

Manteno Community Unit School District No. 5
Regular Meeting of the Board of Education
Tuesday, August 21, 2012
High School Library

- Open Session The meeting was held in the library of the Manteno High School and was called to order by President Stauffenberg at 6:30 p.m.
- Roll Call The following members answered to roll call: G. Dodge, E. Hofmeister, P. Mallaney, M. Nelson, G. Preston, and M. Stauffenberg – six (6). Absent – none (0).
- Also present: Supt. Russert, K. Meyer, J. Palicki, A. Furbee, R. Schnitzler, K. Flannigan, D. Conrad, J. Snipes, J. Emerson, T. Steele, C. Majerski, D. Christ, C. Creek, J. DePoister, and Clerk Fortin – fifteen (15)
- Visitors: J. Nelson, P. Russert, L. Murray family, and Adam Verducci (Gilbane Project Manager), J. Toepper family – approximately 12.
- Pledge of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.
- Additional Items Moved by Mallaney, seconded by Nelson to add the following additional agenda items:
- V. Consent Agenda
- I. Resignations (add)
Emily Tadla – Elementary School paraprofessional effective immediately
- K. Employments for the 2012-2013 school year (add)
Kari Jo Mikuze – FMLA long term substitute for second grade teacher starting 10/14 thru 11/27/12.
Cherilyn Adams – Full time transportation aide
Diana Sweeney – Full time transportation aide
Beau Blider – High School Math team sponsor
- L. Employments – Contingent upon successful completion of paperwork (add)
Joanne Bohn – Six hour food service employee
Lucinda Elam – Food service substitute
Authorization for Superintendent to hire a fourth Special Education paraprofessional
- Ayes: Mallaney, Nelson, Dodge, Hofmeister, Preston, and Stauffenberg – six (6).
Nays – none (0). Motion carried.
- Swearing In New Board Member President Mark Stauffenberg introduced the incoming new Board member, Louann Murray. Mrs. Murray was sworn in by President Stauffenberg and officially took her seat as a Board member of Manteno CUSD No. 5 effective immediately.
- Public Hearings Superintendent Russert recognized Jon Toepper for his dedication and service on the Manteno Board of Education and presented him with a gift on behalf of the District.

Public Comments There was no report given on behalf of the PTO. There were no other public comments.

Reports of Committees **Building Committee** – Member Preston reported the District has contacted a local contractor for a price on building the long jump pit with covers. At the Primary School, the drop-off lane, tar and chip will be completed before school starts. The High School outside concession stand renovation project continues to be a priority for the Athletic Boosters organization. Boosters will continue to gather additional information. The Primary School baseball diamond lights have been removed due to the deterioration of the poles.

Finance Committee – Member Mallaney reported the committee discussed the fifth grade Chromebook usage fee. Different options were given to the Board. Discussion also continues regarding the Community Use of Facilities. Roger Schnitzler developed a flow chart and met with local youth/sports group reps. The biggest impact would be felt by the intramural programs. This month the policies were brought to the Finance Committee to review information, there will be Board action in September regarding the final decision and date of implementation. The committee approved the contract for the postage machine bid and reviewed the State revenue concerns and the budget.

Curriculum, Instruction, and Assessment Committee – Cathy Creek reported the first meeting will be in September to kick off curriculum software mapping and assessment with common core standards.

Technology Committee – Tom Steele reported it has been a busy summer with one of the larger projects being the implementation of Chromebooks and the Elementary School wireless. The District acquired 155 new Chromebooks. The cafeterias have new touch screen computers. This should increase the quickness of the students going thru the lunch lines and accountability. Jon Toepper will remain on the Tech Committee to serve as a community member.

KARVES – Supt. Russert reported KARVES and KACC have balanced budgets.

Consent Agenda Moved by Dodge, seconded by Preston to approve the Consent Agenda as presented:

A. Minutes

- Regular Board minutes of July 24, 2012
- Special Board meeting minutes of August 8, 2012
- Special Board meeting Executive Session meeting minutes of August 8, 2012

B. Financial Reports

- Summary of Cash/Investment/Fund Balances
- M-T-D/Y-T-D Revenue/Expenditure Summary Reports
- Cost Analysis – Education; Cost Analysis – O & M
- Revenue Report
- Expenditure Report
- O & M Gas and Electric Expenditure Report

- Food Service Report
 - Payroll Extras Report
 - Imprest Check Report
 - Accounts Payable Report
 - ISDLAF Report
 - Activity Account Reports
 - Additional Accounts Payable
 - FY 2013 Tentative Budget
- C. Approve Out of State Trip (September 7th & 8th) for the Robotic Team traveling to Sedalia, Missouri.
- D. Approve Employee Purchase Plan
- E. Additional Request for Non-Funded Cross-Country at Manteno Middle School
- F. Request for Non-Funded Cross Country at Manteno High School
- G. Approve Kankakee Community College Student Observation Agreement
- H. Retirements
Marilyn Hays, Elementary teacher (effective at the end of 2014-2015 school year)
- I. Resignations
Andy Zapinski – Middle School MAP Teacher
Catherine Hannigan – High School Math Teacher
Amanda Pennington – High School Co-head Girls Track Coach
Bryan Curran – High School Head Wrestling Coach
Katherine Kiger – Special Education Paraprofessional
Victoria Rogers – Food Service Worker (6 hour position)
Karen Cole – Food Service Worker/Lunchroom Supervisor (3.5 hour position)
Krysta Farina – Special Education Paraprofessional
Mike Snyder – HS Chorus Concert/Contest (Extra-curricular)
Emily Tadla – Elementary School paraprofessional effective immediately
- J. FMLA Requests
Karl Meyer – Elementary School Teacher (effective October 14, 2012 for six weeks)
Danielle Cronk – Primary School First Grade Teacher (December 17th, 2012 thru April 26th, 2013, which is 16 weeks)
- K. Employments – 2012-2013 School Year
Ashley Stark – Primary School Administrative Assistant
Laurie Muskievich – Elementary School Admin. Asst. (215 days, 6 hrs per day)
Alec Andrewson – Substitute Custodian
Matt Beckner – High School Head Baseball Coach
Amy Younker – High School Girls Assistant Soccer Coach
Kim Tracy – Six Hour Food Service Employee
Mike Snyder – MS Band/Concert/Contest II (Extra-curricular)
Allison Moran – MS Band Concert/Contest I, 5th Grade Band Concert/Contest (Extracurricular)
Kelly Campbell – FMLA Leave Substitute (for Strawson, second grade from August 27th, 2012 thru the end of the first semester)
Linda Medina – One-on-one aide for Illinois School for the Deaf
Katherine Allaway – Mundo Club sponsor
Sean Hoffmann – High School Chorus Concert/Contest

Lori Dombrowski – Substitute food service employee

Kari Jo Mikuca – FMLA long term substitute for second grade teacher starting October 14th thru November 27, 2012.

Cherilyn Adams – Full time transportation aide

Diana Sweeney – Full time transportation aide

Beau Blider – High School Math team sponsor

L. Employments Contingent Upon Successful Completion of Paperwork 2012-2013

Delaina M. Cramer, High School Math Teacher

Dawn Yeates, Middle School MAP Teacher

Authorize Superintendent to hire one Food Service Worker (6 hours per day)

Authorize Superintendent to hire one Food Service Worker (4 hours per day)

Maura Culver – Part-time Occupational Therapist Registered

Sarah Wilson – One-on-one aide for Illinois School for the Deaf

Rebecca Williams – One-on-one aide for Illinois School for the Deaf

Authorization for Supt. to hire one Illinois School for the Deaf one-on-one aide

Authorization for Supt. to hire Middle School lunch detention supervisor

Authorization for Supt. to hire three Special Education paraprofessionals

Joanne Bohn – Six hour food service employee

Lucinda Elam – Food service employee substitute

Authorization for Superintendent to hire a fourth Special Education paraprofessional

M. Changes in Employment

Carlene Toler – Reduction from four hour to three hour Food Service worker

Kris Septowski – Increase from two days per week to three days per week (we have reduced the OTR position from one day per week to one day every other week)

Ayes: Dodge, Preston, Hofmeister, Mallaney, Murray, Nelson, and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Unit Office Report

Supt. Russert reported on the following:

1. The 2012 High School Softball team was given the IHSA Team Academic Award.
2. School starts Wednesday, August 22nd for staff and Thursday, August 23rd for students.
3. The Board was invited to the Opening Day meeting to be held August 22, 2012.
4. Adam Verducci, project manager from Gilbane, updated the Board as to the progress of the Elementary School.
 - The gas service piping from the existing meter to the new building has been completed.
 - The new sidewalks and ramps are complete.
 - The new panel board for power to the addition has been installed.
 - The stone artifact from the Primary school has been removed and stored.
 - The masonry mock up wall is complete.
 - 100% of load bearing masonry walls are complete.
 - The steel joint erection has started in the administration and EC centers.
 - The flashing and air/vapor barrier has been installed.

- Construction of the egress tunnel from the Early Childhood wing to the sidewalk and parking lot has been constructed.
- The power outage was moved to the September Teacher Institute Day.

Old Business

Ratify 2012-2013 Lunch & Milk Fees Moved by Dodge, seconded by Hofmeister, to ratify the school lunch prices for the 2012-2013 school year as presented:
Student lunches at the Primary School \$1.90
Student lunches at the Elementary, Middle, and High Schools \$2.00
Adult lunches at the Primary School at \$2.40
Adult lunches at the Elementary, Middle, and High Schools at \$2.50

Ayes: Dodge, Hofmeister, Mallaney, Murray, Nelson, Preston, and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Approve Chromebook Usage Fees Moved by Hofmeister, seconded by Preston to approve Option “C” regarding Chromebooks. Option “C” of the handout described: For a \$25 fee, parents would only be responsible for up to \$75 for damages and/or \$250 if lost or stolen. District covers all other costs.

Ayes: Hofmeister, Preston, Dodge, Mallaney, Murray, Nelson, and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Approve Change Order Moved by Nelson, seconded by Preston to approve Double “G” Excavating Change Order No. 1 in the amount of \$72,412.00 and Midwest Masonry Change Order 1 for a contract deduct of \$31,016. Ayes: Nelson, Preston, Dodge, Hofmeister, Mallaney, Murray, and Stauffenberg – seven (7). Nays – none (0). Motion carried.

New Business

Approve 2012-2013 Tentative Budget Display Moved by Hofmeister, seconded by Nelson, to approve placing the 2012-2013 tentative budget on display in the District Office for 30 days. Ayes: Hofmeister, Nelson, Dodge, Mallaney, Murray, Preston, and Stauffenberg – seven (7). Nays - none (0). Motion carried.

Deposit Placement Agency Agmt. This item was tabled.

Approve Neopost Postage Machine Moved by Dodge, seconded by Hofmeister to approve the Neopost Postage Machine Agreement for Manteno High School in the amount of \$19.95 per month as presented. Ayes: Dodge, Hofmeister, Mallaney, Murray, Nelson, Preston, and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Approve Local Election Officials Moved by Nelson, seconded by Preston to appoint the Local Election Officials as presented (Deb Fortin, Dawn Russert, and Cathy Creek). Voice vote: All ayes – seven (7). Nays – none (0). Motion carried.

Manteno CUSD No. 5 Board of Education Meeting – August 21, 2012

Anticipated Future Action Items Adoption of the 2012-2013 budget and approval of School Improvement Plans.

Meeting Adjourned Moved by Preston, seconded by Hofmeister to adjourn the meeting
Voice vote: All ayes – seven (7). Nays – none (0). Motion carried.
The meeting ended at 7:15 p.m.

Mark Stauffenberg
Mark Stauffenberg
Board President

Patrick Mallaney
Patrick Mallaney
Board Secretary

MKS/PM/df

*Original signatures on file at the District Office.