

Manteno Community Unit School District No. 5
Regular Meeting of the Board of Education
Tuesday August 9, 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, M. Schubert and M. Stauffenberg – Six (6).
Absent – E. Hofmeister - One (1).

Also present: Supt. Harrod, R. Schnitzler, D. Conrad, M. Glenn, J. Emerson, C. Majerski, C. Creek and Recording Clerk Kaufman – Eight - (8).

Visitors: K. Emerson, C. Wengelewski, FFA Advisor and Lois Fitzgerald, 2016 Graduate and FFA Member
- Pledge of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.
- Public Hearings/Petitions/Comments Ms. Wengelewski introduced Lois Fitzgerald who spoke about her accomplishment of winning at the State Ag Science Fair at the State FFA Convention in June 2016. Lois also went on to the National Competition in July 2016 where she received a Bronze level ranking.
- Reports of Committees **Building Committee** – Board Member Hofmeister reported that the Building Committee met on Tuesday August 2, 2016 and discussed the following:
I. Call to Order
II. Budget Review
III. Old Business
 A. District
 1. District Concrete Work Replacement Project - Completed
 2. District Office Interior Paint Project/Wall Logo Update
 B. High School
 1. Gym Floor Water Damage Update
 2. Gym Roof Replacement Project Update
 3. Panther Statue Wall Update
 4. Purple Bench Relocation
 C. Middle School
 1. Back Door Entrance Update– Concrete Fascia
 2. Health Life Safety Door Repair Project Update
 D. Elementary School
 1. South Parking Lot Resurfacing Project Update

- IV. New Business
 - A. District
 - 1. Landscape Maintenance on District Property
 - B. High School
 - 1. Concession Stand Athletic Booster Sign/Logo
 - 2. Football/Soccer Field Scoreboard Maintenance
 - C. Middle School
 - D. Elementary School
 - 1. Art Room HVAC Water Flow Problem
- V. Additional Agenda Items
 - 1. Landscaping by the Pre-K wing at the Early Childhood Center
 - 2. Flag pole installation at the northwest end zone of the football/soccer stadium
 - 3. Discussion on the possibility of moving the entrance to the stadium in the future to the gate West of the current entrance that leads to the greenhouse.
 - 4. Discussion on moving the three-sport athlete wall to the commons area above the trophy cases on the north wall.

Finance Committee – Chairman Mallaney reported that the Finance Committee met on Tuesday, August 9, 2016 and discussed the following:

- I. Old Business
 - A. State Revenue Update - FRIS
 - B. High School Roof Project Update
 - C. High School Gym Floor Project Update
 - D. Middle School Health Life Safety Door Project Update
 - E. Elementary School Parking Lot Paving Project Update
- II. New Business
 - A. District Office Signage
 - B. Tentative Budget 2016-2017
 - C. Approve Resolution of the Will County Board
- III. Review Finance Packet
 - Summary of Cash/Investment/Fund Balances Report
 - Revenue/Expenditure Summary Report
 - Revenue/Expenditure Budget Report
 - Cost Analysis – Education; Cost Analysis – O&M
 - 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
 - Budget Adoption 2016-2017

Curriculum, Instruction, and Assessment Committee

Curriculum Director, Cathy.Creek reported that the Curriculum department has been very busy with new teacher orientation. She reported that the new staff members were very energetic and enthusiastic. She reported that the PARCC test would not be given at the High School level for the 16-17 school year which was a State decision. The State also decided to implement the SAT test as opposed to the ACT test for high school students. Although it is a State decision to use the SAT, the ACT test would still be given on Saturdays if students were interested in taking that test. The High School would like to be an SAT test center in the future. Ms. Creek invited the Board to the 16-17 opening day events on Tuesday August 16th.

Technology Committee – No report this month.

Consent
Agenda

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

A. Minutes

- Regular Board Meeting – June 28, 2016
- Executive Session Meeting – June 28, 2016

B. Financial Reports

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

C. Adoption of Executive Session Minutes Resolution

D. Approve First Reading of Board Policy 7:290

E. Approve High School Shop Surplus Inventory

F. Approve Manteno High School Senior Awards Night, Wednesday May 17, 2017 – 7:30PM, Manteno Middle School Promotion Tentative Date – Thursday May 18, 2017 – 7:00PM, Manteno High School Graduation – Sunday May 21, 2017 – 2:00PM

G. Approve Self-Funded Cross Country Participation at the Middle School

H. Retirements

Susan Pralle, Retiring as School Bus Route Driver – effective August 14, 2016

I. Resignations

Ryan Pinto, High School English Teacher - as of 07/19/2016
Tracy Simmonds, 7th Grade Math Teacher and Team Leader – effective immediately
Andrew Zurales, High School Social Studies Teacher, Assistant Football Coach and Head Baseball Coach – effective immediately
Kelly Nilsson, 7th Grade Resource/Co-Teacher - effective immediately
Melissa Hopf, Part-time Cook - effective immediately
Laurie Muskievich, Elementary School Administrative Assistant – effective immediately
Kris Andrewson, Bookkeeper/Payroll - effective 08/03/2016
Diana Sweeney, Bus Aide - effective immediately
Ed Spiewak, Middle School Assistant Wrestling Coach
Nicole Naples, High School MAP Paraprofessional – effective immediately

J. Transfers

Ginger Malone from Middle School Administrative Assistant to Elementary School Administrative Assistant
Myshelle (Miki) McClain to Manteno Middle School Administrative Assistant – effective 8/1/16 @ \$9.79/hr. (from the Health office)
AnnaBeth Brimberry from 5th Grade Teacher to 7th Grade Math Teacher

K. Notice of Intent to Retire – 6% Notice

Jim Giacchino, intent to retire at the end of the 2019-2020 school year

L. Employments

Julie Wulff, Bookkeeper/Payroll Clerk - effective 08/03/2016 at \$38,000.00
Michele Koehn, High School Special Education Team Leader - for the 2016-2017 school year
Jennifer Grill, High School/Middle School Show Choir Combo (co-leader)
Haylee Beck, Middle School Volunteer Softball Coach - for the 2016-2017 school year
Jorge Reyes, Afternoon Custodian - effective August 10, 2016 at \$10.75 per hour
Dan Tripp, Musical Director
Brenna Tripp, Musical Assistant Director
Jason Stenhouse, Musical Art Director
Sandy Lutz, Hourly Piano Accompanist
Susan Pralle, Substitute Bus Driver
Jamie L. Walker, High School Chess Team Sponsor and Middle School Speech Team Sponsor
Kelly Martin, Full-time Bus Assistant

M. Employments Pending Successful Completion of Paperwork for the 2016-2017 School Year

Brianna DeMarco, Middle School Special Education Teacher
Jamie Walker, Middle School Math Enrichment Teacher
Becca Gervais, High School English Teacher
Cara Triezenberg, Elementary School Social Worker for an FMLA leave from approximately mid-October through December 21, 2016
Bennett Konstans, High School/Middle School Show Choir Combo (co leader)
Kerry O’Connell, High School Volleyball Assistant Coach
Eric Neeley, Substitute Bus Driver pending successful completion of IDOT mandates
Michele M. Valecek, Vision Itinerant Teacher
Jodi Johnson, Three-hour Food Service Employee
Natasha Fraher, 5th Grade Teacher
Samie Sabbah, High School Social Science Teacher and Assistant Football Coach – receiving half a stipend
Kelly Banaszak, Kindergarten Teacher

N Authorization for Superintendent to Hire to start the 2016-2017 School Year

Teacher hires to fill last minute vacancies
Paraprofessionals
Bus Aides

Ayes: Dodge, Schubert, Hofmeister, Jackson, Mallaney, Stauffenberg - Six (6). Nays – None (0). Motion carried.

Superintendent’s Report

A. Good News

1. Arianna Ayala will be studying for a year in Norway as part of the Rotary Exchange Program.
2. Guy Maisonueve and Dylan Peters traveled with a youth program to Costa Rica this summer. Miss Frame was one of the chaperones for the trip.
3. Thank you to the custodians, Admin Assistants, Tech department and all of the summer staff that helped us get ready for the start of the new school year. Our buildings look outstanding. All of the hard work over the summer is truly appreciated.

Old Business

New Business

Approve 2016-2017 Tentative Budget and Place on Display Moved by Hofmeister, seconded by Jackson to approve putting the 2016-2017 Tentative Budget on display in the District Office for 30 days. Ayes: Hofmeister, Jackson, Dodge, Mallaney, Schubert, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Approve Resolution Of the Will County Board Moved by Mallaney, seconded by Hofmeister to approve the Resolution of the Will County Board. Ayes: Mallaney, Hofmeister, Dodge, Jackson, Schubert, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Approve Memorandum Of Understanding With Kankakee County Emergency Management Agency Moved by Dodge, seconded by Jackson to approve the Memorandum of Understanding with Kankakee County Emergency Management Agency for Five years. Ayes: Dodge, Jackson, Hofmeister, Mallaney, Schubert, Stauffenberg – Six (6). Nays: None (0). Motion carried.

Anticipated Future Action Items 1. Adoption of the 2016-2017 Budget
2. Approve School Improvement Plans

Executive Session Moved by Jackson, seconded by Schubert 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: Jackson, Schubert, Dodge, Hofmeister, Mallaney, Stauffenberg – Six (6). Nays: None (0). Motion carried. Open Session ended at 6:40PM.

Return to Open Session Moved by Hofmeister, seconded by Dodge to close Executive Session and return to Open Session. Ayes: Hofmeister, Dodge, Jackson, Mallaney, Schubert, Stauffenberg – Six (6). Nays: None (0). Motion carried. Executive Session ended at 7:17PM.

Adjourn Meeting Moved by Hofmeister, seconded by Dodge to adjourn the meeting at 7:18PM. Voice Vote: All Ayes: 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.