

BOARD OF EDUCATION  
Millburn School District 24  
COMMITTEE of the WHOLE MEETING  
October 12, 2020

BOARD MEMBERS PRESENT

Carissa Casbon LaTourette, President  
Denise Ide, Vice President  
Jim Guziak, Secretary  
Sean Coleman  
Stephen Gray  
Brendan Murphy  
Ardre Orie

BOARD CLERK

Veronica Willis

ADMINISTRATION PRESENT

Jason Lind, Superintendent of Schools  
Stephen Johns, Business Manager/CSBO  
Elizabeth Keefe, Director of Special Services  
\*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 7:02 p.m. by President Carissa Casbon LaTourette. Roll call was taken with the following Board Members in attendance: Carissa Casbon LaTourette, Sean Coleman, Jim Guziak, Denise Ide and Brendan Murphy. Absent: Stephen Gray, Ardre Orie

PUBLIC COMMENTS

There were no public comments.

ADDITION of INFORMATION/DISCUSSION ITEMS

There were no additions added for information or discussion.

PRESENTATION

There were no presentations.

INFORMATION/DISCUSSION ITEMS

First Reading of Board Policies

The Board members were given the following policies for a first reading. A second reading and adoption will be on the agenda for the October 26, 2020, Regular Board Meeting.

- 6:15 School Accountability
- 6:20 School Year Calendar and Day
- 6:50 School Wellness
- 6:60 Curriculum Content
- 6:65 Student Social and Emotional Development
- 6:80 Teaching about Controversial Issues
- 6:100 Using Animals in the Educational Program
- 6:140 Education of Homeless Children
- 6:150 Home and Hospital Instructions
- 6:160 English Language Learners
- 6:170 Title I Programs

### District Goals

Dr. Lind began by reviewing the district goals and presenting activities that are aligned to the district goals. Priority number one being Social and Emotional Health of Students and Staff, the goal is to monitor students and staff due to the emotional impacts of COVID-19.

Priority number two being Student Learning, the goal here is to monitor student achievement. MAP testing is almost complete therefore, the district summary is not available at this time. 10 Students need to complete make up tests then the summary reports will be available. It was particularly difficult testing the first graders remotely.

Priority number three being Curriculum, the goal here is to provide staff with various learning opportunities to support them in managing teaching during this time.

Finally, Priority number four being Safety, the goal here is to continue to monitor cases of COVID-19 in the community. The district gave out 77 flu shots last week, which was a much higher number than usual.

### Return to Learn Update Plan

Dr. Lind addressed some next steps for the Return to Learn Plan. Here, Dr. Lind spoke about the need for accelerated math student needs to coordinate more time together across both in-person and remote session there being one class in each grade; third, fourth, and fifth, a separate time outside of the normal class time needs to be coordinated for the students to all be together. The board will discuss plans for instructional leadership in closed session.

Next, Dr. Lind discussed the possible need for an additional hallway monitor at the middle school if two grade levels begin in-person instruction. One of the main needs is to assist with keeping students socially distanced and safe.

Overall, though cases of COVID-19 cases will be in schools, the overall goal is to minimize spread to prevent outbreak.

### Board Self-Review of 2019-2020 Goals

While Dr. Lind displayed the board goals, Carissa Casbon LaTourette began by reporting the board created board goals that needed to be revised due to the COVID Pandemic in March. In an effort to continue to strive for excellence as a board, the goals had to be revised. Carissa lead the board by reviewing the goals to see what has been accomplished this year and what goals can be next year.

Proposed goals included Governance, Professional Development, and Outreach. Ms. Casbon LaTourette encouraged to board members to continue learning more about governance as a means of the board taking responsibility for running the district well and providing clear direction to the Superintendent.

### FUTURE AGENDA ITEMS

- Press Policy Updates
- Review of Board Self Governance Goals and Draft of Revised Goals 2019-2020
- Review of Board Agreements
- Review and Revise (if necessary) Board Agenda Calendar found in the BOE Drive
- Responsible Bidder Ordinance

#### SUPERINTENDENT REPORT

Dr. Lind briefly updated the board on the conversations regarding in-person and remote learning and some of the challenges the district has overcome. The district currently averages 43 Zoom meetings per day, at any moment. Substitutes have been trained and have subbed recently. The district has had construction also.

The principals are reaching out to staff and holding weekly meetings to offer assistance to staff when teachers are available. The leadership teams at each building have been meeting and providing feedback with the Administrative teams at each building. Classrooms have been moved for flooding and for symptoms.

The golf program is doing well. The district is now distributing library materials for pick up. New iPads will be changed out soon since MAP Testing is done. The district has created 84 new bus routes as well as routing parents who pick up and drop off.

Lastly, meal deliveries are taking place twice per week. Dr. Lind thanked Dr. Stephen Johns, Laura Sikorski and Kathryn Gardner for a great job managing the meal deliveries.

#### BUSINESS OFFICE REPORT

Dr. Johns reviewed the Business Office Report starting with the time nearing of the property levy/tax levy for funding for the 2020-2021 school year. This has to be filed with the county on or before the last Tuesday in December. A calendar is included in the Business Report.

At this time, several school districts are beginning to see cases of unemployment fraud. Millburn has not had any cases but Dr. Johns will continue to monitor any unemployment claims.

#### BOARD REPORTS

Board Vice-President, Denise Ide, praised Mr. Rowlands and Mr. Jorgenson, at the middle school, for doing an awesome job putting together the step-by-step video for the students regarding pick up and drop off last week when the 7<sup>th</sup> graders began in-person.

#### ADJOURNMENT

There being no further business, a motion was made by Carissa Casbon LaTourette, with a second by Sean Coleman, to adjourn the Committee of the Whole Meeting. On a voice vote, all Board Members voted Aye. Nays: None. Absent: None. The motion passed. The meeting adjourned at 8:09 p.m.

Board of Education  
Millburn School District 24  
Lake County, Illinois

By: B. Lind President

Attest: James A. Hughes Secretary

December 14, 2020  
Date