

BOARD OF EDUCATION  
Millburn School District 24  
REGULAR BOARD of EDUCATION MEETING  
March 29, 2021

BOARD MEMBERS PRESENT

Brendan Murphy, President  
Denise Ide, Vice President  
Jim Guziak, Secretary  
Sean Coleman  
Peter Pettorini  
Jose Quiñones

BOARD CLERK

Veronica Lynn Willis

ADMINISTRATION PRESENT

Jason Lind, Superintendent of Schools  
Stephen Johns, Business Manager/CSBO  
Elizabeth Keefe, Director of Special Services  
Jake Jorgenson, Principal, MMS  
Bennett Walshire, Principal, MES  
\*Note: All Administrators were excused due to Social Distancing.

GUESTS

Via Zoom

The Committee of the Whole Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held via Live Stream Link due to COVID-19 Social Distancing Order, was called to order at 7:01 p.m., by President Brendan Murphy. Roll call was taken with the following Board Members in attendance: Sean Coleman, Jim Guziak, Denise Ide, Brendan Murphy, Peter Pettorini, and Jose Quiñones. Absent: Stephen Gray.

PUBLIC COMMENTS

There were no public comments.

ADDITION of NON ACTION ITEMS

Dr. Lind presented Adam Rowlands to the board announcing his role as The Director of Special Services, beginning the 2021-2022 School year.

ACTION ITEMS

Final Reading and Approval of Board Policies

A motion was made by Denise Ide, with a second by Sean Coleman, to approve the final reading of board policies. On a roll call vote, the following board members voted Aye: Brendan Murphy, Peter Pettorini, Jose Quiñones, Sean Coleman, Stephen Gray, Jim Guziak and Denise Ide. Nays: None. Absent: None. The motion passed.

- [2:210 - Organizational Board of Education Meeting](#)
- [7:160 - Student Appearance](#)
- [7:170 - Vandalism](#)
- [7:185 - Teen Dating Violence Prohibited](#)
- [7:220 - Bus Conduct](#)
- [7:280 - Communicable and Chronic Infectious Disease](#)
- [7:300 - Extracurricular Athletics](#)
- [7:305 - Student Athlete Concussions and Head Injuries](#) \* Adding
- [7:345 - Use of Educational Technologies; Student Data Privacy and Security](#) \* New
- [8:10 - Connection with the Community](#)
- [8:20 - Community Use of School Facilities](#)
- [8:70 - Accommodating Individuals with Disabilities](#)
- [8:80 - Gifts to the District](#)
- [8:100 - Relations with Other Organizations and Agencies](#)
- [8:110 - Public Suggestions and Concerns](#)

Approval of Board Agreements

A motion was made by Denise Ide, with a second by Peter Pettorini, to Approve the Board Agreements as

presented. On a roll call vote, the following board members voted Aye: Jose Quiñones, Sean Coleman, Jim Guziak, Denise Ide, Brendan Murphy, and Peter Pettorini. Nays: None. Absent: Stephen Gray. The motion passed.

#### Approval of Millburn Before and After Care (MBAC) Fees 2021-2022

A motion was made by Denise Ide, with a second by Peter Pettorini, to Approve the MBAC Fees for the 2021-2022 school year. On a roll call vote, the following board members voted Aye: Sean Coleman, Jim Guziak, Denise Ide, Brendan Murphy, Peter Pettorini and Jose Quiñones. Nays: None. Absent: Stephen Gray. The motion passed.

#### Approve Consent Agenda

A motion was made by Denise Ide, with a second by Sean Coleman, to Approve the Consent Agenda as presented. On a roll call vote, the following board members voted Aye: Denise Ide, Brendan Murphy, Peter Pettorini, Jose Quiñones, Sean Coleman, and Jim Guziak. Nays: None. Absent: Stephen Gray. The motion passed.

The Consent Agenda is as follows:

- Approval of Minutes
  - Special Meeting Minutes February 8, 2021
  - Committee of the Whole Meeting Minutes February 8, 2021
  - Regular Board of Education Meeting Minutes February 22, 2021

- Personnel Report

Resignations: Lisa DePino – 4<sup>th</sup> and 5<sup>th</sup> Grade Resource Teacher

- Treasurer's Report
- Bill Approval and Payment Authorization
- Activity Account

#### **INFORMATION/DISCUSSION**

##### Summer School

Millburn will host summer classes on Monday through Thursday, from 8:30 a.m. - 11:30 a.m., at Millburn Elementary School (MES) and 9:00 a.m. -12:00 a.m. at Millburn Middle School (MMS), Monday through Thursday. The dates in June are the 7<sup>th</sup> through the 24<sup>th</sup> and in July it is the 28<sup>th</sup> through August 5<sup>th</sup>.

The fees for students who are most in need academically, would be waived and the district would be using Federal stimulus money to support this program. The district would also like to open up other programming on a choice basis for parents at a very low cost. This programming would also be supported with a combination of stimulus money and parent fees.

The district is looking to close the learning gaps after such a rough year. At the April, 2021, Regular Board Meeting, there will be a Memorandum of Understanding (MOU) between the district and the union for an agreed upon salary for teacher compensation.

##### District Goals 2020-2021

Dr. Lind reminded the board the goals are online and will be discussed at the Admin meeting tomorrow. Dr. Lind wanted to update the board on the goals as he displayed them all. The board is focusing on one goal at a time, with five goals in total, this time being Priority #2: Student Learning. With 43 days left to the school year, the district is focused on fulfilling in learning gaps.

Mr. Jorgenson and Mr. Walshire presented data from assessments that were taken remotely in the fall for fourth through eighth grade students. Mr. Wlashire presented on. Independent Reading Level Assessment (IRLA) and Mr. Jorgenson presented on the Measure of Academic Progress (MAP) Testing.

#### FUTURE AGENDA ITEMS

- Press Policy Updates
- Revise Policy 4:60 Purchases and Contracts
- Phone System Update

#### SUPERINTENDENT REPORT

Coming off Spring Break, there is a concern that has been voiced by parents and teachers about increase in (COVID-19 positive) numbers. There have been classrooms at both MES and MMS that have been relocated due to symptoms, not due to a positive case. Thus far, there have been no positive cases reported.

There is a plan to start basketball tomorrow. There is a concern as to what the process of contact tracing will look like and what can be done to avoid an outbreak since basketball is a contact sport. At practices students in different grades are spread out and separated by grade level.

#### BUSINESS OFFICE REPORT

Dr. Johns sent and displayed a detailed [Business Office Report](#).

#### BOARD REPORTS

There were no board reports.

#### ADJOURNMENT

There being no further business, a motion was made by Brendan Murphy, with a second by Denise Ide to adjourn the Regular Meeting. On a voice vote all Members voted Aye. Nays: None. Absent: Stephen Gray. The motion passed. The Regular Meeting adjourned at 8:28 p.m.

Board of Education  
Millburn School District 24  
Lake County, Illinois

By: Brendan Murphy President  
Attest: James A. Geyser Secretary

April 26, 2021  
Date



**Business Office Update  
Board Meeting  
March 29, 2021**

**Property Tax Levy Extension**

- The district received the levy and tax extension information from Lake County on March 22, 2021. The actual property tax extension was \$623.87 more than was anticipated in December, 2020.

| FUND                       | EST LEVY 2020<br>pay 2021 | Lake County 3-<br>22-21 |
|----------------------------|---------------------------|-------------------------|
| EDUCATION                  | 8,278,942.00              | 8,301,178.55            |
| OPERATION &<br>MAINTENANCE | 1,250,000.00              | 1,253,358.40            |
| TRANSPORTATION             | 500,000.00                | 501,343.36              |
| WORKING CASH               | 50,350.00                 | 50,486.24               |
| SPECIAL EDUCATION          | 825,000.00                | 827,216.54              |
| TORT                       | 100,000.00                | 100,268.68              |
| LIFE SAFETY                | 95,000.00                 | 64,423.92               |
| SOCIAL SECURITY            | 600,000.00                | 601,612.03              |
| IMRF                       | 10,000.00                 | 10,026.87               |
| <b>SUB-TOTAL</b>           | <b>11,709,292.00</b>      | <b>11,709,914.59</b>    |
|                            | 0                         |                         |
| BOND & INTEREST            | \$4,484,400               | \$4,484,400.20          |
| SEDOL IMRF                 | \$13,580                  | \$13,581.08             |
| <b>SUB-TOTAL</b>           | <b>\$4,497,980</b>        | <b>\$4,497,981.28</b>   |
|                            |                           |                         |
| <b>Grand Total Levy</b>    | <b>16,207,272</b>         | <b>16,207,895.87</b>    |

**Health, Dental, Vision, Life & LTD Insurance Update**

- Millburn District 24 is a member of Coop 90's for health, dental, vision, life, and long-term disability insurance. Coop 90's is made up of the following entities: Millburn District 24, Bannockburn School District, Cook Memorial Library, Wilmette School District 39, Waukegan Public Library, and Bensenville Library. At Millburn, the Business Manager/CSBO serves as the voting representative with the Superintendent as the alternate voting representative.
- The insurance plan year will change from a June – May plan year to a September – August plan year effective September 1, 2021.
- Rate Changes effective September 1, 2021
  - Health Insurance PPO & HMO – 3.3% Increase
  - Dental & Vision Insurance – 0% Increase
  - Life Insurance – 0% Increase through 9/1/2023
  - Long Term Disability Insurance – 0% Increase through 9/1/2022
- The insurance cooperative will be changing the vendor for our flexible spending plan and COBRA management from TASC to Navia Benefit Solutions

#### **Elementary and Secondary School Emergency Relief Grant (ESSERS) Funding**

- Original ESSERS Grant
  - The district received \$21,962 and the money was spent on the following items
    - Protective screens for the main offices and the health offices
    - Personal Protective Equipment
    - Hand Sanitizer
    - Disinfectant
    - Electrostatic Sprayers
- ESSERS II Grant
  - The district has been awarded a grant in the amount of \$168,326. The grant must be submitted no later than June 30, 2021. The funds must be spent no later than September 30, 2023. Expenses dating back to March 13, 2020 can be included in this grant. The grant can be used for “preventing, preparing for, and responding to COVID-19.” Additional allowable expenditures in the ESSERS II grant are:
    - addressing learning loss
    - preparing schools for reopening
    - testing, repairing, and upgrading projects to improve air quality in school buildings
  - The major items that we are looking to fund through this grant are:
    - Summer School 2021 to address learning loss and prepare students for the 2021-22 school year.
    - Sound field units in classrooms that were purchased prior to receiving this grant
    - Air Cleaners for classrooms that were purchased prior to receiving this grant
    - Installation of six (6) projectors in classrooms
- ESSERS III Grant
  - The funds for this grant will come from the American Rescue Plan Act of 2021 (the most recent stimulus bill)
  - The estimated amount of this grant is \$267,000.
  - I’ll update the Board once we have more information, but I anticipate that the funds will have similar guidelines to the original ESSERS and ESSERS II grants.

#### **Title I Funding**

- The district received \$57,583 in Title I funding for the 2020-21 school year.
- This grant includes the following budgetary items
  - Summer learning opportunities – Teacher Salaries and Benefits - \$44,423
  - Curriculum Materials for summer school - \$11,660
  - Basic School Supplies for homeless and neglected children - \$1000
  - Parent Education - \$500

#### **Property Tax Collection**

- We haven’t received any additional property tax collections since January 14, 2021. The county treasurer is still anticipating that we will receive one more property tax distribution in late March or early April, 2021. Based on our approved levy of \$15,554,041.60, we still have \$295,286.55 to collect. We will need to collect \$139,746.13 to achieve the 99% tax collection that we received in 2020.



#### **Asbestos Abatement & Replacement Floor Tile**

- The asbestos abatement project is going well. However, the project will take a few days longer than I originally anticipated. The area should be released to the school on April 1 or 2, 2021.
- The work is governed by the Illinois Department of Public Health. Air samples are taken in 3 locations in the school at the end of each shift to make sure that no airborne asbestos is present in the occupied area of the school.
- The estimated schedule for finishing the work is as follows:
  - Friday, March 26, 2021 - All of the floor tile has been removed and at 4 pm on Friday, March 26, 2021, the only remaining mastic is around the edges of the rooms. The foreman anticipates that they will be able to have everything removed and do the first clean by the end of the shift at 11 pm.
  - Monday, March 29, 2021 – 2<sup>nd</sup> clean
  - Tuesday, March 30, 2021 – Final Clean
  - Wednesday, March 31, 2021 – Clearances
  - Thursday, April 1, 2021 – Tear down of containment area and completion of the job
- We are getting pricing on the upcharge to move from a Vinyl Composition Tile (VCT) to a Luxury Vinyl Tile (LVT). We are looking at the same product we put in the STEM lab. The LVT doesn't need to be waxed so it will save the district time and money in supply and labor costs. I'm anticipating that the insurance company will pay the cost of the VCT flooring, so the district would only pay the difference in cost.

#### **E-Rate C-2 Funding**

- Two companies replied to the RFP for network cabling, projector installation, and moving one phone line. A summary of the quotes provided to the district are attached.
  - I plan to recommend to the Board at their April 26, 2021 meeting that Computer Power Systems from Grayslake, IL be hired to install the 89 data drops at Millburn Elementary and Millburn Middle School at a cost of \$45,004. After the E-Rate reimbursement, the cost to the district will be \$27,002.40
- I also obtained quotes for an additional 8 wireless access points and CipaFilter software.
  - I will be ordering the wireless access points from Arlington Computer Products in Buffalo Grove, IL at a cost of \$6,148.64 and a net cost after E-Rate reimbursement of \$3,689.18.
  - CipaFilter software will be ordered from CipaFilter at a cost of \$5,059.80 per year for a 3-year subscription. After E-Rate reimbursement, the annual cost will be \$3561.96 per year.

#### **5 Year Projection**

- Dr. Lind and I will be presenting a 5-year financial projection to the Board at the April 12, 2021 COW meeting.

Quotes Received

| Company                                | Data Drops (89) | Projector Install (6) | Phone Line  | Aruba Access Points (8) | CipaFilter Software - 3 Yr Cost - Pay Annually | Amount of CipaFilter Software E-Rate Eligible |
|--|-----------------|-----------------------|-------------|-------------------------|--|---|
| Computer Power Systems (CPS)           | \$ 45,004.00    | \$ 10,421.00          | \$ 1,223.00 |                         |  |   |
| Ficek Electric & Communication Systems | \$ 54,132.30    | \$ 6,399.00           | \$ 279.00   |                         |  |   |
| CDW-G                                  |                 |                       |             | \$ 7,272.64             |  |   |
| Arlington Computer Products            |                 |                       |             | \$ 6,148.64             |  |   |
| CipaFilter                             |                 |                       |             |                         | \$ 15,179.40                                   | \$ 11,233.08                                  |

| E-Rate Eligible Products                              |                     |
|---|---------------------|
| 89 Data Drops - CPS                                   | \$ 45,004.00        |
| Aruba Access Points (8) - Arlington Computer Products | \$ 6,148.64         |
| CipaFilter Software                                   | \$ 11,233.08        |
| <b>Total E-Rate Eligible</b>                          | <b>\$ 62,385.72</b> |
| E-Rate Reimbursement @ 40%                            | \$ (24,954.29)      |
| <b>Net Cost to District</b>                           | <b>\$ 37,431.43</b> |