

**Minutes**  
**McLean County Unit District No. 5**  
**BOARD OF EDUCATION**  
**Regular Session**  
**June 22, 2011**

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on June 22, 2011 at 7:03 p.m. at the District Office, 1809 W. Hovey Avenue, Normal, Illinois.

**Roll Call**

Members present: Gail Ann Briggs, Wendy Maulson, Meta Mickens-Baker, Mark Pritchett, Jay Reece, Mike Trask, and President John Puzauskas. Members absent: None.

Also present: Superintendent Gary Niehaus, Assistant Superintendent of Human Resources Nate Cunningham, Business Manager/Treasurer Erik Bush, Director of Operations Joe Adelman, Clerk of the Board Donna Evans, Dayna Brown, Phyllis Coulter of *The Pantagraph*, Sandy Wilson, Michelle Mantel of WJBC, Vickie Mahrt, 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 2010-2011**

Bush reported on the final amended budget for 2010-2011 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](http://www.unit5.org). There were no public comments made regarding the amended budget.

**Actions**

Adopt the Amended Budget Resolution for McLean County Unit District No. 5 for 2010-2011

Briggs moved, Mickens-Baker seconded to adopt the Amended Budget Resolution for fiscal year 2010-2011 for Community Unit School District No. 5, McLean and Woodford Counties, Illinois as presented. (Attachment #1) 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 2010-2011

Mickens-Baker moved, Trask seconded to adopt the Amended Budget Resolution for fiscal year 2010-2011 for Mackinaw Valley Special Education Association for 2010-2011 as presented. (Attachment #2) Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried**

Provide Board Treasurer Authority to Perform a Specific Check Run to Cover Invoices from State Farm Insurance and WRM Insurance Companies for Automobile and Liability Insurance

Bush reported that an agreement was made with State Farm Insurance and WRM Insurance for the District to make payments for automobile and liability policies after July 1, 2011. (Attachment #3) This would allow for the payment to be reflected in the 2011-2012 fiscal year budget. Maulson moved, Pritchett seconded to authorize Board Treasurer or his designee to perform a special check run to cover invoices from State Farm Insurance and WRM Insurance Companies for automobile and liability insurance respectively as presented. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried**

Approve Salaries and Benefits for 2011-2012 for Specific Classes of Employees

Cunningham presented information on the salaries and benefits for specific classes of employees listed below: (Attachment #4)

- Non-Certified Administrators
- Technology
- Title 1 Support
- Transportation Exempt

- EOP Exempt
- Medical Personnel
- Occupational Therapist/Physical Therapist
- Occupational Therapist Assistant/Physical Therapist Assistant
- Food Service
- Certified Administrators

Pritchett moved, Trask seconded to approve the salaries and benefits for 2011-2012 for specific classes of employees to include Non-Certified Administrators, Technology, Title 1 Support, Transportation Exempt, EOP Exempt, Medical Personnel, Occupational and Physical Therapists, and Occupational and Physical Therapist Assistants as presented. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried**

**Approve Salaries and Benefits for 2011-2012 for Food Service Employees**

Trask moved, Mickens-Baker seconded to approve the salaries and benefits for 2011-2012 for Food Service Employees as presented. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Reece, Trask, Puzauskas. Abstain: Pritchett. Nays: None. **Motion carried**

**Approve Salaries and Benefits for 2011-2012 for Certified Administrators**

Maulson moved, Briggs seconded to approve the salaries and benefits for 2011-2012 for Certified Administrators as presented. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Reece, Trask, Puzauskas. Nays: None. **Motion carried**

**Consent Agenda**

Niehaus reviewed and recommended approval of the Consent Agenda.

**Approval of Minutes**

- May 25, 2011 Closed Session
- May 25, 2011 Regular Session

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

- June 22, 2011

**Financial Reports (Attachment #6)**

- Investments Update

**Approve Renewal Agreement for Cedar Ridge Elementary School Administration Manager (SAM) (Attachment #7)**

**Board Policies, Administrative Procedures, and Exhibits (Attachment #8)**

- Policy 4.160 Environmental Quality of Buildings and Grounds
- Policy 7.15 Student and Family Privacy Rights
- Policy 7.280 Communicable Disease and Chronic Infectious Disease
- Policy 7.340 Student Records
- Administrative Procedure 4.160-AP1 Environmental Quality of Buildings and Grounds
- Administrative Procedure 7.280 Managing Students with Communicable Disease or Infectious Disease
- Administrative Procedure 7.340-AP1 Student Records
- Exhibit 7.15-E1 Notification to Parents of Family Privacy Rights
- Exhibit 4.160-E1 Pest Management Notification
- Exhibit 7.340-E1 Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Record

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

**Reports**

**1<sup>st</sup> Reading Board Policies, Administrative Procedures, and Exhibits**

Briggs presented the following Policies, Administrative Procedures, and Exhibits for 1<sup>st</sup> Reading:

- Policy 1.20 District Organizations, Operations, and Cooperative Agreements
- Policy 6.30 Organization of Instruction
- Policy 7.100 Health, Eye, and Dental Examinations: Immunizations, and Exclusion of Students
- Policy 7.330 Student Use of Buildings – Equal Access
- Administrative Procedure 3.30-AP1 Organization Chart

- Administrative Procedure 4.160-AP1 Environmental Quality of Buildings and Grounds
- Administrative Procedure 5.165-AP1 Acceptable use of Electronic Networks
- Exhibit 7.330-E1 Application for Student Groups that Are Not School Sponsored to Request Free use of School Premises for Meetings
- Exhibit 8.25-E1 Request for Flyer Approval

Board Representative Committee Meeting Reports

- Strategic Planning and Finance Committee ~ The committee met on Friday, June 17. Discussion included the final amended budget. The next meeting is scheduled for Friday, July 22.
- Facilities Review Committee ~ The next meeting is scheduled for Friday, June 24.
- Beyond the Books Educational Foundation ~ The annual meeting was held on Thursday, June 9. Election of new directors and officers of the Foundation was held. Minutes of the meeting will be sent to Board members as soon as they are available.
- Board Policy Review Committee ~ The committee met on Monday, June 13. Discussion included policies presented at this evening's meeting.

**Announcements/Comments**

There were no announcements or comments.

**Adjournment**

The meeting was adjourned at 7:14 p.m.

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**John Puzauskas, Board of Education President  
Community Unit School District No. 5  
McLean and Woodford Counties, Illinois**

**ATTEST:**

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**Mark Pritchett, Board of Education Secretary  
Approved Date:**