

Manteno Board of Education Regular Meeting  
Held September 26, 2006  
Manteno High School Library

- Regular Meeting 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, M. Nelson, J. Toepper and M. Stauffenberg – four (4).  
  
Absent: P. Mallaney, S. Martin and A. Strawson – three (3).  
  
Also present: Supt. Russert, K. Meyer, P. Russert, D. Conrad, R. Schnitzler, J. Palicki, A. Furbee, T. Steele, C. Carter, J. DePoister and Clerk Fortin – eleven (11).  
  
Visitors: L. Clark Baker (ROE PBIS), B. Surprenant, M. Walsh, K. Frame, D. Wenzel, M. Snyder, T. Yuhase, K. Jurgenson, B. Fischer and M. Toepper – ten (10).
- Pledge of Allegiance President Stauffenberg opened the meeting by leading everyone in the Pledge of Allegiance.
- Appoint Sec. Pro-Tem In the absence of Board Secretary P. Mallaney, it was moved by Nelson and seconded by Dodge to appoint J. Toepper as secretary pro-tem. Voice vote – all ayes. Motion carried.
- Public Hearing for 06-07 Budget Moved by Nelson, seconded by Dodge to open the public hearing regarding the 2006-2007 budget. Ayes: Nelson, Dodge, Toepper and Stauffenberg – four (4). Nays – none (0). Motion carried. 6:32 p.m.  
  
Public Discussion/Comments – None.  
Board and Staff Discussion/Comments – None.  
  
Moved by Dodge, seconded by Nelson to close the public hearing for the 2006-2007 budget. Ayes: Dodge, Nelson, Toepper and Stauffenberg – four (4). Nays – none (0). Motion carried. The public hearing was closed at 6:33 p.m.
- Public Comments The PTO reported that Open House went very well. Candle sales will begin soon and there will be a meeting later this month to discuss the allocation of proceeds from the candle sales.  
  
Linda Clark Baker from the Regional Office of Education gave a presentation on the importance of PBIS.

Doug Wenzel, HS boys varsity basketball coach presented the board with his plans to start a Varsity Club. This club would sell memberships as a fundraiser for approximately \$30. The members would receive electronic newsletters, t-shirt and possibly discounted admittance into basketball games. After discussion, it was asked that Mr. Wenzel meet with the Athletic Boosters and obtain their feedback as well. Mr. Wenzel will report back to the Board at their next meeting.

Report of  
Committees

Building Committee – The Building Committee minutes were reviewed highlighting the underground sprinkler system for the football/soccer field proposal by Mr. Kemp. Josh Carlile presented a proposal to extend the HS softball visitor’s dugout. This would be done at cost by a parent. The Middle School boy’s restroom urinal is being blocked off until repaired. Mr. Schnitzler reported that the swing gate is up and working. The Primary School alarm system has been repaired and panel replaced. The roof is leaking over the speech room. A construction update was given by Bob Huff and Brandon Fisher. Pre bids were held for approximately 32 bid packages. Mechanical and electrical will be out in two weeks. The HS foundation is being installed and steel is being fabricated. The North parking lot should be complete in two to three weeks. The Middle School steel will be delivered the end of Sept. and erected the end of October.

Finance Committee – The Finance Committee minutes were reviewed. Marcie Kolberg gave an overview of the draft audit which will be presented later in the Board meeting. As was discussed in prior months, the committee agreed that routine employment physicals would go through the district’s selected provider with the cost being deducted from their first paycheck. High risk positions would have a job specific physical paid for by the district. After discussion, it was recommended to go to Provena St. Mary’s for the district physicals for new employments.

Approve  
Employee  
Physicals

Moved by Nelson, seconded by Dodge to approve Provena St. Mary’s to perform district employee physicals (the cost to be reimbursed by payroll deduction upon successful hiring) and the job specific ARCON testing will be completed for high risk positions at the cost of the District. (With the exception of bus drivers who will continue to get their physicals at Riverside Corp. Health Center.). Ayes: Nelson, Toepper, Dodge and Stauffenberg – four (4). Nays – none (0). Motion carried.

The Finance Committee also recommended to renew the PMA agreement.

Curriculum and Technology Committee – The Curriculum and Technology Committee minutes were reviewed. Discussion included the general agenda for the school year, the Skyward Grade book software status. Mr. Steele is trying to set up a demonstration for the committee with Skyward. The web based homework hotline system was discussed and training will be scheduled for staff. The committee approved the web based Homework Hotline system as demonstrated. Scantron testing is underway. The Primary School requested an

update on a printer in the mobile. The Elementary School would like headphones for the lab and some classrooms. The Middle School requested an additional computer for room 103. The High School is having problems accessing the Reading Counts software.

Approve  
Consent  
Agenda

Moved by Nelson, seconded by Toepper to approve the Consent Agenda as follows:

- Minutes: Regular Board Meeting of August 22, 2006  
Executive Session Meeting of August 22, 2006
- Financial Reports
- Student Handbook Updates (Primary and Middle School)
- Door to Door Fundraising Requests
- 2006-2007 Application for Recognition of Schools
- Manteno HS South Parking Lot & Misc. Site Work Change Orders
  - Change order #1 for concrete aprons and curbing \$16,800
  - Change order #2 for additional asphalt by mobile and repair storm drain \$13,900
- Renew PMA Financial Planning Program \$6,000
- Approve 2006-2007 Substitute Teacher List maintained by the Iroquois/Kankakee Regional Office of Education
- Board Policy Change Recommendation – 1<sup>st</sup> reading (Policy 8:20 and 8:20 AP)
- Resignations: Brian Leopold, Math Team Coach  
Candace Frantz, Food Service Worker  
James McCarthy, Custodian  
Fran Wolf, Route Bus Driver effective October 18, 2006
- Employment: Amy Rose, Primary Library Aide/PE Assist.  
Lisa Schamber, Special Education Teacher Asst.  
Colleen Romeli, Math Team Coach  
Candice Kuchar, Maternity Leave (Middle School)  
Ashley Strader, Maternity Leave (Middle School)  
Rae Skidmore, Health Asst.  
Russ Schmalz, Route Bus Driver  
Selena Anderson, Route Bus Driver (half time)  
David Schell, Route Bus Driver  
Laura Schade, High School Girls Track Coach  
Sharon Wachtor, Middle School Secretary  
Renee Doig, Custodian  
Donald Suprenant, Custodian  
Christine Jenkin, Sub Custodian, Sub Food Service  
Lizbeth Anaya, Sub Custodian, Sub Food Service  
Paula Robbin, Route Bus Driver  
Christina Weigt, Special Education Teacher Assistant  
Permission for the Superintendent to hire two route bus drivers

Lisa LaFevre, Part time Special Education Aide (2 hours/day)

Permission for the Superintendent to hire a 6<sup>th</sup> Grade Boys Basketball Coach

Permission for the Superintendent to hire a Food Service Worker

- Changes in employment Status: Jack Hoffman, from full-time to half-time route bus driver  
Ron Holderman, from full-time to half-time bus route driver
- Dismissals: Kathleen Hedrick, bus driver
- Maternity Leaves: Jill Akiyama, Speech Pathologist (approx. 11/4 until 1/3/07)

Ayes: Nelson, Toepper, Dodge, and Stauffenberg – four (4). Nays – none (0).  
Motion carried.

#### Unit Office Report

Supt. Dawn Russert reported on the following:

- 2006 Adequate Yearly Progress Report for the Elementary and Middle Schools
- District Financial Audit
- District Textbooks at the Manteno Public Library beginning October 6<sup>th</sup>.
- School Open Houses went very well. Supt. Russert was able to visit each school both nights of the Open House.
- Food FUNdamentals Competitive Grant – Karin Jurgenson was the winner of a \$3,000 competitive grant.
- School Improvement Plans have been submitted by each school for approval later in the meeting.
- Construction Update

Old Business None

#### New Business

Adoption of 2006-2007 Budget  
Moved by Nelson, seconded by Dodge to approve the adoption of the 2006-2007 budget as presented. Ayes: Nelson, Dodge, Toepper and Stauffenberg – four (4). Nays – none (0). Motion carried.

Approve School Improvement Plans  
Moved by Toepper, seconded by Dodge to approve the district's school improvement plans for the 2006-2007 school year as presented. Voice vote: All ayes – four (4). Nays – none (0). Motion carried.

Approve Siren  
Moved by Dodge, seconded by Nelson to approve the intergovernmental agreement with the Village of Manteno for the placement of an emergency siren.

Intergov. Ayes: Dodge, Nelson, Toepper and Stauffenberg – four (4). Nays – none (0).  
Agmt. Motion carried.

Music Director Mike Snyder presented to the Board the Music Department's request to perform in the Magic Kingdom. The dates are June 4<sup>th</sup> -10<sup>th</sup>, 2007.

Approve Moved by Dodge, seconded by Nelson to approve the High School Band trip to  
Walt Disney Walt Disney World, Orlando, Florida. Ayes: Dodge, Nelson, Toepper and  
Trip Stauffenberg – four (4). Nays – none (0). Motion carried.

FFA officers Brendan Surprenant and Tim Yuhase presented to the Board a request to attend the FFA National Convention in Indianapolis, IN on October 25<sup>th</sup> thru the 28<sup>th</sup>.

Approve Moved by Nelson, seconded by Toepper to allow the FFA to attend the National  
FFA Natl. Convention. Ayes: Nelson, Toepper, Dodge and Stauffenberg – four (4). Nays –  
Convention none (0). Motion carried.

Approve Moved by Nelson, seconded by Dodge to approve the renewal of the Travelers  
Renewal of Surety Bond as presented. Ayes: Nelson, Dodge, Toepper and Stauffenberg –  
Surety Bond four (4). Nays – none (0). Motion carried.

Marcie Kolberg of Smith, Koelling, Dykstra and Ohm, Inc. reviewed the report of audited financial statements as of June 30, 2006 to the Board of Education.

Approve Moved by Nelson, seconded by Toepper to approve the 2005-2006 Financial  
2005-2006 Audit as presented. Ayes: Nelson, Toepper, Dodge, and Stauffenberg – four (4).  
Financial Nays – none (0). Motion carried.  
Audit

Approve Moved by Nelson, seconded by Dodge to declare as surplus a 1990 Ford Taurus.  
1990 Ford Voice vote: All ayes – four (4). Nays – none (0). Motion carried.  
Taurus as  
Surplus

Future Approval of Snow Removal Contract  
Items Approve Employee Technology Purchase Plan  
Special Meeting on October 10<sup>th</sup> to award HS Construction Bids

Executive Moved by Nelson, seconded by Toepper to enter into Executive Session for  
Session the purpose of discussion of personnel, land acquisition, negotiations,  
compensation, contractual issues and/or discipline issues according to the Open  
Meetings Act. Ayes: Nelson, Toepper, Dodge and Stauffenberg – four (4). Nays  
– none (0). Motion carried. Open Session ended at 7:56 p.m.

Return to Open Session Moved by Nelson, seconded by Toepper to return to open session at 8:22 p.m. Voice votes: All ayes – four (4). Nays – none (0). Motion carried.

Adjournment Moved by Nelson, seconded by Toepper to adjourn the meeting. Voice vote: All ayes – four (4). Nays – none (0). Motion carried. Open session ended by 8:22 p.m.

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Mark Stauffenberg, Board President

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Jon Toepper, Secretary Pro-Tem

MKS/JT/df