

**BOARD OF EDUCATION  
Millburn C.C. School District 24**

**REGULAR MEETING  
Dec. 17, 2007**

**BOARD MEMBERS PRESENT**

Robert Buehler  
Kenneth Dewitt  
Stacy Freeman  
Thomas Heinrich  
Shawn Lahr  
Therese Schmidt  
Chris Stream

**ADMINISTRATION PRESENT**

James Menzer, Superintendent  
Elizabeth Keefe, Special Ed. Director  
Cheryl Kucera, Curriculum Director  
Joanne Rathunde, Technology Director  
Jason Lind, Principal

**ACCOUNTANT**

Gary White

**BOARD CLERK**

Dorothy Pazarin

**TREASURER**

Roger Manderscheid

The Regular Meeting of the Board of Education of Millburn C.C. School District 24, Lake County, Illinois, held at Millburn Central School, was called to order at 7 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, Therese Schmidt and Chris Stream.

**APPROVAL OF MINUTES** -- It was noted that the Minutes of the Regular Board Meeting of Nov. 26, 2007, on the first page under the heading "Board Members Present," the name of Paul Hoetzer should be deleted, and the name of Thomas Heinrich should be added. A motion was made by Robert Buehler and seconded by Stacy Freeman to approve the Minutes of the Regular Board Meeting of Nov. 26, 2007, as amended. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed.

**TREASURER'S REPORT** -- Roger Manderscheid reported November expenses were high because of a bond payment of more than \$1 million. About \$1.5 million was transferred out of Certificates of Deposit. A motion was made by Stacy Freeman and seconded by Shawn Lahr to approve the Treasurer's Report. On a roll call vote, the following Board Members voted Aye: Shawn Lahr, Chris Stream, Kenneth Dewitt, Robert Buehler, Stacy Freeman, Therese Schmidt and Thomas Heinrich. Nays: none. Absent: none. The motion passed.

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

<b>EXPENDITURES</b>		12/31/2007	
<b>EDUCATION</b>		<b>BUILDING</b>	
BILLS PAYABLE	\$204,408.74	BILLS PAYABLE	\$48,849.86
PAYROLL	\$663,083.40	PAYROLL	\$43,356.14
MICS	\$0.00		
TOTAL	\$867,492.14	TOTAL	\$92,206.00
<b>TRANSPORTATION</b>		<b>IMRF</b>	
BILLS PAYABLE	\$20,894.50	BILLS PAYABLE	\$11,076.00
PAYROLL	\$62,842.09	PAYROLL	\$38,760.13
TOTAL	\$83,736.59	TOTAL	\$49,836.13
<b>SITE &amp; CONSTRUCTION</b>		<b>BONDS&amp;INTEREST</b>	
BILLS PAYABLE	\$1,017.40	BILLS PAYABLE	\$184,175.00
		<b>TORT</b>	
		PAYROLL	\$10,481.32
		BILLS PAYABLE	\$0.00
		TOTAL	\$10,481.32
		<b>FUNDS TOTAL</b>	\$1,288,944.58

ACTIVITY FUNDS -- Jason Lind pointed out that the new format for the Activity Fund reports clearly shows that money collected during a student fundraiser is distributed as designated. This concern had been raised at a previous board meeting. 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: Kenneth Dewitt, Robert Buehler, Stacy Freeman, Therese Schmidt, Thomas Heinrich, Shawn Lahr and Chris Stream. Nays: none. Absent: none. The motion passed.

PUBLIC COMMENT --There was none.

## NEW BUSINESS

TAX ANTICIPATION WARRANTS -- Treasurer Roger Manderscheid said that because he is a former employee of the State Bank of the Lakes, the Tax Anticipation Warrants will not be issued by that financial institution, in order to avoid a conflict of interest, or even the perception of a conflict. He said there is an offer from M & I Bank in Milwaukee to purchase the warrants. Accountant Gary White also asked that the resolution be amended to state that the warrants will be issued in the denomination of \$100,000, instead of \$10,000.

Board President Kenneth Dewitt presented the resolution and Secretary Chris Stream read the title of the resolution, a copy of which was provided to each member of the Board of Education prior to the meeting. A motion was made by Robert Buehler and seconded by Stacy Freeman to approve the Resolution Authorizing the Issuance of Tax Anticipation Warrants, as amended. On a roll call vote, the following Board Members voted Aye: Robert Buehler, Stacy Freeman, Therese Schmidt, Thomas Heinrich, Shawn Lahr, Chris Stream and Kenneth Dewitt. Nays: none. Absent: none. The motion passed.

It was noted that Roger Manderscheid and Gary White exited the meeting at 7:20 p.m.

LEASE AGREEMENT -- The Board reviewed the Lease Agreement for the property at 18620 Millburn Road in Wadsworth, IL. It is for a term of 18 months and specifies duties of the lessee, Keiko Johnson. A motion was made by Thomas Heinrich and seconded by Chris Stream to approve the Lease Agreement between Millburn District 24 and Keiko Johnson. On a roll call vote, the following Board Members voted Aye: Stacy Freeman, Therese Schmidt, Thomas Heinrich, Shawn Lahr, Chris Stream, Kenneth Dewitt and Robert Buehler. Nays: none. Absent: none. The motion passed.

CONTRACT CHANGE -- The Board reviewed an amended contract for Keiko Johnson, that includes the duties outlined in the Lease Agreement for property at 18620 Millburn Road. A motion was made by Stacy Freeman and seconded by Thomas Heinrich to approve the Change in Contract for Keiko Johnson. On a roll call vote, the following Board Members voted Aye: Therese Schmidt, Thomas Heinrich, Shawn Lahr, Chris Stream, Kenneth Dewitt, Robert Buehler and Stacy Freeman. Nays: none. Absent: none. The motion passed.

REQUESTS FOR FMLA LEAVE -- A motion was made by Stacy Freeman and seconded by Robert Buehler to approve requests for FMLA Leave of Absence for First Grade Teacher **Therese Styx** and Fourth Grade Teacher **Dawn Evert**. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed.

RESIGNATION -- A motion was made by Stacy Freeman and seconded by Thomas Heinrich to approve the resignation of **Lisa Chamernik** as the full-time administrative assistant to the Director of Special Services. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed.

ILLINOIS PREVAILING WAGE -- A motion was made by Shawn Lahr and seconded by Chris Stream to approve the Illinois Prevailing Wages for Lake County, effective November 2007. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed.

BOARD POLICY SECOND READING AND APPROVAL -- A motion was made by Stacy Freeman and seconded by Thomas Heinrich to approve the Second Reading and Approval of Board Policy #705.09--Attendance--Nonresident Students. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed.

## ADMINISTRATIVE REPORTS

SUPERINTENDENT'S REPORT -- Dr. James Menzer reported that band and chorus concerts were presented this month. Also, school was canceled for one day because of inclement weather. A make-up day will be added to the end of the school calendar.

CURRICULUM DIRECTOR'S REPORT -- Dr. Cheryl Kucera reported that she recently has attended several workshops. She has also met with several textbook publishers to review possible programs for next year, and has scheduled meetings with several more.

TECHNOLOGY DIRECTOR'S REPORT -- Joanne Rathunde said she is researching a new software program for telephone notification of parents in instances such as school closings. The current system has become cumbersome to manage from a data standpoint.

She also reported that the bandwidth is being saturated daily, and she is working with AT&T on the most cost-efficient way to expand it. Other projects include second quarter report cards, integrating bus information into the Power School data base, and donation of older computer equipment to Project Pass.

SPECIAL EDUCATION DIRECTOR'S REPORT -- Through a grant from the Regional Office of Education, six staff members attended a workshop in St. Charles on Raising Student Achievement. Also, staff members are being trained in a new curriculum-based measurement system to track student progress. It will be helpful in the new era of Response To Intervention, which will change the way the district serves students with special needs.

PRINCIPALS' REPORT -- Jason Lind reported that student activities this month included holiday concerts and classroom programs; assemblies sponsored by the PTO featuring a magician and storyteller; faculty-student volleyball and basketball games; a staff blood drive; and a book chat sponsored by the LRC.

Also, the principals and some staff members from both schools have been meeting with various companies interested in taking student pictures next year. The decision has been made to use Lifetouch, which is also the company that publishes the yearbooks.

There being no further business, the Regular Board Meeting adjourned at 8:10 p.m.

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

ATTEST:

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Chris Stream, Secretary  
Board of Education  
Millburn C.C. School District 24

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Date