

MANTENO COMMUNITY UNIT SCHOOL DISTRICT NO. 5  
Regular Meeting of the Board of Education  
Tuesday, October 23, 2007- 6:30 p.m.  
High School Library

Open Meeting The meeting was held in the library of the Manteno High School Library, and was called to order by President Stauffenberg at 6:30 p.m.

Roll Call The following members answered to roll call:

G. Dodge P. Mallaney S. Martin M. Nelson G. Preston  
M. Stauffenberg J. Toepper – seven (7). Absent: None (0).

Also present: Supt. Russert, K. Meyer, P. Russert, D. Conrad, R. Schnitzler, J. Palicki, T. Steele, J. DePoister and Clerk Fortin – nine (9).

Visitors: K. Jurgenson, B. Fisher, B. Huff, B. Baird, S. Williams, T. Theobald, R. Skidmore, K. Emerson, J. Emerson, K. Frame, A. McSparin, J. Ravens, R. Fortin and others – approximately 25 visitors.

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

Additional Agenda Items Moved by Nelson, seconded by Dodge to add the following agenda items:

- Consent Agenda Employments:
  - Susan Ella Harrison, Route Bus Driver
  - Tracy Gustafson, Substitute Bus Aide
- New Business Add Item H:
  - Crop Lease Bids

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

Public Hearings Petitions Comments PTO president, Rae Skidmore, reported that the annual candle fundraiser started on October 4<sup>th</sup> and ended the 19<sup>th</sup>. Candles may be picked up on November 16<sup>th</sup>. The December Holiday Shop will be held in the Elementary Gym on December 14<sup>th</sup> and 15<sup>th</sup>. Applications for home businesses and crafters are now available for \$25. Open houses went well. The Senior VIP day was enjoyed by all. There will be a special pie sale for the next Market Day. The next meeting will be the 2<sup>nd</sup> Thursday of November.

Tim Theobald, plant manager of Vulcan Materials, reflected on the 06-07 accomplishments and tools received from the donations given to the Primary and Elementary Schools regarding earth science promotion. Checks were presented to Supt. Russert for the 07-08 business/school partnership.

Brian Leopold, the High School Robotics team sponsor, gave the Board a synopsis of the history of the Robotics team and introduced the 07-08 Robotics team. The team gave a brief demonstration of this year's project and was wished well by the Board for the upcoming National competition at Fort Smith in Arkansas on November 29<sup>th</sup>, 30<sup>th</sup> and December 1<sup>st</sup>. A fundraiser will be held at the local Wendy's on Thursdays with 10% of the proceeds between 5-8 p.m. going back to the team.

Middle School Principal Dave Conrad introduced Jason Adams the Middle School Boy's baseball team coach and his team which ended their season successfully with an 18-7 record and placed 4<sup>th</sup> at the State Championship level.

Other public comments – none.

Report of  
Committees

Building Committee – Sam Martin reported that the committee discussed the top ten problems of the new construction projects and the meetings with contractors. Bob Huff will give an additional report later in the meeting.

Finance Committee – Pat Mallaney reported the meeting was held jointly with the Building Committee to discuss change orders. The committee recommended renewing the Financial Planning program with PMA, to wait a year regarding the Special Education Cooperative center agreement for attendance and to approve L & N Crop Spraying for snow removal. The 1980 GMC truck will be declared surplus.

Curriculum/Technology Committee – Gale Dodge reported that a public hearing was held to review Internet safety policies and the committee recommended adopting the policy by the Board. Promethean boards are to still be installed in the HS Lab L11 and the boards on carts in the MS and EL. Kathy, Tom and Dan attended the Technology Draft Plan workshop and will be updating the tech plan. The committee recommended the Board of Ed exempt non-cert staff from the contractual cap for participation in the staff buy program. Troubleshooting still continues for all building technology issues.

Consent  
Agenda

Moved by Nelson, seconded by Mallaney to approve the following items:

- Minutes of the regular board meeting of September 25, 2007
- Minutes of the executive session of September 25, 2007
- Financial reports
- Revision of Board Policy 6:235 Internet Safety Policy first reading
- Approve Revised 2007-008 Employment Contract
- Resignations:
  - Kimberly Peterson, Middle School Secretary (effective 10/12/07)  
(continued on the next page)

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- Cathy Carter, Curriculum Director effective at the end of the 07-08 contract year.
- Rocio Maldonado, Route Bus Driver
- Karen Casey, Food Service Worker
- Employments:
  - Rocio Maldonado, Substitute Bus Driver
  - Karen Casey, Substitute Food Service Worker
  - Amy Rose, Maternity Leave for Krista Carlile
  - Jennifer Morgan, Part-time Special Education Aide\*\*  
Dawn Yeates, Part time Special Education Aide\*\* (Sharing one full-time position)
  - Patricia Crabtree, Substitute Bus Driver, Substitute Food Service Worker
  - Patricia Pickert, Substitute Bus Aide
  - Elizabeth Burns, Substitute Bus Aide
  - Rose Denault, Substitute Secretary
  - Karen Dickson, Food Service Worker (3 hrs) and Substitute Custodian (Position approved by the Board on August 19<sup>th</sup>)
  - Penny Pavloski, Food Service Worker (3 hrs) and Substitute Custodian
  - Victoria Zaffino, Food Service Worker (4 hrs) and Substitute Custodian
  - Kim Peterson, Food Service Worker (3 hrs)
  - Ricky Singleton, Substitute Custodian
  - Gustavo Diaz, Sub Custodian and Sub Bus Driver upon completion of the state driving requirements
  - Susan Ella Harrison, Route Bus Driver
  - Tracy Gustafson, Substitute Bus Aide
  - Authorization the Supt. to hire the following:
    - Middle School Secretary
    - Part-time Special Ed Aide for Primary School
    - Special Ed Aide to replace Dana Willis
    - Special Ed Aide for the Middle School
    - Special Ed Aide for the Early Childhood Program
    - Part-time Special Education teacher for the Middle School
  - Approve employee purchase plan
  - School Improvement Plans
  - Declare Surplus Equipment (1980 GMC Truck)

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

Unit Office  
Report

Supt. Dawn Russert presented the Unit Office report on the following:

- American Education Week is November 11<sup>th</sup> -17<sup>th</sup>

- School Improvement Plan and Curriculum Update was given by Supt. Russert. Best practices and the Striving for Student Success Team were discussed. Staff are working on reading, math and science skills, and the ASPIRE and Response to Intervention grants.
- Long range multi year financial planning with PMA.
- Bob Huff updated the Board on the following items:
  - The trophy cases are here.
  - Punch lists will start on Monday.
  - Buildings will update their own punch lists.
  - Outside trim on the HS is being completed.
  - The retention pond is not totally seeded at the HS
  - Back gym, concrete is poured. Starting on the back wall.
  - Once guard rail is installed, it will be ready to use.
  - The Middle School Gym floor is still a problem.
  - The computer rooms have wall mounted sprinkler heads.
  - The High School thermal expansion tank is required by code.

Old Business None

New Business

Approve Moved by Martin, seconded by Toepper to approve the snow removal  
Snow contract to L & N Crop Spraying of Manteno. Ayes: Martin, Toepper,  
Removal Dodge, Mallaney, Nelson, Preston and Stauffenberg – seven (7). Nays  
Contract none (0). Motion carried.

Approve Moved by Preston, seconded by Martin to approve the resolution for the  
Resolution sale of transfer of property to the Village of Manteno as presented.  
Authorizing Ayes: Preston, Martin, Dodge, Mallaney, Toepper and Stauffenberg -  
The Sale & six (6). Nays: Nelson – one (1). Motion carried.  
Tsf. Of Prop.

Approve Moved by Mallaney, seconded by Toepper to approve the renewal of the  
Renewal of PMA Financial Planning Program at a cost of \$7,000. Ayes: Mallaney,  
PMA Toepper, Dodge, Martin, Nelson, Preston and Stauffenberg – seven (7).  
Financial Nays – none (0). Motion carried.  
Plan. Pgm.

Approve Moved by Nelson, seconded by Martin to approve the United Science  
United Science Industries Contract for services as presented. Ayes: Nelson, Martin,  
Industries Dodge, Mallaney, Preston, Toepper and Stauffenberg – seven (7).  
Contract Nays – none (0). Motion carried.

Approve Moved by Martin, seconded by Dodge to approve the Middle School and  
MS & HS High School Change orders as presented:  
Change Orders Middle School Change Orders (Continued)

(Continued from previous page)

Change Order #	Vendor - Description	Amount
4A-3	Piggish Simoneau, Inc. – Credit for 300 sq. ft. of concrete that did not need removed from the cafeteria	(\$1,200.00)
4A-4	Piggish Simoneau, Inc. – Bathroom stanchions and toilet accessories for the girls locker room	\$3,877.00
4A-5	Piggish Simoneau, Inc. – Lintel demoed by Mechanical and Industrial	(\$460.00)
4A-7	Piggish Simoneau, Inc. – Overall credit for saw cut work and for not needed to remove VCT tile in the cafeteria	(\$2,775.00)
4B-1	Mechanical & Industrial – Steel work needed to repair structural integrity to saw cut areas over the steam tunnel.	\$13,245.00
	This cost is being offset by Huff Architectural Group and represents no cost to the District.	(\$13,245.00)
4B-2	Mechanical & Industrial – Credit for exterior handrail that was included in two bid packages.	(\$6,620.00)
4C-1	Terry Vaughn Construction – two doors had to be replaced as they were original to the building and not fire rated. This was not included in the original contract documents.	\$3,420.00
4C-2	Terry Vaughn Construction – Credit for work that was done by Neal Masonry and was previously approved.	(787.22)
5-7	Mechanical & Industrial – Lintel work discussed in \$A-5 above.	\$460.00
8-4	Ron's Plumbing – Emergency gas shut off valves in science labs and for installation of a sump pump in the boy's locker room.	\$1,603.15
8-5	Rob's Plumbing – Faucets needed to be replaced as the design called for the wrong devices.	\$2,854.50
	----- This cost is being offset by Huff Architectural Group and represents no cost to the District.	(\$2,854.50)
8-6	Rob's Plumbing – Plumbing in Room 209, 1954 science room was out of code and had to be replaced. This was a renovated science room.	\$4,412.62
9-6	Amber Mechanical – Install high-low makeup air for the hot water heaters – discovered as a code requirement during the code review.	\$11,235.74
9-7	Amber Mechanical – Revised ductwork in Cafeteria as it was originally too low.	\$3,570.37
	----- This cost is being offset by Huff Architectural Group and represents no cost to the District. (Continued on next pg)	(\$3,570.37)

11-2	(Continued from previous page) Automatic Fire Sprinkler – sprinkler lobby, office areas, and some classrooms to bring the building into code.	\$34,680.00
11-3	Automatic Fire Sprinkler – fire hose cabinets and connection. Required by code.	\$3,537.00
13-2	Tile Works and More – Misc. tile work needed after asbestos tile removal and other areas that were damaged.	\$3,945.00
13-3	Tile Works and More – Misc. prep and leveling work in newly installed concrete that was out of tolerance per specifications. These costs will be represented in a credit change order to Nugent Construction. Net result is no charge to the district.	\$4,970.00
13-4	Tile Works and More – Work order in the field to remove left over adhesive that should have been removed by PSI. A deduct change order has been sent to PSI. Net result should be no charge to the district.	\$1,200.00

High School Change Orders

Change Order #	Vendor - Description	Amount
8-3	Ron’s Plumbing – Install a thermal expansion tank to the domestic hot water as required by code.	\$2,556.83
8-4	Ron’s Plumbing – Drain work as a result of foundation design done prior to plumbing drawings. Also, emergency gas shut off valves for the science rooms.	\$2,815.76

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

Anticipated Future

Action Items Tentative Levy and First Discussion of January Retreat items.

Approve Moved by Nelson, seconded by Toepper to approve the cash crop bid for the  
Crop Lease District 182 acres for \$196.15 per acre for a total of \$35,700 by David Peters  
Bid and Ron Reiter. Ayes: Nelson, Toepper, Dodge, Mallaney, Martin, Preston, and Stauffenberg – seven (7). Nays – none (0). Motion carried.

An executive session was not held.

Adjournment Moved by Martin, seconded by Dodge to adjourn the meeting.  
Voice vote: All ayes – seven (7). Nays – none (0). Motion carried.  
The meeting adjourned at 7:27 p.m.

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Board President, Mark Stauffenberg  
MKS/PM/df

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Board Secretary, Pat Mallaney