

**MILLBURN C. C. SCHOOL DISTRICT 24**  
**BOARD OF EDUCATION**  
**Regular Meeting**  
**January 28, 2019**

**BOARD MEMBERS PRESENT**

Carissa Casbon LaTourette, President  
Jim Guziak, Secretary  
Denise Ide, Member  
Irshad Khan, Member  
Brendan Murphy Member  
Casandra Slade  
Maggie Wentzell, Member

**BOARD CLERK**

Bernadette Hanna

**ADMINISTRATION PRESENT**

Jason Lind, Superintendent of Schools  
Stephen Johns, Business Manager/CSBO  
Elizabeth Keefe, Director of Special Services  
Jake Jorgenson, Principal, MMS

**VISITORS**

Carol McGill  
Jason Nault

The Regular Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held at Millburn Middle School, was called to order 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, Irshad Khan, Brendan Murphy. Absent: Casandra Slade, Maggie Wentzell.

**PUBLIC COMMENTS**

Mrs. McGill praised the custodians for their hard work of keeping the sidewalks and parking lots clear of all the recent snow.

**ADDITION of DISCUSSION ITEMS – none.**

**ACTION ITEMS**

**Official School Calendar 2019-20 School Year**

A motion was made by Denise Ide, with a second by Brendan Murphy, to approve the 2019-20 school calendar as presented. On a voice vote, all Board members in attendance voted Aye. Nays: none. Absent: Casandra Slade, Maggie Wentzell. The motion passed.

It was noted that Casandra Slade entered the meeting at 7:01 p.m.

**Renewal of Red Apple Academy License Agreement for 2019-20**

A motion was made by Denise Ide, with a second by Brendan Murphy, to approve the renewed license agreement for Red Apple Academy for the 2019-20 school year. On a roll call vote, the following Board members voted Aye: Carissa Casbon LaTourette, Jim Guziak, Denise Ide, Irshad Khan, Brendan Murphy, Casandra Slade. Nays: none. Absent: Maggie Wentzell. The motion passed.

It was noted that Maggie Wentzell entered the meeting at 7:05 p.m.

**Asbestos Consultant**

A motion was made by Denise Ide, with a second by Brendan Murphy, to hire an asbestos consultant for the work needed to make the computer lab at MES into a STEM lab. On a roll call vote, the following Board members voted Aye: Jim Guziak, Denise Ide, Irshad Khan, Brendan Murphy, Casandra Slade, Maggie Wentzell, Carissa Casbon LaTourette. Nays: none. Absent: none. The motion passed.

### Board Expenses

A motion was made by Casandra Slade, with a second by Brendan Murphy, to approve the Board expenses incurred from the Tri Conference in Chicago, 11/15-19/2018 in the amount of \$1,381. On a roll call vote, the following Board members voted Aye: Denise Ide, Irshad Khan, Brendan Murphy, Casandra Slade, Maggie Wentzell, Carissa Casbon LaTourette, Jim Guziak. Nays: none. Absent: none. The motion passed.

### Consent Agenda

Requests were made to remove the Bills Payable and the Personnel Report from the Consent Agenda. A motion was made by Casandra Slade, with a second by Denise Ide, to approve the remaining items on the Consent Agenda. On a roll call vote the following members voted Aye: Irshad Khan, Brendan Murphy, Maggie Wentzell, Carissa Casbon LaTourette, Jim Guziak, Denise Ide. Nays: none. Absent: none. The motion passed.

The Consent Agenda included:

- Approval of Minutes
  - Regular Meeting of December 17, 2018
  - Committee of the Whole Meeting of January 7, 2019
  - Closed Session Meeting of January 7, 2019
- Activity Account
- Semi-Annual Review of Closed Session Minutes
- Destruction of Audio Tapes from Closed Session Minutes more than 18 months old
- House Lease Contract Extension
- Second Reading and Approval of Board Policies
  - 7:70 – Students – Attendance and Truancy
  - 7:250 – Students – Student Support Services
  - 6:270 – Instruction – Guidance and Counseling Program
  - 6:280 – Grading and Promotion

### Bill Approval and Payment Authorization

Mr. Guziak questioned the bill for Nearpod, Inc. for \$5,000. This is instructional software used at MES for lesson planning and creating interactive learning experiences for students. A motion was made by Casandra Slade, with a second by Denise Ide, to approve the Bills and Payment Authorization as presented. On a roll call vote the following members voted Aye: Brendan Murphy, Maggie Wentzell, Carissa Casbon LaTourette, Jim Guziak, Denise Ide, Irshad Khan. Nays: none. Absent: none. The motion passed.

### Personnel Report

Ms. Slade questioned whether the MBAC Counselor who resigned would be replaced. The answer was yes as the number of students in the program increases. She also asked about the hiring of a new paraprofessional. It was explained that a parapro at MES left to do an internship and a parapro from MMS was transferred to replace that person. The new hire was to fill the vacancy left at MMS. The question arose about the process for replacing the fourth grade teacher and seeking diverse candidates. Dr. Lind said that he spoke to his connection at NEIU and posted the position on their bulletin board.

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



## Personnel Report

RESIGN:	Kathleen Keefe - MBAC Counselor Morgan Graham - 1.0 FTE Grade 4 Teacher
EMPLOY:	Joanna O'Brien - 1.0 FTE Paraprofessional MMS Krista Malley - 1.0 FTE Grade 4 Teacher
INTENT TO RETIRE:	Carol McGill - 1.0 FTE Grade 8 Teacher Eff. 2022-23 SY Jane Tabourot - 1.0 FTE Grade 7 Teacher Eff. 2022-23 SY Catherine Duffy - 1.0 FTE Grade 6 Teacher Eff. 2023-24 SY Sandra Jacobs - 1.0 FTE Grade 6 Teacher Eff. 2023-24 SY
FMLA:	Janet Hoffman - 1.0 FTE Gr 8 Teacher Meghan Edelmann - 1.0 FTE Gr 3 Teacher Morin Chaumette - 1.0 FTE Speech Pathologist
LEAVE of ABSENCE:	Meghan Edelmann (16 days)

## INFORMATION/DISCUSSION

### FOIA

Illinois Retired Teachers Association (IRTA) requested names and emails of retiring teachers and administrators.

### Fees for 2019-20

Discussion about fees centered on the cost of student activities and clubs. The cost to the district to have these programs is about \$44,000 above and beyond the collection of fees. The Board questioned how our registration fees compare to other districts. Dr. Lind said ours are high average. The \$30.00 fee collected for the iPad Protection Plan is used for repairs/replacements.

Ms. Casbon LaTourette directed Dr. Lind to survey parents about what barriers the students face to participating in activities and clubs and comparisons to surrounding districts.

### Languages

There had been discussion about the possibility of offering another foreign language or American Sign Language. Ms. Slade stated that before adding another language, consider what the high schools offer so students would be able to continue their learning.

## FUTURE AGENDA ITEMS

- A. Audit Report FY18 - March 11, 2019
- B. Contract Extension for Joanne Rathunde, Director of Technology (.7 FTE)
- C. Reading Curriculum Presentation
- D. Architect Presentation for Summer Projects and Bids - Feb 11, 2019
- E. Report on iPad Fees
- F. Report on Activity Fees

## SUPERINTENDENT REPORT

State Representatives will be meeting with Superintendents to get to know them. When bills are presented that impact education, they will know who to call and ask if the idea is good or bad and what impact it would have on an individual school district.

Dr. Lind informed the Board that the district is off the State Watch List and has improved to the Early Warning List. Funding from the state allowed up to move up sooner than anticipated.

Dr. Lind reported that the weather doesn't look so good for the rest of the week. Particularly, Wednesday (2/29) and Thursday (2/30) if the forecast holds out, it is anticipated that schools will be closed.

#### **BUSINESS OFFICE REPORT**

Dr. Johns reported that he and Dr. Lind have been meeting with solar vendors. He viewed a solar tax credit webinar.

Dr. Johns expects to have the Bus Lease Bid out in February or March.

#### **BOARD REPORTS**

Ms. Ide reported about Read Across America Week at MES.

Ms. Casbon LaTourette attended the Martin Luther King, Jr. breakfast at Waukegan. She recommended two recently added Netflix films: "White Right: Meeting the Enemy" and "Jihad: A Story of the Others."

Ms. Slade mentioned that the March IASB meeting is on equity.

Ms. Casbon LaTourette stated that she and Dr. Lind are attending the Alliance Leadership Summit in Springfield in February. The alliance is made up of leaders from IASA, IASB, IASBO, and IPA. \*

#### **ADJOURNMENT**

There being no further business, a motion was made by Casandra Slade, with a second by Denise Ide, to adjourn the Regular Board of Education Meeting. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed. The meeting adjourned at 8:00 p.m.

Board of Education  
Millburn School District 24  
Lake County, Illinois

By: \_\_\_\_\_

President

Attest: \_\_\_\_\_

Secretary

February 25, 2019

\*IASA – Illinois Association of School Administrators  
IASB – Illinois Association of School Boards  
IASBO – Illinois Association of School Business Officials  
IPA – Illinois Principals Association