

Manteno Community Unit School District No. 5
Regular Meeting of the Board of Education
Tuesday, December 18, 2012
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: E. Hofmeister, P. Mallaney, L. Murray, M. Nelson, and M. Stauffenberg – five (5). Absent: Dodge and Preston – two (2).
- Also present: Supt. Russert, K. Meyer, R. Schnitzler, D. Conrad, J. Snipes, J. Palicki, J. Emerson, A. Furbee, C. Creek, T. Steele, D. Christ, J. DePoister, and Clerk Fortin – thirteen (13).
- Visitors: J. O'Reilly, A. Verducci (Gilbane Project Manager), R. Paarlberg, M. Casagrande, K. Emerson, J. Emerson, J. Emerson, P. Skolasinski, T. Boyce, and J. Steele - approximately ten total visitors.
- Pledge of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.
- Additional Items There were none.
- Public Hearings/
Petitions/ PTO President, Mike Casagrande reported the PTO holiday shop was finished. There were five organizations participating in the "Trees around the Desk" which raised \$1,600. Each organization split the proceeds with the PTO. The third grade raised \$523. After the first of the year, the PTO will have a Sky's Lanes fundraiser on Thursday, January 3rd from 1 to 7 p.m. with 10% of the sales being returned to the schools. If anyone has any questions, Amanda Frame is chairing the event. All are invited to have a good time.
- In other recent fundraising events, \$3,320 will be going to technology purposes from Tim Boyce and Patty Skolasinski from Manteno Ford from the "Drive One 4 UR School" event held recently.
- Reports of Committees **Building Committee** – Adam Verducci gave an update on the building project.
- All interior masonry walls are complete
 - TPO (flat roof areas) roofing installed
 - Metal roof panels underway
 - Metal fascia and gutter installation ongoing
 - All windows installed except two fire-rated windows at Admin Center
 - Above ceiling work ongoing
 - Ductwork (50% complete)
 - Gas piping (65% complete)
 - Fire sprinkler piping (80% complete)
 - Overhead plumbing (45% complete)
 - Most work being done now is interior above the ceiling (ductwork)
 - Top of wall and soffit framing and drywall is complete in the Early Childhood section

- Framing in Admin section is complete (drywall 50% complete)
- Soffit framing in multipurpose areas complete
- Block filler (primer) has started to be applied to CMU walls
- Permanent power has been established and is operational
- Parking lot is complete except for light poles and fixtures
- 55.7% of complete billings done
- TC construction cost \$9,049,079; balance to finish (includes retainage) is \$4,010,869.12.
- Still shooting for the first of June to be wrapped up

Liz Hofmeister reported:

- The Middle School bleacher bids have been submitted with the lowest bidder Interkal, LLC
- The High School long jump was completed last week
- Power for the track finish line has been completed
- Tom Steele had wireless infrastructure for one to one
- In the process of purchasing items that need to be done over the holiday break with wireless communication
- Working with generator issue and High School bids for load balancing issues
- Talked about at the future board retreat discussion items – The future of the Primary School?

Finance Committee – Pat Mallaney reported the following items were discussed:

- Tax levy
- Approval of Pitney Bowes proposal for the Middle School
- Accept the farm lease as written (reviewed donation which accompanied the contract)
- Impact fess – recommended to agree to an additional year following with a stepped up impact fee after this next year (one year from now)
- Long discussion about wireless – recommend immediately approve wireless contract and request Tom to execute, and then go out to bid for the rest of the expenditures
- Recommend to approve the antipooling resolution
- Mike Nelson recommended Supt. Russert go back and make a judgment as to who will handle (whether the attorney or previous company we have used before) and represent the District in a tax appeal

Curriculum, Instruction, and Assessment Committee – Cathy Creek reported the committees are working on a vision statement for our curriculum. In January, we will be holding a “Google Hangout” regarding our one to one initiative, which will give our teachers a better understanding of the tool. The ISAT tests have been ordered. Cathy met with all K-8 teams to discuss the curriculum mapping process (50 – 80% complete). The ultimate goal is to have the curriculum totally mapped and share with families.

Technology Committee – Mr. Steele reported the committee did not meet in December.

Consent
Agenda

Moved by Mallaney, seconded by Hofmeister to approve the Consent Agenda as presented:

A. Minutes

- Regular Board minutes of November 13, 2012
- Executive Session of November 13, 2012

B. Financial Reports

- Summary of Cash/Investment/Fund Balances
- 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. Renewal of the cash crop lease on the 177 acre parcel of land with no change in the lease rate

D. Approve Kathy Meyer to attend the Skyward National Conference in Orlando, Florida on February 27, 2013 thru March 1, 2013 (registration, airfare, and lodging paid by Skyward)

E. Accepted donations of the following:

- Three purple chairs, a science table and a storage cabinet from the Frank Cooney Company which will be utilized at the High School
- \$12,000 additional cash crop rent check from Dave Peters and Ron Reiter

F. Approve two of Manteno High School's Entrepreneurship and Small Business management classes to participate in the Junior Achievement Company Program beginning in January of 2013

G. Approve DCFS flowchart (to be kept in the Crisis Manuals)

H. Employments for the 2012-2013 School Year

- Mike Swaim – Regular route bus driver (Joliet Route)
- Jason Adams – High School Assistant Girls Basketball Coach
- Danielle Ballard – Substitute bus aide
- Melissa Lang – Substitute bus aide
- Brett Casino – Middle School Lunch Supervisor (effective December 4, 2012 – 2 ½ hours per day – four days per week)

I. Employments Contingent Upon Successful Completion of Paperwork

- John Young – Middle School Assistant Wrestling Co-Coach
- William Daffron – Substitute bus driver
- Authorization for Superintendent to hire a potential High School Spanish teacher

Ayes: Mallaney, Hofmeister, Murray, Nelson, and Stauffenberg – five (5).

Nays – none (0). Motion carried.

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- Unit Office Supt. Russert reported on the following:
- A thank you note from Mr. Leopold regarding the Robotics team (successfully competed in Fort Smith, Arkansas with the presentation team taking first place and the robot team finishing fourth place overall nationwide!)
 - Thirty three holiday card and letter packages were mailed to Manteno alumni currently serving in the United States military
 - The High School has been selected to participate in the 2012-2013 Operation Teen Safe Driving program and will receive a \$2,000 grant to support traffic safety initiatives in the school and community
 - Our school district collected \$841.92 for Union Beach Memorial School, New Jersey
 - Roger Schnitzler discussed the possibility of I-8 conference changes and sought the Board's input of their preference. The Board prefers to keep travel close and continue with the public school participation only.
 - Items for the February retreat so far include the future of the Primary School building, District graduation requirements for math, and what to do about student transportation if the State eliminates funding.

Old Business None

New Business

Approve 2012 Tax Levy Moved by Nelson, seconded by Hofmeister to approve the 2012 tax levy resolutions and Certification of Tax Levy documents for Will and Kankakee Counties as presented. Ayes: Nelson, Hofmeister, Mallaney, Murray, and Stauffenberg – five (5). Nays – none (0). Motion carried.

Approve Overnight Show Choir Trip Moved by Mallaney, seconded by Hofmeister to approve the Magic Show Choir's overnight stay on Saturday, February 16, 2013 to Monona Grove, Wisconsin. Voice vote: All ayes – five (5). Nays – none (0). Motion carried.

Approve Waiver of Impact Fees Extension Moved by Mallaney, seconded by Hofmeister to approve the Waiver of Impact Fees extension through February 5, 2014 as presented. Ayes: Mallaney, Hofmeister, Murray, Stauffenberg – four (4). Nays: Nelson – one (1). Motion carried.

Approve CLIC Legislative Pooling Resolution Moved by Nelson, seconded by Mallaney to approve the CLIC (Collective Liability Insurance Cooperative) Pooling Resolution as presented. Ayes: Nelson, Mallaney, Hofmeister, Murray, and Stauffenberg – five (5). Nays – none (0). Motion carried.

Approve Pitney Bowes MS Postage Meter Renewal Moved by Mallaney, seconded by Nelson to approve the Middle School contract (postage meter) with Pitney Bowes for \$45.00/month for 60 months as presented (starting on January 1, 2013). Ayes: Mallaney, Nelson, Hofmeister, Murray, and Stauffenberg – five (5). Nays – none (0). Motion carried.

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Award MS and HS Bleacher Replacement Contract Moved by Hofmeister, seconded by Mallaney to award the Middle School and High School bleacher replacement project to the lowest bidder, Interkal, LLC in the amount of \$93,614 as presented. Ayes: Hofmeister, Mallaney, Murray, Nelson, and Stauffenberg – five (5). Nays – none (0). Motion carried.

Approve Issuance of Combined RFP for EL, MS and HS Network Infrastructure Project Moved by Mallaney, seconded by Nelson to issue a combined RFP for the Elementary School, Middle School and High School network infrastructure project which includes access points, controller and configuration for advance communications for \$86,905.65. Ayes: Mallaney, Nelson, Hofmeister, Murray, and Stauffenberg - five (5). Nays – none (0). Motion carried.

Approve High School Addl. Math Course Offerings Moved by Hofmeister, seconded by Murray to approve the High School additional Math course offerings as presented for the 2013-2014 school year. Ayes: Hofmeister, Murray, Mallaney, Nelson, and Stauffenberg – five (5). Nays – none (0). Motion carried.

Approve Rising Start SmartStart & Smart Plan SIPs Moved by Hofmeister, seconded by Murray to approve the Rising Start SmartStart and SmartPlan School Improvement Plans for the Elementary, Middle, and High Schools as presented. Voice vote: All ayes – five (5). Nays – none (0). Motion carried.

Approve Change Order Document for Carroll Seating Moved by Hofmeister, seconded by Nelson, to approve the change order document for Carroll Seating in the amount of \$899.00 as presented. Ayes: Hofmeister, Nelson, Mallaney, Murray, and Stauffenberg – five (5). Nays – none (0). Motion carried.

Future Action Items 1. Board retreat scheduled for February 2, 2013.
2. Approve High School graduation and Middle School promotion dates.

Adjourn To Executive Session Moved by Nelson, seconded by Murray to enter into Executive Session for the purpose of appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Ayes: Nelson, Murray, Hofmeister, Mallaney, and Stauffenberg – five (5). Nays – none (0). Motion carried.
Open session ended at 7:30 p.m.

Return to Open Session Moved by Nelson, seconded by Murray to return to Open Session at 7:46 p.m. Ayes Nelson, Murray, Mallaney, and Stauffenberg – four (4). Nays: None – (0). Motion carried. (Member Hofmeister left the meeting at 7:45 p.m.).

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Approve Contract Addendum #1 For Employee “I” Moved by Nelson, seconded by Murray to approve the contract addendum for Employee “I” as presented. Ayes: Nelson, Murray, Mallaney, and Stauffenberg – four (4). Nays – none (0). Motion carried.

Meeting Adjourned Moved by Nelson, seconded by Murray to adjourn the meeting. Voice vote: All ayes – four (4). Nays – none (0). Motion carried. The meeting ended at 8:10 p.m.

**Mark Stauffenberg*

**Patrick Mallaney*

Mark Stauffenberg
Board President

Patrick Mallaney
Board Secretary

MKS/PM/df

*Original signatures on file at the District Office.