

Manteno Community Unit School District No. 5  
Regular Meeting of the Board of Education  
Tuesday, March 19, 2013  
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, P. Mallaney, L. Murray, M. Nelson, G. Preston, and M. Stauffenberg – six (6). Absent: E. Hofmeister - One (1).
- Also present: Supt. Russert, R. Schnitzler, K. Flanigan, RJ Haines, J. Palicki, J. Snipes, S. Delya, C. Creek, J. Emerson, J. DePoister, T. Steele, A. Furbee, K. Meyer, C. Majerski and Nancy Kaufman – fifteen (15).
- Visitors: P. Russert, K. Emerson, J. O'Reilly, A. Verducci (Gilbane Project Manager), K. Jurgenson, R. Knickrehm, D. Peters, B. Stauffenberg, C. Palicki, N. Short, H. Harders, P. Schierenbeck, – and families and community members representing the Special Olympians for Basketball Skills and State-Qualifying Athletes – Approximately Sixty (60) visitors.
- Pledge of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.
- Additional follows: Items Moved by Nelson, seconded by Preston to approve the additional agenda items as follows:  
V. Consent Agenda  
E. Employments **REMOVE**  
1. Charity Miller, District Grounds Maintenance Assistant – effective 3/18/13
- Ayes: Nelson, Preston, Dodge, Mallaney, Murray, and Stauffenberg – Six (6). Nays – none (0). Motion carried.
- New Business
- Approve New Superintendent Contract and Issue Announcement Moved by Preston, seconded by Dodge to approve two year Superintendent Contract and announce Lisa Harrod as the next Superintendent for Manteno Community Unit School effective July 1, 2013.
- Public Hearings/ Petitions/ Comments Special Olympians, Jocelyn Peters, Jeremy Hansen, and Zachary Devitt were recognized for their Basketball Skills Competition Participation.
- Coach Boudreau recognized State Qualifying Athletes – 8<sup>th</sup> Grade Wrestlers: Caleb Boudreau, Payton Presler, Randy Dubrock and Dylan Knotts.
- Karin Jurgenson, Media Specialist presented the Library Per Capita Report and shared Library stats with the Board on behalf of the Librarians in the District, B. Banks, K. McCormick, and Y. Nugent.

PTO President Mike Casagrande gave an update on the most recent PTO activities: Week of March 12<sup>th</sup> a Bingo Bookswap was held for K-4<sup>th</sup> grade. Approximately 120 people attended. PTO will offer three \$500 scholarships coordinated through the High School guidance counselor's office.

Mr. Schnitzler spoke about the April 20, 2013 Show Choir Gala at the Middle School. Complimentary tickets are being offered to the Board of Education. The tickets are \$30.00 a piece for a 3 course meal and 90 minute show.

Reports of  
Committees

**Building Committee** – Chairman Gary Preston reported due to the mild weather, the gas/electric budget is in good shape. If the remainder of the year continues on course, we could potentially have a balance in the budget of approximately \$140,000. Bond projects are progressing. There will be a 7<sup>th</sup> grade landscape project at the Middle School. BLDD is working on bid specs for parking lot asphalt repairs as well as demolition of the Primary School. A letter was sent to the Regional Office of Education verifying that the egress from the south exit of the existing Elementary School is not encumbered by the addition of storage cubbies to the corridor walls.

Adam Verducci gave an update on the Elementary School addition:

**Roofing – Metal Roof Panels**

- Continuing metal roof trim, cut panels, and cap flashing pieces.
- Custom rotunda panels entering production.
- Acoustical ceiling grid is complete in all areas except the Kindergarten pod.
- Casework has been delivered and installation has started.
- Moisture testing underway for flooring. Flooring materials have been delivered.
- Some Kitchen equipment has been delivered.

**Construction Activity**

- HVAC equipment start-up has begun this week.
- Building automation/HVAC controls work ongoing with equipment installation and program set-up.

**Lake Plumbing Update**

- Agreements signed and Surety representative on-site.
- Corrective work underway.
- Remaining overhead work has re-started.
- Preparing for security and access control work at existing school – work to commence during spring break.

**Finance Committee** – Chairman Mallaney reported the Committee met this evening and discussed the following:

- Review of Finance Packet
- Bond Project Review
- Elementary School Construction/Lake Plumbing Update
- Healthcare Affordability Act (ObamaCare)
- State Revenue Update

- Carroll Seating Change Order
- Declare Primary School Mobile Surplus
- Parking Lot Asphalt
- Insurance Renewal
- Two-Way Radios
- Future Agenda Items will include: Technology for Elementary School Addition and Fee Waiver Verifications

**Curriculum, Instruction, and Assessment Committee** – Curriculum Director, Cathy Creek, reported the Committee met on March 13, 2013 and had a good meeting. ISAT testing is wrapping up at the Elementary school. PSAE testing for the Junior class will be on April 23<sup>rd</sup> and 24<sup>th</sup>. Ms. Creek gave an update on the IL5Essentials Survey and what the percentage of participation has been with parents. The Survey results will be part of the school report card. The deadline to submit is March 31, 2013.

**Technology Committee** –Tom Steele reported that the Promethean boards donated by the PTO have been installed. The technology department will be working over spring break and will be using at least two student interns to work on projects. The committee had a LearnPad Tablet demo by Orin Roth at Haddock Technologies. There will be multiple major summer projects in a short window of time. Mr. Steele anticipates bringing on three new tech interns starting June 4, 2013. The tech department will need full-time and part-time interns to complete the multiple projects by the start of the 13-14 school year. As possible new hires, they will look at former tech interns that may be interested in returning as well as tech savvy staff members.

Consent  
Agenda

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

A. Minutes

- Regular Board Meeting – February 26, 2013
- Executive Session Meeting – February 26, 2013
- Special Board Meeting – March 7, 2013
- Executive Session Meeting – March 7, 2013
- Special Board Meeting – March 13, 2013
- Executive Session – March 13, 2013

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. Resignations
- Delaina Cramer, High School Math Teacher – at the end of the 2012-2013 School Year
- D. Retirements
- Michael Walsh, High School Teacher – at the end of the 2012-2013 School Year
- E. Employments
- F. FMLA Request
- Laura Lubben, Fourth Grade Teacher – from approximately August 21, 2013 to October 30, 2013
  - Mary Coker, Fifth Grade Teacher – from approximately March 18, 2013 thru March 22, 2013
  - Cindy Fitzpatrick, Title I Teacher – intermittent leave beginning March 25, 2013
- G. Employments Contingent Upon Successful Completion of Paperwork
- Stefanie Bormann, Substitute Bus Aide
  - Susan Townsend, Three-Hour Food Service Employee
  - Pauline Taylor, Substitute Food Service Employee
- H. Approve the 2013-2014 floating holiday for the 260 day support staff as being Friday, July 5, 2013 for the 2013-2014 school year.
- I. Donation Acceptance
1. Acceptance of an anonymous donation for the softball field windscreen.
  2. Acceptance of an anonymous donation for the High School batting cage.
  3. Acceptance of a monetary donation from the Knights of Columbus.
- J. Approve High School Handbook Changes for the 2013-2014 School Year
- K. Approve and Authorize Superintendent to Sign off on KACC Ten Year Life Safety Study

Ayes: Dodge, Murray, Mallaney, Nelson, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Unit Office Report Supt. Russert reported on the following:

- A. Good News:
1. 5Essentials Parent Survey – Parents, PLEASE, take the 5Essentials online survey. If we get 50% of all parents to complete the survey this year, we will not need to ask you to do it again next year. This will become an every other year event. Please help our district by completing the survey. Go to [www.manteno5.org](http://www.manteno5.org) and click on link in red font.

2. The PTO Promethean project is underway and almost all of the boards have been installed in the Elementary, Middle and High Schools. The staff and students are thrilled about having new tools. Thank you to the PTO for helping to fund this project.
3. Eight Grade Wrestler, Caleb Boudreau finished 2<sup>nd</sup> place in the IESA State Wrestling Tournament. He won his first round, quarter final, and semifinal matches prior to the Championship round match. Other Middle School Wrestlers competing at State included Payton Presler, Randy Dubrock, and Dylan Knotts. Payton won his wrestleback match and Randy won his preliminary round match.
4. The 8<sup>th</sup> Grade Volleyball Team maintains a perfect record of 25-0 after they defeated Coal City and won the Sectional Tournament on Monday, March 11<sup>th</sup> at Manteno Middle School. The team advanced to the State Tournament Quarterfinals on Saturday, March 16, 2013 in Normal, IL to play Edwardsville Lincoln at 2:15PM. Go Panthers!
5. Taylor Gilliam will represent Manteno Middle School at the Regional Office of Education Scripps Spelling Bee. The event will be held at BBCHS on March 21<sup>st</sup>. The alternate representative is Nora Crockett. Good luck..
6. The Middle School Scholastic Bowl Team took Northwestern University by storm at the Jr. Wildcat Tournament on March 2, 2013. The team came to the tournament with a record of 3 and 1 and were ranked 5<sup>th</sup> out of 24 teams. The students played 10 full rounds, beginning at 9:00AM and starting the 10<sup>th</sup> round at 3:45PM. The A team placed 11<sup>th</sup> overall, and the B team came in 20<sup>th</sup> place overall. Zach Zawisza was 16<sup>th</sup> overall as an individual, averaging 37 points per round.
7. Three High School students participated in the Special Olympians for Basketball Skills at the BBCHS Regional competition on January 19, 2013. Jocelyn Peters and Jeremy Hansen both received gold medals and Zachary Devitt received a silver medal. Jocelyn and Jeremy qualified for the State competition in Bloomington, Normal at Horton Field House on Saturday, March 16, 2013. Jocelyn competes at 10:20AM and Jeremy competes at 12:10PM. The students are coached by Kelli Wadley and Jenny O'Reilly.
8. The District was awarded a FY13 School District Library Program Grant award in the amount of \$1,581.75. Nearly \$1.4 million has been awarded to 642 public school districts. These districts serve nearly 2 million students. Grant funds must be encumbered by June 30, 2014 and must be spent by August 15, 2014.
9. The 3rd Annual Show Choir Gala will be Saturday, April 20, 2013. Seating starts at 5:00PM and the show begins at 7:00PM. Tickets are \$30 per person. Contact [mantenogala@gmail.com](mailto:mantenogala@gmail.com) to make a reservation.
10. The High School Girls Volleyball mulch sale is set for Saturday, April 13<sup>th</sup> and Saturday, April 20<sup>th</sup>, 8:00AM – 12:00PM both days.
11. Manteno Educational Foundation Golf Outing will be Saturday, June 8<sup>th</sup>, 11:00AM lunch and noon tee time. Cost is \$60 for a single golfer and \$100 for a two-some.

**Old Business**

Approve The 2013-2014 School Calendar  
Moved by Dodge, seconded by Nelson, to approve the 2013-2014 School Calendar.  
Ayes: Dodge, Nelson, Mallaney, Murray, Preston and Stauffenberg – Six (6). Nays - none (0). Motion carried.-

Approve Leasing a White Student Activity Bus  
No action. The administration is still studying this need. We will table this for another month.

**New Business**

Declare as Surplus  
Moved by Preston, seconded by Mallaney to Declare as Surplus the Primary School mobile unit.  
Ayes: – Preston, Mallaney, Dodge, Murray, Nelson and Stauffenberg – Six (6). Nays – none (0). Motion carried.

Approve 2013-2014 IHSA Membership  
Moved by Nelson, seconded by Dodge to approve the 2013-2014 IHSA Membership  
Voice Vote: All Ayes – six (6). Nays – none (0).

Amend 2012-2013 Public School Calendar  
Moved by Nelson, seconded by Murray to amend the 2012-2013 Public School Calendar to reflect changes due to the emergency day used on March 5, 2013.  
Voice Vote: All Ayes – six (6). Nays – none (0).

Approve 2014 High School Softball Team Trip to Clarksville, TN  
Moved by Dodge, seconded by Murray to approve the High School Softball team to attend an overnight trip to Clarksville, TN for a tournament in April, 2014. There will be no cost to the District.  
Ayes: Dodge, Murray, Mallaney, Nelson, Preston and Stauffenberg - six (6). Nays – None (0). Motion carried.

Approve Resolution Authorizing Representation In Proceedings Before the Property Tax Appeal Board  
Moved by Mallaney, seconded by Preston to approve the law firms of Canna and Canna, Ltd, and Robbins, Schwartz, Nicholas, Lifton, & Taylor, Ltd. to file with the Property Tax Appeal Board a Request to Intervene regarding the Sears, Roebuck & Company.  
Ayes: Mallaney, Preston, Dodge, Murray, Nelson, and Stauffenberg – six (6). Nays: None (0). Motion carried.

Manteno CUSD No. 5 Board of Education Meeting – February 26, 2013

Approve Moved by Preston, seconded by Murray to approve the Carroll Seating Change  
Carroll Order No. 003 for the contract sum increase in the amount of \$3,641.80.  
Seating Ayes: Preston, Murray, Dodge, Mallaney, Nelson, and Stauffenberg - Six (6).  
Change Ayes: Preston, Murray, Dodge, Mallaney, Nelson, and Stauffenberg - Six (6).  
Order Nays – None (0). Motion carried.  
No. 003

Approve Moved by Dodge, seconded by Murray to approve going out to bid for Bond Projects,  
Going Out with the right to reject any or all bids once reviewed.  
To Bid for Ayes: Dodge, Murray, Mallaney, Nelson, Preston and Stauffenberg – six (6). Nays:  
Bond Projects None (0). Motion carried.

Approve Moved by Dodge, seconded by Murray to approve Special Board Meeting on Tuesday,  
Special April 2, 2013 at 6:30PM in the Manteno High School Library for the purpose of  
Board personnel. Voice Vote: All Ayes – Six (6). Nays – None (0). Motion carried.  
Meeting

Future Action 1. Approve Letting Bond Projects for Bid  
Items 2. Summer Employments  
3. Extended School Year and Summer School Employments

Adjourn To Moved by Dodge, seconded by Murray to enter into Executive Session for the  
Executive purpose of appointment, employment, compensation, discipline, performance, or  
Session dismissal of specific employees, collective bargaining/contract negotiations, and/or  
student discipline issues.  
Ayes –Dodge, Murray, Mallaney, Nelson, Preston, and Stauffenberg - six (6). Nays –  
none (0). Motion carried.  
Open session ended at 7:33 p.m.

Return to Moved by, seconded by Nelson to return to Open Session at 9:00 p.m.  
Open Session Ayes: Hofmeister, Nelson, Dodge, Mallaney, Murray, Preston, and Stauffenberg –  
Seven - (7). Nays – none (0). Motion carried.

Meeting Moved by, seconded by Nelson to adjourn the meeting.  
Adjourned Voice vote: All ayes – six (6). Nays – none (0). Motion carried.  
The meeting ended at 9:00 p.m.

*\*Mark Stauffenberg*

*\*Patrick Mallaney*

\_\_\_\_\_  
Mark Stauffenberg  
Board President

\_\_\_\_\_  
Patrick Mallaney  
Board Secretary

MKS/PM/nak

\*Original signatures on file at the District Office