

BOARD OF EDUCATION
Millburn C.C. School District 24

REGULAR MEETING
Jan. 20, 2009

BOARD MEMBERS PRESENT

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

TREASURER

Roger Manderscheid

ACCOUNTANT

Gary White

ADMINISTRATION PRESENT

James Menzer, Superintendent
Elizabeth Keefe, Special Services Director
Cheryl Kucera, Curriculum Director
Jake Jorgenson, Principal
Jason Lind, Principal

VISITORS

Michael Ryan
Priscilla Kreamer
Cindy Brugioni
Kim Dodd
Bryon Schardt

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 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. It was noted that Dr. James Menzer entered the meeting at 7:15 p.m.

APPROVAL OF MINUTES -- A motion was made by Therese Schmidt and seconded by Chris Stream to approve the Minutes of the Regular Meeting of Dec. 15, 2008 and the Special Meeting of Jan. 5, 2009. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed.

TREASURER'S REPORT -- Roger Manderscheid commended the district for implementing cost-cutting measures, and for preparing a plan to continue the cost-cutting into the future. He said this was helpful when he sought buyers for Tax Anticipation Warrants. The TAWs for \$3.7 million will be issued on Feb. 2. They are scheduled to be paid off on Sept. 30, 2009. He cautioned that new warrants will be needed during the 2009-10 school year.

At the end of December, the district had \$3.8 million on hand. January expenses are expected to be \$1 million to \$1.2 million. A motion was made by Shawn Lahr and seconded by Stacy Freeman to approve the Treasurer's Report. On a roll call vote, the following Board Members voted Aye: Therese Schmidt, Shawn Lahr, Stacy Freeman, Kenneth Dewitt, Chris Stream, Robert Buehler and Thomas Heinrich. Nays: none. Absent: none. The motion passed.

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

EXPENDITURES		1/30/2009	
EDUCATION		BUILDING	
BILLS PAYABLE	\$3,250,614.97	BILLS PAYABLE	\$101,480.16
PAYROLL	\$986,869.90	PAYROLL	\$60,450.61
MICS	-\$294.59		
TOTAL	\$4,237,190.28	TOTAL	\$161,930.77
TRANSPORTATION		IMRF	
BILLS PAYABLE	\$30,769.21	BILLS PAYABLE	\$49,571.08
PAYROLL	\$74,773.68	PAYROLL	\$0.00
TOTAL	\$105,542.89	TOTAL	\$49,571.08
SITE & CONSTRUCTION		BONDS&INTEREST	
BILLS PAYABLE	\$0.00	BILLS PAYABLE	\$0.00
		TORT	
		PAYROLL	\$6,036.30
		BILLS PAYABLE	\$0.00
		TOTAL	\$6,036.30
		FUNDS TOTAL	\$4,560,271.32

ACTIVITY FUNDS -- Jake Jorgenson reported that the Millburn West Activity Fund showed a deposit of \$8,000 for the Yearbook, a deposit by the Band Boosters for instrument repairs, and a deposit from the sale of locker organizers. Field trips accounted for the majority of other activity. Jason Lind reported that fifth graders at Millburn Central are operating a "Supply Store" during their lunch time, and their expenses and revenue are processed through the Principal's Account in the Activity Fund. Also, some Activity Fund money was used to purchase uniforms and equipment for this year's athletic teams. A motion was made by Thomas Heinrich 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: Stacy Freeman, Kenneth Dewitt, Chris Stream, Robert Buehler, Thomas Heinrich, Therese Schmidt and Shawn Lahr. Nays: none. Absent: none. The motion passed.

PUBLIC COMMENT -- Michael Ryan addressed the Board concerning Dr. Menzer's recent letter to the community about budget cuts. Mr. Ryan distributed a handout listing his recommendations for cutting costs and increasing revenue. He said he previously lived in Huntley School District 158 when that district was facing serious financial issues. He said he had learned a lot during that time about school finance and budgeting. He also recommended the Board create a Financial Advisory Committee, and volunteered to be a part of such a committee.

Priscilla Kreamer asked how much notice teachers will be given if they are not going to be offered a job for next year. Kenneth Dewitt answered that state law requires the district to notify teachers at least 45 days before the end of the school year, but that the district plans to give as much notice as possible. Mrs. Kreamer also asked about the number of aides on staff. Mr. Dewitt said many of the aides are required by students' Individualized Education Plans. Elizabeth Keefe explained that the needs of special education students, including the use of an aide, are reviewed on a regular basis.

Kim Dodd asked if the eighth grade trip to Springfield in May was going to be canceled. The Board answered that the trip would go on as planned.

Brian Schardt asked for an update on the search for the new superintendent. Mr. Dewitt answered that there are two final candidates. A time has been set for the community and staff to meet each of the finalists. Rating sheets will be available for the purpose of gathering community input.

NEW BUSINESS

TAX ANTICIPATION WARRANTS -- Board Secretary Chris Stream presented the Resolution Authorizing the Issuance of Tax Anticipation Warrants, a copy of which had previously been given to each Board Member to review. A motion was made by Stacy Freeman and seconded by Therese Schmidt to approve the Resolution Authorizing Tax Anticipation Warrants. On a roll call vote, the following Board Members voted Aye: Kenneth Dewitt, Chris Stream, Robert Buehler, Thomas Heinrich, Therese Schmidt, Shawn Lahr and Stacy Freeman. Nays: none. Absent: none. The motion passed.

It was noted that Roger Manderscheid and Gary White exited the meeting at 7:40 p.m.

PREVAILING WAGE ORDINANCE -- A motion was made by Therese Schmidt and seconded by Thomas Heinrich to approve the Prevailing Wage Ordinance. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed.

INTENT TO RETIRE -- A motion was made by Therese Schmidt and seconded by Chris Stream to accept the Letter of Intent to Retire after the 2012-13 school year from **James Norgard**, full-time Middle School Teacher. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed.

LEAVE OF ABSENCE -- A motion was made by Stacy Freeman and seconded by Chris Stream to accept the Request for Leave of Absence from **Amy Cobert**, full-time Speech Pathologist. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed.

APPLICATION FOR EMPLOYMENT -- A motion was made by Therese Schmidt and seconded by Stacy Freeman to approve the Application for Employment of **Terri Harris** as a half-time Special Services Assistant at \$8.81 an hour. On a roll call vote, the following Board Members voted Aye: Chris Stream, Robert Buehler, Thomas Heinrich, Therese Schmidt, Shawn Lahr, Stacy Freeman and Kenneth Dewitt. Nays: none. Absent: none. The motion passed.

ADDITIONAL SPECIAL SERVICES ASSISTANT -- A motion was made by Stacy Freeman and seconded by Shawn Lahr to approve an additional full-time special services assistant position. On a roll call vote, the following Board Members voted Aye: Robert Buehler, Thomas Heinrich, Therese Schmidt, Shawn Lahr, Stacy Freeman, Kenneth Dewitt and Chris Stream. Nays: none. Absent: none. The motion passed.

APPLICATION FOR EMPLOYMENT -- A motion was made by Therese Schmidt and seconded by Shawn Lahr to approve the employment of **Kyle Kowal** as a full-time Special Services Assistant at a rate of \$8.81 an hour. On a roll call vote, the following Board Members voted Aye: Thomas Heinrich, Therese Schmidt, Shawn Lahr, Stacy Freeman, Kenneth Dewitt, Chris Stream and Robert Buehler. Nays: none. Absent: none. The motion passed.

ADDITIONAL SPECIAL SERVICES ASSISTANT -- A motion was made by Shawn Lahr and seconded by Stacy Freeman to approve an additional half-time special services assistant position. On a roll call vote, the following Board Members voted Aye: Therese Schmidt, Shawn Lahr, Stacy Freeman, Kenneth Dewitt, Chris Stream, Robert Buehler and Thomas Heinrich. Nays: none. Absent: none. The motion passed.

APPLICATION FOR EMPLOYMENT -- A motion was made by Stacy Freeman and seconded by Therese Schmidt to approve the employment of **Gina Winiwiecz** as a half-time Special Services Assistant at a rate of \$8.81 an hour. On a roll call vote, the following Board Members voted Aye: Shawn Lahr, Stacy Freeman, Kenneth Dewitt, Chris Stream, Robert Buehler, Thomas Heinrich and Therese Schmidt. Nays: none. Absent: none. The motion passed.

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BUS DRIVER -- A motion was made by Stacy Freeman and seconded by Thomas Heinrich to approve the employment of **Cynthia Chmura** as a Bus Driver. On a roll call vote, the following Board Members voted Aye: Stacy Freeman, Kenneth Dewitt, Chris Stream, Robert Buehler, Thomas Heinrich, Therese Schmidt and Shawn Lahr. Nays: none. Absent: none. The motion passed.

REGISTRATION FEE SCHEDULE -- Dr. James Menzer explained that the Registration Fee for the 2009-10 school year will increase to \$100 per student. A survey of neighboring school districts showed this to be about the average amount being charged in this area. He said activity fees also will increase next year. A motion was made by Therese Schmidt and seconded by Stacy Freeman to approve the Registration Fee Schedule for the 2009-10 School Year. On a roll call vote, the following Board Members voted Aye: Kenneth Dewitt, Chris Stream, Robert Buehler, Thomas Heinrich, Therese Schmidt, Shawn Lahr and Stacy Freeman. Nays: none. Absent: none. The motion passed.

ADMINISTRATIVE REPORTS

SUPERINTENDENT'S REPORT -- Dr. James Menzer reviewed the details of the upcoming community meetings scheduled with the superintendent finalists. At this point, Kenneth Dewitt brought up the subject of an e-mail sent by Chris Stream, in which Mr. Stream suggested that the final interviews be delayed until some time after the community meetings. Mr. Dewitt polled the Board members, and it was determined to extend the time of the community meetings by one hour and to delay the final interviews by one week.

CURRICULUM DIRECTOR'S REPORT -- Dr. Cheryl Kucera reported that recent testing of students that had received interventions was delayed by the two snow days. It will be finished by the end of this week. AIMS Web benchmarking is starting this week.

SPECIAL SERVICE'S DIRECTOR'S REPORT -- Elizabeth Keefe said she has been meeting with staff to discuss ways to trim expenses. Staff members also are beginning to train and prepare for annual reviews and ISAT testing. Further research is being done regarding new software for the Special Education data base.

PRINCIPALS' REPORTS -- Jason Lind reported that many school activities today centered around the Presidential Inauguration. More than 350 students watched the ceremonies on television in the LRC, and radio coverage was played in the cafeteria. Other recent school activities included an all-school assembly explaining a cancer research fundraising event in which Millburn Central will participate. A Student Recognition Breakfast is scheduled next week for middle school students who were named Students of the Month or Citizens of the Month. Also, two Millburn Central students were recognized by the Gurnee Exchange Club for their commendable citizenship.

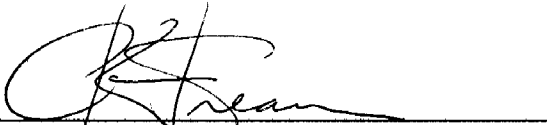
Jake Jorgenson said Millburn West students also had opportunities to watch Inauguration ceremonies. Upcoming events include a band concert, Family Bingo Night, Scholastic Bowl and athletic events. He has begun work on next year's school calendar. He also noted that the district's RTI plan was submitted by the January deadline.

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



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

ATTEST:



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

17 FEB 09
Date