainder of the 2006-2007 school year and all of the 2007-2008 school year. Roll call: Ayes: Briggs, Puzauskas, Whittington, Lay. Nays: None. **Motion carried.**

**2.0.2 Closed Session**

At approximately 6:45 p.m. Briggs moved, Puzauskas seconded, to reconvene in closed session to review closed session minutes according to Section 2(c)(21) of the Open Meetings Act. Roll call: Ayes: Briggs, Puzauskas, Whittington, Lay. Nays: None. **Motion carried.**

**3.0.2 Return to Public Session**

At 7:00 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, Whittington, Lay. Nays: None.

**Motion carried.**

Also present: Chapman, Pye, Assistant Superintendent of Curriculum/Instruction Jim Braksick, Chief Financial Officer/Treasurer Tod Altenburg, Evans, Sharon Wolfe from *The Pantagraph*, Charles Bartlett, Meghan Leiseberg, Mark Pritchett, Donna Lutkehaus, Mary Jefferson, Vickie Mahrt, Brian Taylor, Ben Mathews, Valerie Foster, Cathy Weiss, Nick Price, Danny Craig, Wendy Cannell, Kurt Swearingen, Mark Jolicoeur, David Henebry, Dawn Green, 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 2007-2008 School Calendar

Braksick noted that the 2007-2008 School Calendar had not changed since 1<sup>st</sup> Reading on January 31. (Attachment #1) Braksick recommended the Board's approval of the 2007-2008 School Calendar

Mickens-Baker moved, Puzauskas seconded, to adopt the 2007-2008 School Calendar as proposed. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Whittington, Lay. Nays: None. **Motion carried.**

### 6.2 Adopt Proposed Curriculum Revisions, Textbooks and Materials for 2007-2008

Braksick reported that the Curriculum Task Force completed their work and a hearing was held on February 7. Materials are currently on display at the District Office. The Textbook and Materials Request for 2007-2008 School Year was discussed. (Attachment #2) Total expenditures were \$894,033.73. Braksick noted that items supplied by the publisher at no cost to the District totaled \$602,537.09. He also noted that the new high school grading systems procedures are also a part of the suggested revisions. Braksick recommended the Board's approval of the curriculum revisions, textbooks and materials for 2007-2008 as discussed.

Briggs moved, Puzauskas seconded, to adopt the curriculum revisions, textbooks, and materials for 2007-2008 as proposed. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Whittington, Lay. Nays: None. **Motion carried.**

### 6.3 Adopt Proposed Report Card Revisions

Swearingen noted that the curriculum hearing held on February 7 was a culmination of several meetings of the Report Card Task Force. (Attachment #3) A major goal of the Task Force was to develop a computerized format that aligned with the state standards. Swearingen also indicated that the District is currently moving ahead with implementing the program with the Skyward system and investigating the printing format for the report cards. The Swearingen recommended the Board adopt the report card revisions for 2007-2008 as discussed.

Puzauskas moved, Mickens-Baker seconded, to adopt the report card revisions for 2007-2008 as proposed. Roll call: Ayes: Briggs, Mickens-Baker, O'Connor, Puzauskas, Whittington, Lay. Nays: None. **Motion carried.**

### 6.4 Action From Closed Session

President Lay announced that action from closed session was taken earlier in the meeting.

## 7.0 Consent Agenda

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

### 7.1 Approval of Minutes

- January 17, 2007 Closed Meeting
- January 31, 2007 Closed Meeting

### 7.2 Personnel Matters (Attachment #4 )

- 7.2.1 Staffing Needs
- 7.2.2 Resignation/Retirements/Terminations
- 7.2.3 Employment
- 7.2.4 Contract Revisions
- 7.2.5 Leave Requests

### 7.3 Payment of Bills and Payrolls (Attachment #5)

- 7.3.1 Bill Listing
- 7.3.2 Payroll Report
- 7.3.3 State of Expenditures by Operating Fund (Attachment #6)

### 7.4 Treasurer's Report ~ December 2006 (Attachment #7)

### 7.5 Other

- 7.5.1 NCWHS Request For Overnight Trip ~ Drama Club (Attachment #8)
- 7.5.2 NCHS Request For Overnight Trip ~ Student Council (Attachment #9)
- 7.5.3 NCHS and NCWHS Request For Overnight Trip ~ Capitol Forum (Attachment #10)
- 7.5.4 Authorization for Summer School (Attachment #11)
  - ESL Summer Program
  - Summer School for Students with Disabilities
- 7.5.5. NCWHS Request For Donation ~ Booster Club Flag Pole (Attachment #12)
- 7.5.6 Request For Sunday Use ~ Pepper Ridge Elementary School ~ Lifepointe Church (Attachment #13)

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

## 8.0 Reports/Discussion

- 8.1 Architect's Report  
Mark Jolicoeur and David Henebry presented additional pre-referendum information and options. (Attachment #14) The presentation and discussion included topics such as pre-referendum timeline options, possible construction costs, an explanation of the workshop and programming process, and examples of pre-referendum expenditures other school districts in Illinois had authorized.
- 8.2 Enrollment Update and Comparison Figures  
Pye presented the enrollment figures as of January 31, 2007. (Attachment #15) Total enrollment was reported at 12,121. Pye noted that the District had added one teaching assistant at Oakdale Elementary School bringing the total teaching assistants for classroom support to six.
- 8.3 Operations and Maintenance Fund Report  
Pye reported that the District had made significant reductions in expenditures to try to achieve a positive balance in the Education Fund, Operations and Maintenance Fund, and Transportation Fund. Expenditures still exceed revenues in the Operations and Maintenance Fund. An administrative team has proposed several suggestions for ways to reduce the deficit. (Attachment #16) Pye noted that many of the proposals could result in a reduction of quality maintenance and service at the building level. Pye requested that the Board consider the proposed reductions. It was the consensus of the Board to support the proposals presented and to investigate additional options for reducing the deficit in the Operations and Maintenance Fund.
- 8.4 Mid-Year Budget Update  
Altenburg presented the Mid-Year Budget Report using figures as of December 31, 2006 which is 50% of the budget year. (Attachment #17) The report provided the year-to-date expenditures in the Educational, Operations/Maintenance, Transportation, Working Cash, and Life Safety Funds for the District. Altenburg noted that expenditures in the Life Safety Fund equate to 97.88% of its budgeted dollars; however, he felt that the District should not exceed the total amount budgeted for this fund.
- 8.5 Freedom of Information Report  
Chapman reported that the District had received one request for public information under the Freedom of Information Act. (Attachment #18) On February 6, 2007, Tracy Widergren was provided the Fiscal Year 2006 Vendor List.
- 8.6 Board Representative Reports
  - Beyond the Books Educational Foundation Board of Directors ~ Briggs noted that the Beyond the Books Education Foundation had reached a highpoint reporting a total of \$700,000 in its endowment fund.
  - Consortium for Educational Change Committee ~ Whittington reported that on Wednesday, February 21 and Thursday, February 22 he would be joining other committee members for a CEC Critical Friends visit to Pekin.
  - Facilities Review Committee ~ Puzauskas reported that the committee met on February 16. Garry Little, Director of Normal Parks and Recreation Department, spoke to the committee. Mr. Little indicated that the Parks and Recreation Department has an interest in a commitment to helping the District with the installation of equipment and also with the surfacing materials at one Unit 5 elementary school per year. Puzauskas also noted that Verizon Wireless would like to lease one of the District's light standards at Kingsley Jr. High School for the installation of transmitter equipment. More information on this will be presented at the March 14 Board meeting. The committee will also be investigating the District's Life Safety Fund projects that will be needed over the course of the next ten years.

- Unit 5/Local Government Committee ~ Mickens-Baker announced that the next meeting will be on March 6.
- Community Connections Committee ~ Briggs reported that the meeting scheduled for February 21 had been postponed until 4:30 p.m. on Wednesday, March 7. The meeting will be held at the District Office.

#### **9.0 Announcements**

- Mickens-Baker announced that the next Board meeting will be held on Wednesday, February 28 at Kingsley Jr. High School. The Board will be available from 6:00 to 7:00 p.m. for informal conversation with community members. The community is also invited to tour the facility prior to the business meeting which is scheduled to begin at 7:00 p.m.
- Briggs announced that the Citizens Advisory Council meeting will be held at 7:00 p.m. on February 21 at Fairview Elementary School.
- Braksick report that the District had received the individual ISAT scores. The building principals will be distributing these in the next few weeks.
- Lay announced that the Board had interviewed several candidates for the Superintendent's position. The two candidates remaining will be meeting with two separate panels consisting of community representatives and District staff on Thursday, February 22 and Friday, February 23.

#### **10.0 Adjournment**

The meeting was adjourned at 9:21 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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**Meta Mickens-Baker, Board of Education Secretary**

**Approved Date: March 14, 2007**