

Manteno Community Unit School District No. 5
Regular Meeting of the Board of Education
Tuesday, June 25, 2013
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, P. Mallaney, M. Nelson, G. Preston and M. Stauffenberg – six (6). Absent: L. Murray – one (1).
- Also present: Supt. Russert, K. Meyer, R. Schnitzler, D. Conrad, J. Palicki, J. Emerson, A. Furbee, C. Creek, T. Steele, D. Christ, J. DePoister, and Clerk Fortin – twelve (12).
- Visitors: L. Webber, S. Pralle, P. Schwerin, J. O'Reilly, S. Harrison, J. Nelson, J. Mallaney, P. Russert, N. Kaufman, K. Short, A. Verducci, and approximately nine others. – Approximately 20 visitors.
- Pledge of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.
- Additional Items Moved by Hofmeister, seconded by Nelson to add the following agenda items:
- V. Consent Agenda
 - N. Resignations
 - Aaron Gregory, 7th grade basketball coach – effective immediately
 - Kate Hawley, Social Worker – effective immediately
 - Neta Luther, bus driver – effective immediately
 - Amber Dorries, Middle School teacher – effective immediately
 - P. Employments for the 2013-2014 School Year
 - Jordan Stauffenberg, substitute teacher (covering FMLA for HS PE)
August 19, 2013 – October, 2013
 - Neta Luther, Substitute bus driver – effective immediately
 - Q. Employments Contingent Upon Successful Completion of Paperwork for 2013-2014
 - Ryan Diedrich, Transportation Director – tentative start date of July 7, 2013.
 - Annette Horan, Substitute bus driver
 - S. Out of State Travel – Technology Department for Samsung Authorized Self-Service Center for Samsung Chromebook repair training.
 - VIII. New Business
 - W. Approve Interkal Pay Request No. 2 and Bleacher Project Close Out
 - X. Approve Valley Construction Co., Inc. Change Order No. 001
- Ayes: Hofmeister, Nelson, Dodge, Mallaney, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.
- Public Hearings/
Petitions/ The public hearing for the adoption of the amended 2012-2013 budget opened at 6:32 p.m. There were no public discussion items or comments. There were no Board nor staff discussions or comments.

Public Hearing for Adoption Of 12-13 Budget
Moved by Dodge, seconded by Nelson to close the hearing at 6:33 p.m.
Ayes: Dodge, Nelson, Hofmeister, Mallaney, Preston, and Stauffenberg – six (6).
Nays – none (0). Motion carried.

Public Comments
PTO did not have a report this evening. Gale Dodge and Dr. Elizabeth Hofmeister thanked Supt. Russert for her service and wished her well upon her retirement.

Reports of Committees
Building Committee – Adam Verducci reported on the Elementary School project:

- Substantial completion on June 17, 2013
- Need to finish landscaping, seeding, and mulch
- Need to install courtyard custom fence next week
- Need to modify access control at the main entrance
- Punch lists were issued
- Adam will gather closeout documents (O & M manuals, etc. on thumb drives)
- Adam will reconcile costs with trade contractors
- Adam thanked Supt. Russert for her commitment to the project

Gary Preston reported the High School locker-room shower project is moving well, as well as the resurfacing of the parking lots. The North detention pond at the High School is holding water and Tyson Engineering will look into this. The High School parking lot fence pricing looked very good. Discussion also occurred regarding the demolition of the Primary School.

Finance Committee – Chairman Mallaney reported the committee met this evening and discussed the following items:

- Health Insurance costs in the future
- Contract and agreements such as CLIC, HPS, IEC, changing the dental insurance to Met Life, PEL Industries, and Simplex
- Change orders and bleacher installation
- Transportation tracking system that would track buses, location, hours, etc.

Curriculum, Instruction, and Assessment Committee – Cathy Creek reported the following items were discussed:

The following Vision Statement would be approved later in the meeting:
Our school district and community are committed to high expectations for our students and staff members. We work collaboratively to provide a dynamic, rigorous, and comprehensive education for all students. Our environment provides a strong culture for learning where students are valued and supported. Our students are engaged learners who are responsible, respectful and productive problem-solvers prepared to meet the challenges of the 21st century. We acknowledge education as a right and proudly accept responsibility for the learning process that will allow everyone to achieve his or her fullest potential.

Technology Committee – Tom Steele reported the committee did not meet this month. The promethean boards have all been hung; the wireless project is just about complete. There are a lot of projects to complete this summer.

KARVES – No report.

Consent
Agenda

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

A. Minutes

- Regular meeting of May 21, 2013
- Executive session meeting of May 21, 2013

B. Financial Reports

- Summary of Cash/Investment/Fund Balances
- M-T-D/Y-T-D Revenue/Expenditure Summary Reports
- Cost Analysis – Education; Cost Analysis – O & M
- Revenue Report
- Expenditure Report
- O & M Gas and Electric Expenditure Report
- Food Service Report
- Payroll Extras Report
- Imprest Check Report
- Accounts Payable Report
- ISDLAF Report
- Activity Account Reports
- Additional Accounts Payable

C. Authorize Finance Director to conduct financial transactions and close Fiscal Year 2013

D. Approval of Prevailing Wage Resolution for Kankakee County

E. Approval of the football team door-to-door fundraiser

F. Approval of Pel Industries, Inc. – Merchandise Manufacturer Renewal

G. Approval Elementary School handbook changes for the 2013-2014 school year

H. Approval second reading and adoption of Board Policy 5:255

I. Approval first reading of Board Policy 8:20; 8:20-E1, 8:20-E2

J. Approval of first reading of Board Policy 5:275 accidental death benefit

K. Approve student to advance one grade level

L. Ratify High School boys basketball overnight trip

M. Accept donation for the Junior Achievement Tricksters team to be transported from Midway to Manteno on Thursday, June 20, 2013

N. Resignations

- Jennifer Weir, Transportation Coordinator – effective June 14, 2013
- Kristie Gore, Middle School Assistant Track coach effective immediately
- Lindsay Lukas, Elementary School yearbook co-sponsor effective immediately
- Gloria Pomykala, Elementary School yearbook co-sponsor effective immediately
- Amy Hoffmann, Elementary School paraprofessional effective immediately

- Laura Locascio, Middle School head cook effective immediately
 - Susan Turner, High School Musical Assistant director for the 2013-2014 school year.
- O. Constructive Resignation
- Kristina Skyberg, custodian effective May 31, 2013
- P. Employments for the 2013-2014 School Year
- Cindy Elem, three hour food service employee
 - Jennifer Weir, substitute bus aide and substitute transportation assistant
 - Ashley Stark, Middle School cheerleading coach
 - Annabeth Shores, 7th grade girls basketball coach
 - Jennifer West, High School football, basketball and competitive Co-cheerleading coach
 - Sarah Davis, Substitute summer technology assistant effective June 3, 2013
 - Morgan Murray, Substitute summer technology assistant effective June 3, 2013
 - Thomas Blake, High School assistant boys soccer coach effective August, 2013
 - Kim Miller, High School Contractual Social Worker (part-time) effective August 5, 2013 thru November 26, 2013 (58 days)
 - Authorization for Superintendent to hire six hour food service employee, afternoon custodian and any other employees deemed necessary
- Q. Employments Contingent Upon Successful Completion of Paperwork for 2013-2014
- Jennifer Grill, Middle School band teacher and fifth grade beginning band, Middle School Band II, and Middle School Band III stipend positions
 - Jennifer Rago, Speech Language Pathologist
 - Kim Miller, Social Worker short-term consultant for FMLA leave
 - Felicia St. John, High School football, basketball and competitive co-cheerleading coach
 - Nathan Chamberlain, High School Biology teacher for the 2013-2014 school year.
- R. (Listed as “S” in the additional agenda items). Out of State Travel
- Approve Tom Steele and Dan Christ travel out to Newark, New Jersey to be trained on Samsung Chromebook repairs.

Ayes: Nelson, Dodge, Hofmeister, Mallaney, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Unit Office Supt. Russert reported on the following:

- The Junior Achievement Tricksters team traveled to Washington, DC to attend the National Student Leadership Summit from June 17-20, 2013.
- The Education Foundation Golf Outing was held on Saturday, June 8, 2013 and raised over \$6,000.
- Ten athletes from our schools competed at the Regional Special Olympics resulting in 13 gold medals, 3 silver medals and one bronze medal.
- William Liss was accepted into the National Society of Collegiate Scholars.
- The projected ending fund balances for FY 2013 are looking good.

Old Business None

New Business

Approve Final Moved by Hofmeister, seconded by Nelson to approve the 2012-2013 final
2012-2013 school calendar as presented. Voice vote: All ayes – six (6). Nays – none (0).
School Motion carried.
Calendar

Approve Moved by Mallaney, seconded by Nelson to approve the interest earnings resolution as
Interest presented. Ayes: Mallaney, Nelson, Dodge, Hofmeister, Preston, and Stauffenberg -
Earnings six (6). Nays – none (0). Motion carried.
Resolution

Approve Moved by Preston, seconded by Hofmeister to approve the 2012-2013 amended
2012-2013 budget as presented. Ayes: Preston, Hofmeister, Dodge, Mallaney, Nelson, and
Amended Stauffenberg – six (6). Nays – none (0). Motion carried.
Budget

Approve Moved by Dodge, seconded by Mallaney, to approve the High School
HS Cheer cheerleading team to attend a competition on Sunday, November 24, 2013 in
Team Wilmington, IL as presented. Voice vote: All ayes – six (6). Nays – none (0).
Competition Motion carried.

Approve Moved by Nelson, seconded by Hofmeister to approve the schedule of 2013-2014
2013-2014 board meetings as presented. Voice vote: All ayes – six (6). Nays – none (0).
Board Mtgs. Motion carried.

Approve Moved by Preston, seconded by Dodge to extend the contract with the Illinois
IL Energy Energy Consortium, Inc. for one year from June 1, 2013 through June 30, 2014
Consortium, as presented: Ayes: Preston, Dodge, Hofmeister, Mallaney, Nelson, and
Inc. Contract Stauffenberg – six (6). Nays – none (0). Motion carried.

Approve Moved by Dodge, seconded by Hofmeister, to approve the resolution
HPS, LLC approving procurement through HPS, HPS Third Party participation Agreement and
Agmt. HPS Participation Agreement with a \$1,000 membership cost effective July 1, 2013
as presented. Ayes: Dodge, Hofmeister, Mallaney, Nelson, Preston, and Stauffenberg –
six (6). Nays – none (0). Motion carried.

Approve Moved by Nelson, seconded by Dodge to approve the Collective Liability Insurance
CLIC Cooperative renewal premium from July 1, 2013 to July 1, 2014 as presented.
Renewal Ayes: Nelson, Dodge, Hofmeister, Mallaney, Preston, and Stauffenberg – six (6).
Nays – none (0). Motion carried.

Declare Moved by Preston, seconded by Hofmeister to declare the Primary School closed
Primary as presented. Ayes: Preston, Hofmeister, Dodge, Mallaney, Nelson, and
School Stauffenberg – six (6). Nays – none (0). Motion carried.
Closed

Manteno CUSD No. 5 Board of Education Meeting – June 25, 2013

Approve ATI One Year Contract Moved by Hofmeister, seconded by Mallaney to approve the one year contract from August 12, 2013 thru June 1, 2014 with ATI for athletic trainer services in the amount of \$12,000.00 for the 2013-2014 school year. Ayes: Hofmeister, Mallaney, Dodge, Preston, and Stauffenberg – five (5). Nays – Nelson – one (1). Motion carried.

Declare Primary School Surplus Items Moved by Dodge, seconded by Nelson to approve the recommendation to declare as surplus the Primary School outdated items as presented. Ayes: Dodge, Nelson, Hofmeister, Mallaney, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Approve District Vision Statement Moved by Preston, seconded by Nelson to approve the District Vision Statement as presented. Voice vote: All ayes – six (6). Nays – none (0). Motion carried.

Approve Blanket PTAB Resolution Moved by Hofmeister, seconded by Dodge to authorize a blanket resolution for Canna and Canna to file as legal representatives regarding tax appeals on the District’s behalf as presented. Ayes: Hofmeister, Dodge, Mallaney, Nelson, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Approve District Signatory Moved by Hofmeister, seconded by Nelson to approve Lisa Harrod as a signatory for documents, financial instruments, and other official business of the District’s behalf as presented. Ayes: Hofmeister, Nelson, Dodge, Mallaney, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Approve Connor Sports Flooring C.O. Moved by Dodge, seconded by Nelson to approve the Connor Sports Flooring Change Order No. 001 in the amount of \$1,205.98. Ayes: Dodge, Nelson, Hofmeister, Mallaney, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Approve Simplex Grinnell LP Contract Renewal Moved by Hofmeister, seconded by Mallaney to approve the renewal of the Simplex Grinnell contract in the amount of \$7,413.00 from July 2, 2013 through July 30, 2014 as presented. Ayes: Hofmeister, Mallaney, Dodge, Nelson, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Approve Renewal Of Treas. Bond Moved by Dodge, seconded by Nelson to approve the renewal of the School Treasurer’s Bond No. 105280082 for an annual premium of \$7,149.00 as presented. Ayes: Dodge, Nelson, Hofmeister, Mallaney, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Approve Public Consulting Group, Inc. Renewal Moved by Nelson, seconded by Preston to approve the Public Consulting Group, Inc. renewal for EasyIEP services in the amount of \$10,120.50 from March 15, 2013 thru March 14, 2014. Ayes: Nelson, Preston, Dodge, Hofmeister, Mallaney, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Manteno CUSD No. 5 Board of Education Meeting – June 25, 2013

- Approve Met Life Dental Co. For 13-14 Dental Ins. Moved by Dodge, seconded by Nelson to approve MetLife Dental Company as the District’s employee dental coverage provider for the 2013-2014 school year as presented. Ayes: Dodge, Nelson, Hofmeister, Mallaney, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.
- Approve HS South Parking Lot Fence Replacement Moved by Hofmeister, seconded by Mallaney to approve the High School parking lot fence replacement by Osterhoff Fence Company in the amount of \$16,700.00 as presented. Ayes: Hofmeister, Mallaney, Dodge, Nelson, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.
- Approve Tyler Telematic GPS Moved by Mallaney, seconded by Hofmeister to approve the Tyler Telematic GPS System in the amount of a one-time fee of \$28,880 and an annual recurring fee of \$9,030 as presented. Ayes: Mallaney, Hofmeister, Dodge, Nelson, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried. (The cost is approximately 60% reimbursable thru the transportation claim.)
- Approve Interkal Pay Request #2 Moved by Dodge, seconded by Preston to approve the Interkal Pay Request No. 2 final payment, in the amount of \$9,361.40 for the completion of the bleacher replacement project as presented. Ayes: Dodge, Preston, Hofmeister, Mallaney, Nelson, and Stauffenberg – six (6). Nays – none (0). Motion carried.
- Approve Kankakee Valley Const. Co., Inc. CO No. 001 Moved by Nelson, seconded by Preston to approve Kankakee Valley Construction Co., Inc. Change Order no. 001 in the amount of \$3,060.00 as presented. Ayes: Nelson, Preston, Dodge, Hofmeister, Mallaney, and Stauffenberg – six (6). Nays – none (0). Motion carried.
- Future Action Items
1. Semiannual review of previous executive session minutes.
 2. Student teacher agreements
 3. Diesel fuel bids for the 2013-2014 school year.
- Adjourn To Executive Session Moved by Hofmeister, seconded by Nelson to enter into Executive Session for the purpose of appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel and student disciplinary cases. Ayes: Hofmeister, Nelson, Dodge, Mallaney, Preston, and Stauffenberg – six (6). Nays – None (0). Motion carried. Open session ended at 7:24 p.m.
- Return to Open Session Moved by Dodge, seconded by Nelson to return to Open Session at 7:55 p.m. Ayes: Dodge, Nelson, Hofmeister, Mallaney, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.
- Recall Certified Staff Moved by Nelson, seconded by Dodge to call Mallory Williams and Brittany Longtin back to employment from their previous “RIF” status. Ayes: Nelson, Dodge, Hofmeister, Mallaney, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Manteno CUSD No. 5 Board of Education Meeting – June 25, 2013

Meeting Moved by Nelson, seconded by Hofmeister to adjourn the meeting.
Adjourned Voice vote: All ayes – six (6). Nays – none (0). Motion carried.
The meeting ended at 7:57 p.m.

**Mark Stauffenberg*

**Patrick Mallaney*

Mark Stauffenberg
Board President

Patrick Mallaney
Board Secretary

MKS/PM/df

*Original signatures on file at the District Office