

Manteno Community Unit School District No. 5
Regular Meeting of the Board of Education
Tuesday, January 22, 2013
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: Murray-one (1).

Also present: Supt. Russert, K. Meyer, R. Schnitzler, J. Palicki, D. Conrad, A. Furbee, J. Snipes, D. Christ, C. Creek, J. Emerson, J. DePoister, T. Steele, and Clerk Fortin – thirteen (13).

Visitors: J. Emerson, M. Casagrande, N. Kaufman, and A. Verducci (Gilbane Project Manager) – four (4)

Pledge of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.

Additional Items There were none.

Public Hearings/
Petitions/ Mike Casagrande, PTO President, reported the events of the PTO committee. Mr. Schnitzler introduced J. Mallaney and S. Sotiropoulos, winners of the 12-13 Cup Cake Wars competition from the Family and Consumer Science class. The winners offered the cup cake display to the Board following the meeting. Mr. Schnitzler also reminded the Board that the Athletic Boosters Cash Bash event was on Friday, February 1, 2013 and there were still tickets available. The following people/teams will be inducted into the Athletic Boosters Wall of Fame on that same night: Ross George-Wrestling, Anita Raymond-Volleyball, the 1995 and the 1996 Softball teams coached by Mindy Farmer.

Reports of Committees **Building Committee** – Chairman Gary Preston reported due to the mild weather, the gas/electric budget is in good shape. The Middle School and High School bleacher replacement project will start the week of March 25th during spring break. The softball fence at the High School will need to be replaced due to safety issues with the existing wood fence. Building door locks and security are a topic of discussion. The next Building and Grounds Committee meeting will be at the Elementary School to tour the new addition after the meeting.

Adam Verducci gave an update on the Elementary School addition:

Roofing – Metal Roof Panels

- Kindergarten Wing – 95%, Early Childhood – 65%, Admin-50% complete

Above Ceiling Work

- Mechanical-Ductwork 75% complete, started insulation and controls
- Gas piping – 85% complete
- Fire sprinkler mains and branch lines complete and tested
- Plumbing piping – 80% complete; started insulation

- Electrical – 70% complete; fire alarm wire started
- Low voltage cabling started

Classroom Unit Ventilators Delivered

Metal Framing and Drywall

- Sanding/finishing in Admin section is nearly complete.
- Sanding/finishing of soffit drywall is complete in Early Childhood Wing.
- Drywall (soffit/top-of-wall) installation in Kindergarten Wing is complete. Finishing starting this week.
- Drywall in Multi-Purpose areas starting this week.

Painting

- Primer and first coat of paint applied in Admin and Early Childhood Wing

Equipment Installation – Grease Trap, Walk-in Cooler/Freezer

Finance Committee – Chairman Mallaney reported the Committee met this evening and discussed the following:

- Review of Finance Packet
- Tax Appeal Representation
- Bond Project Review
- Elementary School Construction Update
- Healthcare Affordability Act (ObamaCare)
- Financial Profile Report FY12
- State Revenue Update
- Pepsi Contract was tabled
- Workshop Consulting Agreement
- Recommendation to approve the PTO Promethean Board Project, Elementary School Additional Promethean Board Project, LCD Projector Project, and the Technology Infrastructure Project
- Future Agenda Items will include: Cellular Service Contract, Bus Lease, Technology for Elementary School Addition and Fee Waiver Verifications

Curriculum, Instruction, and Assessment Committee – Curriculum Director, Cathy Creek, reported the Committee met on January 9, 2013 and had a good meeting. Ms. Creek reported the January School Improvement Day was utilized for the teachers to familiarize themselves with Teachscape. Lisa Harrod has been instructing the teachers on the Danielson program. A representative from Google in Education has shared various practices and use of Chromebooks in education via Google Hangout. The Access Test will be given to students who speak another language as a primary language at home. The tests will be given through February 15, 2013. ISAT has changed their cut scores, and we are expecting a 30% drop in test scores. Ms. Creek shared with the Board the percentages of the different test subjects. Once test scores are released to the public, there will be parent and teacher concerns with the drastic change in student test scores. The ISAT tests will start to introduce questions more aligned with the PARCC test. The questions will be more task oriented as opposed to multiple choice.

Technology Committee – Tom Steele reported that the E-rate form was filed on January 3, 2013. We are seeking long distance service on our POTS lines, new cellular service and continued cable modem service to the District Office. Quotes were sought from Promethean vendors for the PTO Promethean project. A RFP was let for Promethean ActiveBoard units for the Kindergarten wing classrooms and the two special education classrooms in the Pre-K wing of the new Elementary School construction. A LCD projector RFP was let for LCD projectors for both the Elementary School construction project and the PTO Promethean board project. A Network Infrastructure RFP was sent out to prospective vendors for network infrastructure upgrade and replacement at the Middle School and High School that is being deprecated by Cisco within the next three years. It will also provide the upgraded infrastructure to support the increased wireless traffic anticipated for the 1:1 initiative. Haiku was discussed as a learning management system that integrates well with Google Apps, Microsoft Active directory, Skyward and other systems. The goal is to expand the 1:1 to both 4th and 6th grades in 2013-2014. The SAMR model, a model to help assess and understand what we are seeing when we witness technology use in K-12 classrooms, was introduced to the Tech Committee.

Consent
Agenda

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

A. Minutes

- Public Hearing for 2012 Tax Levy – December 18, 2012
- Regular Board Meeting – December 18, 2012
- Executive Session Meeting – December 18, 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

C. Resignations

- Catherine Allaway, High School Spanish Teacher and MUNDO Club sponsor – effective January 18, 2013 (pending the employment of her replacement)
- Angela Newsom, Special Education Teacher – effective at the end of the 2012-2013 school year

D. Constructive Resignation

- Cheryl Moseley – effective January 22, 2013 (Illinois school bus driver permit expired)

E. FMLA

- Kris Andrewson, District Bookkeeper – Intermittent leave beginning January 21, 2013.
- Zachary Dowdy, Middle School Teacher – February 25, 2013 thru April 12, 2013, approximately six weeks.
- Colleen Bechard, Middle School Language Arts Teacher – Approximately February 27, 2013 thru May 6, 2013, approximately nine weeks
- Theresa Anderson, Elementary Paraprofessional – intermittent leave beginning immediately.

F. Employments

- Martha Terhune, Long-term Substitute for High School Math Teacher from approximately March 15, 2013 thru the end of the school year.
- Ron Snodsmith, Route Bus Driver
- Keirston Creek, Substitute Custodian

G. Employments Contingent Upon Successful Completion of Paperwork

- Shelli Tilley, Substitute Bus Aide and Substitute Bus Driver
- Jodie Hacker, High School Spanish Teacher and MUNDO Sponsor – effective January 22, 2013
- Brenda Cintora, Substitute Food Service, Bus Aide, Custodian
- Long-term Substitute for Middle School Language Arts Teacher – from approximately February 27, 2013 thru May 6, 2013.
- Authorization for Superintendent to hire Substitute Custodians, Substitute Bus Aides and Substitute Food Service employees.

H. Adoption of the Executive Session Minutes Resolution

- The executive meeting minutes from August 08, 2012 through December 18, 2012 shall remain closed along with the minutes previously closed from May 7, 2002 through June 26, 2012. The destruction of closed session verbatim recordings that are more than 18 months old and whose minutes were approved for at least 18 months.

I. Manteno Interfaith Commission use of the High School gym for Baccalaureate on Wednesday, May 22, 2013 at 7:00PM.

J. Approve Manteno High School Graduation date: Sunday, May 26, 2013, Manteno Middle School Promotion date: Tuesday, May 28, 2013, and adjust Board Meeting start time on May 28, 2013 to begin at 6:00PM.

K. Approve 2012-2013 District Certified and Non-Certified Seniority Lists

L. Declare as surplus two Cisco 2811 routers.

M. Approve Formative Assessment Workshop with Achievement Strategies, Inc. on April 11, 2013 from 8:00AM-3:00PM for \$2,500.

N. Designation of Person(s) to Prepare Tentative Budget

- Kathy Meyer and Dawn Russert are appointed to prepare a tentative budget for said school District for the fiscal year beginning July 1, 2013 and ending June 30, 2014.

Ayes: Hofmeister, Dodge, Mallaney, Nelson, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Unit Office Report

Supt. Russert reported on the following:

A. Good News:

1. The Freshman boys basketball team won the Interstate 8 South Conference Championship against Dwight.
2. Manteno CUSD No. 5 is ranked #6 in the nation in Box Top fundraising proceeds. Thanks to all our District librarians who work hard to collect and sort the box tops, and to all the parents and community members who save their box tops.
3. Manteno has received a FY13 Heartsaver AED Grant in the amount of \$454.04. The AED must be purchased between July 1, 2012 and June 30, 2013 to receive reimbursement. The AED will be placed in the new addition.

B. New ISAT Cut Scores – Transitioning to PARCC Assessments.

The ISBE has recalculated all of the ISAT scores using high cut scores in order to simulate or project how students might perform if they had taken the new PARCC assessments. These new cut scores were designed to better align the ISAT with the PSAE and to give districts an indicator for how prepared students are for the new tests.

C. District Financial Profile Report

The District has retained its financial recognition status even as the state has been reducing funding and is late on making payments. Superintendent Russert thanked all of the administrators and staff on helping control expenditures. More information about this report is at <http://www.isbe.net/sfms/afr/profile.pdf>.

Old Business

Approve Technology Infrastructure Project Moved by Hofmeister, seconded by Mallaney, to approve the Technology Infrastructure Project to Dura-Tech in the amount of \$106,734.00 as presented.

Ayes: Hofmeister, Mallaney, Dodge, Nelson, Preston, and Stauffenberg - six (6). Nays – none (0). Motion carried.

New Business

Approve Special Olympics Spring Games Moved by Nelson, seconded by Dodge to approve the Special Olympics Spring Games on Saturday, May 4, 2013 at Centennial High School in Champaign, IL. Voice Vote:

All ayes – six (6). Nays – none (0). Motion carried.

Manteno CUSD No. 5 Board of Education Meeting – January 22, 2013

Approve Resolution Authorizing Representation In Proceedings Before the PTAB Board Moved by Preston, seconded by Nelson to approve the Resolution Authorizing Representation in Proceedings Before the Property Tax Appeal Board. Ayes: Preston Nelson, Dodge, Hofmeister, Mallaney, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Pepsi Contract This agenda item was tabled until the February Board meeting.

Approve PTO Promethean Purchase Moved by Dodge, seconded by Hofmeister to approve the PTO Promethean Purchase of 16 Promethean Boards to All Covered for \$9,344.00 as presented. Ayes: Dodge, Hofmeister, Mallaney, Nelson, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Approve Elementary School Addition Promethean Board Project Moved by Nelson, seconded by Hofmeister to approve the Elementary School Addition Promethean Board Project to purchase 11 Promethean Boards from All Covered for \$13,574.00 as presented. Ayes: Nelson, Hofmeister, Dodge, Mallaney, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Approve LCD Projector Project Moved by Mallaney, seconded by Dodge to approve the LCD Projector Project and purchase 38 LCD Projectors from CDW-G for \$45,261.00 as presented. Ayes: Mallaney, Dodge, Hofmeister, Nelson, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Approve Second Semester Foreign Exchange Student Moved by Nelson, seconded by Hofmeister to approve second semester Foreign Exchange Student as presented. Voice Vote – All ayes: Six (6). Nays – None (0).

Review of I-8 Application Discussion took place regarding a replacement for Dwight School District in the I-8 conference beginning with the 2013-2014 school year. A couple of areas to consider regarding the replacement school is the size of the school in relation to Manteno and travel distance to and from the school. No Action Needed

- Future Action Items
1. February Retreat on Saturday, February 2nd, 2013
 2. Approve School fees for the 2013-2014 School Year
 3. Review the Calendar for the 2013-2014 School Year
 4. Approve Bus Lease for the 2013-2014 School Year
 5. Approve Cellular Service Contract

Manteno CUSD No. 5 Board of Education Meeting – January 22, 2013

Adjourn To Executive Session Moved by Dodge, seconded by Nelson to enter into Executive Session for the purpose of appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Ayes – Dodge, Nelson, Hofmeister, Mallaney, Preston, and Stauffenberg - six (6). Nays – none (0). Motion carried.
Open session ended at 7:25 p.m.

Return to Open Session Moved by Hofmeister, seconded by Nelson to return to Open Session at 8:08 p.m. Ayes: Hofmeister, Nelson, Dodge, Mallaney, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Approve Superintendent Retirement Moved by Nelson, seconded by Preston to approve the retirement of Superintendent Russert effective June 26, 2013. Ayes: Nelson, Preston, Dodge, Hofmeister Mallaney, and Stauffenberg – six (6). Nays – None (0). Motion carried.

Meeting Adjourned Moved by Nelson, seconded by Preston to adjourn the meeting. Voice vote: All ayes – six (6). Nays – none (0). Motion carried.
The meeting ended at 8:10 p.m.

**Mark Stauffenberg*

**Patrick Mallaney*

Mark Stauffenberg
Board President

Patrick Mallaney
Board Secretary

MKS/PM/nak

*Original signatures on file at the District Office.