

Manteno Community Unit School District No. 5
Regular Meeting of the Board of Education
Tuesday, July 24, 2012
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: None (0)
- Also present: Supt. Russert, K. Meyer, D. Conrad, R. Schnitzler, A. Furbee, T. Steele, D. Christ, J. DePoister, and C. Creek- (Nine)
- Visitors: A. Verducci
- Pledge of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.
- Additional Items Moved by Nelson, seconded by Dodge to add the following additional agenda items:
- VII. New Business
G. Approve Increase in Lunch Prices
- Ayes: Nelson, Dodge, Hofmeister, Mallaney, Preston and Stauffenberg – Six (6).
Nays – none (0). Motion carried.
- Public Comments Adam Verducci, Project Manager, from Gilbane Building Company gave an Elementary School construction update on the current status of the addition. This week will be completion of the low-grade masonry work in the administrative building. The construction will focus on tying in the gym with the Kindergarten wing over the next week (7/30/12). Electrical tie-in from the existing building to the addition is scheduled for Friday, July 27, 2012. He showed a variety of pictures.
- Reports of Committees **Building Committee** – Chairman Preston reported the committee discussed the progress of the Elementary School. Budget review showed that the gas and electric is within budget and that there is a balance. Another discussion item included the progress of the track surface and the fact that vehicles of any kind will no longer be able to be driven on the track at Homecoming or any other time in order to preserve the track surface. Adding a salad bar at the Middle School for lunches was discussed, which would incur adding additional equipment to the Middle School kitchen. Re-surfacing (tar/chip) the Primary/Middle School drop-off lane was discussed as well.
- Finance Committee** – Chairman Mallaney reported the committee met this evening and reviewed the fuel bids. The Committee agreed to recommend the acceptance of the Heritage FS bid as presented. There was a discussion regarding issuing Chromebooks to the 5th grade class for the 12-13 school year. The discussion centered around how to manage the distribution and insurance of the Chromebooks once the students receive them.. The Pepsi contract was reviewed with more information forthcoming. Also discussed was the Illinois State Police Intergovernmental Agreement along with year-end

tentative balances. A recommendation was made to allow the Superintendent to increase the lunch prices to comply with Federal regulations.

Curriculum, Instruction, and Assessment Committee – Curriculum Director, Cathy Creek reported that she has been busy getting everything ready for the start of the new year and is excited about the professional development opportunities this year.

Technology Committee –No report.

KARVES – No report.

Consent
Agenda

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

A. Minutes

- a. Regular Board meeting minutes of June 26, 2012
- b. Executive session minutes of June 26, 2012
- c. Special meeting minutes of June 29, 2012

B. Financial Reports

- a. Summary of Cash/Investment/Fund Balances
- b. M-T-D/Y-T-D Revenue/Expenditure Reports
- c. Cost analysis – Education; Cost Analysis – O & M
- d. Revenue Report
- e. Expenditure Report
- f. O & M Gas and Electric Expenditure Report
- g. Food Service Report
- h. Payroll Extras Report
- i. Imprest Check Report
- j. Accounts Payable Report
- k. ISDLAF Report
- l. Activity Reports
- m. Additional Accounts Payable

C. Adoption of Executive Session Minutes Resolution

Adoption of a resolution to release the closed session minutes contained on schedule “B” of meetings held between December 13, 2011 to June 26, 2012 and to keep schedule “A” of those meetings closed and confidential and to destroy the recorded closed session minutes of meetings held between July 27, 2010 to November 15, 2011..

D. Primary and Elementary School Handbooks

E. Separations

Ellie Mikrut, Student Technology Intern - effective July 12, 2012

F. Resignations

Jon Toepper, Board Member – effective July 16, 2012

Cathy Creek, District Reading Specialist (taking the position of Director of Curriculum, Instruction, and Assessment)

Lori Dombrowski, six-Hour Food Service Employee – effective immediately

Jessica Fetherling, Freshman Girls’ Basketball Coach and Middle School Assistant Track Coach

Sandy Mazur, Primary School Administrative Assistant – effective immediately
Heather Giles, Middle School Paraprofessional – effective immediately
Larry George, Paraprofessional – effective immediately

G. Employments

Matt Kleszynski, Regular Technology Intern – Changed from Substitute Technology Intern - effective immediately
Willie Devitt, Regular Technology Intern – Changed from Substitute Technology Intern – effective immediately
Sarah Miller - Regular Technology Intern – effective 8/1/12
Recall Brittany Longtin - Jump Start Teacher (PreK) for the 12-13 school year
Recall Rebecca Agent - Jump Start Teacher (PreK) for the 12-13 school year
Shannon Carney - Substitute Bus Aide – effective 7/23/12
Robert Hindelewicz - Substitute Bus Driver – effective 7/23/12

Recall Paraprofessionals (released May 29, 2012)

Kathy Kiger
Emily Tadla
Krysta Hamann
Donna Kenealy
Amy Hoffmann
Misty Maves
Tyler Baldwin
Jessica Baron

H. Employments Contingent upon Successful Completion of Paperwork for the 12-13 school year

Sarah Sikma - Speech Pathologist
Approve Superintendent to hire a part time, six hours a day, 30 hours per week, Administrative Assistant at the Elementary School
Approve Superintendent to hire a full-time, eight hours a day, Administrative Assistant at the Primary School
Allison Moran – Middle School Music/Band Teacher
Katie Erickson - Speech and Language Pathologist

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

Unit Office Report Supt. Russert reported on the following:

A. Good News

1. Thank you to Jon Toepper for his dedicated service over the last seven years serving as a School Board member.
2. Brian Leopold received VIP Excellence in Teaching Award from Milwaukee School of Engineering. Mr. Leopold was nominated by a former High School student who graduated with honors from Milwaukee School Of Engineering with a bachelor's degree in biomedical engineering.
USAC has committed a total of \$45,528.82 or 54% whichever is less based on application toward our various communication services for our e-rate funding commitment.

- B. Late and New Family Registration will be held on Tuesday, August 7th from 12:30 p.m. to 6:30 p.m. at the High School.
- C. Student and New Family Orientations:
 - Primary School:**
Kindergarten students arrive with parents at 8:30 a.m. on the first day of school (8/23) for parent and student orientation. Parents are encouraged to stay through the 11:25 a.m. lunch. All students will have a 2:00 p.m. dismissal.
 - Elementary School:**
2nd Grade Ice Cream Social and Orientation will be Monday, 8/20 - 6:00 p.m.
Pre-School AM Session is Thursday, 8/23 at 9:00 a.m.
Pre-School PM Session is Thursday, 8/23 at 1:00 p.m.
 - Middle School:**
5th Grade Orientation is Thursday, 8/16 from 8:05 a.m. until 11:00 a.m.
6th, 7th, & 8th Grade schedule pick-up/locker move-in day is Friday, 8/17 from 8:05 a.m. until 2:00 p.m.
 - High School:**
Freshman and New Student Orientation is Monday, 8/20 starting at 6:30 p.m.
- D. Fall Sports Preview Night at the High School is Friday, 8/17, Golf Team introduction at 5:30, Boys Soccer at 5:30, Volleyball at 6:00, Cheer performance at 6:30, Football scrimmage at 6:45.
- E. A summer projects update was given and all projects are on schedule.
- F. Chromebook support, fees, and insurance were discussed. A \$25 usage fee with an up to \$75 repair deductible with an exception. If the Chrombook was lost or stolen, then the parents should reimburse the District for the cost of the unit. Superintendent Russert will investigate this further for next month's meeting.
- G. Miscellaneous

Old Business None

New Business

Award Moved by Mallaney, seconded by Nelson to award the 12-13 fuel bid to Heritage FS
Fuel Bid as presented. Ayes – Mallaney, Dodge, Hofmeister, Preston and Stauffenberg – five (5).
To Heritage FS Nays – one (1) – Nelson. Motion carried.

Approve Moved by Dodge, seconded by Preston to approve the contractor amendments
Contractor as presented. Ayes – Dodge, Preston, Hofmeister, Mallaney, Nelson, and Stauffenberg
Amendments six (6). Nays – none (0). Motion carried.

Approve Moved by Nelson, seconded by Hofmeister to approve the ISP Interagency
ISP User Agreement renewal. Ayes – Nelson, Hofmeister, Dodge, Mallaney, Preston,
Interagency and Stauffenberg – six (6). Nays – none (0) – Motion carried.
User
Agreement
Renewal

Manteno CUSD No. 5 Board of Education Meeting – July 24, 2012

Approve Interview Date to Fill Board Vacancy Moved by Hofmeister, seconded by Dodge to approve Wednesday, August 8th at 6:00 p.m. to begin interviewing candidates to fill the Board vacancy created by Jon Toepper’s resignation. Ayes - Hofmeister, Dodge, Mallaney, Nelson, Preston, and Stauffenberg – six (6). Nays – none (0) – Motion carried.

Approve Merisant PTAB Resolution Moved by Nelson, seconded by Dodge to approve a Resolution Authorizing Representation in Proceedings Before the Property Tax Appeal Board as presented.: Ayes - Nelson, Dodge, Hofmeister, Mallaney, Preston, and Stauffenberg – six (6). Nays - none (0). Motion carried.

Authorize Supt. To Increase Lunch Fees To Meet Federal Regulations Moved by Dodge, seconded by Hofmeister to authorize Superintendent to increase lunch fees to comply with Federal regulations. Prices will be ratified at the August meeting. Ayes – Dodge, Hofmeister, Mallaney, Nelson, Preston, and Stauffenberg - six (6). Nays – none (0). – Motion carried.

Meeting Adjourned Moved by Nelson, seconded by Dodge to adjourn the meeting Voice vote: All ayes – six (6). Nays – none (0). Motion carried. The meeting ended at 7:45 p.m.

**Mark Stauffenberg*

**Patrick Mallaney*

Mark Stauffenberg
Board President

Patrick Mallaney
Board Secretary

MKS/PM/NK

*Original signatures on file at the District Office