

Manteno Community Unit School District No. 5  
Regular Meeting of the Board of Education  
Tuesday, September 22, 2015  
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, L. Murray, M. Schubert and M. Stauffenberg – Seven (7). Absent – None - (0).

Also present: Supt. Harrod, K. Meyer, R. Schnitzler, K. Flanigan, R. Haines, D. Conrad, N. Short, M. Glenn, J. Emerson, A. Furbee, C. Majerski, E. Ruff, T. Steele, C. Creek, J. Finkelstein, T. Weber, J. DePoister, P. Conboy, D. Fortin and Clerk Kaufman – Twenty - (20).

Visitors: Karen Haave (Cornerstone Media), John Dykstra (The Daily Journal), Becky Davis, Doug Davis, Amanda Frame, Dawn Russert, Kris Andrewson, Kim Emerson, Joe Emerson, Renee Knickrehm, Sean Hoffman, Daniel Tripp – approximately 12 people.

Pledge of Allegiance President Stauffenberg led everyone in the Pledge of Allegiance.

Additional Agenda Items – None

PublicHearing For the Adoption Of the 2015-2016 Budget Moved by Dodge, seconded by Jackson to open the public hearing for the Adoption of the 2015-2016 Budget. Ayes: Dodge, Jackson, Hofmeister, Mallaney, Murray, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried Hearing opened at 6:33PM.

There were no comments heard from the public, staff, nor the Board of Education regarding the adoption of the 2015-2016 budget.

Moved by Hofmeister, seconded by Murray to close the public hearing for the Adoption of the 2015-2016 budget. Ayes: Hofmeister, Murray, Dodge, Jackson, Mallaney, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried. The Hearing Closed at 6:34PM.

Public Hearings/ Petitions/ Comments Former Superintendent, Dawn Russert, spoke on behalf of Kathy Meyer as she retires. Mrs. Russert thanked Kathy Meyer for being a wonderful steward of the tax payers money and for being so hard-working and dedicated to the position of Manteno CUSD No. 5 Finance Director. She referenced the characteristics that Ms. Meyer portrayed in her position such as honesty, trust, commitment and accuracy.

Reports of Committees     **Building Committee** – Chairman Hofmeister reported that the Building Committee met on Tuesday, September 15, 2015 and discussed the following:

- I.     Call to Order
- II.    Budget Review
- III.   Old Business
  - A. District
  - B. High School
    - 1. Social Studies Class Room Fire Repairs Completed
    - 2. Softball Press Box
  - C. Middle School
    - 1. Roof Leaks/Warranty Repairs Update
    - 2. Ceiling Repair Update
    - 3. Exterior Building Changes Update
  - D. Elementary School
    - 1. Chiller Update
- IV.   New Business
  - A. District
    - 1. Old Primary School Fence
    - 2. Sale of School Property
    - 3. Snow and Salt Bids
    - 4. Red Van – Needs Transmission
  - B. High School
    - 1. Gym Lightning Strike Update
    - 2. Softball Field Upgrades – Sportsfields Quote (Tabled)
    - 3. Roof Top #7 – Needs Air Conditioner Compressor
  - C. Middle School
  - D. Elementary School
- V.     Additional Agenda Items

**Finance Committee** – Chairman Mallaney reported that the Finance Committee met on Tuesday, September 22, 2015 and discussed the following:

- I. Old Business
  - A. State Revenue Update
  - B. High School Fire Update
- II. New Business
  - A. Contracts/Agreement/Requests For Proposals
    - i. Bisailon’s Rid-All Pest Control
    - ii. Aramark Service Agreement
    - iii. Snow Plow bid
    - iv. Salt Contract
    - v. LinguaHealth Service Agreement
    - vi. Carlile Architects Agreement
  - B. Softball Press Box
  - C. Budget 2015-2016
  - D. Health, Life, Dental Insurance

- III. Review Finance Packet for September 22, 2015 Board Meeting
  - Summary of Cash/Investment/Fund Balances Report
  - Revenue/Expenditure Summary Report
  - Cost Analysis – Education; Cost Analysis – O&M
  - Revenue Report
  - Expenditure Report
  - 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

**Curriculum, Instruction, and Assessment Committee** – Curriculum Director, Cathy Creek, gave an update on the first day of school for staff and how successful the agenda was received. The theme this year was acknowledging our “Return on Investment”. There was a video shared with the staff of pictures put together of students interacting with their teachers and classrooms. There was an entire staff photo taken on the football field in the shape of an “M” that has been put on the District website and gained many compliments from the community. Throughout the school year in addition to professional development programs there will be personal development programs offered as well to help staff create that work/life balance.

**Technology Committee** – Technology Director, Tom Steele, reported that the Tech Department met on September 9<sup>th</sup> and discussed the annual content filter review. The content filtering is becoming increasingly difficult due to many factors such as website design, changes in how data is accessed/used, browser changes/enhancements, security/privacy, etc. We have received our E-rate commitment for Category 1 projects and are now waiting for our Category 2 projects which is still in the “Initial Review” status.

Consent Agenda      Moved by Jackson, seconded by Murray to approve the Consent Agenda as presented:

A. Minutes

- Regular Board Meeting – August 11, 2015
- Executive Session Meeting – August 11, 2015

B. Financial Reports

- 2015-2016 Tentative Budget
  - a) Estimated Cash & Fund Balances 2015-2016
  - b) State Budget Form for 2015-2016
  - c) Tentative Revenue Budget for 2015-2016
  - d) Tentative Expenditure Budget for 2015-2016
- Summary of Cash/Investment/Fund Balances

- M-T-D/Y-T-D Revenue/Expenditure Reports
- Cost Analysis – Education, Cost Analysis – O&M
- Revenue Report
- Expenditure Report
- O&M Gas & Electric Expenditure Report
- Food Service Report
- Payroll Extras Report
- Imprest Check Report
- Accounts Payable Report
- ISDLAF Account Reports
- Activity Accounts Reports
- Additional Accounts Payable

- C. Approve 2015-2016 Substitute Teacher list maintained by the Iroquois/Kankakee Regional Office of Education
- D. Approve 2015-2016 Applications for Recognition of Schools
- E. Approve FFA to attend the National FFA Convention – Tuesday, October 27, 2015 through Saturday, October 31, 2015 in Louisville, Kentucky.
- F. 2014-2015 ACT Report
- G. Administrator and Teacher Salary and Benefits Report
- H. Total Compensation Report in Excess of \$75,000
- I. Door-to-Door Fundraiser – High School Girls Soccer Team
- J. Acceptance of Multiple Donations
- K. Rescind Employment Approval  
Robert Ciserella, Chief School Business Official/Director of Finance and Operations
- L. Resignations  
Margaret Brooke, Three hour Food Service employee - effective August 28, 2015, continue employment as a substitute Food Service employee  
Pauline Taylor, Three hour Food Service employee - effective prior to the start of the 2015-2016 school year  
Brandon Eylander, Middle School Health Teacher - effective August 12, 2015  
Sean McNamara, High School Math Team Coach - effective immediately  
Vicki Rogers, Middle School Cook-six hour Food Service employee – effective October 2, 2015
- M. Employments for the 2015-2016 School Year  
Amy Rose – Middle School Health Teacher for the 2015-2016 school year (previously a High School Job Coach for the District)  
Phillip Conboy – Interim Director of Finance and Building Operations for 65 days from August 27, 2015 through June 30, 2016 at \$600 per day  
Colleen Matteson – Speech Language Pathologist (contracted agency) – August 17 through November 15, 2015 four days a week equating to approximately \$25,000  
Josh Carlile – Middle School Science Club Sponsor for the 2015-2016 school year  
Allison Ghilardi – Sophomore Class Sponsor for the 2015-2016 school year  
Marcia Klasey – Middle School Spelling Contest Sponsor for the 2015-2016 school year  
Sean McNamara – Middle School 7<sup>th</sup> Grade Boys Basketball Coach for the 2015-2016 school year

Justin Tierney - High School Assistant Football Coach ¼ stipend for the 2015-2016 school year

Lucas Stroud – High School Assistant Football Coach ¼ stipend for the 2015-2016 school year

Melissa Saathoff – Middle School Speech Assistant Sponsor for the 2015-2016 school year

Christine Teske – Three hour Food Service employee - effective August 17, 2015 for the 2015-2016 school year

Catherine Hovey – Three hour Food Service employee effective September 14, 2015 for the 2015-2016 school year

Ryan Pinto – High School M Club Sponsor for the 2015-2016 school year

Sue Liss, Carrie Palicki and Jordan Stroud – Middle School 8<sup>th</sup> Grade Girls Basketball Co-Coaches for the 2015-2016 school year (1/3 stipend each)

Lindsey Johnson – Middle School Game Club Sponsor for the 2015-2016 school year

Lori Dombrowski – Substitute Food Service employee

Jennifer Janda – Substitute Food Service employee

Justin Meyers – Long term Substitute for a FMLA leave of High School Math teacher from approximately December 1<sup>st</sup> through 18<sup>th</sup>, 2015

Adjustment of hourly rates for Marlena Wooten(bus aide) and Rosette Forrester (bus aide) to \$9.785 per hour.

Approve the adjusted sub rates and starting hourly rates for the 2015-2016 school year

Carlene Toler, Three hour Food Service employee – effective September 23, 2015

Kelly Martin, Substitute Bus Aide – effective September 23, 2015

Matt Beckner, High School Assistant Girls Basketball Coach

N. Employments Contingent Upon Successful Completion of Paperwork

Veronica Butterfield – High School Job Coach to start no later than September 28, 2015 (pending ISBE PEL approval)

O. FMLA

Theresa Anderson – Paraprofessional - Intermittent leave

Amy Hoffmann – High School Social Studies Teacher beginning approximately December 15, 2015 and returning February 16, 2016 – (approximately six weeks)

Kristin M. Agee-Ehrenfeld – High School Math teacher beginning approximately December 1, 2015 and returning on January 4, 2016 – (approximately three weeks)

Kristina Lengel – Elementary School Interventionist from approximately November 19, 2015 (for twelve weeks)

P. Authorization for Superintendent to Hire

Substitute Custodians

Ayes: Jackson, Murray, Dodge, Hofmeister, Mallaney, Schubert, Stauffenberg –Seven (7). Nays – None (0). Motion carried.

## Superintendent's Report

### A. Good News

1. **Congrats to the PRIDE team** who captured the SPIRIT trophy at the BBCHS games on Thursday, September 17, 2015.

2. Our Fall sport teams are off to a good start so far:

**Football:** The entire program, Varsity, JV and Freshmen are undefeated at 4 – 0

**Golf is:** 14 – 2

**Boys Soccer is:** Overall 8 -3, Conference: 4 – 0

**High School Volleyball: Varsity:** Overall 12 – 6, Conference: 3 – 1,

**Sophomore Team:** Overall 12 – 4, Conference 4 – 0

**Freshman:** Overall 7 – 0, Conference: 4 – 0

**Middle School Softball:** Overall 13-9, Conference: 5 – 1

**Middle School Baseball:** Overall 6 – 6, Conference: 5 – 1

**At the Champaign Central High School 2015 Fall Challenge** on Clinton Lake, the Manteno High School Bass Fishing Team were the Tournament Champions with the first place finish from Ryan Rolniak and Josh Kasalko with a winning weight of 9.97Lbs. Tim Pattenaude and Tanner Swartzentruber took 5th place with a weight of 4Lbs. There was a field of 26 boats total in this tournament.

**Cross Country** Top runners for Manteno girls' team are Emilie Tamblyn with a season best time of 20:16 and Kailyn Mickulas with a season best time of 20:32.

Top runners for Manteno boys' team are Guy Maisonneuve (returning state qualifier) with a season best time of 16:58 and Steven Doig with a season best time of 18:46.

Top newcomer this year is sophomore Sam Malloy who ran 19:00 at one of the first meets this season. Hope to see good things from him as the season progresses.

3. **Homecoming 2015 week "Shipwrecked"** starts next week, Monday, September 28<sup>th</sup>. New this year will be a house/business decorating contest to show your Panther spirit. The judging will be on Thursday, October 1, at 6:00PM.

**Powder Puff Football and Mighty Muscle Volleyball** will take place on Wednesday, September 30<sup>th</sup> at the Pep Rally. Volleyball starts at 5:15PM and Powder Puff Football starts at 7:30PM.

**Friday, October 2<sup>nd</sup>** the Panthers take on the Sandwich Indians and there will be a tailgate party sponsored by Student Council in the HS parking lot offering a free hotdog, chips and drink. Homecoming Court and the winner of the house/business spirit contest will be announced at half time. Come join the fun!

## Old Business

**New Business**

Approve Moved by Mallaney, seconded by Schubert to approve the Adoption of the 2015-2016  
Adoption Budget Ayes: Mallaney, Schubert, Dodge, Hofmeister, Jackson, Murray, Stauffenberg -  
of the Seven (7). Nays: None (0). Motion carried.  
2015-2016  
Budget

Approve Moved by Dodge, seconded by Murray to approve the Interim Director of Finance and  
Interim Dir. Building Operations Contract for Phillip Conboy from August 27, 2015 through June  
of Finance 30, 2016. Ayes: Dodge, Murray, Hofmeister, Jackson, Mallaney, Schubert,  
and Building Stauffenberg – Seven (7). Nays: None (0). Motion carried.  
Operations  
Contract for  
Phillip Conboy  
From August  
27, 2015 through  
June 30, 2016

Approve Moved by Mallaney, seconded by Schubert to approve the Appointment of  
Appointment Phillip Conboy as the District Treasurer, effective September 23, 2015. Ayes:  
of School Mallaney, Schubert, Dodge, Hofmeister, Jackson, Murray, Stauffenberg –  
Treasurer Seven (7). Nays: None (0). Motion carried.

Approve Moved by Hofmeister, seconded by Murray to approve the School Treasurer's  
Treasurer Bond number 1063755053 effective September 23, 2015. Ayes: Hofmeister,  
Bond Murray, Dodge, Jackson, Mallaney, Schubert, Stauffenberg – Seven (7).  
Nays: None (0). Motion carried.

Approve Moved by Dodge, seconded by Hofmeister to approve the Bisailon's Rid All  
Renewal Termite & Pest Control contract in the amount of \$2,964.00 for one year from  
of the October 1, 2015 through September 30, 2016. Ayes: Dodge, Hofmeister, Jackson,  
Bisailon's Mallaney, Murray, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion  
Rid All carried.  
Termite  
& Pest  
Control  
Contract

Award Moved by Hofmeister, seconded by Jackson to award the snow plowing contract  
Snow to Heritage FS as the lowest responsible bidder for the 2015-2016 school year.  
Plowing Ayes: Hofmeister, Jackson, Dodge, Mallaney, Murray, Schubert, Stauffenberg –  
Contract Seven (7). Nays: None (0). Motion carried.

Award Moved by Jackson, seconded by Schubert to award the salt contract to Heritage FS  
Salt as the lowest responsible bidder for the 2015-2016 school year. Ayes: Jackson,  
Contract Schubert, Dodge, Hofmeister, Mallaney, Murray, Stauffenberg – Seven (7). Nays:  
None (0). Motion carried.

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Approve Moved by Dodge, seconded by Hofmeister to approve the Linguahealth Service  
Linguahealth Agreement effective August 20, 2015 through June 30, 2016 at an hourly rate of \$70.00  
Service with a minimum of 7.5 hours per day. Ayes: Dodge, Hofmeister, Jackson, Mallaney,  
Agreement Murray, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Approve Moved by Mallaney, seconded by Murray to approve the Aramark Contracts for  
Aramark three years. Ayes: Mallaney, Murray, Dodge, Hofmeister, Jackson, Schubert,  
Contracts Stauffenberg – Seven (7). Nays:

Approve Moved by Jackson, seconded by Schubert to approve the Resolution Waiving  
Resolution the Requirements of Sections 4, 5, and 6 of the Local Government Professional  
Waiving Services Selection Act, Relating to the High School Softball Field Press Box Project.  
The Ayes: Jackson, Schubert, Dodge, Hofmeister, Mallaney, Murray, Stauffenberg –  
Requirements Seven (7). Nays: None (0). Motion Carried.  
of Sections  
4, 5, and 6 of  
the Local  
Government  
Professional  
Services  
Selection Act  
Relating to the  
High School  
Softball Field  
Press Box Project

Approve Moved by Dodge, seconded by Schubert to approve the Agreement with Carlile  
Agreement Architects LLC for Architectural Services relating to the High School Softball Field  
with Carlile Press Box Project for \$1,000.00. Ayes: Dodge, Schubert, Hofmeister, Jackson,  
Architects Mallaney, Murray, Stauffenberg – Seven (7). Nays: None (0). Motion carried.  
LLC for  
Architectural  
Services Relating  
to the High  
School Softball  
Field Press Box  
Project

Approve Moved by Dodge, seconded by Schubert to approve the Spanish Class 4 field trip to  
Spanish see Latin Singer, Ricky Martin at the Allstate Arena in Rosemont, IL on Sunday, October  
Four Class 11, 2015. Voice Vote: All Ayes: Seven (7). Nays: None (0). Motion carried.  
Field Trip  
on Sunday  
October 11, 2015



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Approve Moved by Hofmeister , seconded by Jackson to approve the Girls Soccer Team  
Girls Soccer overnight stay from April 28<sup>th</sup> through April 30, 2016 to Burlington, Iowa for the  
Team Tournament of Champions. Voice Vote: All Ayes: Seven (7). Nays: None (0).  
Overnight Motion carried.  
Stay to  
Burlington,  
Iowa

Approve Moved by Dodge, seconded by Schubert to approve the High School Competitive  
High School Cheer Team to attend two Sunday Competitions on November 22, 2015 and January  
Competitive 10, 2016. All Ayes: Seven (7). Nays: None (0). Motion carried.  
Cheer Team  
Sunday  
Competitions

Approve Moved by Murray, seconded by Mallaney to approve the early graduation requests  
Early as presented. All Ayes: Seven (7). Nays: None (0). Motion carried.  
Graduation  
Requests

Anticipated 1. Approve School Improvement Plans  
Future Action  
Items

Executive Moved by Dodge, seconded by Hofmeister to enter into Executive Session for the  
Session 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:  
Dodge, Hofmeister, Jackson, Mallaney, Murray, Schubert, Stauffenberg – Seven (7).  
Nays: None (0). Motion carried. Open Session ended at 7:00PM.

Return to Moved by Hofmeister, seconded by Dodge to close Executive Session and return  
Open Session to Open Session. Ayes: Hofmeister, Dodge, Jackson, Mallaney, Murray, Schubert,  
Stauffenberg – Seven (7). Nays: None (0). Motion carried. Executive Session ended  
at 9:50PM.

Approve High School Schedule Change from a Block Schedule to a Traditional Schedule Effective in the 2017-2018 School Year

Moved by Dodge, seconded by Jackson to approve the High School schedule change from a block schedule to the traditional schedule effective in the 2017-2018 school year. Ayes: Dodge, Jackson, Hofmeister, Mallaney, Murray, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

Adjourn Meeting

Moved by Hofmeister, seconded by Dodge to adjourn the meeting at 9:55PM. Ayes: Hofmeister, Dodge, Jackson, Mallaney, Murray, Schubert, Stauffenberg – Seven (7). Nays: None (0). Motion carried.

*\*Mark Stauffenberg*

*\*Patrick Mallaney*

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Mark Stauffenberg  
Board President

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Patrick Mallaney  
Board Secretary

MKS/PM/nak

\*Original signatures on file at the District office.