

Manteno Community Unit School District No. 5  
Regular Meeting of the Board of Education  
Tuesday, October 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, and M. Stauffenberg – five (5).
- Absent: L. Murray and G. Preston – two (2).
- Also present: Supt. Harrod, K. Meyer, R. Schnitzler, K. Flanigan, D. Conrad, J. Snipes, J. Palicki, J. Emerson, A. Furbee, T. Steele, J. Finkelstein, and Clerk Fortin – twelve (12).
- Visitors: J. Emerson, M. Casagrande, J. Canna, N. Kaufman, and approximately 50 parents and family members in support of the students being recognized for their high achievements in the ISAT test scores in grades 6-8. Approximately 50 in attendance.
- Pledge of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.
- Additional Items Moved by Mallaney, seconded by Dodge to approve the following additional agenda items:
- VII. New Business
- H. Approve Robotics Team Overnight Stay
  - I. Approve Manteno Primary School Abatement and Demolition Project Contract
- Ayes: Mallaney, Dodge, Hofmeister, Nelson, and Stauffenberg – five (5). Nays – none (0). Motion carried.
- Public Hearings/  
Petitions/  
Public Comments Jaime Finkelstein, Instructional Support Specialist, led the recognition of 16 ISAT test score student leaders in grades 6<sup>th</sup> thru 8<sup>th</sup>. The Middle School Principal Dave Conrad assisted in handing out the awards to the high achieving students. Students shook hands with Board members, while members took pictures. A brief reception was held in honor of the students.
- PTO President, Mike Casagrande reported tabulations are almost complete for the Walk-a-thon, which earned approximately \$9,500 for the Manteno School District technology fund. There is also a Monical's fundraiser this evening with 20% of purchases being donated by Monical's to the Manteno PTO.
- Reports of Committees **Building Committee** – Committee Member Hofmeister reported the following:
- The Middle School entrance renovation is only awaiting a logo sign for the front counter, and then the project will be complete.
  - The High School locker room shower project is almost complete with the exception of a visual alarm device missing from the final shower room design.

- The Middle School lighting project is completely finished and has made a vast improvement on the stage.
- The District Office front door security renovation was approved for Tax Increment Funding for the project by the Village for up to \$30,000.
- The High School library is awaiting bookcases.
- The outside concession stand was toured by the Regional Office of Education inspector and was noted stove ventilation with a hood was needed, as well as the provision of running water/drains for sanitary reasons. The concession stand will serve the District very well.
- The baseball field sprinkler system plan update reports Kyle Flanigan had secured \$5,000 towards the \$10,400 total cost of installing a sprinkler system on the baseball field.
- The front door canopy has a water leak. Mr. DePoister had received two proposals to repair the leak. The committee agreed the District should move forward to employ Knickerbocker Roofing to repair the project.
- The Middle School DCEO grant light exterior light project update from Mr. Conrad reported due to the failure of the company that was awarded the contract to install the light fixtures in a timely manner, an annulment letter was sent to Northwest Mechanical Construction in Park Forest, IL. The District's maintenance department plans to install the majority of the light fixtures. A union electrician will be hired to complete the projects, which our maintenance staff will be unable to install, such as the pole light fixtures over Christmas break.
- The Elementary School server room condensation problem has been resolved.
- The Elementary School playground equipment has been installed.
- The Elementary School grass issue is still being resolved.
- The Village has a problem with Emerald Ash borer disease, and the Elementary School has these types of trees. The Village is requesting the trees be removed. Our maintenance crew will work with the Village to remove and replace the trees.
- Supt. Harrod reported the District will write for the Maintenance Grant (matching 50% up to \$50,000) to be used (if awarded to our District) for upper bleachers and roof top unit replacements at the High School.

**Curriculum, Instruction, and Assessment Committee** – Cathy Creek was attending a conference out of town, so there was not a report given.

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

- Review of the Elementary School construction project
- The State revenue report
- The District Office security project
- The bond project
- Recommend the lowest salt and snow plow bids
- Recommended the Board accept the lowest bid and demolish the Primary School buildings.
- Copier machine lease is ending soon and other options are being explored.

**Technology Committee** – Tom Steele reported the following:

- The Staff Buy program had a total of 12 employees participate (9 certified, 3 non certified) with purchases totaling \$12,176.97. This is five fewer employees than participated last year, but two more than 2011.
- There will be 14 employees attending the Skyward Conference in Peoria.
- We have repaired two Chromebooks under warranty and received \$100 in payment. There have been 11 broken Chromebooks submitted for insurance reimbursement.
- We have received our funding commitment decision letter and subsequent authorization for payment on the 2013-2014 E-rate application. Discounts retroactive to July 1, 2013 on the communication invoices should arrive shortly.
- Discussion took place regarding the renewal of the network maintenance agreement.
- We will be hosting a site visit for several districts at the Middle School on October 30<sup>th</sup>.
- The copier contract with MWOS expires in November. A team has been created to review Xerox and Cannon copiers and a recommendation will be made to the Board in November. The new copiers will be installed over the holiday break.
- Information from ISBE regarding the new tech planning process is still coming in.
- There is more professional development training with staff occurring this year.
- The Middle School Tech Club has 23 students and may be more turning in permission slips.  
Mike Nelson asked if the copy lease could be 4 ½ or 5 ½ years, so the transition could happen during the summer. Mr. Steele will investigate the question.

**KARVES** – There was no report given.

Consent  
Agenda

Moved by Dodge, seconded by Hofmeister to approve the following items:

A. Minutes

- Regular meeting of September 24, 2013
- Executive session meeting of September 24, 2013

B. Financial Reports

- Summary of Cash/Investment/Fund Balances Report
- 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. Approve FY14 School District Library Grant application (\$1,655.00 subject to appropriation)

- D. Approve the sale of Cash Bash Ticket sales from October 25, 2013 thru January 17, 2014 by the Athletic Boosters at \$25.00 per ticket.
- E. Approve the American Education Week Proclamation from November 18<sup>th</sup> - 22<sup>nd</sup>, 2013
- F. Approve the University of Phoenix School Affiliation Agreement
- G. Resignations
  - Alex LeRoy Loy – Middle School Paraprofessional effective October 11, 2013
  - Sean Ryan – Middle School MAP Paraprofessional effective October 11, 2013
  - Margarita Ochoa – Elementary four hour custodian effective September 11, 2013
- H. FMLA Requests
  - Nichole Whitten – 8<sup>th</sup> grade Science/Social Studies teacher from approximately March 21, 2013 thru the end of the 2013-2014 school year (approximately 11 weeks)
- I. Employments for the 2013-2014 School Year
  - Annabeth Shores – High School Assistant Softball Co-Coach
  - Kristie Trumble – High School Assistant Softball Co-Coach
  - Frances Korringa – Middle School FMLA long-term substitute teacher from approximately October 4, 2013 thru December 17, 2013 (approximately 10 weeks)
  - John Riberdy - High School Assistant Girls Basketball Coach
  - Margarita Ochoa - Substitute Custodian
  - John Young – Middle School Assistant Wrestling Co-Coach
  - Larry Shedwill – Middle School Assistant Wrestling Co-Coach
  - Kelly Martin – Substitute Custodian
- J. Employments Contingent Upon Successful Completion of Paperwork
  - Adam Nilsson – Middle School Assistant Track Coach
  - Erick Hoyer – Middle School MAP Paraprofessional effective October 28, 2013
  - Stephanie Chaplinski – Middle School Paraprofessional effective October 31, 2013
  - Nathaniel A. Betts – Substitute Custodian and Substitute Bus Aide
  - Alice K. Bertrand – Substitute Bus Aide

Ayes: Dodge, Hofmeister, Mallaney, Nelson, and Stauffenberg – five (5). Nays – none (0). Motion carried.

Unit Office Supt. Harrod reported on the following:

- Recognition of fall extracurricular events
  - High School Boys' Soccer won the Interstate Conference Championship, but lost to Herscher in the Regional Championship game.
  - Kari Sutherland and John Hofmeister both advanced to the Sectional Golf competition, but did not advance.
  - The High School Girls' Volleyball team is currently undefeated in the I-8 South Division and will host regional play this year.
  - The Middle School Boys' Baseball won the Regional Championship on Monday, September 23, 2013 against Peotone.
  - The High School Musical "Sound of Music" will be held Friday, October 25<sup>th</sup> at 7:00 p.m., Saturday; October 26<sup>th</sup> – 7:00 p.m., and Sunday, October 27<sup>th</sup> – 2:00 p.m.

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- The PTO Walkathon raised a total of \$11,672.00. After expenses are paid, the PTO will have approximately \$9,500 available for technology purchases throughout the District.
- The High School Robotics Team did their best ever in the Sedalia, Missouri BEST Championship at Show Me Best Competition and will proceed to the Arkansas competition.
- The Manteno Wildcats were Ivy League Champs in Bradley this past weekend.

Old Business None

New Business

Award Snow Plowing Contract Moved by Mallaney, seconded by Hofmeister to award the snow plowing contract to Heritage FS, Inc. for the 2013-2014 school year as presented. Ayes: Mallaney, Hofmeister, Dodge, Nelson, and Stauffenberg – five (5). Nays – none (0). Motion carried.

Approve Salt Contract Moved by Nelson, seconded by Dodge to award the salt contract to Heritage FS, Inc. for the 2013-2014 school year as presented. Ayes: Nelson, Dodge, Hofmeister, Mallaney, and Stauffenberg – five (5). Nays – none (0). Motion carried.

Approve High School Baseball Field Sprinkler System Moved by Hofmeister, seconded by Dodge to approve funding the remaining balance of \$5,400 for the High School baseball field sprinkler system as presented (Carefree System's proposal of \$10,400). Ayes: Hofmeister, Dodge, and Stauffenberg – three. Nays - Mallaney and Nelson – two (2). Motion carried.

Approve Girls Soccer Team Overnight Stay Moved by Dodge, seconded by Hofmeister to approve the girls' soccer team overnight stay from May 1 – 3, 2014 to Burlington, Iowa for the Tournament of Champions as presented. Voice vote: All ayes – five (5). Nays – none (0). Motion carried.

Approve Redevelopment Agmt. with Village of Manteno Moved by Dodge, seconded by Hofmeister to approve the Redevelopment Agreement between the Village of Manteno and Manteno CUSD No. 5 for a redevelopment project at 84 North Oak Street in the Village of Manteno Central Business TIF District No. 1 as presented. Ayes: Dodge, Hofmeister, Mallaney, Nelson, and Stauffenberg - five (5). Nays – none (0). Motion carried.

Approve Show Choir Two Overnight Stay Competitions Moved by Hofmeister, seconded by Nelson, to approve the Show Choir two overnight stay competitions (Davenport, IA and Troy, MO) in February, 2014 as presented. Voice vote: All ayes – five (5). Nays – none (0). Motion carried.

Approve Robotics Overnight Stay Moved by Dodge, seconded by Nelson to approve the Robotics overnight stay in Fort Smith, Arkansas (leaving Thursday, December 5, 2013 and returning on Sunday, December 8, 2013) as presented. Voice vote: All ayes – five (5). Nays – none (0). Motion carried.

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Approve Manteno Primary School Abatement & Demolition Project Moved by Dodge, seconded by Hofmeister to award the Primary School abatement and demolition project to Bechstein Construction with neither alternate 1 nor alternate two included. Ayes: Dodge, Hofmeister, Mallaney, Nelson, and Stauffenberg – five (5). Nays – none (0). Motion carried.

Anticipated Future Action Items 1. Tentative levy; 2. New Copier Contract; Technology Refresh of High School STEM lab; and 4. Wall mounted projector Project by the PTO.

Adjourn to Executive Session Moved by Hofmeister, seconded by Nelson to close Open Session and enter into Executive Session for the purpose of 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: Hofmeister, Nelson, Dodge, Mallaney, and Stauffenberg – five (5). Nays – none (0). Motion carried. Open session ended by 7:13 p.m.

Return from Executive Moved by Hofmeister, seconded by Nelson to return to open session at 8:25 p.m. Roll call: Hofmeister, Nelson, Dodge, Mallaney, and Stauffenberg – five (5). Absent: Murray and Preston – two (2). Motion carried.

Adjourn Meeting Moved by Dodge, seconded by Hofmeister to adjourn the meeting at 8:26 p.m. Ayes: Dodge, Hofmeister, Mallaney, Nelson, and Stauffenberg – five (5). Nays – none (0). Motion carried.

*\*Mark Stauffenberg*

*\*Patrick Mallaney*

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Mark Stauffenberg – President  
MKS/PM/df

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Patrick Mallaney – Secretary

\*Original signatures on file at the District Office.