

Manteno Community Unit School District No. 5  
Reorganization Meeting of the Board of Education  
Tuesday, April 25, 2017  
High School Library

- Open Session The meeting was held in the library of the Manteno High School and was called to order by President Pro-Tem Stauffenberg at 6:50 p.m.
- Roll Call The following members answered to roll call: G. Dodge, E. Hofmeister, P. Mallaney, L. Murray, M. Schubert and M. Stauffenberg – Six (6).  
Absent – M. Jackson - One (1).  
  
Also present: Supt. Harrod, R. Schnitzler, 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 Clerk Kaufman – Seventeen - (17).
- Pledge of Allegiance President Pro-Tem Stauffenberg led everyone in the Pledge of Allegiance.
- Additional Agenda Items None
- Appointment Of Recording Secretary Moved by Schubert seconded by Hofmeister to approve Nancy Kaufman as Recording Secretary . Ayes – Schubert, Hofmeister, Dodge, Mallaney, Murray, Stauffenberg - Six (6). Nays: None (0). Motion carried.
- Swearing In Of New Board Members President Pro-Tem Stauffenberg administered the oath of office to the newly elected School Board members: Patrick Mallaney, Elizabeth Hofmeister and Louann Murray
- Election of President President Pro-Tem Stauffenberg opened the nominations for President of the Board of Education. Member Dodge nominated Mark Stauffenberg, Member Schubert seconded the Motion. Since there were no further nominations heard, there was an unanimous ballot cast for Member Stauffenberg and Member Stauffenberg was declared elected as President.
- Election of Vice President President Stauffenberg opened the nominations for Board Vice President. President Stauffenberg nominated Member Dodge, Member Hofmeister seconded the motion. Since there were no further nominations heard, there was an unanimous ballot cast for Member Dodge and Member Dodge was declared elected as Vice President.
- Election of Secretary President Stauffenberg opened the nominations for Board Secretary. Vice President Dodge nominated Member Mallaney. Since there were no further nominations heard, there was an unanimous ballot cast for Member Mallaney and Member Mallaney was declared elected as Secretary.
- Election of Treasurer Moved by Hofmeister, seconded by Schubert that Jake Emerson be appointed District Treasurer. Ayes: Hofmeister, Schubert, Dodge, Mallaney, Murray, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Manteno CUSD No. 5 Board of Education Reorganization Meeting – April 25, 2017

Establishment Of Date, Time And Place of Regular Board Meetings on the fourth Tuesday of each month, at 6:30PM in the High School Library. Voice Vote: All Ayes: Six (6). Nays: None (0).  
Regular Board Meetings Motion carried.

Adoption of Existing Board Policies Moved by Dodge, seconded by Schubert to Adopt the Existing Board Policies. Ayes: Dodge, Schubert, Hofmeister, Mallaney, Murray, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Designation Of Depositories For District Funds Moved by Schubert, seconded by Dodge to designate Bank of Bourbonnais, Centru Bank, Certificate of Deposit Account Registry Service (CDARS), HomeStar Bank, Illinois School District Liquid Asset Fund, Municipal Trust and Savings Bank, Raymond James Financial, Inc., Amalgamated Bank, State Bank of Herscher, Institutional Deposits Corp. with Wells Fargo Bank as custodian, and PMA Financial Network, Inc. as depositories for District Funds. Ayes: Schubert, Dodge, Hofmeister, Mallaney, Murray, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Select Professional Firms Moved by Dodge, seconded by Schubert to continue professional services of: BLDD Architects as architects, Smith, Koelling, Dykstra, & Ohm as auditors, Canna and Canna, Ltd. and Engler, Callaway, Baasten & Sraga, LLC as legal counsel. Ayes: Dodge, Schubert, Hofmeister, Mallaney, Murray Stauffenberg – Six (6). Nays: None (0). Motion carried.

Reorganization Of Board Committees President Stauffenberg announced the Board members assigned to the following committees:  
**Finance Committee** - Patrick Mallaney, Mary Schubert and Matt Jackson  
**Building and Grounds** – Liz Hofmeister and Matt Jackson  
**Curriculum, Instruction and Assessment** – Gale Dodge and Liz Hofmeister  
**Technology Committee** – Louann Murray and Gale Dodge  
Moved by Dodge, seconded by Hofmeister to accept all board members assigned to the committees. Voice Vote. All Ayes: Six (6). Nays: None (0). Motion carried.

Reports of **Building Committee** – Chairman Hofmeister reported that the Building Committee  
Committees met on April 18, 2017 and discussed the following:

- I. Call to Order
- II. Budget Review
- III. **Old Business**
  - A. District
  - B. High School
    1. Softball Concrete Pads for Existing Bleachers
    2. Outside Restrooms
    3. Gym Floor Design Review
  - C. Middle School
    1. North Stairwell Repair - completed
    2. Elevator Repair  
Completion date – Week of June 5, 2017
  - D. Elementary School
- IV. **New Business**
  - A. District
    1. Lead Water Testing
  - B. High School
    1. Shop Door and Concrete Entrance
    2. Rain Catch Basins Maintenance
  - C. Middle School
  - D. Elementary School
- V. **Additional Agenda Items**
  1. Bullet proof glass options discussion.

**Finance Committee** - Chairman Mallaney reported that the Finance Committee  
Met on Tuesday, April 25, 2017 and discussed the following:

- I. **Old Business**
  - A. State Revenue Update
  - B. Insurance Renewal Rates
  - C. Technology – ERATE Proposals (ES Fiber Project)
- II. **New Business**
  - A. Simplex Grinnell Renewal
  - B. Paper Purchasing
  - C. Support Staff and Sub Wages and Starting Wages
  - D. Building and Grounds Update
  - E. Technology Update
  - F. Chromebook Replacement

**III. Review Finance Packet for April 25, 2017 Board Meeting**

Summary of Cash/Investment/Fund Balances Report  
Revenue/Expenditure Summary Report  
Revenue/Expenditure Budget Report  
Cost Analysis – Education; Cost Analysis – O&M  
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**

Administrative Wages  
YKids Lease Agreement  
IKAN RAAC Agreement  
Funds Transfer Resolution  
Interest Earnings Resolution  
Tax Distribution Calendar  
Release of Funds Resolution (O&M)

**Curriculum, Instruction, and Assessment Committee** – Curriculum Director, Cathy Creek reported that the CIA Committee met on Thursday April 13, 2017. Ms. Creek reported that the PARCC testing has been successfully completed at the Middle School and the High School. The District refusal rate was very low this year. The State guidelines include a 95% goal for student testing and we have surpassed that percentage of students taking the test. Ms. Creek complimented the Middle School Administration on their campaign slogan encouraging students to “Knock it out of the PARCC” which contributed to the success of the test. The State Science assessment has started with the 5<sup>th</sup> and 8<sup>th</sup> grade students at the Middle School and also the Biology 1 students at the High School. The next Teachers Institute Day is on Friday May 5<sup>th</sup> and there will be a carousel of panel discussions that include eleven different topics to choose from. The High School Administration has been planning and preparing for the transition into a traditional schedule for the 2017-2018 school year. There is AP testing on Friday May 5<sup>th</sup> in the morning at the High School along with Prom scheduled for that evening.

**Technology Committee** – Technology Director, Tom Steele reported that the committee met on April 12, 2017. He reported that the District has applied for a grant from ISBE that will cover 40% of the cost of the Elementary School fiber project if it is funded. If the grant comes through, USAC will match another 10%. The District anticipates 50% funding from E-rate which means 100% of the project could potentially be funded. We have an opportunity to purchase used Chromebook carts from Orland Park District #230 for \$300. A new Chromebook cart costs approximately \$1,400. The Tech Committee recommends that we purchase 10 carts at \$300.00 a piece from Orland Park. The District received four responses for the Chromebook RFP. The Tech Committee recommends that we purchase 350 Chromebooks from TRA at \$270 a piece. The Committee also discussed aging equipment throughout the District and will continuing to investigate the equipment that needs to be replaced.

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

**A. Financial Reports**

- Summary of Cash/Investment/Fund Balances
- Revenue/Expenditure Summary Reports
- Revenue/Expenditure Budget Reports
- Cost Analysis – Education, Cost Analysis – O&M
- Food Service Report
- O&M Gas & Electric Expenditure Report
- Payroll Extras Report
- Impress Check Report
- Accounts Payable Report
- ISDLAF Account Reports
- Activity Accounts Reports
- Additional Accounts Payable

**B. Resignations**

1. Zach Monk, High School Technology Teacher, Middle School Baseball Coach, Assistant High School Boys Basketball Coach and National Honor Society Sponsor –effective at the end of the 2016-2017 school year
2. Jim Giacchino, High School Assistant Varsity Boys Basketball Coach – effective immediately
3. Becca Gervais, High School Co-Head Cheerleading Coach - effective April 21, 2017
4. Jason Adams, High School Head Girls Varsity Basketball Coach - effective immediately
5. Kelly Rose, High School Co-Head Cheerleading Coach – effective April 6, 2017
6. David McClain, High School Paraprofessional – effective May 5, 2017
7. Nina Zalewski, High School Sophomore Volleyball Coach – effective immediately
8. Morgan Wulff, Student Summer Custodial Assistant

**C. Retirements**

1. Clyde Tilley, Bus Driver – effective at the end of the school year and continue employment as a Substitute Bus Driver as needed
2. Mary K. O'Brien, High School Paraprofessional – effective August 1, 2017

**D. Release**

None

**E. Notice of Intent to Retire 6% Notice**

None

**F. FMLA Requests**

1. Joanne Bohn, Food Service – from approximately April 7<sup>th</sup> thru approximately April 19<sup>th</sup>
2. Darlinda Holland, Bus Driver – from approximately May 4<sup>th</sup> until June 5, 2017

**G. Employments for the 2017-2018 School Year**

1. Justin Tierney, High School In-School Suspension Teacher (moved from Paraprofessional position)
2. Authorization for Superintendent to approve the hiring of a Middle School Administrative Assistant (training the last three weeks of May, 2017)

**H. Transfer**

None

**I. Employments Pending Successful Completion of Employment Paperwork**

1. Gary Gerberding, Substitute Bus Driver
2. Zachary Pomykala, Student Summer Custodial Assistant (moving from Substitute status)
3. Laura Gallardo, Speech/Language Pathologist – for the 2017-2018 school Year
4. Carrie Leato, High School English Teacher – for the 2017-2018 school Year

J. Approve Category C (12 Month Employees) – Support Staff 2017-2018 Calendar as presented.

K. Approve First Reading of Board Policy 6:120 – Education of Children with Disabilities

L. Declare as Surplus – four Azden wireless microphones and receivers purchased in 2000/2001

M. Approve updated Iroquois/Kankakee Substitute Teacher List

N. Approve Football Door-to-Door Fundraiser – June 14, 2017 - \$25.00

Ayes: Dodge, Hofmeister, Mallaney, Murray, Schubert, Stauffenberg –Six (6).

Nays: None (0). Motion carried.

**Superintendent's Report**

**Good News**

1. Congratulations to Sean Drexler who became an Eagle Scout on March 12<sup>th</sup>. This represents a very small percentage of their membership that achieves this level. It requires a great deal of work. His Eagle Scout project involved a stainable camping site, ask him about it if you have the chance.
2. Manteno High School Bass Fishing Team had another successful day, they competed in the FLW High School Open on Clinton Lake. There were 30 boats, and the top three teams qualify to fish the FLW National High School Championship on Pickwick Lake, Alabama, later this June. Cody Luehrs and Neil Robinson, Captained by Doug Luehrs took 3rd place, earning them a spot on Lake Pickwick! Their weight was 14lbs 7ozs with the largest bass being 3lb 11oz. Andrew Lamore and Sam Toppen weighed in two fish at 2lbs 6oz, while Josh Kasalko and Ryan Rolniak weighed one fish at 1lb 2oz.
3. Congratulations to 5<sup>th</sup> grader Karis Rose. She was awarded \$1,000 from the Fannie May fundraising drawing!
4. Congratulations to Kristen Arbuckle for receiving a Silver rating for her presentation of her Preschool Lesson Plan on Animals at the FCCLA State Conference.
5. Congratulations to Laura Welch for receiving a Gold rating for her Halloween Themed Cake at the FCCLA State Conference.

6. JA team “Makin Jars” won Company of the Year at their state competition on Friday April 21, 2017. Other award winners included:
  1. Nora Crocket—President of the Year, Runner up
  2. Mikaelah Hurley, Marketing Officer of the year, Runner up
  3. Leah Selk, Marketing Officer of the year
  4. Emma Hofmeister, Finance officer of the year runner up
  5. Taylor Gilliam, finance officer of the year
  6. Madigan Wulff, supply chain officer runner up
  7. Adam Miller best-dressed male
  8. Tyler Nieft won best-dressed male runner-up
  9. Maicie Smith best-dressed female, runner up networking challenge champion
  10. The Branding Competition winners were: Madison Spalding, Dylanie Denoyer, Tyler Nieft, Connor McCormick, and Mason Crews.
  11. The Creativity Challenge winners were: Ryan Drahos, Matt Bergistain, Matt Duda, and Trevor Banks.

**Old Business**

**New Business**

Approve Moved by Hofmeister, seconded by Schubert to approve the SimplexGrinnell LP  
Simplex contract from July 1, 2017 thru June 30, 2018 in the amount of \$9,216.51. Ayes:  
Grinnell LP Hofmeister, Schubert, Dodge, Mallaney, Murray, Stauffenberg – Six (6).  
Contract Nays: None (0). Motion carried.  
Renewal

Approve Moved by Dodge, seconded by Schubert to approve a contract with Construction  
Elementary by Camco, Inc. in the amount of \$102,680.00 contingent upon receiving a USAC  
School Fiber funding commitment for a minimum 50% of the total cost for the Elementary  
Project with School Fiber Project. Ayes: Dodge, Schubert, Hofmeister, Mallaney, Murray,  
Construction Stauffenberg – Six (6). Nays: None (0). Motion carried.  
by Camco,  
Inc. in the  
amount of  
\$102,680

Approve Moved by Dodge, seconded by Hofmeister to purchase 350 HP Chromebooks from  
Chromebook Technology Resource Advisors at \$270 each including a 4 year warranty for a total  
Replacements of \$94,500. Ayes: Dodge, Hofmeister, Mallaney, Murray, Schubert, Stauffenberg –  
Six (6). Nays: None (0). Motion carried.



Approve Health Insurance for the 2017-2018 School Year with EBC/Blue Cross Blue Shield of Illinois. Moved by Schubert, seconded by Mallaney to approve the 2017-2018 District Employee Health Insurance with EBC/Blue Cross Blue Shield of Illinois. Ayes: Schubert, Mallaney, Dodge, Hofmeister, Murray, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Approve Dental Insurance for the 2017-2018 School Year with EBC/Guardian Dental. Moved by Mallaney, seconded by Schubert to approve the 2017-2018 District Employee Dental Insurance with EBC/Guardian Dental. Ayes: Mallaney, Schubert, Dodge, Hofmeister, Murray, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Approve Life Insurance for the 2017-2018 School Year with Reliance Standard. Moved by Dodge, seconded by Mallaney to approve the 2017-2018 District Employee Life Insurance with Reliance Standard. Ayes: Dodge, Mallaney, Hofmeister, Murray, Schubert, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Approve Vision Insurance for the 2017-2018 School Year with VSP. Moved by Mallaney, seconded by Murray to approve the 2017-2018 District Employee Vision Insurance with VSP. Ayes: Mallaney, Murray, Dodge, Hofmeister, Schubert, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Approve District Paper Purchase with Veritiv. Moved by Mallaney, seconded by Hofmeister to approve the copy paper purchase from Veritiv. Ayes: Mallaney, Hofmeister, Dodge, Murray, Schubert, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Manteno CUSD No. 5 Board of Education Reorganization Meeting – April 25, 2017

Approve Non-Certified Support Staff Salary Schedule and Starting Wages for the 2017-2018 School Year  
Moved by Dodge, seconded by Murray to approve the Non-Certified Support Staff salary schedule and starting wages for the 2017-2018 school year. Ayes: Dodge, Murray, Hofmeister, Mallaney, Schubert, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Approve Board Meeting Schedule for the 2017-2018 School Year  
Moved by Schubert, seconded by Dodge to approve the Board Meeting schedule for the 2017-2018 school year. Voice Vote: All Ayes: Six (6). Nays: None (0). Motion carried.

Approve Changes for Panther Scholar Recognition  
Moved by Dodge, seconded by Schubert to approve the changes to be recognized as a High School Panther Scholar starting with the 2017-2018 school year. Voice Vote: All Ayes: Six (6). Nays: None (0). Motion carried.

Ratify Northwestern University Accelerated Weekend Experience Course  
Moved by Dodge, seconded by Murray to ratify the Northwestern University Accelerated Weekend Experience Course held on Saturday April 22, 2017 and Sunday April 23, 2017 at the Manteno High School. Voice Vote: All Ayes: Six (6). Nays: None (0). Motion carried.

Adjourn Meeting  
Moved by Mallaney, seconded by Murray to adjourn the meeting at 7:05PM. Voice Vote: All Ayes: Six (6). Nays: None (0). Motion carried.

*\*Mark Stauffenberg*

*\*Patrick Mallaney*

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Mark Stauffenberg  
Board President

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Patrick Mallaney  
Board Secretary

MKS/PM/nak

\*Original Signatures are on file in the District Office