

MANTENO COMMUNITY UNIT SCHOOL DISTRICT NO. 5  
Regular Meeting of the Board of Education  
Tuesday, March 23, 2010 – 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, M. Nelson, G. Preston, J. Toepper & M. Stauffenberg – six (6) Absent: Martin – one (1).
- Also present: Supt. Russert, K. Meyer, P. Russert, D. Conrad, R. Fortin, R. Schnitzler, J. Palicki, J. Ruland, T. Steele, D. Christ, C. Allers, J. DePoister and Clerk Fortin – thirteen (13).
- Visitors: B. Barnes, L. Dill, C. Posing, T. Butterfield, K. Jurgensen, M. Casagrande, T. Lewis, M. Wilhelm and B. Wilhelm, members of the Manteno Magic, wrestling parents and others – approximately 35 people (35)
- Member Martin arrived at 6:32 p.m.
- Pledge of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.
- Approve Additional Agenda Items Moved by Nelson, seconded by Preston to approve the following additional items to the agenda:
- IV. Consent Agenda**
- C. Resignations **ADD THE FOLLOWING**
- Alex Snodsmith, Full-time HS Map Teacher effective at the end of 09-10 school year  
Tracey Gustafson, Part-time MS Food Service effective March 22, 2010  
Tim VanSwol, HS Boys Basketball Assistant effective at the end of 09-10 school year
- D. FMLA Request **ADD THE FOLLOWING**
- Lana Byerley (HS), Family Medical Leave -March 30 through approx. April 20, 2010  
Charity Miller (HS), Family Medical Leave from June 10 through July 25, 2010  
Penny Pavloski (MS), Family Medical Leave from March 25 through April 1, 2010
- E. Employments **ADD THE FOLLOWING**
- Authorize Superintendent to hire Superintendent Secretary\*  
Authorize Superintendent to hire Substitute Custodians\*  
Authorize Superintendent to hire Social Worker for 2010-2011 school year\*  
\*pending successful completion of employment paperwork
- E. Employments **CHANGE/CORRECT THE FOLLOWING**
- Denise Kalinowski, ~~Substitute Food Service~~—three hour Food Service  
Kim Parmer, Substitute food service **REMOVE FROM AGENDA**  
Mandy Jeffords, **CHANGE FROM** Substitute food service **TO** Sub. Secretary
- E. Employments **REMOVE THE FOLLOWING**
- Kim Parmer, Substitute food service **REMOVE FROM AGENDA**

**ADD TO NEW BUSINESS THE FOLLOWING:**

- K. Amend 2010-2011 School Calendar
- L. CCTV project change order 001 from Precision Control Inc. for no change in price
- M. CCTV project change order 002 from BMW, Inc. for no change in price
- N. CCTV project change order 003 from BMW, Inc. for an increase of \$2,500, but the net cost to the district is only half of that amount because this is part of the SOS grant.
- O. Approve change order #4 to Riddiford Company for \$4,738.00 for Sno-Flags

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

Public Hearings & Petitions Manteno High School Principal Paul Russert introduced Manteno Show Choir representatives Ben Geeding and Katelyn Posing, who in turn presented the Board with a list of Magic’s accomplishments, while the members of the Show Choir brought forth and presented trophies to the Board of Education. This year was Magic’s most successful year thus far.

Principal Paul Russert then introduced Corey Blanchette who spoke to the Board about the High School wrestling program’s success this past year and introduced his state qualifiers. Principal Dave Conrad then introduced Nathan Short who gave a summary of his team’s success at the Middle School level and introduced his top qualifiers.

PTO President Mike Casagrande reported on the reorganization of the fundraisers to get more money (supplies) into the classrooms during the school year so students may benefit sooner. Elections will be held in May. Post prom will be held May 8<sup>th</sup>.

Tammy Lewis began to speak on behalf of a staff member, but was reminded by the Board President that staff members cannot be discussed in public session. Ms. Lewis went on to complement the music program and thought all the music teachers were wonderful and go above and beyond to help students.

Report of Committees **Building Committee** – Supt. Russert reported the front doors of the Primary School have been repaired. The Village of Manteno gave the District cold patch to fix potholes at the Elementary School. The committee is searching for answers to prevent vehicles from driving on green space. Snow flags at the Elementary School were discussed. BLDD has been contacted for additional specs for the foam roof. It is the committee’s recommendation for specs to go to bid for air handlers.

**Finance Committee** – Member Mallaney reported the State revenue was discussed and the High School field drainage. The Risk Control Report was discussed which gave information regarding Workman’s Comp claims of our District and suggestions for trainings to lower claims. The finance packet was reviewed and the committee recommended approval of the tech refresh as presented in the Board packet.

**Curriculum, Instruction, and Assessment Committee** – Josh Ruland reported the CIA committee voted and agreed to move forth with creating grading and reporting

guidelines. Aimesweb will be utilized as the local assessment tool for grades K-8. Current DIBELS information can be uploaded into the Aims website. No data that has been collected over the past five years will be lost. ThinkLink is being considered as the local assessment for the High School. Ideas for professional development were discussed. The Manteno Public Library has dropped off fliers at each building concerning the programs available. There will be a poetry slam for Middle and High Schools students and a coloring contest for 1<sup>st</sup> through 5<sup>th</sup> grade students.

**Technology Committee** – Tom Steele updated the Board on the SOS grant status. The Middle School camera installation should be complete this week, High School is anticipated to be complete within 2-3 weeks. All work should be completed ahead of schedule. The AARA project status – Promethean boards have been delivered and will be installed on March 11-12. SMART Board order was cancelled due to significant back orders. There were many very good survey questions from committee members regarding Tech Plan data collection instruments. Online Skyward registration is moving ahead. Manteno School Dist was selected to be a beta-test site for Skyward’s new web portal – Skyport. Anti-malware software discussion/recommendations were discussed. The Tech Refresh project was discussed. An RFP was sent out on February 11, 2010. Three vendors submitted responses. The committee recommended the Board approve the ByteSpeed RFP response with the actual configuration and price to be determined by the Tech dept. Social networking site issues and procedures were discussed regarding staff. Building updates were also discussed.

Consent  
Agenda

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

**A. Minutes**

1. Regular Board Meeting – February 23, 2010
2. Executive Session – February 23, 2010

**B. Financial Reports**

1. Summary of Cash/Investment/Fund Balances
2. M-T-D/Y-T-D Revenue/Expenditure Reports
3. Payroll Extras and Imprest Fund
4. Food Service Report
5. Imprest, Payroll and Accounts Payable
6. Investment Account Reports
7. Activity Reports
8. Additional Accounts Payable

**C. Resignations**

1. Alice Allers, Part-time FACS teacher effective at the end of 09-10
2. Nicole Loos, Full-time PS/MS Social Worker effective at the end 09-10
3. Kimberly Miller, Full-time ES Social Worker effective at the end of 09-10
4. Heather Cody, Full-time MS Counselor effective at the end of 09-10
5. Christine Moran, Full-time MS Language Arts teacher effective at the end of 09-10
6. Alex Snodsmith, Full-time HS Map teacher effective at the end of 09-10
7. Tracey Gustafson, Part-time MS Food Service effective March 22, 2010
8. Tim VanSwol, HS Boys Basketball Asst. effective end of 09-10

**D. FMLA Request**

1. Jaime Munsterman (EL), mid August 2010 through October 2010
2. Lana Byerley, March 30 through approximately April 20, 2010
3. Charity Miller, from June 10<sup>th</sup> through July 25, 2010
4. Penny Pavloski, from March 25 through April 1, 2010

**E. Employments**

1. Tom Gagel, Substitute Bus Driver \*
2. Cindy Peck, Substitute Bus Driver\*
3. Denise Kalinowski, ~~Substitute Food Service~~, three hour food service
- ~~4. Kim Parmer, Substitute Food Service~~
5. Mandy Jeffords, ~~substitute food service~~ to substitute secretary
6. Summer Technology Interns: Beginning June 1<sup>st</sup>, paid at \$8.25 per hour
  - a. Victoria Byerley
  - b. Tony Grindler
  - c. Jacob Mansfield
  - d. Damon Myers
7. Authorize Supt. to hire Supt. Secretary\*
8. Authorize Supt. to hire substitute custodians\*
9. Authorize Supt. to hire Social Worker for 10-11 school year\*

\*Pending successful completion of employment paperwork.

- F. Resolution Regarding Non-renewal of First, Second, and/or Third-year probationary teachers
- G. Resolution Regarding Non-renewal of Honorable Dismissal of Support Staff
- H. Resolution Regarding Dismissal of Fourth Year Probationary Teacher
- I. Approve Release of Bid Specifications for High School Gym Air Handlers
- J. Approve Sunday Travel and Overnight Stay for High School Team Quest
- K. Approve overnight stay for Middle School Team Quest to State Competition

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

Unit Office Supt. Russert reported on the following items:  
Report

1. FFA Bedding Plant Sale will be held on May 7<sup>th</sup> & 8<sup>th</sup>
2. High School Volleyball Mulch Sale will be held on April 17<sup>th</sup> and April 24<sup>th</sup>
3. Ed Foundation golf outing will be Monday, June 7<sup>th</sup>
4. On Saturday, March 6<sup>th</sup>, eight 7<sup>th</sup> and 8<sup>th</sup> grade Middle School students traveled to Parkland College to compete in the Region 4 Science Fair. The seventh grade students were Brock Crews, Sarah Marshall, Leeann Randall, and Megan Wendling.

The eighth grade students included Matt Kleszynski, Jocelyn LeSage, Michelle Nilsson, and Tom Stegall. All eight students scored in the silver to gold range during project scoring, and four of the students will be moving on to the state competition. The four students moving on to compete in the state science fair in May are Brock Crews, Matt Kleszynski, Jocelyn LeSage, and Michelle Nilsson. Matt Kleszynski also took home the honor of second place overall in the junior high competition at Region. We will recognize state competitors at the May board meeting.

5. Thank you to Knights of Columbus for donating \$1,023.00 for purchase of a computer for the High School Pride Program.
6. On Tuesday, March 9<sup>th</sup>, 8th grader Peter Johnson represented MMS at the I-KAN Regional Spelling Bee.
7. On Tuesday, March, 1<sup>6th</sup>, the MMS spelling team competed in the Kan-Will Spelling Contest earning a fourth place finish.
8. The High School Football team will be taking donations for a lift-a-thon on May 11<sup>th</sup>.
9. The Middle School has started up a faculty book club that has met twice. They are discussing the 7 Habits of Highly Effective Teens.
10. The Middle School and High School would like to report that the Check and Connect Program is helping students improve their grades. This program matches a staff member with a student who could use some extra help and they work together to improve on behavioral and academic goals.
11. The 7<sup>th</sup> grade volleyball team won their regional, but fell to Summit Hill in a hard-fought sectional contest. Great feedback was received from the host administration complementing Manteno's school spirit.
12. SmartTable grant was awarded; it has a value of \$10,800.
13. Kdg. Registration will be March 29<sup>th</sup> from 9-5:30 & March 30<sup>th</sup> from 11-7.
14. There will be a Kindergarten Parent orientation on May 13<sup>th</sup> at 6:30 PM.
15. Linking for Learning – Library Per Capita Report – Karin Jurgeson
16. Hubbert Leverett graduated from Manteno High School in 1961 and attended West Point and was in the top 5% of his class there. He served four years in Viet Nam. He was a pilot for 22 years and is now retired.
17. Change in Student Handbook Structure

Old Business            None

New Business

Approve Tenured Staff Renewals for 2010-2011    Moved by Dodge, seconded by Martin to approve the recommendations for tenured certified staff contractual agreement renewals for the 2010-2011 school year as presented. Ayes: Dodge, Martin, Mallaney, Nelson, Preston, Toepper and Stauffenberg - seven (7). Nays – none (0). Motion carried.

Approve Non Tenured Certified Staff Renewals    Moved by Martin, seconded by Nelson to approve the resolutions authorizing renewal of part-time and full-time of first, second, third, and fourth year probationary teaching staff as presented. Fourth year probationary teachers will achieve tenure upon their first day returned to work in the 2010-2011 school year. Ayes: Martin, Nelson, Dodge, Mallaney, Preston, Toepper and Stauffenberg – seven (7). Nays – none (0). Motion carried.

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Award Tech Refresh Contract from ByteSpeed, Inc. in the amount of \$237,911 and Dura-Tech for \$2,100.00.  
RFP's Moved by Mallaney, seconded by Toepper to approve the Tech Refresh purchases  
Ayes: Mallaney, Toepper, Dodge, Martin, Nelson, Preston and Stauffenberg – seven (7).  
Nays – none (0). Motion carried.

Award VIPRE Anti-Malware Contract Moved by Martin, seconded by Toepper to approve a three year contract for VIPRE Anti-Malware protection with Sunbelt Software for the amount of \$12, 911.00.  
Ayes: Martin, Toepper, Dodge, Mallaney, Nelson, Preston and Stauffenberg – seven (7).  
Nays – none (0). Motion carried.

Approve CCTV Networking Contract with Planet Ed Moved by Preston, seconded by Nelson to approve the IP/CCTV Network Uplift contract with PlanetEd Technologies in the amount of \$42,423.10, with the District's share being \$21,211.55. Ayes: Preston, Nelson, Dodge, Mallaney, Martin, Toepper, and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Approve District Handbook Changes for 2010-2011 Moved by Nelson, seconded by Toepper to approve the District Handbook as presented. Ayes: Nelson, Toepper, Dodge, Mallaney, Martin, Preston and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Approve 2010-2011 High School Handbook Chngs. Moved by Dodge, seconded by Preston to approve the 2010-2011 High School Handbook as presented. Voice vote: All ayes – seven (7). Nays – none (0). Motion carried.

Approve CO With BLDD For Storage Bldg. Moved by Nelson, seconded by Martin to approve the storage building change order from Terry Vaughn Construction, Inc. for a credit of \$1,200.00. Ayes: Nelson, Martin, Dodge, Mallaney, Preston, Toepper and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Approve Bid Preparation of Bid Documents For HS HVAC Units Moved by Martin, seconded by Toepper to approve the preparation of bid documents for the repair of eight High School HVAC Units. Ayes: Martin, Toepper, Dodge, Mallaney, Nelson, Preston and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Anticipated Items Summer employments and extended school year employments.

Approve Amended 2010-2011 Calendar Moved by Martin, seconded by Dodge to amend the 2010-2011 school calendar as presented. Voice vote: All ayes – seven (7). Nays – none (0). Motion carried.

Approve CCTV Project Change Order 001 Moved by Martin, seconded by Mallaney to approve the CCTV project change order 001 from Precision Control, Inc. for no change in price. Voice vote: All ayes - seven (7). Nays – none (0). Motion carried.

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Approve CCTV Project Change Order 002 Moved by Martin, seconded by Preston to approve the CCTV project change order 002 from BMW, Inc. for no change in price. Voice vote: All ayes – seven (7). Nays – none (0). Motion carried.

Approve CCTV Project Change Order 003 Moved by Mallaney, seconded by Nelson to approve the CCTV project change order 003 from BMW, Inc. for an increase of \$2,500. Ayes: Mallaney, Nelson, Dodge, Martin, Preston, Toepper and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Approve Change Order #4 to Riddiford Company for Sno Flags Moved by Nelson, seconded by Dodge to approve change order #4 to Riddiford Company in the amount of \$4,738.00 for Sno-Flags. Ayes: Nelson, Dodge, Mallaney, Martin, Preston, Toepper, and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Adjourn to Executive Session Moved by Dodge, seconded by Martin to adjourn to Executive Session for the purpose of the appointment, employment, compensation, discipline performance, or dismissal of specific employees and student disciplinary cases. Ayes: Dodge, Martin, Mallaney, Nelson, Preston, Toepper and Stauffenberg – seven (7). Nays – none (0). Motion carried. Open Session ended at 7:35 p.m.

Return to Open Session Moved by Dodge, seconded by Martin to return to Open Session at 8:47 p.m. Ayes: Dodge, Martin, Mallaney, Nelson, Preston, Toepper and Stauffenberg - seven (7). Nays – none (0). Motion carried.

Approve Employees D & E Release Moved by Martin, seconded by Nelson to dismiss Employees D & E for cause effective at the end of the 2009-2010 school year. Ayes: Martin, Nelson, Dodge, Mallaney, Preston, Toepper and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Meeting dr Adjournment Moved by Mallaney, seconded by Toepper to adjourn the meeting. Voice vote: All ayes – seven (7). Nays – none (0). Motion carried. The meeting ended At 8:50 p.m.

*Mark Stauffenberg\**

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Mark Stauffenberg  
Board President

*Patrick Mallaney\**

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Patrick Mallaney  
Board Secretary

MKS/PM/df

\*Signatures on file at the District Office