

Manteno Community Unit School District No. 5
Regular Meeting of the Board of Education
February 28, 2012
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, G. Preston, J. Toepper, and M. Stauffenberg – six (6). Absent: M. Nelson – one (1).
- Also present: Supt. Russert, K. Meyer, P. Russert, K. Flanigan, D. Conrad, J. Snipes, R. Schnitzler, J. Palicki, A. Furbee, T. Steele, D. Christ, J. DePoister and Clerk Fortin – thirteen (13).
- Visitors: R. Doig, K. and J. Emerson, T. Weber, Middle School Wrestling team and parents, Bryan Curran – approximately 12 (twelve).
- Pledge of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.
- Additional Items Moved by Hofmeister, seconded by Dodge to add the following items to the Consent Agenda:
- C. Resignations
 - Veronica Donovan – Middle School Band teacher, effective at the end of the 2011-2012 school year.
 - F. Employments
 - Julie Mead – Summer School English teacher (June 4 thru June 22, 2012 from 8:00 a.m. to noon daily for a total of 60 hours).
 - Bill Thompson – High School Summer Driver Education teacher (maximum of 35 classroom hours and drive time 4.5 hours per day behind the wheel during the month of June for 103.5 hours).
 - Bret Pignatiello – High School Summer Driver Education teacher (three hours per day during the month of June for a total of 69 hours).
 - Jason Adams – High School Summer Driver Education teacher (six hours a day during the month of July for a total of 120 hours).
 - Lori Weedon – High School Summer Driver Education teacher (three hours a day during the month of July for a total of 60 hours).
 - Kevin Prendergast – High School Summer Driver Education substitute teacher.
- Ayes: Hofmeister, Dodge, Mallaney, Preston, Toepper and Stauffenberg – six (6). Nays – none (0). Motion carried.
- Public Hearings/
Petitions/
Comments High School Athletic Director introduced head wrestling coach, Bryan Curran, who spoke of the High School wrestling team's successful season of 17-9 (capturing second at Regionals, Sectional finals and State qualifiers). Mr. Curran then introduced Tucker Presler, Christian Franc, Schuyler Lindsay, and Anthony Franc (all State qualifiers) and gave details of their accomplishments.

Roger Schnitzler reported the PTO has two fundraisers in the near future, the “Night at the Races” at Balmoral Race Track and the Spring Market Day pie fundraiser.

Mr. Schnitzler also reported the Show Choir had an outstanding Main Event which raised approximately \$19,000 and now they are moving onto the “Gala” set for April 14th starting at 5:30 p.m. Tickets are \$30 each.

Reports of
Committees

Building Committee – Chairman Preston reported a fast meeting. Dark brown was chosen for the rubber mulch color which is recycled. The general consensus was it is a good project. The warmer weather has been helpful with the budget in the areas of utilities. Track resurfacing was discussed and it was recommended to enter into an agreement with Wallace Paving of Elgin in the amount of \$154,916.00. In the area of weed control, the District will attempt to accomplish “in house”. The blue maintenance tractor is in poor condition. There was discussion on the playground removing and replacing at the Elementary School by Monkebar Builders for a quote of \$4,270.00 (including concrete pads).

Finance Committee – Member Mallaney reported the committee met this evening. The finance packet was reviewed, as well as an update of the state revenue given. The committee approved the email archiving proposal (already in the budget). Other recommendations included the approval of the bus lease proposal and to have the same company disassemble and reassemble the playground equipment.

Curriculum, Instruction, and Assessment Committee – Tricia Weber, RtI Coordinator reported the committee met on February 8th and began with an update from the Public Library, which included news about the “Tot Spot”, the early literacy program beginning on February 18th, as well as a coloring contest during National Library Week. The theme being “Reading is Delicious”. Discussion on the District’s vision of a successful 1:1 program followed. The team discussed the pros and cons of the Chromebook versus the iPad. The iPad being great for younger students (K-1) and the Chromebook a good option for the older students. The slides from the Board Retreat PowerPoint were reviewed regarding strategic planning for the future. Teachers signed up to be on the Handwriting Committee last year. Literacy stations occur in the K-8th grades. This instructional style will be expanded to the High School. All freshmen will take College and Career Prep next year. The High School English teachers are interested in adding the COMPASS test as part of the District’s balanced assessment system. The Primary School has just completed the winter benchmark and data days. The Kindergarten met the target for each skill and no longer has the need for any Tier 3 interventions! Winter benchmarking and data days went well at the Elementary School.

Technology Committee – Tom Steele reported the Committee met on Valentine’s Day. A second Form 470 was filed (E-rate) that will allow us to renegotiate our two phone contracts with Level 3, hopefully into a single, less costly contract. This could also be helpful for the Elementary School wiring project which would assist in 54% funding of the project if awarded successfully. It will be a year before we are notified.

The administrative team reviewed the email policies and suggested some minor changes. Recent incidents have caused us to re-visit the retention policies and explore

implementing a third party mail archiving system. Implementation of the new policies will be on hold until some other issues are resolved. The Elementary School iPad pilot project have had mixed reviews, the novelty is wearing off with students and teachers are more focused on integrating the devices. The Chrome books have been in the hands of Mrs. Coker's students since January. From the technical side, the deployment has been smooth. Brent Zhorne and Derek Baily are piloting the on line textbook. They have been assigning students online quizzes, but there have not been too many takers regarding the bring your own device at this point. The first Social Networking Discussion Group met on January 26th with nine people in attendance. Future meetings are hoping to show different examples of social media. No date has been set for the next meeting. The administration is recommending significant changes to the technology classes at the High School and replacing web design and other tech classes with app development classes that would teach students to develop apps for Android or iOS type devices. We are running out of addresses and also out of content filter licenses. The content filter agreement with Cymphonix expires this summer. A recent FOIA request brought deficiencies with our current mail archiving solution to light. There is a device on order to use as a trial basis which is used by Kankakee District 111. Mr. Steele had the privilege of taking the Middle School Technology Club on a tour.

KARVES – There was no report given.

Consent
Agenda

Moved by Preston, seconded by Hofmeister, to approve the consent agenda (and additions) as follows:

A. Minutes

- Regular Board meeting minutes of January 24, 2012
- Executive Session meeting minutes of January 24, 2012
- Special Board meeting minutes of January 31, 2012
- Board Retreat minutes of February 4, 2012
- Board Retreat Executive Session minutes of February 4, 2012

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. Resignations

- Cheryl Smrcina – Primary School teacher effective at the end of the 2011-2012 school year.

- Jacki Rutledge – Part time High School guidance counselor effective at the end of the 2011-2012 school year.
 - Matt Beckner – High School Physical Education teacher effective at the end of the 2011-2012 school year.
 - Dawn Yeates – Substitute coordinator effective February 24, 2012.
 - Mary Edwards – Primary School paraprofessional effective February 24, 2012.
 - Veronica Donovan – Middle School band teacher, effective at the end of the 2011-2012 school year.
- D. Notice of Retirement
- Mary Lou Haymond – Elementary School teacher intent to retire at the end of the 2014-2015 school year.
- E. FMLA Requests
- Jennifer Fortin – Approximately May 16, 2012 thru November 12, 2012 (twelve weeks)
 - Tricia Weber – Approximately the end of June 2012 thru November 1, 2012 (twelve weeks)
 - Stephanie Kaack – Approximately April 16, 2012 thru June 15, 2012 (nine weeks)
- F. Employments
- Karen Cole – Middle School lunchroom supervisor for three and one half hours per day effective February 21, 2012
 - Loretta Mayes – Substitute coordinator for the remainder of the 2011-2012 school year effective February 21, 2012
 - Kelly Martin – Bus aide effective February 21, 2012
 - Kerry Bjelke – FMLA leave for Primary School teacher from approximately March 6, 2012 thru the end of the 2011-2012 school year.
 - Cara Baldwin – Full time Primary School paraprofessional effective February 27, 2012.
 - Jody Lutzka – Substitute for a FMLA paraprofessional beginning approximately March 6, 2012 thru the end of the 2011-2012 school year.
 - Jane Middleton – Substitute custodian
 - Lindsey Sheehy – Substitute food service employee
 - Julie Mead – Summer School English teacher (June 4 thru June 22, 2012 from 8:00 a.m. to noon daily for a total of 60 hours.)
 - Bill Thompson – High School Summer Driver Education teacher (maximum of 35 hours classroom portion and drive time 4.5 hours per day behind the wheel during the month of June for 103.5 hours).
 - Bret Pignatiello – High School Summer Driver Education teacher (three hours per day during the month of June for a total of 69 hours).
 - Jason Adams – High School Summer Driver Education teacher (six hours a day during the month of July for a total of 120 hours).
 - Lori Weedon – High School Summer Driver Education teacher (three hours a day during the month of July for a total of 60 hours).
 - Kevin Prendergast – High School Summer Driver Education substitute teacher.

- G. Employments Contingent Upon Successful Completion of Paperwork
 - Thomas Blake – 2012-2013 Industrial High School Arts Teacher
 - Linda Kirchgessner – Substitute bus aide
 - Diane Sweeney – Substitute bus aide and substitute custodian
 - Authorization for Superintendent to hire substitute bus drivers and substitute bus aides
- H. Separation of Employment
 - Aleen Bilyard – Bus driver effective February 17, 2012
 - Mary Boudreau – Bus aide effective February 17, 2012
- I. Elementary School Playground Equipment Re-Installation – Monkebar Builders, L.L.C will reinstall the Elementary School playground equipment during the summer of 2013 for \$4,270.00.
- J. Acceptance of a financial donation from Whitaker Farmer Grain Cooperative, Grant Park, IL – the donation was deposited in the FFA Activities account.

Moved by Preston, seconded by Hofmeister to approve the consent agenda as presented. Ayes: Preston, Hofmeister, Dodge, Mallaney, Toepper, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Unit Office Report Supt. Russert reported on the following:

- The District has been involved in multiple successful fundraisers for 8th grade student, Meagan Valentino.
 - Staff Jeans Days raised \$1,400
 - Hearts for Meagan - \$600
 - Ice Cream Social - \$4,000
 - Main Event's Split the Pot - \$842
 - Talent Show scheduled for March 1, 2012
 - Dance Alive fundraiser on March 4, 2012
- Jump Rope for Heart – Primary School raised a total of \$7,578
- Kindergarten Registration was held February 22, 2012 with approximately 106 registrants which are about the norm for this time of year.
- The WYSE team placed second at Regional Competition.
- The Middle School Mathletes performed well at a recent Maternity BVM event.
- The Middle School Wrestling team finished with an overall record of 6 – 8.
- Charlie Massie will be representing Manteno in the March 6th IKAN Regional Spelling Bee to be held at the Larson Fine Arts Center at Olivet.

Old Business

Approve 2012-2013 Calendar Moved by Toepper, seconded by Dodge to approve the 2012-2013 school calendar as presented. Voice vote: All ayes – six (6). Nays – none (0). Motion carried.

New Business

Manteno CUSD No. 5 Board of Education Regular Meeting – February 28, 2012

- Approve Hazardous Routes Moved by Hofmeister, seconded by Toepper, to approve the Hazardous Route Designation Resolution as presented (no changes from previous year). Ayes: Hofmeister, Toepper, Dodge, Mallaney, Preston, and Stauffenberg – six (6). Nays – None – (0). Motion carried.
- Approve 2012-2013 Bus Lease Moved by Dodge, seconded by Mallaney to approve the 2012-2013 bus lease with Midwest Transit for \$223,928.00 as presented. Ayes: Dodge, Mallaney, Hofmeister, Preston, Toepper, and Stauffenberg – six (6). Nays – none (0). Motion carried.
- Approve Phone Service Contract Moved by Hofmeister, seconded by Preston, to allow Superintendent Russert to enter into a new phone service contract. Ayes: Hofmeister, Preston, Dodge, Mallaney, Toepper, and Stauffenberg – six (6). Nays – none (0). Motion carried.
- Approve HS Boys Sunday Soccer Camp Moved by Toepper, seconded by Mallaney to approve the High School boys soccer team to host a 7th and 8th grade skills and conditioning camp on Sunday evenings from March 4, 2012 thru April 29, 2012 as presented. Ayes: Toepper, Mallaney, Dodge, Hofmeister, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.
- Approve Email Archiving Solution Moved by Preston, seconded by Dodge to approve the purchase of the DataCove DC1000 Appliance from Tangent Computer, Inc. pending a successful 30 day evaluation period for \$11,736 as presented. Ayes: Preston, Dodge, Hofmeister, Mallaney, Toepper, and Stauffenberg – six (6). Nays – none (0). Motion carried.
- Anticipated Future Items
1. Award construction bids for the Manteno Elementary School addition.
 2. Certified and non-certified staff employment
 3. Summer help employment
- Executive Session Moved by Hofmeister, seconded by Dodge to adjourn to Executive Session for the purpose of discussing student discipline and personnel issues. Ayes: Hofmeister, Dodge, Mallaney, Preston, Toepper, and Stauffenberg – six (6). Nays – none (0). Motion carried. Open session ended at 7:04 p.m.
- Return to Open Session Moved by Preston, seconded by Hofmeister to return to open session at 7:56 p.m. Roll call: Preston, Hofmeister, Dodge, Mallaney, Toepper, and Stauffenberg – six (6). Absent: Nelson – one (1). Motion carried.
- Uphold Student “D” Discipline Moved by Dodge, seconded by Toepper to uphold the administration’s recommendation regarding the discipline of Student “D”. Ayes: Dodge, Toepper, Hofmeister, Mallaney, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.
- Meeting Adjourned Moved by Dodge, seconded by Toepper to adjourn the meeting at 7:57 p.m. Voice vote: All ayes – six (6). Nays – none (0). Motion carried.

 *Mark Stauffenberg_____

Mark Stauffenberg
Board President

MKS/PM/DF *Original signatures on file in the District Office

 *Patrick Mallaney_____

Patrick Mallaney
Board Secretary