

MANTENO COMMUNITY UNIT SCHOOL DISTRICT NO. 5  
Regular Meeting of the Board of Education  
Tuesday, July 28, 2009 – 6:30 p.m.  
High School Library

- Open Meeting The meeting was held in the library of the Manteno High School Library and was called to order by President Stauffenberg at 6:30 p.m.
- Roll Call The following members answered to roll call:  
  
Dodge, Mallaney, Martin, Nelson, Preston and Stauffenberg – six (6).  
  
Absent – J. Toepper – one (1).  
  
Also present: Supt. Russert, K. Meyer, P. Russert, D. Conrad, R. Schnitzler, J. Palicki, J. DePoister and Clerk Fortin – eight (8).  
  
Visitors: R. Miller, K. Emerson, J. Nelson, M. Buck, and others – approximately six (6).
- Pledge of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.  
  
President Stauffenberg began reading the additional items to the agenda.
- Declare Surplus Equipment Moved by Mallaney, seconded by Nelson to move to declare surplus equipment as listed. (Five computers – model EVO D310 with tag numbers: 000138, 1072, 1075, 1077, and 1078.). Ayes: Mallaney, Nelson, Dodge, Martin, Preston and Stauffenberg – six (6). Nays – none (0). Motion carried.
- Additional Items Moved by Nelson, seconded by Dodge to approve the following additional agenda items:  
  
IV. Consent Agenda  
I. Resignations  
    Jessica Beland – Paraprofessional effective upon Board approval  
    Sharon Wachtor – Middle School Secretary upon reassignment approval  
J. Employments for 2009-2010 School Year  
    Veronica Donovan\* - Middle School Band 2 & 3 and Beginning Band  
    Elizabeth Farrell\* - High School Special Education Teacher  
    Lindsay Okray\* - School Social Worker FMLA leave (180 days)  
    Jennifer Eason-Wahl\* - High School English Teacher  
    Kyle Wallace – 5<sup>th</sup> Grade Teacher FMLA leave (one semester)  
    Jordan Russert – In-School Suspension Supervisor  
    Sharon Wachtor – Afternoon custodian effective 8/3/09  
Food Service  
    Lori Schafer – Manager 6 hours, 179 days  
    Bernice Vanderbok – 6 hours, 177 days  
    Ellen Seliga – 3 hours, 175 days  
    Jennifer Grynevich – 3 hours, 175 days  
    Michelle Benoit – Manager 6.5 hours, 179 days  
    Vicki Rogers – 6 hours, 177 days

Donna Layne – 4 hours, 175 days  
Diane McManus – 3 hours, 175 days  
Karen Dickson – 3 hours, 175 days  
Carol Underside – 3 hours, 175 days  
Kristen Skyberg\* - 3 hours, 175 days  
Terry Secrest\* - 3 hours, 175 days  
Terry Privratski – 3 hours, 175 days  
Laura Locascio – Manager 6.5 hours, 179 days  
Penny Plavoski – 3 hours, 175 days  
Lori Dombrowski\* - 3 hours, 175 days  
Tracy Gustafson – 3 hours, 175 days  
Cindy Heimberger – 3 hours, 175 days  
Jennifer Jackson – 3 hours, 175 days

VI. Old Business

B. Approve the Real Estate Sales Contract for the Transportation Center

VII. New Business

J. Award Storage Building Bid

K. Approve Contract with Simplex Grinnell LP

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

Public  
Hearings/  
Petitions

A PTO representative was not in attendance.

Public Comments – None.

Report of  
Committees

Building Committee – Chairman Martin reported that a meeting was held on July 22<sup>nd</sup>. Summer projects are going well and the Elementary roof was coming along. Phone calls have been made regarding the High School terrazzo, but no answers on dates. A list was presented of accomplished tasks for each school. There were no questions by the other members.

Finance Committee – Chairman Mallaney reported the committee met prior to this meeting and discussed the following:

1. Transportation Center bids
2. HPS/MedAssets (food service) contract
3. Pitney Bows contract for the District Office (recommending approval)
4. Athletic Trainer contract (support one year contract)
5. Insurance company risk control visit
6. Milk prices being reduced from 35 cents to 25 cents (pass along to tax payers)
7. Accept diesel fuel bids
8. Finance packet for tonight's meeting

Consent  
Agenda

Moved by Martin, seconded by Nelson to approve the following Consent Agenda items:

A. Minutes

- a. Regular Board meeting of June 23, 2009

- b. Executive Session meeting of June 23, 2009
- B. Financial Reports
  - a. Un-audited Year End Cash and Fund Balance Report
  - b. Summary of Cash/Investments/Fund Balances
  - c. M-T-D/Y-T-D Revenue/Expenditure Reports
  - d. Food Services Report Revenue/Expenditure Summary Report
  - e. Payroll Extras and Imprest Fund
  - f. Payroll and Accounts Payable
  - g. Fiscal End-of-Year Accounts Payable
  - h. Investment Account Reports
  - i. Activity Reports
  - j. Additional Accounts Payable
- C. Adoption of Executive Session Minutes Resolution
- D. Primary School Handbook
- E. Approve Foreign Exchange Student – Michella Borluem
- F. Approve Life/Health Safety Amendments
- G. Approve the Student Teaching/Field Experience Agreement with Olivet Nazarene University
- H. FMLA Requests
  - a. Monica Wilhelm for the 2009-2010 school year
  - b. Kelly Gates – approximately January 4, 2010 – April 12, 2010
- I. Resignations
  - a. Patrick Hackett – High School Special Education Teacher
  - b. Andrea Wydra – High School Freshman English, Communication, and Mythology Teacher
  - c. Crystal VonAlven – Middle School Special Education Teacher
  - d. Terri Lambert – Resigning from In-School Suspension Supervisor pending Middle School MAP Teacher approval
  - e. Bernadette Buckholtz – Afternoon Custodian, effective 7/28/09
  - f. Cassandra Krause – Extra-curricular MS Chorus 2 (due to scheduling change)
  - g. David Delahar – Bus Driver effective 7/22/09
- J. Employments
  - a. Jessica Arnold\* - High School Spanish Teacher – to begin on sub pay and then move to teacher salary upon completion of Illinois certification
  - b. Colleen Bechard\* - First grade teacher – one year contract
  - c. Dena Regalado\* - Special Education Coordinator effective 7/28/09
  - d. Terri Lambert\* – Middle School Special Education Teacher
  - e. Hanz Heimenz\* - Middle School Special Education Teacher
  - f. Sarah Grove\* - Middle School Special Education Teacher
  - g. Ann Wyatt – Jumpstart 3-5 year olds teacher
  - h. Tonya Hoots\* - FMLA leave for Elementary teacher
  - i. Amanda Kemnetz\* - Part-time occupational therapist
  - j. Special Education Paraprofessionals:
    - i. Patricia Hubley – Primary School
    - ii. Theresa Anderson – Elementary School
    - iii. Dawn Gesky – Elementary School (.50 fte)
    - iv. Karrie Burgeson – Middle School
    - v. Tiffany Lanoue – Middle School

- vi. Martha Franklin – Primary School
- vii. Mary O’Brien – Elementary School
- viii. Debbie Leeson – Middle School
- ix. Jared Kriz – Middle School
- x. Nicole Naples – High School
- k. Extra Curricular Assignments for 2009-2010
  - i. Reassign Candice Kuchar from Asst. Boys Track to Head Girls Track Coach
  - ii. Zach Dowdy – Assistant Boys Track Coach
  - iii. Kristen Shreffler – 7<sup>th</sup> Grade Girls Basketball Coach
  - iv. Mike Snyder – Middle School Chorus II
  - v. \*Authorize Supt. To hire the FMLA band substitute teacher (one year position replacing Monica Wilhelm for Middle School Band 2 & 3 and Beginning Band)
  - vi. Jim Hawkins\*- Assistant High School Girls Basketball Coach
  - vii. Chad Skyberg – Grounds and Maintenance Assistant eff. 7/13/09
  - viii. James McClain – Afternoon custodian effective 8/3/09
  - ix. Sandy Brust – Part-time special education data clerk
  - x. Technology Interns - \$8.00/hour
    - 1. Jacob Mansfield (new)
    - 2. Damon Myers (new)
    - 3. Victoria Byerley (returning)
    - 4. Tony Grindler (returning)

Authorize Supt. to hire any positions\* needed prior to the start of school

\*Pending successful completion of employment paperwork

(As well as all of the resignations and employments added under additional items.)

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

Unit Office  
Report

Supt. Russert reported on the following items:

- A. Late and new family registration on August 4<sup>th</sup> from noon to 7:00 p.m. at HS
- B. Overnight handbook – briefly reviewed the rules and regulations
- C. Student and new family orientation dates are set at each school
- D. Roof replacement update – Trouble getting seamers from manufacturer (EL). High School roof – work started on second gym roof. Middle School roof is on, trim work will be complete before school starts.

Old  
Business

Renewal of  
Athletic  
Trainer

Moved by Martin, seconded by Mallaney to approve a one year Athletico Contract in the amount of \$7,250 as presented. Ayes: Martin, Mallaney, Dodge, Nelson, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Ryan Kemp will give a monthly report to the Board regarding how the trainer’s time is utilized between sports.

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Approve Res. For the Sale of the Transp. Cntr. Moved by Mallaney, seconded by Nelson to approve the resolution of the sale of the bus garage in the amount of \$600,000. Ayes: Mallaney, Nelson, Dodge, Martin, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

New Business

Award Fuel Bid Moved by Mallaney, seconded by Dodge to award the fuel bid to Meier Oil for the 2009-2010 school year. Ayes: Mallaney, Dodge, Martin, Nelson, Preston and Stauffenberg - six (6). Nays – none (0). Motion carried.

Approve 09/10 Lunch Prices Moved by Dodge, seconded by Nelson to approve the lunch prices for the 2009-2010 school year. Ayes: Dodge, Nelson, Mallaney, Martin, Preston, and Stauffenberg. - six (6). Nays – none (0). Motion carried.

Primary School	\$1.80
Elementary School	\$1.90
High School	\$1.90
Adult	\$2.35

Approve 09/10 Milk Price Moved by Mallaney, seconded by Nelson to reduce the milk price to \$.25 for the 2009-2010 school year as recommended by the Finance Committee. Ayes: Mallaney, Nelson, Dodge, Martin, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Approve Change Orders Moved by Martin, seconded by Preston to approve Change Orders R1 and R2 to Riddiford Roofing Company in the amount of \$2,016. Ayes: Martin, Preston, Dodge, Mallaney, Nelson and Stauffenberg – six (6). Nays – none (0). Motion carried.

Approve Agreement w/MedAssets Moved by Mallaney, seconded by Martin to approve the participation agreement with MedAssets Supply Chain Systems, LLC as presented. Ayes: Mallaney, Martin, Dodge, Nelson, Preston and Stauffenberg – six (6). Nays – none (0). Motion carried.

Approve Pitney Bowes D.O. Lease Renewal Moved by Martin, seconded by Dodge to approve the Pitney Bowes lease renewal for the District Office as presented. Ayes: Martin, Dodge, Mallaney, Nelson, Preston, and Stauffenberg – six (6). Nays – none (0). Motion carried.

Approve Girls Soccer Overnight Stay Moved by Martin, seconded by Nelson to approve the girls soccer team overnight stay at the Iowa Soccer Tournament in the spring of 2010. Voice vote - All ayes – six (6). Nays – none (0). Motion carried.

Approve Boys wrestling Overnight Stay Moved by Preston, seconded by Dodge to approve the Boys Wrestling team two overnight stays at Lincoln and Princeton during the winter season of 2009-2010. Voice vote – All ayes – six (6). Nays – none (0). Motion carried.

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- Table Storage Building Bid Moved by Nelson, seconded by Martin to table the storage building bid.  
Ayes: Nelson, Martin, Dodge, Mallaney, Preston and Stauffenberg – six (6).  
Nays – none (0). Motion carried.
- Approve Simplex Grinnell Contract Moved by Dodge, seconded by Martin to approve the SimplexGrinnell LP one year contract as presented. Ayes: Dodge, Martin, Mallaney, Nelson, Preston and Stauffenberg – six (6). Nays – none (0). Motion carried.
- Anticipated Future Action Items Early graduation requests and the tentative budget for display.
- Executive Session Moved by Martin, seconded by Dodge to adjourn to Executive Session for the purpose of appointment, compensation, performance, dismissal of specific employee(s) and the purchase or lease of real property for the use of the School District.  
Ayes: Martin, Dodge, Mallaney, Nelson, Preston and Stauffenberg – six (6). Nays – none (0). Motion carried. Open session ended at 7:14 p.m.
- Return to Open Session Moved by Martin, seconded by Nelson to return to Open Session at 7:31 p.m.  
Roll Call: Martin, Nelson, Dodge, Mallaney, Preston and Stauffenberg – six (6).  
Absent – Toepper – one (1). Motion carried.
- Adjournment Moved by Martin, seconded by Nelson to adjourn the meeting.  
Ayes: Martin, Nelson, Dodge, Mallaney, Preston and Stauffenberg – six (6). Nays – none (0). Motion carried. The meeting ended at 7:32 p.m.

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Mark Stauffenberg  
Board President

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Patrick Mallaney  
Board Secretary

MKS/PM/df