

MANTENO COMMUNITY UNIT SCHOOL DISTRICT NO. 5  
Regular Meeting of the Board of Education  
Tuesday, December 15, 2009 – 6:30 p.m.  
High School Library

- Open Meeting 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, P. Mallaney, S. Martin, M. Nelson, G. Preston, and J. Toepper & M. Stauffenberg – seven (7)
- Also present: Supt. Russert, K. Meyer, P. Russert, D. Conrad, R. Schnitzler, J. Palicki, J. Ruland, R. Fortin, D. Regalado, T. Steele, J. DePoister, and C. Allers– twelve (12).
- Visitors: J. Nelson, J. Emerson, R. Doig, M. Casagrande, D. Kotecki, and C. Stauffenberg – plus the Middle School students and parents of those being recognized for high achievement on ISAT tests – approximately 100.
- Pledge of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.
- Approve Additional Items to the Agenda Moved by Nelson, seconded by Toepper to add the following items to the agenda: Nelson, Toepper, Dodge, Mallaney, Martin, Preston and Stauffenberg -  
(H) Employment: Amy Rose – High School Job Coach effective 1/5/2010  
Kelly Campbell – Long term FMLA sub  
Gary Wolfe – Substitute bus driver effective 12/17/2009  
New Business: (G) Out of State travel for Tom Steele  
(H) Appoint Dawn Russert as the Open Meeting Act Officer  
(I) Appoint Dawn Russert as the FOIA Officer  
Ayes: Nelson, Toepper, Dodge, Mallaney, Martin, Preston and Stauffenberg – seven (7).  
Nays – None (0). Motion carried.
- Appointment Of Open Mtgs. Act Officer & FOIA Officer Moved by Mallaney and seconded by Dodge to appoint Dawn Russert as the Open Meeting Act Officer and the FOIA (Freedom of Information Act) Officer. Voice vote: All ayes – seven (7). Nays – none (0). Motion carried.
- Joshua Ruland, Director of Curriculum and Assessment, along with Middle School Principal Dave Conrad and Dean of Students Randy Fortin recognized students for their high achievement on the Illinois Standard Achievement Test for grades 5-8 for the 2008-2009 school year as well as their parents.
- Doc Kotecki, TRANE representative, gave a presentation regarding an introduction to performance contracting. He completed an energy audit on our facilities. He has offered to explain the financing of performance contracting options. The roof top units that were replaced 15 years ago, two of the units were actually original units from the opening of the school (approximately 30 years ago). Performance contracting enables a building owner to use future energy and operational savings to pay for upfront costs and eliminates dipping into the capital budget so those upgrades and modifications can be paid for over time.

There is also the traditional method, bringing on a consulting engineer, paying upfront his fees, and the firm will generate specifications. He may also estimate a rough budget. Project would be bid out to contractors.

Uncertain final costs – Uncomfortable situation for Board and contractors. Instead of a single engineer, a team is invited to talk about what is best, a multitude of ideas. There is a preliminary technical analysis, initial costs and long term costs to run and operate the equipment. A technical and financial analysis will be performed, a final proposal (negotiated). No upfront spending. Once decision is made, the “team” stays together throughout the project. Goal is zero change orders. No architect is needed.

When the energy audit was performed, it was completed on all four facilities and was compared to other schools in our area and high efficiency schools. The Elementary energy cost was \$1.29 per sq. ft. and 82.58 BTU’s per sq. ft. were used. The High School energy cost was \$1.50 per sq. ft. and 86 BTU’s per sq. foot. Were used.

Public Hearings/ & Petitions Mike Casagrande, PTO president, thanked the students and families who participated in the PTO fall fundraiser. Funds raised amounted to \$10,440. The building principals have given the PTO a wish list for the distribution of said funds.

Report of Committees **Building Committee** – Member Martin reported the roof tops were the focus of the meeting. There were concerns with a crack in the floor at the High School. There is a drain pipe under the floor that shifted; work is being done to repair the crack.

**Finance Committee** – Member Mallaney reported the Board policies were reviewed, as well as grants for transportation, and the rooftop units.

**Curriculum, Instruction, and Assessment Committee** – Josh Ruland reported the committee discussed the review of the District Improvement Plan. It is the recommendation of the committee to continue with the plan as previously written and there were suggestions of other goals and activities to increase scores. Also discussed was RtI, which is going very well at the Middle School and Tricia Weber is suggesting that the program can move into the High School a year earlier than planned. Also discussed were the reading pilot series and the impact the deficit will have on the adoption of textbooks. Alternate funding was discussed, but the committee will continue to look at the textbooks as planned.

**Technology Committee** – Tom Steele reported the committee met on December 8<sup>th</sup>. The Cisco SMART net proposals were discussed. The video surveillance grant was discussed, things moving ahead, bid opening on December 23rd. Working on E-rate application, anticipate 45% funding rate again this year or approximately a savings of \$34,000. Discussion about technology responses for the AARA grant, most have now been ordered. Student data storage was discussed and the building updates were presented.

Consent Agenda Moved by Martin, seconded by Toepper to approve the following Consent Agenda items:

A. Minutes

Manteno CUSD #5 Board of Education Meeting December 15, 2009

1. Regular Board Meeting – November 17, 2009
  2. Executive Meeting – November 17, 2009
  3. Special Board Meeting – November 24, 2009
  4. Special Executive Session – November 24, 2009
- B. Financial Reports
1. Summary of Cash/Investment/Fund balances
  2. M-T-D/Y-T-D Revenue/Expenditure reports
  3. Food Service Report
  4. Payroll Extras and Imprest Fund
  5. Payroll and Accounts Payable
  6. Investment account reports
  7. Activity reports
  8. Additional Accounts Payable (as a handout)
- C. Board Policy Revisions First Reading – Changes to 2:70-E, 3:40, 4:30, 4:40, 4:100, 4:140, 4:140-E1, 5:30, 5:90, 5:100, 5:280, 5:330, 6:110, 6:300, 6:300-E1, 6:340, 7:190, 7:240, 7:300, 7:325-E, 8:100
- D. Approve Door to Door Fundraiser – Manteno Athletic Boosters Annual Cash Bash
- E. Renew Crop Lease – 177 acre parcel of land – no change in the lease rate.
- F. FMLA Requests
- a) Bob Smith – Bus driver from approx. 1/5/10 to 4/20/15
- G. Resignations
- a) Katie Johnson – Technology Administrative Asst. /Middle School Admin. Asst. effective 12/18/09
  - b) Adrienne MacQueen – Supt. Administrative Asst. effective 12/25/2009.
- H. Employments
- a) Terina Taylor – Primary School paraprofessional effective 12/7/09
  - b) Kathy Brais – High School paraprofessional effective 12/7/09 (one on one health asst.)
  - c) Mathew DuBrow – Elementary School paraprofessional effective 12/10/09 (one on one aide)
  - d) Frederick Swaim\* - Substitute bus driver effective 12/14/2009
  - e) \*Authorization for the Supt. to hire the following:
    - (1) Supt. Administrative Assistant
    - (2) Middle School/Technology Administrative Asst.
    - (3) Substitute bus driver
    - (4) FMLA replacement for N. Whitten
  - f) Amy Rose – High School Job Coach effective 1/5/10
  - g) \*Kelly Campbell – FMLA replacement for N. Whitten
  - h) Gary Wolfe – Substitute bus driver effective 12/17/2009

\*Upon successful completion of all required employment application paperwork.

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

Member Toepper left the meeting at 7:46 p.m.

Unit Office Report Supt. Russert reported on the following items:  
**February Board Retreat** scheduled for February 6, 2010  
**Robotics** made the top seven teams in Auburn (55 teams competing)  
**Holiday program schedule**  
**Rti & District Improvement Plan** (already covered by Mr. Ruland)  
**Update on State Funding** – The State of IL owes Manteno CUSD #5 \$1.2 million (of which 80% of the money owed is for Special Education programs). Most of that amount is more than 60 days in arrears.  
**We were recognized for our work in formative assessment and assessment for learning by ISBE.** The multi-state commission is looking for changes to NCLB and multistate standards, part of which is the formative assessment and assessment for learning. They want to come out and observe our classrooms. They are looking for model school districts for this national approach to education reform. Kudos to our teachers and Mr. Ruland for their efforts.  
**High School Roof-Top Units** - Handout was given to the Board regarding pricing and options. The two options were to replace the units (10) including the 15% contingency \$1.8 million. The other option is to repair eight units and replace two units a cost of \$512,000 which includes a 15% contingency. The recommendation is to replace the heat exchangers on the seven units, replace the gasket on one unit, replace entirely the two Nesbit units, and replace the control unit that control those units, upgrade the eight fan units, and replace the two gym exhaust units. Financial options were discussed.

Old Business

Approve Bd. Policy Revisions Moved by Dodge, seconded by Nelson to approve Board Policy revisions as presented. (Changes to 1:30, 2:20, 2:40, 2:110, 2:120E, 2:150, 2:190, 2:220-E-2, 2:220-E3, 2:220-E4, 2:220-E5, 2:220-E6, 2:230, 2:240, 2:240-E1, 2:240-E2, 2:240-E3). Voice vote: All ayes – six (6). Nays – none (0). Motion carried.

Approve Risk Management Plan Moved by Martin and seconded by Preston to approve Risk Management Plan as presented. Voice vote: All ayes – six (6). Nays – none (0). Motion carried.

New Business

Award CISCO SMART net Maintenance Contract Moved by Mallaney, seconded by Nelson to award Cisco SMART net maintenance from CPWG in the amount of \$14,623.50. Ayes: Mallaney, Nelson, Dodge, Martin, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Approve 2009 Tax Levy Resolutions Moved by Nelson, seconded by Mallaney to approve the 2009 tax levy resolutions (Kankakee and Will Counties) as presented. Ayes: Nelson, Mallaney, Dodge, Martin, Preston, and Stauffenberg - six (6). Nays – none (0). Motion carried.

Approve Rti & District Imp. Plans Moved by Dodge, seconded by Martin to approve the District Improvement Plan revisions. Voice vote: Ayes – six (6). Nays – none (0). Motion carried.

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Declare Seal Laminator as Surplus Equip. Moved by Nelson, seconded by Preston to approve the seal laminator as surplus equipment. Voice vote: All ayes – six (6). Nays – none (0). Motion carried.

Memo of Understanding For Race to The Top Grant Tabled per Supt. Russert.

Future Items Anticipated future action items include strategic planning retreat on February 6, 2010 And approve graduation/promotion dates.

Adjournment Moved by Nelson, seconded by Martin to adjourn the meeting. Voice vote: All ayes – six (6). Nays – none (0). Motion carried. The meeting ended at 7:51 p.m.

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Mark Stauffenberg  
Board President

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Patrick Mallaney  
Board Secretary

MKS/PM/df