

BOARD OF EDUCATION
Millburn C.C. School District 24

PUBLIC HEARING
Nov. 26, 2007

BOARD MEMBERS PRESENT

Robert Buehler
Kenneth Dewitt
Stacy Freeman
Paul Hoetzer
Shawn Lahr
Therese Schmidt

ACCOUNTANT

Gary White

TREASURER

Roger Manderscheid

ADMINISTRATION PRESENT

James Menzer, Superintendent
Cheryl Kucera, Curriculum Director
Jake Jorgenson, Principal
Jason Lind, Principal

VISITORS

Randee Hudson
M. David Cain

BOARD CLERK

Dorothy Pazanin

A Public Hearing by the Board of Education of Millburn C.C. School District 24, Lake County, Illinois, held at Millburn West School, was called to order at 7 p.m. by President Kenneth Dewitt.

It was noted that Board Secretary Chris Stream was not in attendance, and a Secretary Pro Tem should be named. A motion was made by Robert Buehler and seconded by Stacy Freeman to appoint Shawn Lahr as Secretary Pro Tem. On a voice vote, all Board Members voted Aye. Nays: none. The motion passed.

Mr. Dewitt explained that the purpose of the hearing was to allow public comment regarding the district's proposed Tax Levy for Tax Year 2007. Because there was no public comment, it was decided to leave the Public Hearing open while moving on to the Library Progress Report, an informational item on the Regular Board Meeting agenda.

Media Specialist Randee Hudson explained the progress made by the two school media centers toward meeting the goals set by the State of Illinois. The three main components of the library programs are: Learning and Teaching, Information Access, and Program Administration. Recent statistics show that the Millburn school libraries have circulated an average of more than 22 items per student in the first 64 days of the school year. That's an average of almost 600 items per day, or almost 38,000 items so far this year. Money expected from the Illinois State Library Per Capita Grant this year will be used for Readers Advisory staff and books for supporting readers. Millburn also is participating in a Moving To Learn grant with Beach Park Middle School, and has received an A+ for Energy Grant from BP Amoco. Funds have also been received from the Millburn School District 24 Education Foundation to support the library programs.

It was noted that Therese Schmidt entered the Public Hearing at 7:12 p.m.

At 7:15 p.m., Kenneth Dewitt asked again if there was any public comment regarding the levy. There being none, the Levy Hearing adjourned.

Kenneth Dewitt, President
Board of Education
Millburn C.C. School District 24

ATTEST:

Shawn Lahr, Secretary Pro Tem
Board of Education
Millburn C.C. School District 24

Date

BOARD OF EDUCATION
Millburn C.C. School District 24

REGULAR MEETING
Nov. 26, 2007

BOARD MEMBERS PRESENT

Robert Buehler
Kenneth Dewitt
Stacy Freeman
Paul Hoetzer
Shawn Lahr
Therese Schmidt

ACCOUNTANT

Gary White

TREASURER

Roger Manderscheid

ADMINISTRATION PRESENT

James Menzer, Superintendent
Cheryl Kucera, Curriculum Director
Jake Jorgenson, Principal
Jason Lind, Principal

VISITORS

M. David Cain

BOARD CLERK

Dorothy Pazanin

The Regular Meeting of the Board of Education of Millburn C.C. School District 24, Lake County, Illinois, held at Millburn West School, was called to order at 7:16 p.m. by President Kenneth Dewitt.

Roll call was dispensed with because it had been taken prior to the start of the meeting with the following Board Members in attendance: Robert Buehler, Kenneth Dewitt, Stacy Freeman, Thomas Heinrich, Shawn Lahr and Therese Schmidt. Chris Stream was absent.

Because of the absence of Board Secretary Chris Stream, it was noted that a Secretary Pro Tem should be named. A motion was made by Robert Buehler and seconded by Stacy Freeman to appoint Shawn Lahr as Secretary Pro Tem. On a voice vote, all Board Members voted Aye. Nays: none. The motion passed.

APPROVAL OF MINUTES -- It was noted that the date on the Minutes of the Regular Board Meeting in October should be corrected to Oct. 22, 2007. A motion was made by Stacy Freeman and seconded by Robert Buehler to approve the Minutes of the Regular Board Meeting of Oct. 22, 2007, as amended. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Chris Stream. The motion passed.

TREASURER'S REPORT -- Roger Manderscheid reported that November expenses will be high because a bond payment of more than a \$1 million is due, in addition to the month's regular expenses. It is still expected that Tax Anticipation Warrants will be needed by February or March. A motion was made by Stacy Freeman and seconded by Robert Buehler to approve the Treasurer's Report. On a roll call vote, the following Board Members voted Aye: Stacy Freeman, Thomas Heinrich, Robert Buehler, Kenneth Dewitt, Shawn Lahr and Therese Schmidt. Nays: none. Absent: Chris Stream. The motion passed.

OCTOBER BILLS -- A motion was made by Stacy Freeman and seconded by Thomas Heinrich to approve payment of the October bills. On a roll call vote, the following Board Members voted Aye: Thomas Heinrich, Robert Buehler, Kenneth Dewitt, Shawn Lahr, Therese Schmidt and Stacy Freeman. Nays: none. Absent: Chris Stream. The motion passed.

EXPENDITURES		11/30/2007	
EDUCATION		BUILDING	
BILLS PAYABLE	\$308,962.65	BILLS PAYABLE	\$64,848.41
PAYROLL	\$633,833.76	PAYROLL	\$42,502.81
MICS	\$0.00		
TOTAL	\$942,796.41	TOTAL	\$107,351.22
TRANSPORTATION		IMRF	
BILLS PAYABLE	\$22,567.55	BILLS PAYABLE	\$10,224.00
PAYROLL	\$61,542.41	PAYROLL	\$37,253.52
TOTAL	\$84,109.96	TOTAL	\$47,477.52
SITE & CONSTRUCTION		BONDS&INTEREST	
BILLS PAYABLE	\$18,209.63	BILLS PAYABLE	\$1,022,697.50
		TORT	
		PAYROLL	\$3,973.88
		BILLS PAYABLE	\$0.00
		TOTAL	\$3,973.88
		FUNDS TOTAL	\$2,226,616.12

ACTIVITY FUNDS -- The Board reviewed the Activity Fund reports from both schools. It was noted that each field trip was listed separately within each grade category. A motion was made by Robert Buehler and seconded by Shawn Lahr to approve the Activity Funds for Millburn Central and Millburn West. On a roll call vote, the following Board Members voted Aye: Robert Buehler, Kenneth Dewitt, Shawn Lahr, Therese Schmidt, Stacy Freeman and Thomas Heinrich. Nays: none. Absent: Chris Stream. The motion passed.

PUBLIC COMMENT --There was none.

NEW BUSINESS

AUDIT REPORT --Auditor David Cain presented the results of the district audit of the fiscal year that ended June 30, 2007. He noted that the district expenses exceeded revenues by more than \$2 million. He said that this trend over the last few years of spending more than the amount of revenue received may result in the district being placed on the state's financial watch list, and the district will need to increase revenue. The net operating expense per pupil is \$9,360.94, which is an increase of more than \$300 over last year. He suggested expanding the documentation of internal controls to close any loopholes that may be increasing expenses. He said he received excellent cooperation from all district personnel.

It was noted that Roger Manderscheid and Gary White exited the meeting at 8:10 p.m.

APPROVE LEVY FOR TAX YEAR 2007 -- A motion was made by Therese Schmidt and seconded by Stacy Freeman to approve the Tax Levy for Tax Year 2007. On a roll call vote, the following Board Members voted Aye: Kenneth Dewitt, Shawn Lahr, Therese Schmidt, Stacy Freeman, Thomas Heinrich and Robert Buehler. Nays: none. Absent: Chris Stream. The motion passed.

FIRST READING OF POLICY -- A motion was made by Stacy Freeman and seconded by Shawn Lahr to approve the first reading of Policy 705.09 Attendance Non-Resident Students. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Chris Stream. The motion passed.

FMLA LEAVE -- A motion was made by Thomas Heinrich and seconded by Stacy Freeman to approve a FMLA leave of absence for full-time Reading Resource Teacher **Leah Langanke**. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Chris Stream. The motion passed.

APPLICATION FOR EMPLOYMENT -- A motion was made by Stacy Freeman and seconded by Robert Buehler to approve the employment of **Cheryl Skinner** as a crossing guard at Millburn West at \$8.81 per hour. On a roll call vote, the following Board Members voted Aye: Shawn Lahr, Therese Schmidt, Stacy Freeman, Thomas Heinrich, Robert Buehler and Kenneth Dewitt. Nays: none. Absent: Chris Stream. The motion passed.

ADMINISTRATIVE REPORTS

SUPERINTENDENT'S REPORT -- Dr. James Menzer reported on the following:

* Millburn West was featured in the Daily Herald as part of a series on area schools.

* Both schools were ranked in the Top Ten list of schools with the best attendance in a competition sponsored by the Regional Office of Education.

* Focus groups have been conducting surveys and discussing the possibility of expanding the middle school electives. Eighth grade math students are tabulating the survey results.

* Several holiday celebrations are scheduled over the next few weeks.

* Parent-Teacher Conferences went well. Parent surveys included many positive comments about student progress and well-organized conferences.

CURRICULUM DIRECTOR'S REPORT -- Dr. Cheryl Kucera reported on the following:

* The AIM Committee had its third meeting of the year and plans to have a report ready in the spring. The committee is reviewing the five-year plan and state guidelines for gifted education.

* The Focus Group on Homework and Grading is meeting this week. It will be conducting a research-based investigation of current practices and policies.

* The study group on differentiation will have its first meeting of the year this Thursday. It will review teaching techniques being used for students who are not reaching state standards.

* The Reading Committee will be meeting with consultants from several companies who will be making textbook presentations.

PRINCIPALS' REPORT -- Jake Jorgenson said he is looking into purchasing an outdoor sign and message board for Millburn West. It would be placed near the intersection of Freedom Way and Independence Boulevard.

Jason Lind reported that radio personalities Joe and Rebecca from WXLC were at Millburn Central today to speak to seventh graders about careers in radio. The program was in conjunction with a radio unit in Language Arts. Also, there were several Thanksgiving programs last week, and more holiday programs planned for December.

There being no further business, the Regular Board Meeting adjourned at 8:45 p.m.

Kenneth Dewitt, President
Board of Education
Millburn C.C. School District 24

ATTEST:

Shawn Lahr, Secretary Pro Tem
Board of Education
Millburn C.C. School District 24

Date