

Manteno Community Unit School District No. 5
Regular Meeting of the Board of Education
Tuesday, January 26, 2016
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, M. Jackson, P. Mallaney, M. Schubert and M. Stauffenberg – Six (6). Absent – L. Murray - One - (1).
- Also present: Supt. Harrod, P. Conboy, R. Schnitzler, K. Flanigan, R. Haines, D. Conrad, M. Glenn, J. Emerson, A. Furbee, C. Majerski, T. Steele, C. Creek, J. Finkelstein, T. Weber, J. DePoister, D. Fortin and Recording Clerk Kaufman – Seventeen - (17).
- Visitors: Steve Crouse-ForeCast 5 Analytics, Nichole. Whitten- Middle School Science Teacher/Student Council Sponsor, Community Members - Michele Krol, Barb O'Donohue, and Bobbi Budimir
- Pledge of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.
- Additional Agenda Items Moved by Mallaney, seconded by Hofmeister to add the following additional agenda items:
VII. New Business
O. Approve District 2015 Transit Van Purchase
- Ayes: Mallaney, Hofmeister, Dodge, Jackson, Schubert, Stauffenberg – Six (6).
Nays: None (0). Motion carried.
- Public Hearings/Petitions/Comments Middle School Science Teacher/Student Council Sponsor recognized community members, Michele Krol, Barb O'Donohue, and Bobbi Budimir for their dedication to working the Middle School student council concession stand at the school dances. Their commitment to the school and the students is extremely appreciated.
- Steve Crouse, Senior Financial Consultant with ForeCast5 Analytics presented the District's financial projections. Mr. Crouse confirmed that the District does not have a spending problem, the District has a revenue problem.
- Reports of Committees **Building Committee** – Chairman Hofmeister reported that the Building Committee met on Tuesday, January 19, 2016 and discussed the following:
- I. Call to Order
 - II. Budget Review
 - III. Old Business
 - A. District
 - 1. Sale of School Property
 - 2. District Vehicle
 - 3. District Wide Intercom Project
 - B. High School
 - 1. Softball Press Box Update

- C. Middle School
 - 1. Back Door Entrance – Concrete Fascia
 - 2. Internal Office Door Extension
- D. Elementary School
 - 1. Test and Balance of Heating System
- IV. New Business
 - A. District
 - B. High School
 - 1. Panther Statue Placement
 - 2. Commons Area Floor
 - C. Middle School
 - D. Elementary School
- V. Additional Agenda Items
- VI. Adjournment

Finance Committee – Chairman Mallaney reported that the Finance Committee met on Tuesday, January 26, 2016 and discussed the following:

- I. Old Business
 - A. State Revenue Update - FRIS
 - B. Bond Refinance
 - C. B&G Vehicles
 - D. Intercom Project
- II. New Business
 - A. School Funding News from ISBE
 - B. Proven Copier Agreement
 - C. Renew Crop Lease
 - D. Webhosting Agreement
 - E. Comcast Data Service
 - F. Raptor Renewal
 - G. Fees
 - H. Milk Renewal
 - I. Buildings and Grounds
 - J. Financial Profile Score
- III. Review Finance Packet
 - Summary of Cash/Investment/Fund Balances Report
 - Revenue/Expenditure Summary Report
 - Cost Analysis – Education; Cost Analysis – O&M
 - Revenue Report
 - Expenditure Report
 - Food Service Report
 - O&M Gas & Electric Expenditure Report
 - Payroll Extras Report
 - Impress Check Report
 - Accounts Payable Report
 - ISDLAF Report
 - Activity Account Reports

IV. Additional Items

V. Future Items

Curriculum, Instruction, and Assessment Committee – Curriculum Director, Cathy Creek, reported that the CIA committee did not meet in January. The Curriculum Department is currently preparing for the next PARCC test window in April. They are also working closely with IOA to ensure that there is accuracy in their rosters. They are also preparing for the February 12th school improvement day and will end that day with an insurance buy-up program presentation.

Technology Committee – Technology Director, Tom Steele reported that the Tech Department met on January 6, 2016 and discussed the fiber upgrade to the Elementary School. This project is considered “special construction” and eligible for Category 1 funding if approved. He gave an update on the winter break projects. He reported that Stephanie Kaack was accepted to serve on the IL Skyward Steering Committee. Mr. Steele also shared that the committee discussed the web hosting renewal contract, the chromebook replacement expansion and the purchase of a Title I Canon color printer for the Early Childhood Center/Elementary School.

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

A. Minutes

- Public Hearing for 2015 Tax Levy – November 17, 2015
- Regular Board Meeting – December 15, 2015
- Executive Session Meeting – December 15, 2015

B. Financial Reports

- Summary of Cash/Investment/Fund Balances
- M-T-D/Y-T-D Revenue/Expenditure Reports
- Cost Analysis – Education, Cost Analysis – O&M
- Revenue Report
- Expenditure Report
- O&M Gas & Electric Expenditure Report
- Food Service Report
- Payroll Extras Report
- Impress Check Report
- Accounts Payable Report
- ISDLAF Report
- Activity Accounts Reports
- Additional Accounts Payable

C. Resignations

Carlene Toler, Three hour Food Service Employee – effective January 15, 2016
AnnaBeth Brimberry, Middle School Softball B Team Coach – effective immediately
Dan Hendrickson, Route Bus Driver – effective January 29, 2016

D. FMLA

Jerry Rewerts, Middle School Social Studies Teacher – beginning March 22, 2016 until approximately May 3, 2016 (5 weeks)

Tricia Krejca, High School Paraprofessional – beginning January 19th for approximately two weeks for an immediate family member

E. Dismissal

None

F. Employments for the 2015-2016 School Year

Ingrid Palmer, Kindergarten Teacher for the remainder of the 2015-2016 school year – effective upon Board approval

Dawn Admave, Long-term leave for Early Childhood Teacher – beginning approximately March 1, 2016 for 12 weeks

Misty Maves, Middle School Assistant Track Coach for the 2015-2016 season

Steve St. Jean, High School Assistant Boys Baseball Coach for the 2015-2016 season

Stipends for High School baseball are as follows: Andrew Zurales – full stipend,

John Longtin – 2/3 stipend, Ryan Pinto – 2/3 stipend, Steve St. Jean – 2/3 stipend

Thomas Gagel, Full Route Driver – effective February 1, 2016

G. Employments Contingent Upon Successful Completion of Paperwork for the 2015-2016 School Year

Superintendent to approve long-term substitute for Middle School Math Teacher

H. Adoption of the Executive Session Minutes Resolution

I. Approve Manteno High School Senior Awards Night, Wednesday, May 18, 2016 at 7:30PM, Manteno Middle School Promotion date, Thursday, May 19, 2016 at 7:00PM and Manteno High School Graduation date, Sunday, May 22, 2016 at 2:00PM

J. Designation of a Person or Persons to Prepare Tentative Budget

K. Renew Crop Lease

L. Approve 2015-2016 Updated Substitute Teacher list maintained by the Iroquois/Kankakee Regional Office of Education.

Ayes: Dodge, Hofmeister, Jackson, Mallaney, Schubert, Stauffenberg Six (6). Nays – None (0). Motion carried.

Superintendent's Report

A. Good News

1. A special congratulations to Trevor Watkins who recorded his 150 Career Win on Tuesday, December 15, 2015.
2. The District received a \$2,500 grant from the Monsanto Corp. This is a grant where a farmer has to nominate a school – The Ragain family were the nominators for Manteno High Schools' Ag Program.
3. The cheer team placed 1st out of six teams at Andrew High School on Saturday, December 19th. They also qualified for ICCA Competition in Springfield on January 9th where they placed 12th out of 24 teams. They then competed in Oak Forest on Jan. 10th where they placed 3rd out of 11 teams.
4. The District has been awarded an FY16 Library Grant in the amount of \$1,208.82. The grant provides supplementary support for our school district's library media program and in doing so enhances student learning and academics.

5. Congratulations to the following students for being selected to the I-8 Concert and Jazz Band Festival on Monday, February 29th: Jeremy Eason, Amanda Greenley, Kyle Hacek, Ryan Hacek, Katherine Hill, Alyssa Jacobucci, Lizzie Kooy, Lili Martin Steven McShane, Matt Moody, Noah Spangler and Zach Zawisza. Congratulations on being the top musicians in the I-8 Athletic Conference.
6. The Special Olympics Individual Basketball Skills Competition was held in the High School gym on Saturday January 16, 2016. Eight HS students and 7 MS students participated this year, they were Bryana Conway, Zachary Devitt, Matthew Ekhoﬀ, Jeremy Hansen, Kayla Hart, Trenten Jankuski, Zachary Ludwig, Nathan Moenck, Jocelyn Peters, Zachary Rath, Zackary Taylor, Elisandro Varela, Ashton (AJ) Varvel Anna Werner, and Josh Widdowson. The following seven students received gold medals and will compete at State on March 12th at ISU: Bryana Conway, Zachary Devitt, Matthew Ekhoﬀ, Kayla Hart, Trenten Jankuski, Zackary Taylor, Anna Werner, and Josh Widdowson. Special acknowledgement to Nick Crowe and Leah Selk who did an outstanding job encouraging the athletes throughout the day.

Old Business

New Business

Approve Moved by Dodge, seconded by Hofmeister to approve the 2015-2016 District
2015-2016 Certified and Non-Certified Seniority Lists. Ayes: Dodge, Hofmeister, Jackson,
District Mallaney, Schubert, Stauffenberg – Six (6). Nays: None (0). Motion carried.
Certified and
Non-Certified
Seniority Lists

Approve Moved by Mallaney, seconded by Schubert to approve Refunding Alternative 1
Refunding Consideration and action on a resolution for the issuance of not to exceed \$6,500,000
Alternative 1 General Obligation Refunding School Bonds, Series 2016, to refund certain outstanding
Consideration obligations of the District, provide for the levy of taxes to pay said bonds, and provide
And Action for the sale of said bonds to the purchaser thereof as presented. Ayes: Mallaney,
On a resolution Schubert, Dodge, Hofmeister, Jackson, Stauffenberg – Six (6). Nays: None (0).
For the Motion carried.
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Not to exceed
\$6,500,000
General Obligation
Refunding School
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To refund certain
Outstanding
Obligations of the
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The levy of taxes to
Pay said bonds, and
Provide for the sale
Of said bonds to the
Purchaser thereof

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- Approve Adoption Agreement And 457(b) Resolution Documents Moved by Dodge, seconded by Hofmeister to approve the Adoption Agreement and 457(b) Resolution Documents as presented. Ayes: Dodge, Hofmeister, Jackson, Mallaney, Schubert, Stauffenberg – Six (6). Nays: None (0). Motion carried.
- Approve Title I Color MFD Lease Agreement Moved by Mallaney, seconded by Schubert to approve a 3 year lease with Proven Business Systems for a Title I Color MFD Lease Agreement for \$9,990. Ayes: Mallaney, Schubert, Dodge, Hofmeister, Jackson, Stauffenberg – Six (6). Nays: None (0). Motion carried.
- Approve Extension of Clover Leaf Farms Agreement Moved by Schubert, seconded by Mallaney to approve an extension of the Clover Leaf Farms Agreement with no price increase for the 2016-2017 school year. Ayes: Schubert, Mallaney, Dodge, Hofmeister, Jackson, Stauffenberg – Six (6). Nays: None (0). Motion carried.
- Approve Webhosting Agreement Extension Moved by Schubert, seconded by Mallaney to approve exercising our option to extend the Webhosting agreement with SchoolinSites, LLC in the amount of \$3,000 a year . Ayes: Schubert, Mallaney, Dodge, Hofmeister, Jackson, Stauffenberg – Six (6). Nays: None (0). Motion carried.
- Approve E-Rate POTS 12 Month Contract With CallOne, Inc. Moved by Mallaney, seconded by Schubert to approve a 12 month contract for telephone service with CallOne, Inc. effective July 1, 2016. Ayes: Mallaney Schubert, Dodge, Hofmeister, Jackson, Stauffenberg – Six (6). Nays: None (0). Motion carried.
- Approve E-Rate District Office Data 36 Month Contract With Comcast Moved by Hofmeister, seconded by Schubert to approve a 36 month term contract for Business Class Internet service from Comcast effective July 1, 2016. Ayes: Hofmeister, Schubert, Dodge, Jackson, Mallaney, Stauffenberg – Six (6). Nays: None (0). Motion carried

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Approve E-Rate Cellular Service With Verizon Wireless
Moved by Mallaney, seconded by Jackson to approve continuing with Verizon Wireless for Cellular Phone and Push-To-Talk service through June 30, 2017.
Ayes: Mallaney, Jackson, Dodge, Hofmeister, Schubert, Stauffenberg – Six (6).
Nays: None (0). Motion carried.

Approve E-Rate Network Infrastructure Maintenance With Sentinel Technologies, Inc.
Moved by Dodge, seconded by Schubert to approve the HANS Network Infrastructure Maintenance Agreement with Sentinel Technologies, Inc. in the amount of \$15,920 for service from July 1, 2016 through June 30, 2017.
Ayes: Dodge, Schubert, Hofmeister, Jackson, Mallaney, Stauffenberg – Six (6).
Nays: None (0). Motion carried.

Approve 2016-2017 Bus Lease With Midwest Transit
Moved by Hofmeister, seconded by Jackson to approve the 2016-2017 Bus Lease with Midwest Transit for 19 buses in the amount of \$256,021.00.
Ayes: Hofmeister, Jackson, Dodge, Mallaney, Schubert, Stauffenberg – Six (6).
Nays: None (0). Motion carried.

Approve Manteno High School Student Council Great America Trip
Moved by Dodge, seconded by Schubert to approve Manteno High School Student Council Great America Trip beginning on Saturday May 14, 2016 at 10PM and ending on Sunday May 15, 2016 at 5:00AM. Voice Vote:
All Ayes: Six (6). Nays: None (0). Motion carried.

Approve Manteno High School Bass Fishing Team Overnight Trips
Moved by Hofmeister, seconded by Jackson to approve Manteno High School Bass Fishing Team Overnight Trips on Friday April 1, 2016, Friday April 8, 2016 thru Sunday April 10, 2016, Friday May 13, 2016 and a trip on Sunday April 17, 2016.
Voice Vote: All Ayes: Six (6). Nays: None (0). Motion carried.

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Approve District 2015 Transit Van Purchase From Manteno Ford
Moved by Dodge, seconded by Schubert to approve the purchase of a 2015 Ford T250 Cargo V6 Transit Van from Manteno Ford not to exceed \$22,350 plus title and license. Ayes: Dodge, Schubert, Hofmeister, Jackson, Mallaney, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Anticipated Future Action Items
1. Approve School Fees for the 2016-2017 School Year
2. Review the Calendar for the 2016-2017 School Year

Executive Session
Moved by Jackson, seconded by Hofmeister to enter into Executive Session for the purpose of the 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: Jackson, Hofmeister, Dodge, Mallaney, Schubert, Stauffenberg – Six (6). Nays: None (0). Motion carried. Open Session ended at 7:05PM.

Return to Open Session
Moved by Dodge, seconded by Schubert to close Executive Session and return to Open Session. Ayes: Dodge, Schubert, Hofmeister, Jackson, Mallaney, Stauffenberg – Six (6). Nays: None (0). Motion carried. Executive Session ended at 8:16PM.

Adjourn Meeting
Moved by Dodge, seconded by Schubert to adjourn the meeting at 8:17PM. Voice Vote: All Ayes: Six (6). Nays: None (0). Motion carried.

**Mark Stauffenberg*

**Patrick Mallaney*

Mark Stauffenberg
Board President

Patrick Mallaney
Board Secretary

MKS/PM/nak

*Original Signatures are on file at the District office.