

Manteno Community Unit School District No. 5
Regular Meeting of the Board of Education
Tuesday, September 26, 2017
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. Schubert and M. Stauffenberg – Five (5).
Absent – M. Jackson, L. Murray - Two - (2).

Also present: Supt. Harrod, R. Schnitzler, D. Conrad, M. Glenn, J. Emerson, A. Furbee, E. Ruff, T. Steele, C. Creek, J. Finkelstein, T. Weber, D. Fortin, J. Wulff, and Clerk Kaufman – Fourteen - (14).

Visitors: A. Frame, N. Whitten, K. Couch, J. O'Reilly – Four (4)

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

Additional Agenda Items – None

PublicHearing Moved by Dodge, seconded by Hofmeister to open the public hearing for the Adoption of the 2017-2018 budget. Ayes: Dodge, Hofmeister, Mallaney, Schubert, Stauffenberg, Five (5). Nays: None (0). Motion carried. Hearing opened at 6:33PM.
of the
2017-2018
Budget

There were no comments heard from the public, staff, nor the Board of Education regarding the adoption of the 2017-2018 budget.

Moved by Hofmeister, seconded by Schubert to close the public hearing for the Adoption of the 2017-2018 budget. Ayes: Hofmeister, Schubert, Dodge, Mallaney, Stauffenberg - Five (5). Nays: None (0). Motion carried. The Hearing closed at 6:34PM.

Public Hearings/
Petitions/
Comments None

Reports of **Building Committee** – Chairman Hofmeister reported that the Building committee met on Tuesday September 19, 2017 and discussed the following:

I. Old Business

- A. **District**
 - 1. Lead Water Testing
 - 2. Security & Window Filming
- B. **High School**
 - 1. Outside Restrooms

- C. **Middle School**
- D. **Elementary School**
- II. New Business
 - A. **District**
 - 1. Snow/Salt Bids
 - 2. Wireless Alarm Monitoring
 - B. **High School**
 - 1. Locker Room Restroom Partitions
 - C. **Middle School**
 - D. **Elementary School**
- III. Additional Agenda Items
 - 1. 2017 F250 District snow plow truck

Finance Committee – Chairman Mallaney reported that the Finance Committee met on Tuesday, September 26, 2017 and discussed the following:

- I. Old Business
 - A. State Revenue Update
- II. New Business
 - A. Contracts/Agreements/Requests For Proposals
 - i. Snow Plow bid
 - ii. Salt Contract
 - iii. Bisailon's Rid-All Pest Control
 - iv. Crystal Financial Consultants
 - v. Maintenance Plow Truck
 - vi. Wireless Alarm Monitoring
 - vii. Security Measures
 - B. Budget 2017-2018
- III. Review Finance Packet for September 26, 2017 Board Meeting
 - 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
 - Final Audit Review
 - Tentative Levy Presentation
 - Financial Projections – Crystal Financial
 - Security Measures

Curriculum, Instruction, and Assessment Committee – Curriculum Director, Cathy Creek, gave an update on the CIA meeting that was held on Thursday September 14th. She reported that the institute day on Friday, September 22nd was successful. She shared that the staff and Administration is extremely appreciative and complimentary of the Team Leader position in the District. This is a unique position that has been beneficial when creating the Institute Days agenda and communication among the staff. To continue to promote a positive culture throughout the staff, this year the CIA group will be reading the book “Teachers Change Lives 24/7 – 150 Ways To Do It Right” by Jim Burgett a former Illinois Administrator who shares real life experiences and advice on work/life balance. .

Technology Committee – Technology Director, Tom Steele, reported that the Tech Department met on September 13th and discussed the annual content filter review. The committee recommends maintaining the filtering criteria as currently set. Due to the traditional schedule change at the High School, the Tech Department decided to have three interns this year (L. Beasley, J. Long, J. Jackson) as opposed to four or five. The tech interns are TRA trained. All of our E-rate funding requests were approved. The committee discussed switching the fire and burglar alarms to wireless monitoring. This will provide faster response time from the police and fire department. The committee decided against putting spare chromebook chargers in the classrooms this year. There are only a few spares and they are very expensive. The Tech Department recommended staff switch from ActivInspire to ClassFlow as Promethean reported they would end their support of ActivInspire at the end of the year. Projector speakers will be used in the classrooms, which will provide louder suitable sound systems, as there are no other speakers to install. It was also reported that the multiple TV screens installed in the Middle School cafeteria have been a huge success. School announcements are displayed on the screens giving the students the opportunity to stay on top of important information.

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

A. Minutes

- Regular Board Meeting – August 15, 2017
- Executive Session Meeting – August 15, 2017

B. Financial Reports

- 2017-2018 Tentative Budget
 - a) Estimated Cash & Fund Balances 2017-2018
 - b) State Budget Form for 2017-2018
 - c) Tentative Revenue Budget for 2017-2018
 - d) Tentative Expenditure Budget for 2017-2018
- Summary of Cash/Investment/Fund Balances
- 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 Report
 - Activity Accounts Reports
 - Additional Accounts Payable
- C. Approve 2017-2018 Substitute Teacher list maintained by the Iroquois/Kankakee Regional Office of Education
- D. Approve FFA to attend the National FFA Convention from Wednesday, October 25, 2017 through Friday, October 27, 2017 in Indianapolis. Ms. Batterman and approximately ten students will attend the convention. All costs are paid for by the chapter and members. There will be no cost to the District.
- E. 2016-2017 ACT Report (Optional Assessment for 2017 Graduates)
- F. Administrator and Teacher Salary and Benefits Report
- G. Total Compensation Report in Excess of \$75,000
- H. District Fundraisers Around the Community
1. High School Girls Soccer team – mums/pumpkins sale – September 21, 2017 and September 22, 2017 in the High School parking lot and around town
 2. Athletic Boosters Cash Bash tickets sale – September 27, 2017 through January 12, 2018 - \$25.00 a piece
 3. Band Boosters – Fill The Drum – Saturday, September 30, 2017
- I. Resignations
John Mason, High School English Teacher – effective immediately
Rose Benyussen, Bus Driver – effective August 21, 2017
Faustina Smith, Bus Aide – effective September 19, 2017
- J. Release
None
- K. Notice of Intent to Retire 6% Notice
Michelle Farnam – Intent to retire at the end of the 2020-2021 school year
Kim Couch – Intent to retire at the end of the 2020-2021 school year
- L. FMLA
Cara Baldwin, Middle School Sixth Grade Language Arts/Social Studies Teacher – beginning approximately January 8, 2018 and will return Wednesday, April 11, 2018 (59 days)
Nancy Palmateer – Intermittent leave to begin at the start of the 2017-2018 school year
- M. Employments for the 2017-2018 School Year
Brittany L. Van Duyne, High School English Teacher - effective August 25, 2017
Chuck Parsons, LEA Rep (Staff Coordinator) and part-time School Psychologist (IOA funded) to work every other Tuesday for the 2017-2018 school year at \$350 daily rate
Agreement with Sunbelt Staffing to provide full-time School Social Worker support (RoseRita James)
Tiffany Lanoue-Ortega, Elementary School Paraprofessional - effective August 30, 2017
Dawn Langlois, Bus Aide - four hours a day
Michelle Aspan, Three-hour Food Service Associate - effective September 5, 2017

Shannon Gotkowski, Three-hour Food Service Associate - effective September 5, 2017

Jennifer West, High School Cheer Co-Coach

Jamie Hope, High School Cheer Co-Coach

Jennifer Bassett, Middle School Cheerleading Co-Coach

Jessica Spiewak, Middle School Cheerleading Co-Coach

Erica Peterson, Special Olympics Co-Sponsor

Jennifer West, Special Olympics Co-Sponsor

Kristen Ehrenfeld, Freshman class sponsor

Mathew Beckner, High School Assistant Baseball Coach

Steve St. Jean, High School Assistant Baseball Coach

Joey DiLeo, High School Assistant Baseball Coach

Ami Henderson, High School National Honor Society Sponsor

Justin Emerson, M Club Sponsor

Jennifer Grill, Middle School Co-Show Choir Director

Katelyn Bever, Middle School Co-Show Choir Director

Nicole Neiner, Substitute Custodian

Ron Rodrigues, Substitute Custodian

Theresa Massie, Full-time Route Bus Aide

N. Transfer

None

O. Employments Pending Successful Completion of Paperwork for the 2017-2018 School Year

Melanie McCummiskey, High School FMLA Substitute Teacher – for 12 weeks beginning on September 27, 2017

Elementary School Title 1 Paraprofessional

P. Volunteer Coaches

Andy Cox – Fishing Coach

Tom Zobel – Fishing Coach

David Brzezicki – Fishing Coach

Ayes: Schubert, Dodge, Hofmeister, Mallaney, Stauffenberg –Five (5). Nays – None (0). Motion carried.

Superintendent’s Report

A. Good News

1. Our Preschool for All rating is the Gold Circle of Quality. The standards focus on early learning and development and places a high priority on instructional excellence, family services, staff qualifications, professional development and program administration.
2. Our theme for this year is “Going the Extra Mile”. We are off to a good start and have seen evidence of our slogan reflecting positively throughout the staff.
3. The Middle School Baseball team are sectional champs! 2-1 over Homewood Hart. Congrats to Cole Hoffman for throwing a no hitter. They play Friday, September 29 at 10:30am against Stanford Olympia at East Side Center in East Peoria.
4. The boys golf team finished in 6th place out of 11 teams at the I-8 Conference Golf Tournament yesterday at Wolf Creek Golf Club. Leading the way with a 93 and earning All- Conference Honors was senior Andy Pacius. Junior Isaac Jones shot a career best 95 and Senior Cameron Kruger also shot a 95. Rounding out the scoring for the Panthers was Sophomore Avery Taylor who shot a 100.

Old Business

New Business

Approve Moved by Hofmeister, seconded by Schubert to approve the Adoption of the 2017-2018
Adoption budget Ayes: Hofmeister, Schubert, Dodge, Mallaney, Stauffenberg – Five (5).
of the Nays: None (0). Motion carried.
2017-2018
Budget

Approve Moved by Dodge, seconded by Mallaney to approve the renewal of the Crystal
Crystal Financial Consultants agreement for a one year contract in the amount of \$5,000.
Financial Ayes: Dodge, Mallaney, Hofmeister, Schubert, Stauffenberg – Five (5).
Consultants Nays: None (0). Motion carried.
Agreement
Renewal

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, 2017 through September 30, 2018. Ayes: Dodge, Hofmeister, Mallaney,
Bisailon’s Schubert, Stauffenberg – Five (5). Nays: None (0). Motion carried.
Rid All
Termite
& Pest
Control
Contract

Award Moved by Mallaney, seconded by Hofmeister to award the snow plowing contract
Snow to Heritage FS as the lowest responsible bidder for the 2017-2018 school year.
Plowing Ayes: Mallaney, Hofmeister, Dodge, Schubert, Stauffenberg – Five (5).
Contract Nays: None (0). Motion carried.

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- Award Salt Contract Moved by Dodge, seconded by Schubert to award the salt contract to Heritage FS as the lowest responsible bidder for the 2017-2018 school year. Ayes: Dodge, Schubert, Hofmeister, Mallaney, Stauffenberg – Five (5). Nays: None (0). Motion carried.
- Approve Plow Truck Purchase - Moved by Schubert, seconded by Mallaney to purchase a 2017 F250 Truck from Manteno Ford in the amount of \$21,184.00. Ayes: Schubert, Mallaney, Dodge, Hofmeister, Stauffenberg – Five (5). Nays: None (0). Motion carried.
- Approve Wireless Alarm Monitoring Solution with Protection Associates Moved by Dodge, seconded by Hofmeister to approve the wireless alarm monitoring solution proposal with Protection Associates. Ayes: Dodge, Hofmeister, Mallaney, Schubert, Stauffenberg – Five (5). Nays: None (0). Motion carried.
- Approve Interstate 8 Conference Withdraw after the 2018-2019 School Year Moved by Schubert, seconded by Hofmeister to approve the Manteno High School to withdraw from the Interstate 8 Conference and join a newly created conference of 8 schools after the 2018-2019 school year. Ayes: Schubert, Hofmeister, Dodge, Mallaney, Stauffenberg – Five (5). Nays: None (0). Motion carried.
- Approve Educational Services Agreement Addendum with Safe Harbor School Moved by Dodge, seconded by Schubert to approve the Educational Services Agreement Addendum with Safe Harbor School. Ayes: Dodge, Schubert, Hofmeister, Mallaney, Stauffenberg – Five (5). Nays: None (0). Motion carried.
- Approve Resolution to Regulate Expense Reimbursements Moved by Schubert seconded by Dodge to approve the Resolution to Regulate Expense Reimbursements. Ayes: Schubert, Dodge, Hofmeister, Mallaney, Stauffenberg – Five (5). Nays: None (0). Motion carried.
- Approve Early Graduation Request Moved by Schubert, seconded by Hofmeister to approve the early graduation request at mid-year of the 2017-2018 school year. Ayes: Schubert, Hofmeister, Dodge, Mallaney, Stauffenberg – Five (5). Nays: None (0). Motion carried.

Approve Moved by Hofmeister, seconded by Mallaney to approve the Bass Fishing Team
Bass Fishing to compete in the Clinton Lake tournament on Sunday, October 22, 2017. Ayes:
Team Hofmeister, Mallaney, Dodge, Schubert, Stauffenberg. Nays: None (0).
Sunday Motion carried.
Tournament
on Sunday
October 22, 2017

Approve Moved by Dodge, seconded by Schubert to approve the Middle School Jazz Band
Middle School performance on Sunday, April 15, 2018 at the Chicago Wolves Hockey game.
Jazz Band Ayes: Dodge, Schubert, Hofmeister, Mallaney, Stauffenberg – Five (5). Nays:
Performance None (0). Motion carried.
on Sunday,
April 15, 2018

Anticipated 1. Window Security Film
Future Action
Items

Adjourn Moved by Schubert to adjourn the meeting at 6:50PM. Voice Vote:
Meeting All Ayes: – Five (5). Nays: None (0). Motion carried.

**Mark Stauffenberg*

**Patrick Mallaney*

Mark Stauffenberg
Board President

Patrick Mallaney
Board Secretary

MKS/PM/nak

*Original Signatures on file at the District office