

Manteno Community Unit School District No. 5  
Regular Meeting of the Board of Education  
Tuesday, December 13, 2011  
High School Library – 6:30 p.m.

- 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, J. Toepper, and M. Stauffenberg – seven (7).
- Also present: Supt. Russert, K. Meyer, R. Schnitzler, S. Delya, J. Palicki, A. Furbee, T. Steele, J. Ruland, D. Christ, and Clerk Fortin – ten (10).
- Visitors: A. Porter, J. Nelson, J. Mallaney, and D. Preston – four (4).
- Pledge of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.
- Additional Items Moved by Hofmeister, seconded by Dodge to approve the additional Consent Agenda items as follows:
- H. Employment
    - Jennifer Morgan, long term substitute for Primary School FMLA position beginning January 3, 2012 for approximately six weeks.
  - I. Employment Contingent Upon Successful Completion of Paperwork
    - Corinne Walker, substitute food service employee
    - Amy Wallerstedt – Middle School Special Education teaching position (interim replacement for Nathan Short)
  - J. FMLA Requests
    - Linda Viall, Primary School teacher from January 2, 2012 for approximately six weeks.
    - Mary Holtz, regular route bus driver from December 5, 2011 for up to twelve weeks.
- Ayes: Hofmeister, Dodge, Mallaney, Nelson, Preston, Toepper, and Stauffenberg – seven (7). Nays: None – (0). Motion carried.
- Public Hearings/  
Petitions/  
Comments A PTO representative was not in attendance.
- Leona Ketterl gave an update on the Elementary School addition which included concerns of unsuitable soil under the gymnasium construction area. Rick Wise, from Gilbane, presented the preliminary schematic design cost estimate. The resolution of the unsuitable/contaminated soil under the gym addition is estimated at a cost range (best case/worse case scenarios) of \$200,000 - \$500,000. At this point the project is running under budget.
- Reports of Committees **Building Committee** – Member Preston reported the committee met Tuesday, with BLDD reps in attendance. The track repair is going out for bid (a lot of interest from bidders). Discussion was held regarding a sound absorption problem at the Elementary School.

**Finance Committee** – Member Mallaney reported the 2012 State and Federal funding were reviewed. The Skyport advertising/revenue sharing agreement was approved by the committee, as well as the 403(b) plan amendment, and Raymond James Financial as a District depository.

**Curriculum, Instruction, and Assessment Committee** – Dr. Ruland reported the committee had not yet met this month. Discussion items for the meeting include academic recognition for 2015 graduation and the District’s vision of a successful 1:1 program. It is hoped to generate discussion items to bring to the Board retreat in February.

**Technology Committee** – Tom Steele thanks to the fundraising efforts by the PTO and Education Foundation (along with a matching grant from Promethean), the District was able to purchase ten new Promethean ActivBoards (five each for the Primary and Elementary Schools). The server migration is ahead of schedule. The Chromebooks have arrived and are ready to distribute to students when they arrive after break. Our E-rate Form 370 was submitted for increased Internet bandwidth and cellular service. We are hoping to submit the 470 for the wiring of the new Elementary School addition. Responses should be received by 1/19/2012 for the Internet bandwidth and cellular service RFP’s.

**KARVES** – Member Preston reported the committee did not meet.

Consent  
Agenda

Moved by Mallaney, seconded by Toepper, to approve the consent agenda as follows:

- A. Minutes
  - Regular Board Meeting of November 15, 2011
  - Executive Session of November 15, 2011.
  - September 27, 2011 minutes were amended (to include dollar amounts)
- B. Financial Reports
  - Summary of Cash/Investment/Fund Balances
  - M-T-D/Y-T-D Revenue/Expenditure Reports
  - Cost Analysis – Education and 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 Accounts Reports
  - Additional Accounts Payable
- C. Door-to-door Fundraiser – Manteno Athletic Boosters annual “Cash Bash Extravaganza” from January 1, 2012 until February 3, 2012
- D. Renew Crop Lease (177 acre parcel of land)
- E. Declare as surplus Dell and Cisco server and workstation computer equipment

- F. High School Cheer competition date and location change from Sunday, January 22, 2012 to Saturday, January 21, 2012 (location from Romeoville to Hidden Cove)
- G. Out of State Travel – Tom Steele to the Skyward National Conference in Orlando, Florida from March 7<sup>th</sup> thru 9<sup>th</sup>. Also approved was Josh Ruland to attend the ASCD institute in Washington, DC on January 22<sup>nd</sup> – 24<sup>th</sup>
- H. Employments
  - Linda LaCosse, FMLA substitute for Primary School teacher December 2, 2011 for approximately eight weeks
  - Jennifer Morgan, long term substitute for Primary School FMLA position beginning January 3, 2012 for approximately six weeks
- I. Employment Contingent Upon Successful Completion of Paperwork
  - Carol Hullinger, three hour food service
  - Margaret Brooke, three hour food service
  - Sharri Palacios, three hour food service
  - Neta Luther, substitute bus driver
  - Robert Shronts, substitute bus driver
  - Authorize Superintendent to hire a part time paraprofessional
  - Authorize Superintendent to hire interim Middle School Special Education teacher.
  - Corinne Walker, substitute food service employee
  - Amy Wallerstedt for Middle School Special Education teaching position (interim replacement for Nathan Short)
- J. FMLA Requests
  - Robin Sannito, Primary School teacher from December 2, 2011 for approximately eight weeks
  - Tina Friddle, Elementary School teacher from November 29, 2011 for an unknown period of time
  - Burgandy Robertson, High School teacher from approximately March 10, 2012 for nine weeks
  - Linda Viall, Primary School teacher from January 2, 2012 for approximately six weeks
  - Mary Holtz, regular route bus driver from December 5, 2011 for up to twelve weeks
- K. Transfer
  - Nathan Short, request to transfer to the High School MAP for the remainder of the 2011-2012 school year effective November 21, 2011.

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

Unit Office  
Report

Supt. Russert reported on the following:

- A total of 28 holiday packages of cards and letters were mailed to US military men and women across the world to former Manteno students who are currently serving their country.
- Kim Kane, Elementary and Middle Schools Differentiation Specialist, was awarded a \$500.00 grant sponsored by BASF Corp. and Down Chemical Company.

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- Manteno High School received a Sporting a Winning Attitude award from IHSA for their demeanor during the November 5, 2011 State football playoff game.
- The Student Services Department received a donation of \$1,252 from the Knights of Columbus to be used for transition supports and services for students with disabilities.
- Marcia Klasey, Middle School PRIDE teacher, received a \$1,000 grant from the Kankakee Valley Chapter of the Autism Society of America to be used to increase students opportunities with augmentative and assistive communication devices.

Old Business

Approve 2012 Board Retreat Date Moved by Hofmeister, seconded by Dodge to approve February 4, 2012 as the Board Retreat date. Voice vote: All ayes – seven (7). Nays: None (0). Motion carried.

New Business

Approve Sentinel Technologies, Inc. Contract Moved by Toepper, seconded by Preston to award High Availability Network Support from Sentinel Technologies, Inc. in the amount of \$12,198. Ayes: Toepper, Preston, Dodge, Hofmeister, Mallaney, Nelson, and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Approve 2011 Tax Levy Resolutions Moved by Nelson, seconded by Hofmeister to approve the 2011 Tax Levy resolutions for Will and Kankakee Counties as presented. Ayes: Nelson, Hofmeister, Dodge, Mallaney, Preston, Toepper, and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Approve Show Choir Overnight Trip Moved by Dodge, seconded by Preston to approve the Magic Show Choir overnight stay on Saturday, February 18, 2012 in Indianapolis, Indiana. Voice vote: All ayes - seven (7). Nays – none (0). Motion carried.

Approve Skyport Advertising/ Revenue Sharing Cont. Moved by Toepper, seconded by Mallaney to approve the Skyport Advertising/ Revenue Sharing contract (as presented). Ayes: Toepper, Mallaney, Dodge, Hofmeister, Nelson, Preston, and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Approve 403(b) Plan Amendment Moved by Dodge, seconded by Preston to approve the resolution amending the District's 403(b) plan and to authorize the Superintendent to execute and deliver to the plan administrator the signed amendment. Ayes: Dodge, Preston, Hofmeister, Mallaney, Nelson, Toepper, and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Approve Raymond James Financial as Dist. Depository Moved by Mallaney, seconded by Nelson to approve Raymond James Financial, Inc. as a District depository. Ayes: Mallaney, Nelson, Dodge, Hofmeister, Preston, Toepper, and Stauffenberg – seven (7). Nays – none (0). Motion carried.

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Approve Resolution Of Intent to Issue up to \$3.5 Million In Working Cash Bonds  
Moved by Preston, seconded by Toepper to approve the Resolution of Intent to issue \$3.5 million in Working Cash bonds. Ayes: Preston, Toepper, Dodge, Hofmeister, Mallaney, Nelson, and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Anticipated Future Items  
Anticipated future agenda items include the strategic planning retreat in 2012.

Executive Session  
There was no need for an executive session.

Meeting Adjourned  
Moved by Dodge, seconded by Nelson to adjourn the meeting at 7:13 p.m. Voice vote: All ayes – seven (7). Nays – none (0). Motion carried.

*Mark Stauffenberg\**

*Patrick Mallaney\**

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Mark Stauffenberg  
Board President

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Patrick Mallaney  
Board Secretary

MKS/PM/DF

\*Original signatures on file at District Office.