

Manteno Community Unit School District No. 5  
Board of Education Retreat  
Saturday, January 13, 2007 – 8:00 a.m.  
Manteno High School Library

- Call to Order      The retreat was held in the library of the Manteno High School and was called to order by President Stauffenberg at 8:00 a.m.
- Roll Call      The following members answered to roll call:
- G. Dodge, P. Mallaney, S. Martin, A. Strawson, J. Toepper and M. Stauffenberg – six (6).
- Absent: M. Nelson – one (1).
- Also present: Supt. Russert, K. Meyer, P. Russert, R. Kemp, D. Conrad, R. Schnitzler, S. Clark, J. Palicki, A. Furbee, C. Clodi, T. Steele, C. Carter, J. DePoister and Clerk Fortin – fourteen (14).
- Visitors: K. & J. Emerson, K. Frame, G. Preston – approximately four visitors (4).
- Pledge of Allegiance      President Stauffenberg opened the meeting by leading everyone in the Pledge of Allegiance.
- Approve Accounts Payable      Moved by Martin, seconded by Strawson to approve the accounts payable as presented. Ayes: Martin, Strawson, Dodge, Mallaney, Toepper and Stauffenberg - six (6). Nays – none (0). Motion carried.
- Financial Report      Scott Smith of PMA Financial Network reported the following facts and projections:
- Revenue Assumptions**
- Existing EAV Growth
    - 3.0% on existing residential properties for the 2006 levy
    - 4.0% growth on existing residential properties for future years
  - New Property Growth
    - \$13.2 million of new property for the 2006 levy
    - \$15 million of new property for the 2007 levy
  - Consumer Price Index
    - 2.2% CPI for the 2006 levy
    - 2.5% CPI for the 2007 levy and future years
  - All other revenues are forecast to increase 3.0%
  - General State Aid
    - \$170 increase for FY 2007 is known
    - \$120 increase projected for FY 2008
    - \$150 increase projected each year FY 2009 through FY 2012
- District Expenditure Assumptions**
- Health benefits – 20% increase for FY 2008

- 10% increase for FY2009 through FY2012
- High School and Middle School Additions – phased in staffing and operational costs

### **Enrollment Assumptions**

- FY2008 + 158 = 2,295
- FY2009 + 122 = 2,417
- FY2010 + 164 = 2,581
- FY2011 + 161 = 2,742
- FY2012 + 168 = 2,910

### **District Staffing Assumptions**

- FY 2008 – 13 new teachers
- FY 2009 – 9 new teachers
- FY 2010 – 12 new teachers
- FY 2011 – 12 new teachers
- FY 2012 – 12 new teachers

### **Aggregate Fund Balances**

- FY 2008 \$5,522,276
- FY 2009 \$5,776,537
- FY 2010 \$5,698,056
- FY 2011 \$5,682,184
- FY 2012 \$5,450,760

### Staffing Needs & Requests

Current facilities usage, current staff and 2007-2008 recommendations were given by each building administrator.

#### Primary School Additional Staff Requested by Joe Palicki

- 1 additional first grade teacher
- Kindergarten based on registration
- Based on number of classes, increased time or staff or current part-time/shared staff for Art, Music and PE will be needed
- Increase Title 1/Reading teacher time at PS to full time
- Alternative placement classroom move to the Elementary
- Pre-K to the Elementary

#### Elementary School Additional Staff Requested by Roger Schnitzler and Scarlett Clark

- 1 additional 2<sup>nd</sup> grade teacher
- 1 additional 4<sup>th</sup> grade or 3<sup>rd</sup> grade teacher
- Paraprofessional to assist with the RTI

#### Middle School Additional Staff Requested by David Conrad

- .25 FTE Music
- .5 FTE PE
- .13 FTE Art

- 1 FTE grade level teacher

#### High School Additional Staff Requested by Paul Russert and Ryan Kemp

- Summer School English
- Dean of Students
- 1 Math Teacher
- 1 English Teacher
- 1 Spanish/ESL Teacher
- Increase current Art teacher one block
- Two Special Education Teachers
- 1 Secretary

The High School administration also asked that the Board approve requiring all High School students to have a T1-84 or T1-84 Silver calculator next year. (Cost is approximately \$110 per student). The Board agreed to allow Mr. Russert to place the calculator on the supply list. Mr. Russert will start advertising this information soon.

Mr. Russert requested that the Board allow five more students to attend the Career Center. The District currently allows 60 students; this would increase to 65 students. Also Mr. Russert asked the Board to allow the Career Center to send students to Manteno High School for an Agriculture Program, which would generate revenue. This is only for open unused slots, Manteno students would come first.

#### Special Education Additional Staff Requested by Carri Clodi and Andy Furbee

- Middle School – one additional full time employee
- High School – two additional full time employees

#### Food Service Additional Staffing by Mrs. Russert

- Middle School – one additional four hours per day employee
- Middle School – one additional hour for current employee
- High School – two additional three hours per day employee
- High School – one additional four hours per day employee

#### Grounds and Maintenance by Mrs. Russert

- High School – one additional custodian
- Middle School – one additional custodian  
(Will be reevaluated once buildings are open.) Considerations are being made to having three shifts with a shift premium for midnights.

#### Transportation by Mrs. Russert

- There should not be a need for additional buses next year.
- Due to the possible change in start times at the RAAC, SALT, COOP programs, there may actually be a decrease in staffing for regular routes.

Technology Department Additional Staffing by Tom Steele

- Full time Technology Assistant, or
- Full time secretary

Major Technology Department Projects for 2007-2008

- Phone System Replacement
- Network Upgrade/Replacement
- Promethean Board/LCD Projectors for new additions
- Computers for new additions
- Technology Refresh
- Service Replacement
- Storage Area Network Implementation
- Firewall/Edge Router for High School egress

The cost of the expenses created by the list below could be made up by:

- If GSA foundation level increases by 1.1%
- If GSA foundation level increases by CPI (2.2%)
- If special education funding increases we will have it covered.

Approve  
Additional  
Staff

Moved by Mallaney, seconded by Martin to approve the list of additional staff for the 2007-2008 school year as follows:

<b>Building</b>	<b>Position</b>
Primary	1 <sup>st</sup> Grade Teacher
Elementary	2 <sup>nd</sup> Grade Teacher
Elementary	3 <sup>rd</sup> /4 <sup>th</sup> Grade Teacher
Elementary	Spec. Ed Teacher 1.5 FTE
Elementary	Special Education Aide
Primary/Elementary	RTI Aide
Middle School	6 <sup>th</sup> Grade Teacher
Middle School	PE Teacher
Middle School	.5 FTE Music Teacher
Middle School	Spec Ed. Teachers 1.4 FTE
High School	Math Teacher
High School	English Teacher
High School	Spanish/ESL Teacher
High School	Special Ed. 2.0 FTE
High School	High School Secretary
High School	Dean of Students
District	Nurse Assistant
District	Occupational Therapist 1.0 FTE
District	Speech Assistant
District	Technology Assistant

Ayes: Mallaney, Martin, Dodge, Strawson, Toepper and Stauffenberg – six (6). Nays – none (0). Motion carried.

Break

Update on Growth, School Land & Facilities Supt. Russert gave an update on growth, school land, and school facilities.

Buildings – available classrooms 2007-2008 after construction is complete:

Building	# Classrooms	# Mobile Rooms
Primary	0	2
Elementary	5	0
Middle School	4	2
High School	13	3

Estimated time these will last = 3 to 5 years depending on growth.

The Primary School has a life span of 5-10 years before there will be extensive Life Safety issues regarding plumbing, electrical, ventilation, windows, roofing concerns to address.

Growth Update known and potential subdivisions since July, 2005:

Subdivision Name	Location	# Lots
Stone Mill Farms	Bourbonnais	113
Stephens & Hayes	Bourbonnais	244
Lakewood	Career Center Road	629
Diversatech Grove	Diversatech	41
Fairway Oaks	Diversatech	51
Rhapsody Cove	Rockville	107
Sky Hill Manor	Rockville	1
Waters Edge (Centex)	South of South Creek	204
Rosses Point	West of I-57	113
Autumn Field	West of I-57	380
Brookridge	West of I-57	866
Crystal Manor	West of I-57	254
Stone Bridge	West of I-57	275
Windfield Estates	West of I-57	165
Number of potential lots since Master Plan		3,443
# Lots on Master Plan		1,148
Total as of 1/10/07		4,591

Member Toepper left the meeting at 10:30 a.m.

The School District currently has 66.7 acres at Maple Street and 10000 N. Road. The Board discussed logical locations of future schools with the majority of the discussion leading to the west of I-57. The type of building varies with the growth prospects. The Board has asked Mrs. Russert to meet with developers of the sites to address the District's needs, seek donations of land, possibly naming rights to a future facility or trading acreage. Mrs. Russert will also meet with the Trustees of the Village of Manteno to discuss a switch from land to buildings for the most impact fees. It is the recommendation of the Board to pursue the land west of the Elementary school for a potential pre-school site and green space for the District athletic needs.

Summer  
Projects

Primary School and mobiles – Move Pre-K, EC classrooms to Elementary  
Patch roof leaks

Elementary School Move 5<sup>th</sup> grade and CD classrooms to Middle School

Middle School Paint classroom walls in 1954 addition, touch up 1994 addition  
Move all classrooms to new classrooms  
Move in 5<sup>th</sup> grade and CD rooms  
Patch roof leaks

High School Move classrooms in from mobiles  
Move classrooms to new rooms  
Paint – touchup as a result of construction  
Move offices out into North math classrooms for summer  
Move offices into new office area

Special Education Dept. Move to former District Office area

October  
Institute

Mrs. Russert sought the Board's approval to host the Crisis Management Training and Mock Crisis using Manteno School facilities on October 5<sup>th</sup> for Manteno and Regional School Crisis Response Teams. The Board was very receptive to the idea and by consensus encouraged our District's leadership in the community.

Direction for  
Admin.

Supt. Russert sought the Board's opinion of any additional goals or plans for the District. One concern brought forward was the continual need for green space and the repair of the soccer/football field. Options include seeking information regarding the Rock Creek area park, local sod farms, detention pond east of 57.

Other items to note for the future: District Schools/KCC/Community Library Super Site

Adjournment

Moved by Dodge, seconded by Strawson to adjourn the meeting. Voice vote: All ayes – five (5). Nays – none (0). Motion carried. Open session ended at 11:20 a.m.

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Mark Stauffenberg, Board President

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Patrick Mallaney, Secretary

MKS/PM/df