

BOARD OF EDUCATION
Millburn School District 24
REGULAR BOARD of EDUCATION MEETING
December 18, 2017

BOARD MEMBERS PRESENT

Carissa Casbon LaTourette, President
Jim Guziak, Secretary
Denise Ide, Member
Brendan Murphy, Member
Maggie Wentzell, Member

ADMINISTRATION PRESENT

Jason Lind, Superintendent of Schools
Stephen Johns, Business Manager/CSBO
Joanne Rathunde, Director of Technology
Elizabeth Keefe, Director of Special Services
Jake Jorgenson, Principal, MMS
Ben Walshire, Principal, MES

BOARD CLERK

Bernadette Hanna

VISITORS

Judy Calhoun

The Regular Board of Education Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held at Millburn Elementary School, was called to at 7:00 p.m. by President Carissa Casbon LaTourette. Roll call was taken with the following Board Members in attendance: Carissa Casbon LaTourette, Jim Guziak, Denise Ide, Brendan Murphy, Maggie Wentzell. Absent: Irshad Khan and Casandra Slade.

PUBLIC COMMENT – There were no public comments.

ADDITION of DISCUSSION ITEMS - There were no additional items added.

ACTION ITEMS

Adopt FY17 Property Tax Levy

A motion was made by Jim Guziak, with a second by Denise Ide, to adopt the FY17 Property Tax Levy as presented. On a roll call vote the following board members voted Aye: Carissa Casbon LaTourette, Jim Guziak, Denise Ide, Brendan Murphy, Maggie Wentzell. Nays: none. Absent: Irshad Khan, Casandra Slade. The motion passed.

Apple Professional Development

A motion was made by Jim Guziak, with a second by Brendan Murphy, to approve the expense of \$62,800 for twenty-six days of in-district professional development from Apple, Inc. On a roll call vote the following board members voted Aye: Jim Guziak, Denise Ide, Brendan Murphy, Maggie Wentzell, Carissa Casbon LaTourette. Nays: none. Absent: Irshad Khan, Casandra Slade. The motion passed.

Board Expense

A motion was made by Jim Guziak, with a second by Brendan Murphy, to approve expenses in the amount of \$600 incurred by board members at the Tri Conference in Chicago, November 16-19. On a roll call vote the following board members voted Aye: Denise Ide, Brendan Murphy, Maggie Wentzell, Carissa Casbon LaTourette, Jim Guziak. Nays: none. Absent: Irshad Khan, Casandra Slade. The motion passed.

Cafeteria Tables

A motion was made by Denise Ide, with a second by Maggie Wentzell, to approve the approximate cost of \$11,000 to replace cafeteria tables. On a roll call vote the following board members voted Aye: Brendan Murphy, Maggie Wentzell, Carissa Casbon LaTourette, Jim Guziak, Denise Ide. Nays: none. Absent: Irshad Khan, Casandra Slade. The motion passed.

Approval for Out-of-State Travel for Administrator

A motion was made by Jim Guziak, with a second by Denise Ide, to approve out-of-state travel for Elizabeth Keefe, Director of Special Services, to attend the LRP Special Education Law Conference in Dallas, TX in April 2018. On a roll call vote the following board members voted Aye: Maggie Wentzell, Carissa Casbon LaTourette, Jim Guziak, Denise Ide, Brendan Murphy. Nays: none. Absent: Irshad Khan, Casandra Slade. The motion passed.

Treasurer Appointment

A motion was made by Jim Guziak, with a second by Brendan Murphy, to appoint Gary White as the district's treasurer. On a roll call vote the following board members voted Aye: Carissa Casbon LaTourette, Jim Guziak, Denise Ide, Brendan Murphy, Maggie Wentzell. Nays: none. Absent: Irshad Khan, Casandra Slade. The motion passed.

Architect Interview Date

It was decided that a Special Board Meeting would be held on Wednesday, January 10, 2018 at Millburn Elementary School beginning at 6:30 p.m. The purpose of this meeting would be to conduct architect interviews. Notice will be posted.

Consent Agenda

A motion was made by Jim Guziak, with a second by Brendan Murphy, to approve the Consent Agenda as presented. On a roll call vote the following board members voted Aye: Jim Guziak, Denise Ide, Brendan Murphy, Maggie Wentzell, Carissa Casbon LaTourette. Nays: none. Absent: Irshad Khan, Casandra Slade. The motion passed.

The Consent Agenda included:

Approval of Minutes

- o Regular Board Meeting of November 27, 2017
- o Closed Session Meeting of November 27, 2017

Bill Approval and Payment Authorization

Activity Account

Personnel Report

- o Employ
 - Terri Zemaitis – 1.0 FTE Kindergarten Associate
- o Retirement
 - Diane Ersfeld – Bus Driver

DECEMBER, 2017 EXPENDITURES

EDUCATION		OPERATIONS & MAINTENANCE	
BILLS PAYABLE	\$111,676.05	BILLS PAYABLE	\$44,388.27
PAYROLL/BENEFITS	\$873,891.65	PAYROLL	\$44,842.46
MISC			
TOTAL	\$985,567.70	TOTAL	\$89,230.73
TRANSPORTATION		IMRF/SOCIAL SECURITY	
BILLS PAYABLE	\$93,097.85	BILLS PAYABLE	
PAYROLL/BENEFITS	\$52,616.76	PAYROLL/BENEFITS	\$42,932.14
TOTAL	\$145,714.61	TOTAL	\$42,932.14
CAPITAL PROJECTS		DEBT SERVICE	
BILLS PAYABLE	\$0.00	BILLS PAYABLE	\$0.00
LIFE SAFETY		TORT	
BILLS PAYABLE	\$0.00	BILLS PAYABLE	\$3,107.20
		FUNDS TOTAL	\$1,266,552.38

INFORMATION/DISCUSSIONAnnual Statement of Affairs

Dr. Johns informed the Board that this is a required reporting of salaries and contracts. This information is published in the Daily Herald and posted on the website.

Inappropriate Content on iPads

Dr. Lind reported to the Board that Spelling City is a free app with advertisers that has been used for quite awhile. Recently, an inappropriate game advertisement of a violent nature popped up. The decision was made to pull the app and notify parents of the situation.

Board Agreements

An addition to the agreements will be that the board be required to take superintendent evaluation class via webinar or through IASB training.

Skype Meeting Technology

This topic was tabled until all board members are present to discuss

Triple I Conference Update

Ms. Ide offered to review Board Meeting Reflection forms and make a Google doc. Dr. Wentzell stated that a survey taken at the end of the meeting will make sure the board is on track and the meeting runs well.

Ms. Casbon LaTourette attended "Using Data for Student Achievement," which told of using different data tools to tell the story of the district. All the information was turned over to Dr. Lind. She also attended "Media Training" and participated in a mock situation. The training gave strategies to deal with conflicts.

Ms. Ide asked about the idea of the district having a group of students give feedback to the board about issues that affect them.

Dr. Lind will check with the IASB representative about doing the Superintendent Evaluation Class in June.

FUTURE INFORMATION/DISCUSSION ITEMS

- Selection of Architect
- Official School Calendar for 2018-19
- Board Agreements
- Skype
- Board Meeting Monitor Tool

BOARD REPORTS

Ms. Ide reported that she attended the MES PBIS Committee meeting. She was very impressed with how well run the meetings are and how excited the staff is to share positives with the students.

Ms. Casbon LaTourette could not attend the band concert, but it was recorded. She thought the *Star Wars Medley* was awesome. She visited the middle school and was able to see the 8th grade AIM students' Rube Goldberg contraptions and the 6th grade Lego robotics. In 7th grade math they were using the graphic organizer and in 8th grade science they studied water displacement with the new "hands on" curriculum.

SUPERINTENDENT REPORT

Dr. Lind reported that the diversity plan is moving forward. Dr. Hancock, the diversity specialist at Carthage, suggested starting with board members and administrators to go through the training process. This is a voluntary program. There would be three two-hour sessions, in which an intercultural inventory would be taken to determine cultural competence.

Dr. Lind informed the board that the IASB representative, Dee Molinare, can oversee the Starting Right board training on Wednesday, June 6th.

Bernadette Hanna 2/22/2018 9:20 AM

Comment [1]: Please refer to the correction made to this section in the January 22, 2018 minutes.

BUSINESS OFFICE REPORT

Dr. Johns reported:

- Tax Levy documents approved at the meeting would be filed with the Lake County Tax office by the last Tuesday of December.
- A point of service credit card scanner will be added at each school office so parents can make purchases through the RevTrak system.
- There are some problems with the snow removal equipment and the vendors that salt our lots. An additional piece of equipment is in the budget.
- Ninety-nine point nine percent of the taxes have been collected. There will be one more distribution in January.
- An insurance check in the amount of \$7,037 was received for property and casualty equity from school years 2003-04 to 2013-14.

CLOSED SESSION

A motion was made by Jim Guziak, with a second by Brendan Murphy to enter into Closed Session for the purpose of discussing the collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

On a roll call vote the following board members voted Aye: Brendan Murphy, Maggie Wentzell, Carissa Casbon LaTourette, Jim Guziak, Denise Ide. Nays: none. Absent: Irshad Khan and Casandra Slade. The motion passed and the Board entered Closed Session at 8:55 p.m.

It was noted that all guests exited the meeting room.

A motion was made by Carissa Casbon LaTourette, seconded by Brendan Murphy, to exit Closed Session and return to the Regular Board meeting. On a voice vote, all Board Members present voted Aye. Nays: none. Absent: Irshad Khan and Casandra Slade. The motion passed. The Closed Session ended at 9:24 p.m.

ADJOURNMENT

There being no further business, a motion was made by Carissa Casbon LaTourette, with a second by Denise Ide, to adjourn the Regular Meeting. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Irshad Khan and Casandra Slade. The motion passed. The Regular Meeting adjourned at 9:24 p.m.

Board of Education
Millburn School District 24
Lake County, Illinois

By: _____
President

Attest: _____
Secretary

January 22, 2018
Date