

BOARD OF EDUCATION  
Millburn School District 24  
REGULAR BOARD of EDUCATION MEETING  
September 28, 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 Lynn 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.

**VISITORS**

Via Zoom

The Regular Board of Education Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held at Millburn Elementary School via Live Stream Link due to COVID-19 Social Distancing Order, was called to order at 7:40 p.m. by President Carissa Casbon LaTourette. Roll call was taken with the following members in attendance: Carissa Casbon LaTourette, Sean Coleman, Stephen Gray, Jim Guziak, Denise Ide, Brendan Murphy and Ardre Orie. Absent: None

**PUBLIC COMMENTS**

There were no public comments.

**ADDITION of NON ACTION ITEMS**

There were no addition of non action items.

**ACTION ITEMS**

**Approve the E-Learning Plan as Presented at The Public Hearing on September 28, 2020**

A motion was made by Denise Ide, with a second by Stephen Gray, to approve The E-Learning Plan as Presented at The Public Hearing on September 28, 2020. On a roll call vote, the following board members voted Aye: Carissa Casbon LaTourette, Sean Coleman, Stephen Gray, Jim Guziak, Denise Ide, Brendan Murphy, and Ardre Orie. Absent: None. Nays: None. The motion passed.

**Approval of the FY 2021 Budget**

A motion was made by Denise Ide, with a second by Brendan Murphy, to approve the FY 2021 Budget. On a roll call vote, the following board members voted Aye: Stephen Gray, Jim Guziak, Denise Ide, Brendan Murphy, Ardre Orie, and Carissa Casbon LaTourette. Nays: Sean Coleman. Absent: None. The motion passed.

**Approve Consent Agenda**

A motion was made by Carissa Casbon LaTourette, with a second by Brendan Murphy, to approve the Consent Agenda. On a roll call vote, the following board members voted Aye: Stephen Gray, Jim Guziak, Denise Ide, Brendan Murphy, Ardre Orie, Carissa Casbon LaTourette, and Sean Coleman. Nays: None. Absent: None. The motion passed.

The Consent Agenda is as follows:

**Consent Agenda**

- Approval of Minutes
  - o Special Meeting August 10, 2020
  - o Committee of the Whole Meeting August 10, 2020
  - o Regular Board of Education Meeting August 24, 2020
  - o Committee of the Whole Meeting September 14, 2020

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

Resignations: Darla Shannon - MES Special Education Paraprofessional  
Austin Dacks - MBAC Counselor  
Melissa Olhausen - MBAC Counselor  
Nick Garcia - MBAC Counselor

Hires: Deanna McGowan - Substitute Teacher  
Allison Schiavone - MBAC Counselor **Pending Background Check**  
Danijela Lowney - MBAC Counselor **Pending Background Check**

Intent to Retire: Dan Jazo - MMS P.E. Teacher 2024-2025 School Year

Intermittent

Leave of

Absence: Liz Boron - MES Social Worker

Leave of

Absence: Bridget Bennett - MES Paraprofessional

## INFORMATION/DISCUSSION

### District Goals

On September 21, 2020, the board met to discuss District Goals. They started with the Thoughtexchange results. The feedback from the Thoughtexchange came from the community therefore, the Board is building their goals based upon that feedback. District Goals will be discussed at the October COW Meeting with plans to vote on District Goals at the October, 2020, Regular Board of Education Meeting.

The district identified 5 priorities; in chronological order: Priority 1 Social and Emotional Health of Students and Staff, Priority 2: Student Learning, Priority 3: Curriculum, Priority 4: Safety and Priority 5: Finances.

Each priority was assigned a goal and supportive information that will help attain each goal.

## 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
- Staff Diversity Report
- Responsible Bidder Ordinance

## SUPERINTENDENT REPORT

Dr. Lind informed the board of an air conditioning drain malfunction that caused one 3<sup>rd</sup> grade class to have water leakage, as a result, the classroom directly underneath had water leakage from the ceiling. Both classrooms of students were relocated for cleaning/drying time.

Reading and Math MAP Testing for 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> grades took place last week. Students required far less make up days/times since MAP Testing was done remotely. Next week, 1<sup>st</sup> – 3<sup>rd</sup> grades along with 7<sup>th</sup> grade testing will begin MAP Testing.

## BUSINESS OFFICE REPORT

Dr. Johns began by reviewing the Budget calendar noting today's Public Hearing. Within 30 days of the budget adoption, the annual budget must be filed with the County Clerk, transmitted to ISBE, posted on the district website, and parents/guardians are notified that the budget is available.

Next, Dr. Johns informed the board that the district will need to adopt an intergovernmental agreement with Lake County to receive the CARES Act funds being distributed to school districts and municipalities. Millburn's allocation is \$35,454.76. The Board President, Carissa Casbon LaTourette's signature will be obtained this evening.

With the continued challenges with the phone system, there are now enough funds in the Life Safety Fund to begin the process to replace the telephone system this year.

## BOARD REPORTS

Dr. Lind presented Stephen Gray with a Certificate of Recognition for attending the IASB School Board Delegate Assembly and for serving as this Board's Delegate.

Dr. Lind presented Carissa Casbon LaTourette with a Certificate of Recognition for earning Master School Board Member Status with the Illinois Association of School Boards. Also, Carissa received recognition for being a Leadership Academy Fellow.

Carissa thanked Ben Walshire, Principal at MES, along with the staff for making the morning drop off smooth. She thanked everyone for their efforts and all that everyone has gone through to get the students back in school safely.

## ADJOURNMENT

There being no further business, a motion was made by Carissa Casbon LaTourette, with a second by Sean Coleman to adjourn the Regular Meeting. On a voice vote all Members voted Aye. Nays: None. Absent: None. The motion passed. The Regular Meeting adjourned at 8:52 p.m.

Board of Education  
Millburn School District 24  
Lake County, Illinois

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

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

October 26, 2020  
Date