

Manteno Community Unit School District No. 5
Regular Meeting of the Board of Education
Tuesday, April 26, 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: G. Dodge, E. Hofmeister, M. Jackson, P. Mallaney, L. Murray, M. Schubert and M. Stauffenberg – Seven (7).
Absent – None - (0).
- Also present: Supt. Harrod, P. Conboy, 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 Recording Clerk Kaufman – Eighteen - (18).
- Visitors: Karin Jurgenson- High School Media Specialist, Donna Ertel-NHS Sponsor, thirteen National Honor Society members, Casey Meir-High School Art Teacher and six High School art students along with family members of the students who were being recognized as well as other community members.
- Pledge of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.
- Additional Agenda Items Moved by Hofmeister seconded by Schubert to add the following additional agenda items:
- VII. New Business**
P. Approve BLDD Proposal for Design Services for Middle School Health Life Safety Door Repair Project and to go out to bid with Proposed Design
- Ayes: Hofmeister, Schubert, Dodge, Jackson, Mallaney, Murray, Stauffenberg – Seven (7). Nays: None (0). Motion carried.
- Public Hearings/Petitions/Comments NHS Sponsor, Donna Ertel recognized the twenty six students who were inducted into the National Honor Society on Wednesday April 20, 2016. Present: Angel Williams, Skyelar Timm, Jordan Ringler, Megan Richardson, Chantel Noggle, Aubree Mann, McKayla Lockwood, Courtney Keller, Piaget Felix, Dylanie Denoyer, Haley Corbett, Jamie Carroll, Kiley Barr. Absent: Kara Bobera, Amber Daly, Andrew DeRose, Mikaelah Hurley, Blake Meyer, Kailyn Mickulas, Madison Monk, Rachel Sample, Megan Schaeffer, Skyler Schulteis, William Smith, Julie Smithson, and Kylie Zawisza.
- High School Art Teacher, Casey Meier recognized seven of her art students and their art work who have received multiple awards. Present: Chase Jernigan, Brenna Townsend, Alyssa Hosselton, Harley Rudish, Jess Regan, Jamie Gregory, and Gabi Aicher
- Karin Jurgenson, High School Media Specialist presented the Manteno School District Libraries Annual Report. She also recognized other Librarians throughout the District: Early Childhood Center – Shannon Boudreau, Elementary School – Kim Keane, Middle School - Yvette Nugent

Reports of **Building Committee** – Chairman Hofmeister reported that the Building Committee met on Tuesday, April 19, 2016 and discussed the following:

- I. Call to Order
- II. Budget Review
- III. Old Business
 - A. District
 1. District Concrete Work Repair
 - B. High School
 1. Softball Press Box Update
 2. Commons Area Floor Update
 3. TVSS Proposals Update
 - C. Middle School
 1. Back Door Entrance – Concrete Fascia
 - D. Elementary School
 1. South Parking Lot & Drive-thru Lane Resurfacing Project Update
 2. Gym North Door
- IV. New Business
 - A. District
 1. Summer Projects
 - B. High School
 1. Roof Wind Damage & Gym Floor Water Damage
 - C. Middle School
 - D. Elementary School
- V. Additional Agenda Items
 1. Dunlap Industries, California – Gym Floor Covering Proposal
 2. High School Air Conditioning Compressor – Middle Section

Finance Committee – Chairman Mallaney reported that the Finance Committee met on Tuesday, April 26, 2016 and discussed the following:

- I. Old Business
 - A. State Revenue Update - FRIS
 - B. Third Lightning Strike at High School
 - C. Lightning Protection
 - D. HS Commons Floor
 - E. Summer Projects
 - F. Buildings and Grounds
 - G. Support Staff Wages and Sub Wages
 - H. HVAC at High School
 - I. Technology
 - J. Asphalt Work
 - K. Sidewalk Replacement
- II. New Business
 - A. Simplex Grinnell Renewal
 - B. HS Roof Wind Damage
 - C. Projected General State Aid
 - D. District Vehicles

- E. CHUBB
- F. Paper Purchasing
- G. Life Safety Work
- H. Audiology Service Agreement
- I. 2014 Tax Allocation Error
- 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 April 14th and discussed a variety of items including the public library update, building and community updates, and 15/16 closing institute. Ms. Creek reported that the PARCC testing dates were going smoothly and that they would be close to 95% participation without community interference. She gave recognition to the Curriculum department as well as all the other staff members who participated in helping to make the testing successful (Administration, office staff, tech staff, teachers, etc.). The next testing segment will take place week of May 9th and that will be the Science Assessment.

Technology Committee – Technology Director, Tom Steele reported that the Tech Committee met on April 13, 2016 and discussed the Skyward event at the High School on June 1st. It is open to area Skyward districts for no charge. The Tech Committee is recommending that Justin Long and Joshua Jackson be considered for the two open tech intern positions. They also discussed the recent lightning strike in March that caused minimal damage. Mr. Steele shared that most of our printers are 15-20 years old and no longer viable for modern printing needs. The committee will explore options to replace the necessary printers. They also discussed the tech intern self-study program, spam filter replacement, anti-malware contract, HS computer lab replacements, and the TRA Dell Chromebook offer.

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

A. Minutes

- Regular Board Meeting – March 22, 2016
- Executive Session Meeting – March 22, 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. Kristen Shreffler, Seventh Grade Science Teacher – effective at the end of the 2015-2016 school year
2. Steve St. Jean, High School Wrestling Coach – effective at the end of the 2015-2016 school year
3. Melissa Saathoff, Middle School Speech Assistant Sponsor - effective at the end of the 2015-2016 school year
4. Christina Bell, Summer Student Custodial employee - effective immediately

D. Release for Cause

1. None

E. FMLA Requests

None

F. Employments

1. Nicole Naples, High School Paraprofessional – effective May 2, 2016 for the rest of the 2015-2016 school year
2. Part-time Student Techs – \$8.25 per hour (no benefits) – approximately 28 hours per week during the summer break and occasionally as needed on non-attendance days throughout the school year:
 - Justin Long
 - Joshua Jackson
3. **ESY 2016 (Special Education Summer School) Teachers**
 - EC Classroom (1): **Melissa Kapidis**
 - MS PRIDE (1): **Laura Calhoon**
 - HS/HS PRIDE (1): **Erica Petersen**

Paraprofessionals

- EC Classroom (1): **Kim Christensen**
- MS PRIDE (5): **Karrie Burgeson, Misty Maves, Lauren Biggs, Tracy Langlois, Nicole Naples**
- HS PRIDE (1): **Kelsey Heisner**

Support Staff (based on IEP minutes)

- OT: **Stacy Larson**
- PT: **Jenelle Robertson**
- SLP: **TBD**
- Social Work: **TBD**
- Nurse: **Kim Couch, Tracey Hartnett**

G. Employments Pending Successful Completion of Employment Paperwork

1. Holly Woods, Speech/Language Pathologist – for the 2016-2017 school year

H. Approve Category C (12 Month Employees) – Support Staff 2016-2017 Calendar

I. Approve Multiple Donations

1. Go-All-Out donation for the Special Olympics team competition banner.
2. NFL, \$5,000 donation to the High School Football Team. Matching contribution to the previous Tony Pashos \$5,000 contribution.

J. Approve Updated Regional office Substitute Teacher List

K. Declare as Surplus

L. Approve Football Door-to-Door Fundraiser

Ayes: Dodge, Schubert, Hofmeister, Jackson, Mallaney, Murray, Stauffenberg Seven (7). Nays – None (0). Motion carried.

Superintendent's Report

A. Good News

1. Congratulations to Teresa Butterfield – has been selected as the Air Force Association teacher of the year for this area. She will move on to the state competition at this time and we will look forward to hearing the results. Thanks to Mrs. Morris for the supporting letter and to Mrs. Gale Dodge for submitting her name for the process.
2. Congrats to the Sectional WYSE Team who had the following individuals place at sectional competition.
 - 1st place Kara Keene – Biology
 - 2nd place Kylie Zawisza – Chemistry
 - 3rd place – Kassidy Jungles – Biology and Noah Spangler – MathKara Keene and Kylie Zawisza will continue on to state competition on April 12th.
3. Congrats to Kassidy Jungles for receiving the DAR Good Citizen Award for 2016. Every year the Daughters of the American Revolution have schools throughout Kankakee County select a DAR Good Citizen Winner. Manteno is proud to announce that Senior Kassidy Jungles was our selection for 2016. On Saturday, February 20th the DAR Chapter hosted the 94th Annual DAR Tea Ceremony in which each school's recipient was honored.

4. Congratulations to Reygan Carlile and Katie Ott for their performance at The Illinois Junior Academy of Science competition this past weekend. Both young ladies represented Manteno Middle School well. Reygan earned a silver medal overall and Katie earned a bronze. Both girls scores were high enough to advance them to the state competition. Great work ladies.
5. Congratulations to Jamie Gregory, Brenna Townsend, and Alyssa Hosselton for their award winning pieces at the KCC High School Art Show.
6. Congratulations to the Art Students that won awards at the I-8 Competition.
 - Jamie Gregory – Media Specialist Award – 3D
 - Chase Jernigan – Media Specialist Award – Oil Painting
 - Gabbi Aicher – Media Specialist Award – Acrylic Painting
 - Jess Regan - Media Specialist Award – Black and White Drawing and 3D
7. Congrats to Jeremy Eason who was announced as the winner of the Mike Snyder Show Choir Award for 2016 at the annual Gala.
8. Congratulations to all of the students who participated in the JA Regional Competition in Chicago at Robert Morris University on Friday April 15th. Manteno High School was well represented, and the following students won awards:
 - Best Dressed 2nd Place—Alyssa Jacobucci and Easton Bertrand
 - Thinking on Your Feet 2nd Place—Leah Selk
 - Branding Team Competition Winners—Connor McCormick, Matt Spanos, Lisa Palicki, Madigan Wulff, Dylanie Denoyer
 - Team Competition Winners—Cody Hopf, Gavin Zimbelman, Eddie Novak, Trent Burgeson, Grant Burgeson, and Kyle Wenzel
 - Marketing Officer of the Year Runner-Up—Nora Crockett
 - Marketing Officer of the Year—Jillian Hoffman
 - Finance Officer of the Year Runner-Up—Andrew Newsom
 - Supply Chain Officer of the Year—Gabby Boudreau

9. Congrats to the Varsity Chorus, the Wind Ensemble and the J.V. **Chorus** who all received first place ratings at the IHSA organizational contest event held the weekend of April 16th.
10. Congratulations to the horticulture team who placed 2nd in the sectional contest held in Manteno.
11. Thank you to all staff members who were instrumental in making sure PARCC was completed successfully last week.
12. Congrats to Prom Queen Rylie Karvunis and King Will Smith!

Old Business

New Business

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| Approve Renewal of Riverside Medical Center for Audiology Services Contract | Moved by Schubert, seconded by Murray to approve the fee rate and contract for Audiology Services with Riverside Medical Center, for the 2016-2017 school year with no changes as presented. Ayes: Schubert, Murray, Dodge, Hofmeister, Jackson Mallaney, Stauffenberg – Seven (7). Nays: None (0). Motion carried. |
| Approve Simplex Grinnell LP Contract Renewal | Moved by Mallaney, seconded by Hofmeister to approve the Simplex Grinnell LP Contract from July 1, 2016 thru June 30, 2017 in the amount of \$8,654.00 as presented. Ayes: Mallaney, Hofmeister, Dodge, Jackson, Murray, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried. |
| Approve Elementary School Parking Lot Resurfacing Project Contract | Moved by Jackson, seconded by Dodge to award the Elementary School Parking Lot Resurfacing project to the lowest responsible bidder, Advantage Paving, Inc. for the base price of \$69,660.00 and a unit price of \$16.00 as presented. Ayes: Jackson, Dodge, Hofmeister, Mallaney, Murray, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried. |
| Approve District Concrete Replacement Project | Moved by Mallaney, seconded by Hofmeister to approve going out to bid for the District Concrete replacement project that involves all three school buildings as presented. Ayes: Mallaney, Hofmeister, Dodge, Jackson, Murray, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried. |

Approve BLDD Proposal For Design Services for High School Gym Roof Replacement Project and to Go out to Bid With Proposed Design

Moved by Dodge, seconded by Schubert to approve the BLDD proposal for design services for the High School Gym Roof Replacement Project with a fixed fee of \$4,500 for basic services and to go out to bid with proposed design as presented. Ayes: Dodge, Schubert, Hofmeister, Jackson, Mallaney, Murray, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Approve Tech Intern Self Study

Moved by Dodge, seconded by Murray to approve the purchase of a one year subscription for computer based training from CBTnuggets in the amount of \$3,585 as presented. Ayes: Dodge, Murray, Hofmeister, Jackson, Mallaney, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Approve Spam Filter Replacement

Moved by Hofmeister, seconded by Murray to approve the purchase of a two year SpamTitan Private Cloud subscription in the amount of \$6,210 as presented. Ayes: Hofmeister, Murray, Dodge, Jackson, Mallaney, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Approve Anti-malware Contract

Moved by Jackson, seconded by Dodge to approve the purchase of a three year subscription for anti-malware protection from Novanis in the amount of \$3,887.10 as presented. Ayes: Jackson, Dodge, Hofmeister, Mallaney, Murray, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Approve High School Computer Lab Replacement

Moved by Dodge, seconded by Mallaney to approve the purchase of twenty-five computers and monitors from Bytespeed for \$19,700 as presented. Ayes: Dodge, Mallaney, Hofmeister, Jackson, Murray, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Approve TRA Dell Chromebook Offer

Moved by Schubert, seconded by Jackson to approve the TRA Chromebook trade-in offer for \$42,300 as presented. Ayes: Schubert, Jackson, Dodge, Hofmeister, Mallaney, Murray, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Approve CHUBB Insurance Fiduciary Liability Coverage

Moved by Dodge, seconded by Schubert to approve the CHUBB Insurance Fiduciary Liability Coverage for \$2,050 as presented. Ayes: Dodge, Schubert, Hofmeister, Jackson, Mallaney, Murray, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Manteno CUSD No. 5 Board of Education Meeting – April 26, 2016

Approve District Paper Purchase With Paper 101 Moved by Mallaney, seconded by Schubert to approve the copy paper purchase from Paper 101 at \$26.65 a carton as presented. Ayes: Mallaney, Schubert, Dodge, Hofmeister, Jackson, Murray, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Approve Early Graduation Requests Moved by Hofmeister, seconded by Schubert to approve the early graduation requests as presented. Voice Vote: All Ayes: Seven (7). Nays: None (0). Motion carried.

Approve Foreign Exchange Student for the 2016-2017 Fall Semester Moved by Hofmeister, seconded by Murray to approve the ASPECT Foundation Program Foreign Exchange Student, Annke de Maeyer from Wedemark, Germany for the 2016-2017 School Year Fall semester as presented. Voice Vote: All Ayes: Seven (7). Nays: None (0). Motion carried.

Approve Board Meeting Schedule For the 2016-2017 School Year Moved by Hofmeister, seconded by Schubert to approve the Board Meeting schedule for the 2016-2017 school year as presented. Voice Vote: All Ayes: Seven (7). Nays: None (0). Motion carried.

Approve BLDD Proposal for Design Services for Middle School Health Life Safety Door Repair Project and to go out to bid with Proposed Design Moved by Schubert, seconded by Murray to approve the BLDD proposal for design services for the Middle School Health Life Safety Door Repair Project and to go out to bid with proposed design as presented. Ayes: Schubert, Murray Dodge, Hofmeister, Jackson, Mallaney, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

- Executive Session Moved by Dodge, seconded by Jackson 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: Dodge, Jackson, Hofmeister, Mallaney, Murray, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried. Open Session ended at 7:15PM.
- Return to Open Session Moved by Hofmeister, seconded by Dodge to close Executive Session and return to Open Session. Ayes: Hofmeister, Dodge, Jackson, Mallaney, Murray, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried. Executive Session ended at 8:20PM.
- Dismissal of Support Staff Employee Moved by Dodge, seconded by Schubert to terminate the employment of support staff employee, Christina Schneider, for cause, effective April 26, 2016. Ayes: Dodge, Schubert, Hofmeister, Jackson, Mallaney, Murray, Stauffenberg – Seven (7). Nays: None (0). Motion carried.
- Adjourn Meeting Moved by Hofmeister, seconded by Murray to adjourn the meeting at 8:24PM. Voice Vote: All Ayes: Seven (7). 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