

Manteno Community Unit School District No. 5
Regular Meeting of the Board of Education
Tuesday, March 22, 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: P. Mallaney, L. Murray, M. Schubert and M. Stauffenberg – Four (4). Absent – G. Dodge, E. Hofmeister, M. Jackson - Three - (3).
- Also present: Supt. Harrod, P. Conboy, R. Schnitzler, K. Flanigan, R. Haines, D. Conrad, N. Short, M. Glenn, J. Emerson, A. Furbee, C. Majerski, E. Ruff, T. Steele, C. Creek, J. Finkelstein, T. Weber, J. DePoister, D. Fortin and Recording Clerk Kaufman – Nineteen - (19).
- Visitors: Karen Haave, CornerStone Media, Amanda Frame, High School Spanish Teacher, Cindy Fitzpatrick, Title 1, Elementary School Teacher, along with numerous families and community members of the High School Varsity Cheer Squad and the Middle School Seventh Grade Volleyball team who were being recognized.
- Pledge of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.
- Public Hearings/Petitions/Comments Varsity Cheer Coach, Lindsay Kociolek, recognized the High School Varsity Cheer Team who consisted of Ashley Benevice, Haley Carney, Erin Graham, Hannah Hardesty, Jillian Hoffman, Danielle Horan, Rylie Karvunis, Kayla Mashek, Hannah Rath, Megan Richardson, Madalyn Sample, Lyndsie Schleder, Sara Toepper, Alexandra White, Kate Williamson, Amber Wood, Megan Wood. Their season accomplishments were: placing 1st at the Wilmington and Andrew HS competitions along with qualifying to the ICCA Championships. They placed 3rd at the Oak Forest High School Competition and 3rd in Conference. They competed at Sectionals needing to finish in the top 5 to go to State, it was a tough competition but the girls managed to place 5th, qualifying to IHSA State for the third year in a row. At the State competition the girls performed an awesome deduction free routine, placing 15th out of 25 teams in the medium division, Manteno was the smallest school in this division.
- Middle School Athletic Director, Kristie Trumble, recognized the Seventh Grade Volleyball Team who consisted of Dayli Dwyer, Karli Wenzel, Midori Dotson, Brooke Timm, Jennah Anker, Kayla Melia, Reese Bachus, Addison Mitchell, Jessica Santoro, Taylor Clodi, Kayla Michaelsko, Madi Long, Elena Gomez, Emma Riner, Head Coach Cheryl Davis, Assistant Coaches Carla Wenzel and Kristie Trumble, HS Assistant Coaches Emma Hofmeister, Nora Crockett, Caitlin Meyer, Leah Selk, Taylor Gilliam, Kaycie Wenzel and Scorekeeper Judy Mann. Their season accomplishments were: 18-1 Overall, 7-0 Conference (1 loss to Normal Kingsley @ State) Kan-Will Conference Champions, Kan-Will Tournament Champions, 7 4A Regional Champions, 7 4A Sectional Champions, and 7 4A State Elite Eight

Board Member, Elizabeth Hofmeister entered the meeting at 6:35PM

Board Member, Matt Jackson entered the meeting at 6:45PM

Reports of **Building Committee** – Chairman Hofmeister reported that the Building Committee met on Tuesday, March 15, 2016 and discussed the following:

- I. Call to Order
- II. Budget Review
- III. Old Business
 - A. District
 - B. High School
 1. Softball Press Box Update
 2. Panther Statue Placement Update
 3. Commons Area Floor Update
 4. Commons Area Ceiling Lights Update
 - C. Middle School
 1. Back Door Entrance – Concrete Fascia
 - D. Elementary School
 1. South Parking Lot & Drive-thru Lane Resurfacing Project Update
- IV. New Business
 - A. District
 1. Concrete work at all buildings
 2. Athletic Boosters Outdoor Show
 - B. High School
 1. TVSS Proposals
 - C. Middle School
 - D. Elementary School
- V. Additional Agenda Items
 1. Midwest Paper Retriever, LLC recycling program.

Finance Committee – Chairman Mallaney reported that the Finance Committee met on Tuesday, March 22, 2016 and discussed the following:

- I. Old Business
 - A. State Revenue Update - FRIS
 - B. Bond Refinance Update
 - C. Lightning Protection
 - D. HS Commons Floor
 - E. HS Commons Lighting
 - F. Summer Projects
 - G. Buildings and Grounds
 - H. Drivers Education Vehicle
 - I. Support Staff Wages and Sub Wages
 - J. HVAC at High School
 - K. Technology-Erate Proposals
- II. New Business
 - A. HPS Purchasing Agreement
 - B. HPS – Staples & Office Depot Agreements
 - C. NSN Employer Services Renewal
 - D. NextEra Energy Rates
 - E. Health, Dental, Vision and Life Insurance Renewals

- 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 met on Thursday March 10th and discussed a variety of items including the submittal of summer curriculum work proposals from staff members who are interested, the amended calendar for 2016-2017 that is on the current Board agenda for approval. The Student Improvement Days in 2016-2017 will have an earlier release time than in the past. The students are required to have 180 minutes in class time of which will be accomplished by releasing them at the new times of 10:55, 11:05 and 11:15 (no lunch will be served). This will allow additional time for the school improvement schedule during the SIP days. The committee also discussed the April 13, 2016 SIP day where time will be spent finalizing Type II Assessments. An updated tool will be shared by the April 13th date. They also discussed preparations and details for the upcoming PARCC testing dates in April (18th-29th).

Technology Committee – Technology Director, Tom Steele reported that the Tech Department met on March 9, 2016 and discussed the Technology intern applications and the date to review the applications in April. They also discussed surge suppressors for the High School, after a couple of different lightning strikes in less than one year, our insurance company is requiring us to take additional preventative measures. The majority of the meeting was spent discussing the E-rate funding projects that are on the current Board agenda for approval for the Elementary school Wifi replacement contract with MNJ and the Elementary school network infrastructure upgrade contract with Sentinel Technologies. Both of these contracts are contingent upon receiving a USAC funding commitment for 50% of the total cost. They also discussed the spam filter replacement, the anti-malware contract, the Windows 10 upgrade as a summer project, and the printer replacement project.

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

A. Minutes

- Regular Board Meeting – February 23, 2016
- Executive Session Meeting – February 23, 2016

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

1. Sandra Lutz, Accompanist – effective February 19, 2016
2. Annabeth Brimberry, Head Coach of the Sophomore girls' basketball team – effective immediately
3. Amy Shinabarger, Manteno Elementary School Music Teacher - effective at the end of the 2015-2016 school year
4. Brittany Gardner, Manteno Middle School Social Worker - effective at the end of her 2015-2016 contract
5. Jason Mesick, Manteno High School Science Teacher – effective at the end of the 2015-2016 school year
6. Sarah Peters, Manteno Elementary and Early Childhood Center Special Education Teacher – effective at the end of the 2015-2016 school year
7. Christine Roche, High School Special Education Teacher - effective at the end of the 2015-2016 school year
8. Veronica Butterfield, High School Job Coach - effective at the end of the day April 8, 2016
9. Josh Carlile, Middle School Science Fair Sponsor – effective at the end of the 2015-2016 school year

D. Release for Cause

1. Lillian Weber, Bus Aide – effective March 7, 2016

E. Notice of Intent to Retire 6% Notice

1. Brent Zhorne, High School Social Science Teacher – effective at the end of the 2019-2020 school year

F. FMLA Requests

None

G. Employments

1. Johanna Lohse, Long-term Substitute for Middle School Math Teacher – from March 21, 2016 thru approximately the end of April, 2016
2. Jamie Brinkmann, Long-term Substitute for an Elementary School Teacher – from the beginning of the 2016-2017 school year until October 11, 2016
3. Summer Maintenance Staff – Monday thru Thursday, \$8.25 per hour – 7:30a.m. – 3:30 p.m. (tentative start/end dates June 8, 2016 – August 14, 2016)
 - Steven McShane
 - Jack Morgan
 - Christine Gesell
 - Katherine Hill
 - Courtney Posing
 - Nicholas Roedl

H. Employments Pending Successful Completion of Employment Paperwork

1. Kelly A. Rose, High School Science Teacher for the 2016-2017 school year
2. Bethani Hinchlerick, High School Technology/Business Teacher for the 2016-2017 school year pending successful completion of the addition of marketing, general business and computer technology endorsements to her Professional Educator's License

- I. Approve Illinois State University Student Teaching Placement Agreement for Five Years from February, 2016 through February, 2020

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

Superintendent's Report

A. Good News

1. **Congratulations to fifth grade student, Rachael Bogacz** for being selected as "Representative For a Day". Rachael's essay application was selected by Representative Elgie R. Sims for her and her parents to join him in Springfield during a session of the IL House of Representatives.
2. **Congratulations to Show Choir** who placed 1st in their division in Sioux City, Iowa on Saturday February 27, 2016. They also brought home the People's Choice Award, Best Choreography, and 2nd runner up overall
3. **Dan Sobodas** for coaching the academic team to an 8th place finish in the conference and for having two students, Charlie Massie and Zack Zawisza, make all conference.

4. **Congrats to Junior, Nicole Neiner** who is the MHS FFA President this year. She has a desire to teach so she started the “imAginé” program at the elementary for around 40, 3rd graders. Immediately after school once a month she goes over and with about 6 other FFA members she teaches the 3rd graders about an agriculture topic of the month as well as leadership and teamwork! Teachers have commented as they walk by the program as it is running how impressed they are with her and how they hope she becomes a teacher. This was all an initiative took on by Nicole and she plans it all and gets all of the supplies and help she needs.
5. **The 8th Annual Community Forum** was held at the High School on Tuesday March 15th. The forum outlines the programs and services for all special needs students for the 2016-2017 school year.
6. **Manteno District Art Show**, Wednesday April 13th 4:30-6:30 pm
Manteno High School Commons. This event will showcase artwork from Kindergarten through Seniors in high school, and will be a wonderful way to see the progression of talent and creativity throughout the students time in our art department. s
7. **Congratulations to Lois Fitzgerald, Megan Richardson, and Hannah Rather** for winning their division at the District FFA Science Fair!
8. **Congratulations to our Special Olympians** Bry Conway, Zack Taylor, and Kayla Hart. They each earned a gold medal at the State Basketball Tournament. Each of them beat 7 other athletes to get their 1st place finish and they all did a fantastic job. Thanks for representing the Panthers so well!!!!
9. **Congrats to the following WYSE team members** who competed at Sectionals at North Central College on Thursday March 17, 2016:
Kara Keen – first in Biology
Kylie Zawisza – second in Chemistry
Kassidy Jungles – third in Biology
Noah Spangler – third in Math
Kara and Kylie will advance to State Competition.
10. **Congrats to Skyler Schulteis** who competed in the 3 point contest at the State basketball tournament on Thursday March 17, 2016
11. **Congrats to Dan Tripp** on a great first ever festival of bands concert, on Thursday March 17th nice job connecting the various levels as we are a unit school district.
12. **Congrats to Rachael Andrewson** for being selected as Kankakee Area Career Center as a student of the quarter in Fire and Rescue.
13. **Congrats to the FFA Food Science team** who finished in the top 20 at last weeks state competition. Kailyn Mickulas on leading the FFA Veterinary Science team to an 8th place finish at the state competition last weekend.

Old Business

New Business

Approve Moved by Mallaney, seconded by Schubert to approve the 2016-2017 IHSA Membership
2016-2017 as presented. Voice Vote: All Ayes: Six (6). Nays: None (0). Motion carried.
IHSA
Membership

Manteno CUSD No. 5 Board of Education Meeting – March 22, 2016

Approve 2016-2017 IESA Membership
Moved by Hofmeister, seconded by Murray to approve the 2016-2017 IESA Membership as presented. Voice Vote: All Ayes: Six (6). Nays: None (0). Motion carried.

Approve Removal From the Agenda the Resolution Regarding Dismissal Of First, Second and/or Third Year Probationary Teachers
Moved by Mallaney, seconded by Schubert to remove from the agenda the Resolution regarding dismissal of first, second and/or third year probationary teachers. Ayes: Mallaney, Schubert, Hofmeister, Jackson, Murray, Stauffenberg – six (6). Nays: None (0). Motion carried.

Approve Tenured Certified Staff Renewals For 2016-2017
Moved by Schubert, seconded by Murray to approve the recommendation for tenured certified staff contractual agreement renewals for the 2016-2017 school year. Ayes: Schubert, Murray, Hofmeister, Jackson, Mallaney, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Approve Probationary Teachers - Achieve Tenure
Moved by Schubert, seconded by Hofmeister to approve the probationary teacher list to achieve tenure upon their first day as they return to work in the 2016-2017 school year. Ayes: Schubert, Hofmeister, Jackson, Mallaney, Murray, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Approve Non-Tenured Certified Staff Renewals for the 2016-2017 School Year
Moved by Schubert, seconded by Murray to approve the renewal of full-time first, second, and third year probationary teachers for the 2016-2017 school year. Ayes: Schubert, Murray, Hofmeister, Jackson, Mallaney, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Approve Illinois Energy Consortium, Inc. – NextEra Energy
Moved by Mallaney, seconded by Hofmeister to approve extending the contract with the Illinois Energy Consortium, Inc. for electric energy supplier charges through NextEra Energy for one year from April 1, 2016 through April 30, 2017. Ayes: Mallaney, Hofmeister, Jackson, Murray, Schubert, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Manteno CUSD No. 5 Board of Education Meeting – March 22, 2016

Approve Moved by Jackson, seconded by Hofmeister to approve the BLDD Proposal for
BLDD Design Services for the Elementary School Parking Lot Resurfacing Project with a
Proposal fixed fee of \$7,500 for basic services and to go out to bid with proposed design.
For Design Ayes: Jackson, Hofmeister, Mallaney, Murray, Schubert, Stauffenberg – Six (6).
Services for Nays: None (0). Motion carried.
Elementary
School Parking
Lot Resurfacing
Project and to go
out to Bid with
Proposed Design

Approve Moved byMallaney, seconded by Murray to approve the NSN Employer Services,
NSN Inc. Renewal for the 2016-2017 school year in the amount of \$698.34. Ayes:
Employer Mallaney, Murray, Hofmeister, Jackson, Schubert, Stauffenberg – Six (6). Nays:
Services, None (0). Motion carried.
Inc. Renewal
For 2016-2017

Approve Moved by Jackson, seconded by Schubert to approve the Recommendation for the
Finance District Food Service Program with HPS for two years, 2016 – 2018. Ayes: Jackson,
Committee Schubert, Hofmeister, Mallaney, Murray, Stauffenberg – Six (6). Nays: None (0).
Recommendation Motion carried.
for the District
Food Service
Program with
HPS for Two
Years 2016-2018

Approve Moved by Schubert, seconded by Hofmeister to approve the HPS Discount Program
HPS Discount with Staples and Office Depot. Ayes: Schubert, Hofmeister, Jackson, Mallaney, Murray,
Program with Staples and Stauffenberg – Six (6). Nays: None (0). Motion carried.
Office Depot

Approve Moved by Schubert, seconded by Mallaney to approve an agreement with MNJ
Elementary Technologies in the amount of \$40,701.85 for the purchase of Elementary School
School WiFi WiFi equipment, contingent upon receiving a USAC funding commitment for 50%
Replacement of the total cost. Ayes: Schubert, Mallaney, Hofmeister, Jackson, Murray, Stauffenberg
Project - Six (6). Nays: None (0). Motion carried.

Approve Moved by Schubert, seconded by Jackson to approve an agreement with Sentinel
Elementary Technologies in the amount of \$43,683.00 for the purchase of Cisco network equipment,
School contingent upon receiving a USAC funding commitment for 50% of the total cost.
Network Ayes: Schubert, Jackson, Hofmeister, Mallaney, Murray, Stauffenberg – Six (6).
Infrastructure Nays: None (0). Motion carried.
Upgrade
Project

Manteno CUSD No. 5 Board of Education Meeting – March 22, 2016

Approve Health Insurance for the 2016-2017 School Year Moved by Murray, seconded by Schubert to approve the 2016-2017 District Employee Health Insurance with EBC/Blue Cross Blue Shield of Illinois. Ayes: Murray, Schubert, Hofmeister, Jackson, Mallaney, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Approve Dental Insurance for the 2016-2017 School Year Moved by Schubert, seconded by Jackson to approve the 2016-2017 District Employee Dental Insurance with EBC/Guardian Dental. Ayes: Schubert, Jackson, Hofmeister, Mallaney, Murray, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Approve Life Insurance for the 2016-2017 School Year Moved by Hofmeister, seconded by Murray to approve the 2016-2017 District Employee Life Insurance with Reliance Standard. Ayes: Hofmeister, Murray, Jackson, Mallaney, Schubert, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Approve Amended 2015-2016 School Calendar Moved by Schubert, seconded by Murray to approve the amended 2015-2016 School Calendar as presented. Voice Vote: All Ayes: Six (6). Nays: None (0). Motion carried.

Approve Amended 2016-2017 School Calendar Moved by Schubert, seconded by Jackson to approve the amended 2016-2017 School Calendar as presented. Voice Vote: All Ayes: Six (6). Nays: None (0). Motion carried.

Approve Early Graduation Requests Moved by Hofmeister, seconded by Jackson to approve the early graduation requests as presented. Voice Vote: All Ayes: Six (6). Nays: None (0). Motion carried.

Approve Bass Fishing Team Overnight Stay Moved by Hofmeister, seconded by Murray to approve the Bass Fishing Team Overnight Stay on Saturday April 16, 2016 in Clinton, IL. Voice Vote: All Ayes: Six (6). Nays: None (0). Motion carried.

Manteno CUSD No. 5 Board of Education Meeting – March 22, 2016

- Anticipated 1. Summer Employments
Future Action 2. Extended School Year and Summer School Employments
Items

Executive Session Moved by Jackson, seconded by Schubert 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, Schubert, Hofmeister, Mallaney, Murray, Stauffenberg – Six (6). Nays: None (0). Motion carried. Open Session ended at 7:05PM.

Return to Open Session Moved by Hofmeister, seconded by Murray to close Executive Session and return to Open Session. Ayes: Hofmeister, Murray, Jackson, Mallaney, Schubert, Stauffenberg – Six (6). Nays: None (0). Motion carried. Executive Session ended at 7:50PM.

Adjourn Meeting Moved by Hofmeister, seconded by Murray to adjourn the meeting at 7:51PM. 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.