

**Minutes**  
**McLean County Unit District No. 5**  
**BOARD OF EDUCATION**  
**Regular Session**  
**July 13, 2011**

The Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois met in regular session on July 13, 2011 p.m. at 6:30 p.m. the District Office, 1809 W. Hovey Avenue, Normal, Illinois.

**Roll Call**

Members present: Gail Ann Briggs, Wendy Maulson, Meta Mickens-Baker, Mark Pritchett, Mike Trask, and Acting President Jay Reece. Members absent: John Puzauskas.

**Closed Session**

At 6:30 p.m., Briggs moved, Pritchett seconded, to adjourn to closed session to discuss the following matters according to the exceptions provided in the "Open Meetings Act" and specified as follows:

- Section 2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body,
- Section 2(c)(2) Collective negotiating matters between the public body and its employees or their representatives and
- Section 2(c)(11) Litigation, when an action against, affecting or on behalf of the public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent.

Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Trask, Reece. Nays: None. **Motion carried**

**Return to Public Session**

At 7:04 p.m., Briggs moved, Trask seconded, to come out of closed session and return to public session.

Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Trask, Reece. Nays: None. **Motion carried**

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, Sandy Wilson, Dayna Brown, Kevin Barlow of *The Pantagraph*, Matt Baker, Michelle Mantel of WJBC, Michael Gourley, Martin Hickman, Becky Ferrara, Steve Robinson of the *Normalite*, and others.

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**Public Comments**

Becky Ferrara, 1932 Kennedy, Normal IL ~ Disciplinary action.

**Actions**

**Award Bid for Evans Jr. High School Ballfields**

Adelman provided bid information regarding installation of the athletic fields at Evans Jr. High School. (Attachment #1) He noted bids were received from Stark Excavating, Inc. and J.G. Stewart Construction. It was the recommendation of the Facilities Review Committee to award the bid for construction to J.G. Stewart Construction. Pritchett moved, Trask seconded, to award the bid for construction of the Evans Jr. High School baseball and softball fields to J.G. Stewart Construction for a total bid amount of \$548,867.25 as presented. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Trask, Reece. Nays: None.

**Motion carried**

**Award Bid for NCWHS Scoreboard**

Adelman provided bid information regarding installation of a new scoreboard at Normal Community West High School. (Attachment #2) It was noted that the Board of Education approved the purchase of the scoreboard at the May 11, 2011 meeting. It was the recommendation of the Facilities Review Committee to award the bid for the NCWHS scoreboard installation to Weber Electric. Maulson moved, Mickens-Baker seconded, to award the bid for the NCWHS scoreboard foundation, wiring, and installation to Weber Electric, Inc. for a base bid amount of \$56,000 as presented. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Trask, Reece. Nays: None. **Motion carried**

Award Bid for Colene Hoose Elementary School Office Renovation

Adelman presented bid information for the office renovations at Colene Hoose Elementary School. The District received bids from seven contractors. (Attachment #3) It was the recommendation of the Facilities Review Committee to award the bid for office renovation work at Colene Hoose Elementary School to Bishop Brothers. Briggs moved, Trask seconded to award the bid for office renovation work at Colene Hoose Elementary School to Bishop Brothers, Inc. for a base bid amount of \$78,266.00 as presented. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Trask, Reece. Nays: None. **Motion carried**

**Consent Agenda**

Niehaus reviewed and recommended approval of the Consent Agenda.

Personnel Matters (Attachment #4)

Payment of Bills and Payrolls (Attachment #5)

- June 24, 2011
- June 29, 2011
- July 1, 2011
- July 5, 2011

Financial Reports (Attachment #6)

- Treasurer's Report
- Statement of Expenditures
- Statement of Revenues

Request for Donation Approval Attachment #7)

- NCHS Baseball Infield Irrigation
- NCHS Baseball Pitch Machine
- NCHS Football Passing Machine
- NCHS Softball Tarp
- NCHS Baseball Cage
- NCHS Football Running Back Machine
- Prairieland Walkway
- Prairieland Storage Shed
- NCHS Football Linemen Chutes

Request for High School Athletic Department Overnight Trips (Attachment #8)

Designate Nate Cunningham, Dayna Brown, and Donna Evans as Freedom of Information Officers for 2011-2012

Approve Renewal of Lease Agreement for Unit 5 School Buses (Attachment #9)

Request for Dissolution of Student Activity Funds

- PJHS I Team
- PJHS J Team

Board Policies, Administrative Procedures, and Exhibits (Attachment #10)

- 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 4.160-API Environmental Quality of Buildings and Grounds
- Administrative procedure 5.165-API Acceptable Use of Electronic Networks
- Exhibit 3.30-E1 Organizational Chart for Administration
- 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

Letter of Understanding between Board of Education Community Unit School District No. 5 and Local Union 362 Laborer's International Union of North America (Attachment #11)

Board Policy 1.20 District Organization, Operations, and Cooperative Agreements was removed from the Consent Agenda for further review. Pritchett moved, Maulson seconded, to approve the Consent Agenda as amended. Roll call: Ayes: Briggs, Maulson, Mickens-Baker, Pritchett, Trask, Reece. 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 1.10 District Legal Status
- Policy 2.10 District Governance
- Policy 3.10 Goals and Objectives
- Policy 5.40 Communicable Disease and Chronic Infectious Disease
- Policy 5.50 Drug- and Alcohol-Free Workplace
- Policy 6.110 Programs for Students at Risk of Academic Failure and-or Dropping Out of School and Graduation Incentives Program
- Administrative Procedure 5.40-AP1 Communicable Disease and Chronic Infectious Disease
- Administrative Procedure 5.100-AP1 Staff Development Program
- Administrative Procedure 7.40-AP1 Placement of Nonpublic School Students Transferring Into the District
- Administrative Procedure 8.90-AP1 Inflatables
- Exhibit 4.170-E3 Emergency Medical Information for Students Having Special Needs or Medical Conditions Who Ride School Buses
- Exhibit 7.15-E2 Media Participation
- Exhibit 7.15-E3 Consent to Record Conversation
- Exhibit 7.340-E2 Using a Photograph or Video Recording of a Student
- Exhibit 8.90-E1 Inflatable Request Form

#### Board Representative Committee Meeting Reports

- District Core Team ~ The next meeting is scheduled for Tuesday, August 9.
- Facilities Review Committee ~ The committee met on Friday, June 29. Discussion included the NCWHS scoreboard, EJHS ballfields, and donations to the District.
- Community Connections Committee ~ Briggs reported that the committee will meet with the CAC officers in early August. Discussion will include the CAC Study Topics and schedule of 2011-2012 meeting dates. The committee continues discussion regarding the dedication ceremonies for Evans Jr. High School.

#### **Announcements/Comments**

- Bush introduced Assistant Business Manager Martin Hickman.
- Comments were made regarding the Board and Administration's attendance at the annual Towanda 4<sup>th</sup> of July parade.
- Niehaus announced that a team of administrators and certified staff will attend the Technology One on One Conference in Mooresville, South Carolina beginning Monday, July 18.
- Congratulations were given to Dayna Brown on her Unit 5 presentation at the Normal Sugar Creek Arts Festival.

#### **Adjournment**

The meeting was adjourned at 7:35 p.m.

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**Jay Reece, Acting 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: August 24, 2011**