

MANTENO COMMUNITY UNIT SCHOOL DISTRICT NO. 5
Regular Meeting of the Board of Education
Tuesday, April 28, 2009 – 6:30 p.m.
High School Library

- Open Meeting The meeting was held in the library of the Manteno High School Library, 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, M. Stauffenberg, and J. Toepper – seven (7).
- Absent – None (0).
- Also present: Supt. Russert, P. Russert, R. Kemp, D. Conrad, R. Fortin, J. Palicki, T. Steele, J. Ruland, D. Christ, J. DePoister and Clerk Fortin – eleven (11).
- Visitors: M. Talamonti, J. Nelson, M. Gagel, T. Gagel, R. Doig, D. Fortin, P. Schwerin, S. Pralle, L. Knol, R. Sagrasee, K. Emerson, J. Emerson, G. Mann, L. Freeman, C. Cybulski, M. Cybulski, and others – approximately 25 visitors.
- Pledge Of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.
- Additional Items Moved by Mallaney, seconded by Dodge to add the following items to the Consent Agenda:
- E. Employment
- Sherri Zielinski, part time assistant bookkeeper/payroll clerk
- Ayes: Mallaney, Dodge, Martin, Nelson, Preston, Toepper and Stauffenberg – seven (7). Nays – none (0). Motion carried.
- Public Hearings/ Petitions Dawn Conway, PTO president, reported that the PTO will be wrapping up the year soon. There was \$6,000 budgeted for yearend allocations, and there were \$8,500 worth of requests. These were funded by Market Day profits. PTO elections were held and there will be four new people on the Board. Dawn will bring the new president to the next meeting for introductions.
- David Conrad, Middle School Principal, commended counselors and support staff that helped provide counseling for students and staff upon the recent death of seventh grader Michael Butterfield. Dean of Students, Randy Fortin, shared the school’s plan to purchase an AED heart defibrillator thru donations in Michael’s memory to be placed in the school hallway.
- Supt. Russert and Deb Fortin, Director of Personnel, honored Mary Ann Gagel for 35 years of service to the school district as a bus driver.
- High School Principal Paul Russert honored Leah Freeman, Chris and Mike Cybulski of Fuse Salon for their generosity and support of the show choir “Magic” for working with

the members for styling, professional makeup and instructions, as well as team building sessions.

Athletic Director Ryan Kemp presented retiring Athletic Booster officers with a ROSE award for their service to the community and to the teams in the District. The club raised funds for a variety of projects including a new ice machine, cheerleading mats, video cameras, banners, hurdles, softball helmets, tarps for the gym, wrestling mats and speakers. Receiving the awards were Dave Fortin, President; Joe Emerson, Vice-President, Kim Emerson, Treasurer and Karla Stark, Secretary.

Dave Conrad also recognized sixth grade members of Team Quest, which encourages team work and innovative approaches to problem solving. The team placed first at the regional and sectional competitions and made it to the final competition at State.

Supt. Russert informed the Board that the Federal Reserve Bank had donated audio/video equipment to the District valued at approximately \$20,000. She also commended the High School teachers for providing students taking the PSAT tests last week with a hot breakfast on the mornings of the tests.

There were no other public comments.

Report of
Committees

Building Committee – Chairman Martin asked the members to review the meeting minutes just placed at their places and there were no questions.

Finance Committee – Chairman Martin reported the committee met today and reviewed the finance packet, money from Indian Oaks Academy, natural gas rates and fuels were discussed.

Curriculum and Instruction Committee – Chairperson Dodge reported the committee is composed of a fine group of staff, business representatives and community members. Curriculum evaluation and textbook updates includes science books for grades 7-12 which are in the adoption process. Next year grades K-5 reading books will be in the adoption process. There is interest in starting a mentoring program in Manteno for teachers who are new to Manteno. There is a program established through the Regional Office of Education. It is for teachers who are new to the profession. The Manteno program would be less intensive than the ROE program. Assessment for Learning Vision – this is the direction the district is moving in to increase student learning. Mrs. Lockwood of the Public Library gave an overview of the services offered to students at the Public Library is seeking ways to support the schools through the public library efforts.

Technology Committee - Tom Steele reported the committee met a week earlier and covered content filter, software loads and needs for next school year.

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

- A. Minutes
 - a. Regular meeting of March 24, 2009
 - b. Executive Session of March 24, 2009
 - c. Special Board Meeting of April 1, 2009
 - d. Executive Session of April 1, 2009
- B. Financial Reports
 - a. Summary of Cash/Investment/Fund Balances
 - b. Month to date/Year to date Revenue/Expenditure Reports
 - c. Food Service Report
 - d. Payroll Extras and Imprest Fund
 - e. Payroll and Accounts Payable
 - f. Investment Account Reports
 - g. Activity Reports
 - h. Additional Accounts Payable
- C. FMLA Request
 - a. Jamie Wiley – First semester of the 2009-2010 school year
- D. Retirements
 - a. Mary Ann Gagel – School Bus driver effective April 9, 2009.
- E. Employments
 - a. Amy Martins*- High School Special Education teacher 2009-2010 school year
 - b. Jennifer Riegler – Special Education Teacher effective 4/29/09 through remainder of 2008-2009 school year
 - c. Sherri Zielinski* – Part time bookkeeper/payroll clerk

High School Summer Employments

- Bill Thompson, Drivers Education
- Jason Adams, Drivers Education
- Brett Pignatiello, Drivers Education
- Cindy Quigley, Drivers Education
- Donna Ertel, English

Extended School Year 09 Employments

- Middle School Severe/Profound Room
 - Nathan Short, Teacher
 - Tiffany Lanoue, Paraprofessional
- Primary/Elementary Severe/Profound Room
 - Jennifer Riegler, Teacher
 - Leslie Guerin, Paraprofessional
 - Kim Christensen, Paraprofessional
 - Pat Hubly, Paraprofessional
- Elementary Emotional Disability Room
 - Jackie Dulkowski, Teacher
 - Danielle Norden, Paraprofessional
- Early Childhood Room

- Kristi Rossman, Teacher
 - Amanda Frame, Paraprofessional
 - Tracy Langlois, Paraprofessional
 - Mary Kay O'Brien, Paraprofessional
 - Speech Pathologist Asst & Speech Pathologist
 - Meghann Carlile, Direct Services via IEPs
 - Jenny Fogel, Supervision of Speech Pathologist Asst. (minimal time)
 - Certified Occupational Therapist Assistant
 - Stacy Larson, Direct Services via IEPs
 - Social Worker
 - Kim Miller, Direct Services via IEPs
 - School Nurse
 - Kim Couch, Three hours per week
 - Kathy Kaack – Full time bus driver effective 3/19/08
 - Steven June – Substitute Bus Driver effective 4/21/09
 - Sandy Davis – Substitute Bus Aide
 - Mary Ann Gagel – Substitute Bus Aide
- *Pending successful completion of all employment paperwork.

Extracurricular Assignments for the 2009-2010 School Year:

Position	Employee Assigned
<u>Athletics Management</u>	
Middle School Athletic Director	VanSwol, Tim
<u>High School Boys Athletics</u>	
Varsity Football	Haines, R.J.
Assistant Football 1	Bailey, Derek
Assistant Football 4	Longtin, John
Varsity Basketball	Wenzel, Doug
Assistant Varsity Basketball 1	Kemp, Ryan
Assistant Varsity Basketball 2	Giacchino, Jim/ VanSwol, Tim
Freshman Basketball	Monk, Zack
Golf	Pignatiello, Brett
Wrestling	Blanchette, Cory
Soccer	Emerson, Jake
Assistant Soccer	Haworth, Kyle & Dowdy, Zach
<u>High School Girls Athletics</u>	
Assistant Varsity Basketball 1	Thompson, Dave
Freshman Basketball (JV/Sopho)	O'Reilly, Jenny
Varsity Volleyball	Davis, Cheryl
Assistant Volleyball	Bechard, Colleen
Freshman Volleyball	Trumble, Kristie/ Kuchar, Candice
Cheerleading (Fall Football)	Ravens, Jen
Cheerleading (Winter Basketball)	Jasko, Laura
Cheerleading (Competition)	Jasko, Laura

Middle School Boys Athletics

8th Grade Basketball	Dowdy, Zach
7th Grade Basketball	Langusch, Mark
6th Grade Basketball	Snodsmith, Alex
Baseball	Snodsmith, Alex
Baseball	Monk, Zach
Head Track	Johnson, Dan
Assistant Track	Kuchar, Candice
Wrestling	Short, Nathan
Assistant Wrestling	George, Larry

Middle School Girls Athletics

8th Grade Volleyball	Rewerts, Diane
7th Grade Volleyball	Davis, Cheryl
6th Grade Volleyball	Trumble, Kristie
8th Grade Basketball	Whitten, Nicole
Softball	Carlile, Josh
Softball	Shreffler, Kristen
Assistant Track	Trumble, Kristie
Cheerleading	Frerichs, Kristin

Music/Drama

HS Show Choir	Snyder, Mike
HS Show Choir Accompanist	Parkison, Karen
MS Show Choir Accompanist	Snyder, Mike
HS Band/Concert/Contest/ Basketball Pep	Snyder, Mike
HS Wind Ensemble Concert/Contest/Football Pep	Snyder, Mike
HS Chorus Concert/Contest	Snyder, Mike
HS Vocal Ensemble Concert/Contest	Snyder, Mike
MS Band Concert/ Contest I	Snyder, Mike
HS Musical Art Director	Piepenbrink, Sue
Chorus Accompanist (hourly)	Baldwin, Terri

High School Activities

Freshman Sponsor 1	Agee, Kristen
Freshman Sponsor 2	Meier, Casey
Sophomore Sponsor 1	Ertel, Donna
Sophomore Sponsor 2	Wilson, Pat
Junior Sponsor 1	Frame, Kim
Junior Sponsor 2	Butterfield, Theresa
Senior Sponsor 1	Frame, Amanda
Senior Sponsor 2	Porter, Ashley
Environmental Science Club	Leopold, Brian/Seckinger Kristal co sponsors
National Honors Society	Ertel, Donna
Student Council	Zhorne, Brent
Academic Team	Frame, Kim
Math Contest	Agee, Kristen
Key Club	Short, Kelly

WYSE Butterfield, Theresa

Middle School Activities

Student Council	Whitten, Nichole
Speech	Beedle, Mary Kay
Math Contest	Rewerts, Jerry
Academic Team	Quinn, Julie
Spelling Contest	Johnson, Carolyn

Yearbook

High School Yearbook	Frame, Kim
Middle School Yearbook	Atzhorn, Shay
Elementary School	Lukas, Lindsay and Mularski, Jamie co Sponsors
Primary School	Dudley, Vicki

- F. Approve High School handbook changes for the 2009-2010 school year.
- G. Board Policy Revisions – First Reading
- H. Approve Floating Holiday for the 260-day employees (December 24, 2009)
- I. Approve Request for Sunday Event (Manteno Show Choir use of the Elementary School the weekend of October 17th and 18th, 2009)
- J. Approve Employee Life Insurance Renewal – (Met Life \$0.140/\$1,000 for life and \$0.020/\$1,000 for AD&D coverage effective 7/1/09)
- K. Approve Overnight Request for Team Quest – (Team Quest 6th grade to travel to Sparta, IL April 23rd – 25th, 2009)

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

- State indoor track athlete – Brandon Ringler – finished 5th in high jumping – 6’3”.
- Knights of Columbus donation - \$200 family needs, \$1,000 for student AAC device.
- National Honor Society Inductees were announced.
- Community Voter Registration at High School May 5th at 11:30 a.m. – 3:30 p.m.
- Manteno Education Foundation Golf Outing – June 3rd
- State PSAE testing was April 22-23 for all 11th grade students.
- Upcoming events were announced.

Old Business

Approve Final Moved by Martin, seconded by Nelson to approve the final completion and pay Completions out for the listed projects as presented.

<u>Bid Package</u>	<u>Contractor</u>	<u>Description of Work</u>	<u>Final Payment</u>
N/A	West Roofing	Foam Roofing for Middle School	\$17,775.60
N/A	West Roofing	Foam Roofing for High School	\$27,614.40

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

New Business

Declare Surplus Equipment Moved by Dodge, seconded by Toepper to declare as surplus the equipment list as presented. (High School equipment that is outdated and has not been used for many years). Ayes: Dodge, Toepper, Mallaney, Martin, Nelson, Preston and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Acceptance Of Donation Moved by Nelson, seconded by Toepper to accept the donation of audio/video equipment. (A/V equipment from the Federal Reserve Bank with an estimated value of \$20,000). Voice vote – all ayes – seven (7). Nays – none (0). Motion carried.

Anticipated Future Items

- Middle School Handbook
- Summer School Fee
- Summer Construction Project Items

President Stauffenberg then asked Deb Fortin, Local Election Authority, to read the results of the April 7, 2009 School Board election. Mrs. Fortin reported the following canvassed election results from Bruce Clark, Kankakee County Clerk:

Samuel J. Martin	1,358	Terry Baldwin	1,251
Patrick J. Mallaney	1,691	Jon E. Toepper	1,637

Accept the Canvass of Election Results Moved by Dodge, seconded by Nelson to accept the election results as presented. Ayes: Dodge, Nelson, Mallaney, Martin, Preston, Toepper and Stauffenberg - seven (7). Nays – none (0). Motion carried.

Approve Election Results to be Presented Moved by Preston, seconded by Dodge to accept the results of the School Board elections as certified by the Kankakee County Clerk be presented to the Treasurer and the Regional Superintendent of Schools and that the following candidates: Samuel J. Martin, Patrick J. Mallaney, and Jon E. Toepper are hereby declared Elected to the Manteno School Board. Ayes: Preston, Dodge, Nelson, Mallaney, Martin, Toepper and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Executive Session Moved by Martin, seconded by Toepper to adjourn to Executive Session for the purpose of employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel; collective negating 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; election to fill a public office; and/or the discussion of previously closed minutes. Ayes: Martin, Toepper, Dodge, Mallaney, Nelson, Preston and Stauffenberg – seven (7). Nays – none. Motion carried. Open Session ended at 7:14 p.m.

- Return to Open Session Moved by Martin, seconded by Nelson to return to Open Session at 7:41 p.m.
Roll Call: Martin, Nelson, Dodge, Mallaney, Preston, Toepper and Stauffenberg – seven (7). Nays – none (0). Motion carried.
- Approve Non Certified Salaries Moved by Dodge, seconded by Toepper to approve the salaries for non certified staff as presented. Ayes: Dodge, Toepper, Mallaney, Martin, Preston and Stauffenberg – six (6). Abstained: Nelson – one (1). Nays: None – (0).
- Appoint President Pro-Tem Moved by Martin, seconded by Preston to appoint Mark Stauffenberg as President Pro-Tem for the purpose of Board reorganization. Ayes: Martin, Preston, Dodge, Mallaney, Nelson, Toepper, and Stauffenberg – seven (7). Nays – none (0). Motion carried.
- Appoint Secretary Pro-Tem Moved by Stauffenberg, seconded by Toepper to appoint Patrick Mallaney as Secretary Pro-Tem for the purpose of Board reorganization. Ayes: Stauffenberg, Toepper, Dodge, Mallaney, Martin, Nelson, and Preston – seven (7). Nays – none (0). Motion carried.
- Adjournment Sine Die Moved by Martin, seconded by Nelson that the Board adjourn sine die. Ayes: Martin, Nelson, Dodge, Mallaney, Preston, Toepper and Stauffenberg – seven (7). Nays – none (0). Motion carried. The meeting adjourned at 7:43 p.m.

Board President, Mark Stauffenberg

Board Secretary, Patrick Mallaney

MKS/pm/df