

Manteno Community Unit School District No. 5
Reorganization Meeting of the Board of Education
Tuesday, April 28, 2015
High School Library
Amended Minutes

Open Session The meeting was held in the library of the Manteno High School and was called to order by President Pro-Tem Mallaney at 6:55 p.m.

Roll Call The following members answered to roll call: G. Dodge, E. Hofmeister, P. Mallaney, L. Murray, M. Nelson, M. Schubert and M. Stauffenberg – Seven (7).
Absent - None - (0).

Also present: Supt. Harrod, K. Meyer, 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, and Clerk Kaufman – Eighteen - (18).

Visitors: Deb Fortin, Matt Jackson, Joan Nelson, Daniel Tripp, Jennifer O'Reilly, Amanda Frame, Leah McNally and Karen Haave (Cornerstone Media) – approximately 10 people.

Pledge of Allegiance President Pro-Tem Mallaney led everyone in the Pledge of Allegiance.

Additional Agenda Items None

Appointment Of Recording Secretary Moved by Stauffenberg seconded by Murray to approve Nancy Kaufman as Recording Secretary . Voice vote – all ayes – seven (7). Nays – none (0). Motion carried.

Swearing In Of New Board Members President Pro-Tem Mallaney administered the oath of office to the newly elected School Board members: Gale Dodge, Matthew Jackson, Mary Schubert and Mark Stauffenberg

Election of President President Pro-Tem Mallaney opened the nominations for President of the Board of Education. Member Dodge nominated Mark Stauffenberg, Member Hofmeister 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 Schubert 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. President Stauffenberg nominated Member Mallaney, Member Hofmeister seconded the motion. 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 President Stauffenberg moved that Kathy Meyer be appointed District Treasurer. Ayes: Dodge, Hofmeister, Jackson, Mallaney, Murray, Schubert, and Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Establishment Of Date, Time And Place of Regular Board Meetings President Stauffenberg moved to Establish 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: Ayes: Seven (7). Nays – none (0). Motion carried.

Adoption of Existing Board Policies President Stauffenberg moved to Adopt the Existing Board Policies. Ayes: Dodge, Hofmeister, Jackson, Mallaney, Murray, Schubert and Stauffenberg – Seven (7). Nays – none (0). Motion carried.

Designation Of Depositories For District Funds Moved by Dodge, seconded by Murray 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: Dodge, Murray, Hofmeister, Jackson, Mallaney, Schubert and Stauffenberg – seven (7). Nays – none (0). Motion carried.

Select Professional Firms Moved by Hofmeister, seconded by Mallaney to continue professional services of: BLDD Architects as architects, Smith, Koelling, Dykstra, & Ohm as auditors, Canna and Canna, Ltd. as legal counsel.

Reorganization Of Board Committees President Stauffenberg announced the Board members assigned to the following committees:
Finance Committee - Patrick Mallaney and Mary Schubert
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 Hofmeister, seconded by Dodge to accept all board members assigned to the committees. Ayes: Hofmeister, Dodge, Jackson, Mallaney, Murray, Schubert, and Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Reports of Committees **Building Committee** – Chairman Hofmeister reported that the Building Committee did not meet in April. The next meeting is scheduled for May 12, 2015.

Finance Committee - Chairman Mallaney reported that the Finance Committee Met on Tuesday, April 28, 2015 and discussed the following:

I. Old Business

- A. State Revenue Update
- B. HomeStar Bank Debit Card Update
- C. Middle School Roof Repair Project

II. New Business

- A. Contracts/Agreement/Requests For Proposals
 - i. Computer Workstation Purchases
 - ii. Chromebook Purchases
 - iii. Asbestos Engineering Services for Middle School Roof Repair Project
 - iv. Architectural Services for Middle School Roof Repair Project

III. Review Finance Packet for April 28, 2015 Board Meeting

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

- A. Asbestos Removal Services for Middle School Roof Repair
- B. Ceiling Restoration Services for Middle School Roof Repair

Curriculum, Instruction, and Assessment Committee – Curriculum Director, Cathy Creek reported that the PARCC testing is going well throughout the District. The committee is reviewing all current on-line subscriptions to see what is being utilized and if the subscriptions coincide with teachers needs. Ms. Creek informed the Board that the Team Leader position has been extremely helpful and well received throughout the District. The committee is looking into next year for Professional Development and will focus on the next generation of Science standards.

Technology Committee – Technology Director, Tom Steele reported that the committee met on April 8, 2015 and had a good meeting. The Technology Department will have approximately nine interns (including substitutes). Mr. Steele spoke about how well PARCC testing is going throughout the District. He also mentioned the staff workstation replacements.

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

A. 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
- Imprest Check Report
- Accounts Payable Report
- ISDLAF Account Reports
- Activity Accounts Reports
- Additional Accounts Payable

B. Resignations

1. Katelyn N. Bever – Middle School Softball “B” team head co-coach – effective immediately.
2. Krista Carlile – Middle School Softball “B” team head co-coach – end of the 2014-2015 school year.
3. Tim VanSwol – 8th grade boys basketball coach at the end of the 2014-2015 school year.
4. Erica Petersen – Middle School spelling coach at the end of the 2014-2015 school year.
5. Brit Norris – Middle School Special Education Teacher, District Play Director and Middle School Scholastic Bowl Coach at the end of the 2014-2015 school year.
6. Jodi Girard – Three-hour food service employee – effective April 21, 2015.

C. Employments

1. Justin Emerson – Manteno High School Boys Soccer Coach for the 2015-2016 school year.
2. Penny Matherly – Three-hour food service beginning May 1st thru the end of the 2014-2015 school year.
3. Ginger Malone – Increase of hours from six per day to eight per day for the 2015-2016 school year – 215 days.
4. Summer Custodial Employees- June 8th thru approx. August 14th, 2015 – 7:00 a.m. until 3:30 p.m. – Monday thru Thursday at \$8.25 per hour:
 - Meghan Daly
 - Sarah Marshall
 - LeeAnna Davis
 - Courtney Posing

5. Tech Interns as of June 1, 2015 on an as needed basis not to exceed 600 hours per year at a rate of \$8.25 an hour. Will start the school-to-work program effective with the 2015-2016 school year:

- Justin Brueker
- Ryan Kleszynski

D. FMLA

1. Kristen Wise – Kindergarten Teacher – August 17, 2015 thru November 6, 2015 (12 weeks).
2. Gary Scurlock – Bus Driver from April 7th thru the end of the 2014-2015 school year (seven weeks).
3. Kim McCormick – Elementary School Librarian for the remainder of the 2014-2015 school year (five additional weeks).
4. Cara Baldwin - Middle School Sixth Grade Language Arts and Social Studies Teacher – from August 18, 2015 – **returning on November 2, 2015**, approximately 52 days.
5. Kris Kufa – Elementary School Second Grade Teacher – unpaid leave extension for the remainder of the 2014-2015 school year.

E. Authorization for Superintendent to Hire

1. Extended School Year Staff for the 2014-2015 school year.

F. Approve Category C (12 Month Employees) – Support Staff 2015-2016 Calendar as presented.

G. Donation acceptance from community member of \$500.00 for Special Olympics Team uniforms.

H. Approve High School Handbook Changes for 2015-2016 School Year.

I. Approve Five Year Renewal of Governors State University Clinical Training Agreement.

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

Superintendent's Report

A. Good News

1. Congrats to the following Career Center Students who were named Students of the Quarter:

Tiffany Schultz – Child Dev/Preschool

Bailey Kostanski – Cosmetology I

Courtney Friedericks – Cosmetology II

2. Congratulations to Joe VanLuyk who placed 4th in Chemistry and 6th in Math at the State WYSE competition on April 15th.

3. Congratulations to the Special Olympics Students on their finishes at the State Skills Competition:

Bry Conway: Silver Medal

Jeremy Hansen: Silver Medal

Jocelyn Peters: 4th Place Ribbon

Elisandro Varela: 4th Place Ribbon

4. Manteno Junior Achievement Companies Pix Plaques and Unique Frames travelled to Robert Morris University in Chicago for competition with other Junior Achievement companies in the area. There were a variety of competitions held throughout the day. Each company made a presentation to industry leaders, vying for company of the year.

At the end of the day Manteno brought home the following awards.

President of the Year – Caleb Selk

Runner-Up President of the Year – Vince Vallos

Vice President of the Year for Public Relations – Carly Trepanier

Runner-Up Vice President of Public Relations – Jade Dunn

Vice President of the Year for Marketing - Ethan Kaufman

Runner-Up Vice President of the Year for Human Resources – Brock Crews

Runner-Up Vice President of the Year for Finance – Tim Murphy

Runner-Up Vice President of the Year for Production – Elliott Salrin

Dressed for Success Winners – Jillian Hoffman and Tate Moore

Video Story Telling Award – Praveen Madan and C.J. Boudreau

Product Marketing Creation Award – Brianna Barth, Kari Southerland, Jeff Jackson and Brendan Field

Eight Other Students from Manteno were finalist in the Interview Competition

Congratulations to these students and to Mrs. Short for all of her hard work in helping them all prepare for today's competition.

5. Congratulations to the FFA Agriculture Mechanics team who placed 8th at the section contest last night. 7th individual in Ag. Power was Tanner Swartenztruber, 8th place individual in Welding was Neil Robinson, 6th place individual in Electricity was Veronica Luehrs, 5th place individual in Carpentry was Cody Luehrs. Congratulations to the FFA Horticulture team who placed 2nd in the Section! 17th individual was Haley Presto, 13th individual was Nicole Neiner. Placing in the top ten was Madi Weedon at 10th place individual and Grace Ragain as 2nd place individual! Congratulations to both teams!!
6. Congrats to the Bass Fishing team who had boats place 7th, 13th and 18th out of 83 boats at the Illini Bass Fishing Invitational.
7. Congrats to the 2015 Prom Queen, Candace Betts and Prom King, Jeremy Hanson.
8. The Volleyball Mulch sale has been extended through this Saturday, May 2nd.
9. Thank you to all of our Administrative Assistants for all that they do for our District and all of the roles they fulfil.

Old Business

New Business

Motion to Dismiss The Following Employees For Cause Effective at The end of the 2014-2015 School Term

Moved by Dodge, seconded by Murray to dismiss the following employees, for cause, effective at the end of the 2014-2015 school term: Tabitha Williams, Kelly Bohne, Aaron Johnson, Kim McCormick, Sharri Palacios, and Karen Dickson.

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

Approve This item was removed from the agenda.
IDEAL
Contract
For Asbestos
Engineering
Services for
The Middle
School Roof
Repair Project

Approve Moved by Mallaney, seconded by Schubert to approve the BLDD Contract
BLDD for Architectural Services for the Middle School Roof Repair Project – the
Contract Estimated Costs for their Services to Oversee the Restoration of the Classroom
For Ceilings is \$4,000-\$6,500. Ayes: Mallaney, Schubert, Dodge, Hofmeister,
Architectural Jackson, Murray, Stauffenberg – Seven (7). Nays: None (0). Motion carried.
Services for
the Middle
School Roof
Repair Project

Approve Moved by Mallaney, seconded by Schubert to purchase 70 workstations from,
Staff ByteSpeed, Inc. for a total of \$48,860.00. Ayes: Mallaney, Schubert, Dodge,
Workstation Hofmeister, Jackson, Murray, Stauffenberg – Seven (7). Nays: None (0).
Replacement Motion carried.

Approve Moved by Dodge, seconded by Hofmeister to purchase 120 Chromebooks from
High School Technology Resource Advisors for a total of \$41,760.00. Ayes: Dodge, Hofmeister
Chromebook Jackson, Mallaney, Murray, Schubert, Stauffenberg – Seven (7). Nays: None (0).
Project Motion carried.

Executive Moved by Hofmeister, seconded by Jackson to enter into Executive Session for the
Session 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:
Hofmeister, Jackson, Dodge, Mallaney, Murray, Schubert, Stauffenberg – Seven (7).
Nays: None (0). Motion carried. Open Session ended at 7:15PM.

Return to Moved by Jackson, seconded by Dodge, to close Executive Session and return to Open
Open Session Session. Ayes: Jackson, Dodge, Hofmeister, Murray, Schubert, Stauffenberg – Six (6).
Nays: None (0). Motion carried. Executive Session ended at 9:25PM. Mr. Mallaney
exited the meeting at 8:00PM before the meeting ended.

Determine Student C Eligible For Expulsion and to Place Student C at RAAC for the remainder of this school Year

Moved by Schubert, seconded by Murray to determine Student C as eligible for expulsion and subject to expulsion, and to place Student C at RAAC for the remainder of this school year. Ayes: Schubert, Murray, Dodge, Hofmeister, Jackson, Stauffenberg-Six (6). Nays: None (0). Motion carried.

Expel Student E for the Remainder of this School year and for all of 2015-2016 and to place Student E at RAAC for the period of expulsion

Moved by Dodge, seconded by Hofmeister to expel Student E from school, for the remainder of this school year and for all of the 2015-2016 school year, and to place Student E at RAAC for the period of the expulsion. Ayes: Dodge, Hofmeister, Jackson, Murray, Schubert, Stauffenberg – six (6). Nays: None (0). Motion carried.

Adjourn Meeting

Moved by Murray, seconded by Hofmeister to adjourn the meeting at 9:30PM. Ayes: Murray, Hofmeister, Dodge, Jackson, Schubert, Stauffenberg – 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.