

Manteno Community Unit School District No. 5
Regular Meeting of the Board of Education
Tuesday, January 27, 2015
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, L. Murray, M. Nelson, M. Schubert and M. Stauffenberg – Seven (7). Absent: - None - (0).

Also present: Supt. Harrod, K. Meyer, R. Schnitzler, R. Haines, D. Conrad, N. Short, M. Glenn, J. Emerson, A. Furbee, C. Majerski, E. Ruff, T. Steele, C. Creek, J. Finkelstein, T. Weber, J. DePoister, and Clerk Kaufman – Seventeen - (17).

Visitors: Deb Fortin, Joe Emerson, Jenny O'Reilly

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

Additional Agenda Items - None

Public Hearings/
Petitions/
Comments None

Reports of Committees **Building Committee** – Chairman Hofmeister reported that the Building Committee met on Tuesday, January 20, 2015 and discussed the following:

I. Old Business

A. District

1. 10-Year Safety Survey Results
2. Community Walking Program Update

B. High School

1. Softball and Baseball Field Netting – Tabled

C. Middle School

D. Elementary School

1. Manteo Logo West Side of the Building

II. New Business

A. District

B. High School

1. Panther Statue Placement

C. Middle School

D. Elementary School

1. Sign for the ES Side similar to the ECC Side

III. Additional Agenda Items

Committee agreed to officially change the start time of future meetings to 4:00PM.

Finance Committee – Chairman Mallaney reported that the Finance Committee met on Tuesday, January 27, 2015 and discussed the following:

- I. Old Business
 - A. State Revenue Update
 - B. FCC License/Mobile Radio Update
- II. New Business
 - A. Contracts/Agreement/Requests For Proposals
 - i. Farm Lease
 - ii. Raptor Visitor Management System
 - iii. CIPAFilter Agreement
 - iv. SCHOOLinSITES Agreement
 - v. Comcast Data Proposal
 - vi. Comcast Voice Proposal
- III. Review Finance Packet for January 27, 2015 Board Meeting
 - Summary of Cash/Investment/Fund Balances Report
 - Revenue/Expenditure Summary Report
 - Cost Analysis – Education; Cost Analysis – O&M
 - Revenue Report
 - Expenditure Report
 - Food Service Report
 - O&M Gas & Electric Expenditure Report
 - Payroll Extras Report
 - Impress Check Report
 - Accounts Payable Report
 - ISDLAF Report
 - Activity Account Reports
- IV. Additional Items
- V. Future Items
 - i. Bus Lease 2015-2016
 - ii. Fees 2015-2016

Curriculum, Instruction, and Assessment Committee – Curriculum Director, Cathy Creek, reported that the Curriculum Department has been busy planning for the School Improvement Day on February 13, 2015. There will be a District Carousel agenda with fourteen different topics for the staff to choose from to attend. The presenters are all District employees. They are also busy preparing for the assessment season, getting ready for the March 3, 2015 ACT test for the Juniors as well as the PAARC testing window in March as well. The IL5Essentials Survey is available on our website for the parents to participate for each building level. The survey is available from January 12, 2015 through March 13, 2015. All survey responses are kept completely confidential.

Technology Committee –

Technology Director, Tom Steele reported that the Tech Department has been busy preparing for multiple contracts that were discussed at the January 14, 2015 Tech Committee meeting such as the CIPAFilter Agreement, SCHOOLinSITES Agreement, as well as E-rate applications for services such as internet, voice and cellular.. He updated the Board of Education that the ICN fiber internet connection seems to be working well at this time.

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

A. Minutes

- Regular Board Meeting – December 16, 2014
- Executive Session Meeting – December 16, 2014

B. Financial Reports

1. Summary of Cash/Investment/Fund Balances
2. M-T-D/Y-T-D Revenue/Expenditure Reports
3. Cost Analysis – Education, Cost Analysis – O&M
4. Revenue Report
5. Expenditure Report
6. O&M Gas & Electric Expenditure Report
7. Food Service Report
8. Payroll Extras Report
9. Imprest Check Report
10. Accounts Payable Report
11. ISDLAF Reports
12. Activity Accounts Reports
13. Additional Accounts Payable

C. FMLA

- Teresa Anderson, Elementary Paraprofessional – beginning approximately January 20, 2015 (Intermittent leave).

D. Employments for the 2014-2015 School Year

- Kristi Macek, Full-time Temporary Teacher (replacement for L. Contreras) for 7th Grade Math Teacher beginning January 5, 2015.
- Jody Girard, Three Hour Food Service Employee – effective upon Board hire.
- Nikki Bennett, Long-term Substitute for Middle School Science Teacher – beginning January 5, 2015 until the Teacher’s return in the 2014-2015 school year.
- Kimberly Miller, Part-time Social Worker to cover FMLA leave – two days per week December 18, 2014 through March 6, 2015.
- Teresa Mahoney, Part-time Social Worker to cover FMLA leave – two days per week December 19, 2014 through March 6, 2015

- E. Employments Contingent Upon successful Completion of Paperwork for the 2014-2015 School Year
- Anne Conerty, Substitute Nurse.
 - Kimberly Jones, Substitute Food Service Employee, Substitute Bus Aide, Substitute Secretary.
 - Terry Privratsky, Substitute Food Service Employee, Substitute Bus Aide.
 - Authorization for Superintendent to hire a High School In School Suspension Supervisor – Justin Tierney.
 - Authorization for Superintendent to hire a High School Administrative Assistant – Kathleen Eastman.
- F. Transfer
- Suzette Ashby from three hours per day Food Service Employee to Substitute Cook – effective February 2, 2015.
- G. Resignations
- Carol Underside, Three Hour Food Service Employee - as of December 19, 2014.
 - John Edwards, In School Suspension Supervisor – effective January 23, 2015.
 - Sherri Grysen, High School Administrative Assistant – effective January 30, 2015.
 - Chad Ringler, 8th Grade Girls Basketball coach – effective immediately.
- H. Adoption of the Executive Session Minutes Resolution
- Due to confidentiality, the executive meeting minutes from August 12, 2014 through December 16, 2014 shall remain closed along with the minutes previously closed from May 7, 2002 through June 24, 2014 and to approve 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. Approve Manteno High School Senior Awards Night, Wednesday, May 20, 2015 at 7:30PM. Manteno High School Graduation date, Sunday, May 24, 2015 at 2:00PM, and Manteno Middle School Promotion date, Thursday, May 28, 2015 at 7:00PM.
- J. Donation Acceptance
1. Monetary donation (\$100.00) on behalf of Deborah Mansfield for her exemplary value of social responsibility and volunteerism through the Exelon Dollars for Doers program. Deborah designated Manteno CUSD No. 5 baseball program as the organization to receive the funds.
 2. Monetary donation (\$2,000.00) from Vulcan Materials Company to the Elementary School and the Early Childhood Center from the Vulcan Adopt-a-School program.

K. Designation of Person or Persons to Prepare Tentative Budget

BE IT RESOLVED by the school board of Manteno CUSD No. 5 in the Counties of Kankakee and Will, State of Illinois, that Superintendent Lisa Harrod and Kathy Meyer are hereby appointed to prepare a tentative budget for said School District for the fiscal year beginning July 1, 2015 and ending June 30, 2016, which tentative budget shall be filed with the secretary of this Board.

L. Renew Crop Lease

It is recommended to renew the cash crop lease on the 177 acre parcel of land. The lease rate will remain the same at \$196.15 per acre. The lease dates will be March 1, 2015 through February 29, 2016.

M. Approve 2014-2015 Updated Substitute Teacher list maintained by the Iroquois/ Kankakee Regional Office of Education.

Ayes: Dodge, Nelson, Hofmeister, Mallaney, Murray, Schubert, Stauffenberg –Seven (7). Nays – None (0). Motion carried.

Superintendent's Report

A. Good News

1. On Saturday, January 3, 2015 the Cheer Team attended the State ICAA Competition and placed 8 out of 21 teams. The girls were recognized for being in the top ten! On Sunday, January 11, 2015 the team traveled to Oak Forest, where they placed 7 out of 12 teams. They will travel to Bartonville, IL on Saturday January 31, 2015 for Sectionals and hopefully will place so they will be able to attend State IHSA Competition in Bloomington on February 6th and 7th.

2. The annual winter dance is this Saturday, January 31st at the High School. The theme is Flurries and Frostbite.

3. Donation Acceptance – We would like to thank the following people once again for their generous donations:

Monetary donation (\$100.00) on behalf of Deborah Mansfield for her exemplary value of social responsibility and volunteerism through the Exelon Dollars for Doers program. Deborah designated Manteno CUSD No. 5 baseball program as the organization to receive the funds.

Monetary donation (\$2,000.00) from Vulcan Materials Company to the Elementary School and the Early Childhood Center from the Vulcan Adopt-a-School program.

Old Business

New Business

Approve Waiver of Impact Fees Extension Moved by Hofmeister, seconded by Murray to approve the Waiver of Impact Fees Extension effective January 1, 2015 through December 30, 2018 for the Village of Manteno and Kankakee County and to gradually reinstate them on a percentage of the applicable rate basis as such 2015 – 00%, 2016 – 25%, 2017 – 50%, 2018 – 75%.
Ayes: Hofmeister, Murray, Dodge, Mallaney, Nelson, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Approve Amended 2014-2015 School Calendar Moved by Nelson, seconded by Hofmeister to approve the Amended 2014-2015 School Calendar. Voice Vote: All Ayes: Seven (7). Nays: None (0). Motion carried.

Approve Visitor Management System Moved by Dodge, seconded by Murray to approve the purchase of the Raptor Visitor Management System in the amount of \$5,434.00. Ayes: Dodge, Murray, Hofmeister, Mallaney, Nelson, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Approve Content Filter and Firewall Replacement Moved by Mallaney, seconded by Schubert to approve the purchase of the CIPAFILTER solution with service and maintenance through June, 2018 in the amount of \$26,925.00. Ayes: Mallaney, Schubert, Dodge, Hofmeister, Murray, Nelson, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Approve Webhosting Agreement Moved by Mallaney, seconded by Dodge to approve a contract for the 2015-2016 school year for website hosting and site redesign with SCHOOLinSITES, LLC in the amount of \$3,590.00. Ayes: Mallaney, Dodge, Hofmeister, Murray, Nelson, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Approve Manteno High School Student Council Great America Trip Moved by Hofmeister, seconded by Dodge to approve Manteno High School Student Council Great America Trip that begins on Saturday, May 16, 2015 at 10:00PM and ends on Sunday, May 17, 2015 at 5:00AM. Ayes: Hofmeister, Dodge, Mallaney, Murray, Nelson, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Approve Manteno High School Bass Fishing Team Overnight Trips Moved by Nelson, seconded by Murray to approve Manteno High School Bass Fishing Team Overnight Trips from Friday, March 27, 2015 through Sunday, March 29, 2015 and April 11, 2015. Ayes: Nelson, Murray, Dodge, Hofmeister, Mallaney, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Manteno CUSD No. 5 Board of Education Meeting – January 27, 2015

Approve Comcast Date Service Moved by Mallaney, seconded by Dodge to approve the Comcast Data Proposal pending legal review and USAC funding commitment. Ayes: Mallaney, Dodge, Hofmeister, Murray, Nelson, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Approve Comcast Telephone Service Moved by Mallaney, seconded by Nelson to approve the Comcast Voice Proposal pending legal review and USAC funding commitment. Ayes: Mallaney, Nelson, Dodge, Hofmeister, Murray, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Anticipated Future Action Items 1. Approve School Fees for the 2015-2016 School Year.
.2. Review the Calendar for the 2015-2016 School Year.
3. Approve the Bus Lease for the 2015-2016 School Year.

Executive Session Moved by Nelson, Seconded by Murray to enter into Executive Session for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel; collective negotiating matters; presentation of evidence or testimony as authorized by law; purchase, lease, or sale of real or publicly owned property; investment contracts; security procedures which may include personnel; student disciplinary cases; litigation; issues under the tort Immunity Act; professional ethics or performance; board self evaluation; selection to fill a public office; and/or the discussion of previously closed minutes. Ayes: Nelson, Murray, Dodge, Hofmeister, Mallaney, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried. Open Session ended at 6:50 p.m.

Return to Open Session Moved by Hofmeister, seconded by Nelson to close Executive Session and return to Open Session. Ayes: Hofmeister, Nelson, Dodge, Mallaney, Murray, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried. Executive Session ended at 8:04 p.m.

Approve Recommendation To Expel Student A From Manteno High School For the Remainder of the 2014-2015 School Year and the First Semester of the 2015-2016 School Year Moved by Dodge, seconded by Nelson to approve recommendation to expel Student A from Manteno High School for the remainder of the 2014-2015 school year and the first semester of the 2015-2016 school year. Ayes: Dodge, Nelson Hofmeister, Mallaney, Murray, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Manteno CUSD No. 5 Board of Education Meeting – January 27, 2015

Approve Moved by Hofmeister, seconded by Murray to approve the suspension of Student B
Suspension from riding the bus, for safety reasons, for the remainder of the 2014-2015 school year.
Of Student Ayes: Hofmeister, Murray, Dodge, Mallaney, Nelson, Schubert, Stauffenberg – Seven
B from (7). Nays: None (0). Motion carried.
Riding the
Bus for Safety
Reasons for the
Remainder of
the 2014-2015
School Year

Approve Moved by Nelson, seconded by Dodge to approve a FMLA two month extension for
A FMLA an Elementary School Teacher. Ayes: Nelson, Dodge, Hofmeister, Mallaney, Murray,
Two Month Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried.
Extension
For Elementary
School Teacher

Adjourn Moved by Nelson, seconded by Hofmeister to adjourn the meeting at 8:07 p.m.
Meeting Ayes: Nelson, Hofmeister, Dodge, Mallaney, Murray, Schubert, Stauffenberg - Seven
(7). Nays: None (0). Motion carried.

**Mark Stauffenberg*

**Patrick Mallaney*

Mark Stauffenberg
Board President

Patrick Mallaney
Board Secretary

MKS/PM/nak

*Original signatures on file at the District Office.