

BOARD OF EDUCATION
Millburn C.C. School District 24

REGULAR MEETING
Feb. 17, 2009

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 Services Director
Cheryl Kucera, Curriculum Director
Joanne Rathunde, Technology Director
Jake Jorgenson, Principal
Jason Lind, Principal

TREASURER

Roger Manderscheid

ACCOUNTANT

Gary White

BOARD CLERK

Dorothy Pazanin

VISITORS

Ellen Mauer
Raymanda and Brad Floden
Pattie Rothstein
Janie Korjenek
Jennifer Koeller
Alison Whitaker
Meredith Frediani
Laura R. Klier
Scott Cole
Jane Gattone
Nancy Stream
Renee Metzelaar
Lise Muller
Carol McGill
Kristi Metzger
Georgene Loos
Andrea Stromsland
Jan and Steve Craven
Angela Demo
Cindy Brugioni
Geri Spriegel
Julie Miller
Debbie St. John
Diane Campbell
Joy Gajda
Michael Ryan
Jill Putman
Pati Kelly
Lorie Cipolla
Thomas Nagelhout
Rob Dekorsi
Jane Tabourot
Steve Teipel
Lisa Scanio
Terry Brooks
Tracy Prieto
Dave Bending
Shelly Graves
Susan Recker
William Buchanan
Jennifer Frentz
Theresa Goldman
Debbie Schardt
Julie Behrendt
Ruby Schmitt
Tony Wittman
Beth O'Neil
Cathy and David Sprague
Carolyn Seketa
Karen Ende
Robert Reding
Beth Haviland

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 7:02 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 -- A motion was made by Robert Buehler and seconded by Therese Schmidt to approve the Minutes of the Regular Meeting of Jan. 20, 2009 and the Special Meeting of Feb. 9, 2009. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed.

TREASURER'S REPORT -- Roger Manderscheid said revenue from the Tax Anticipation Warrants is included in the January statements, which show a balance of \$3.3 million on hand at the end of the month. This should be sufficient funds to carry the district through June, when property tax revenue is expected.

Mr. Manderscheid said he can get a better interest rate on Certificates of Deposit if the State Bank of the Lakes, the district depository, is allowed to invest some of the funds with other banks. All of the invested money will have FDIC coverage. The Board voiced no objections.

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: Stacy Freeman, Therese Schmidt, Robert Buehler, Kenneth Dewitt, Chris Stream, Shawn Lahr and Thomas Heinrich. Nays: none. Absent: none. The motion passed.

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

EXPENDITURES

2/28/2009

EDUCATION

BILLS PAYABLE	\$180,702.44
PAYROLL	\$670,115.60
MICS	-\$835.00
TOTAL	\$849,983.04

BUILDING

BILLS PAYABLE	\$76,007.08
PAYROLL	\$39,375.63
TOTAL	\$115,382.71

TRANSPORTATION

BILLS PAYABLE	\$19,380.17
PAYROLL	\$74,723.35
MISC	-\$104.50
TOTAL	\$93,999.02

IMRF

BILLS PAYABLE	\$0.00
PAYROLL	\$40,698.30
TOTAL	\$40,698.30

BONDS&INTEREST

BILLS PAYABLE	\$0.00
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SITE & CONSTRUCTION

BILLS PAYABLE	\$0.00
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TORT

PAYROLL	\$4,114.65
BILLS PAYABLE	\$667.00
TOTAL	\$4,781.65

FUNDS TOTAL	\$1,104,844.72
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ACTIVITY FUNDS -- Jason Lind said the biggest expense was the purchase of wrestling uniforms. The deposits are significant because money is being collected for the eighth grade Springfield trip. Jake Jorgenson reported that the Millburn West Activity Fund showed some deposits in the Band account. He noted that a few of the field trips were for in-house performances. A motion was made by Therese Schmidt and seconded by Thomas Heinrich 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, Chris Stream, Shawn Lahr, Thomas Heinrich, Stacy Freeman and Therese Schmidt. Nays: none. Absent: none. The motion passed.

PUBLIC COMMENT -- Several people addressed the Board concerning anticipated budget cuts. Questions included:

When will information be given to the community?
 Will the community input be sought?
 Is there a plan to let the children know?
 Will the gifted program be affected?
 Will the district be able to hire some teachers back?
 Why are some class sizes at 28 and 29?
 Were other cuts made earlier in an effort to offset this?
 How many staff positions are being cut?
 Have any staff members agreed to a pay reduction?
 Will information be posted on the website?
 How will the library programs be affected?
 Should fees have been raised earlier?
 Is there a plan to reduce borrowing?
 Are there other ways to reduce expenses and raise revenue?
 Can some cuts be eliminated if the parents can raise funds?
 Should the buildings be reconfigured, by boundaries or grade levels?
 How was so much debt accumulated in the last two years?

Dr. James Menzer explained that during the last two years the district has borrowed funds in the form of Tax Anticipation Warrants to meet its expenses: \$2.9 million in Fiscal Year 2008-09; and \$3.7 million this fiscal year. This became necessary because some revenue sources of the past were shrinking, such as impact fees, funds generated from referendums, and new construction taxes. In an effort to keep class sizes small, the district planned to continue to borrow in the form of TAWs over the short-term. The district had a 5-year plan in place to eventually reduce borrowing. The recent downturn in the national economy, however, adversely affected the district's ability to borrow this year.

Roger Manderscheid explained that the municipal bond market is very different this year. The bank that had bought the district bonds last year was not willing to do so this year. The district would only be able to sell the bonds if it agreed to balance its budget by cutting \$1.2 million in spending.

Kenneth Dewitt said the administration spent several weeks formulating a plan to make the budget cuts. The plan involves trimming 11 homeroom sections districtwide and increasing class sizes to an average of 22-23. The plan also reduces staff by 30 certified and non-certified positions. Some cuts were made in almost every area. The only program cut completely was Spanish, which had been introduced this school year. Administrators have begun to plan for the effective handling of larger class sizes next year. Registration fees, activity fees and building use fees also are being increased.

Dr. Menzer pointed out that the district's financial situation had been discussed in parent newsletters and during Board Meetings over the past two years. The district did not want to release specific information about the budget cuts to the community until the staff members who were being released could be personally notified. This task was completed at the end of last week.

Plans are under way to form a Financial Advisory Committee that will be composed of administration, staff, Board Members and community volunteers. Anyone interested in joining the committee was asked to contact Dr. Menzer.

It was noted that Roger Manderscheid and Gary White exited the meeting at 8:17 p.m.

EXECUTIVE SESSION

A motion was made by Stacy Freeman and seconded by Chris Stream to enter into Executive Session for the purpose of discussing personnel issues. On a roll call vote, the following Board Members voted Aye: Kenneth Dewitt, Chris Stream, Shawn Lahr, Thomas Heinrich, Stacy Freeman, Therese Schmidt and Robert Buehler. Nays: none. Absent: none. The motion passed. The Executive Session began at 8:22 p.m.

A motion was made by Robert Buehler and seconded by Stacy Freeman to exit Executive Session. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed. The Executive Session was exited at 8:54 p.m.

NEW BUSINESS

NEW SUPERINTENDENT'S CONTRACT -- Kenneth Dewitt said two changes were made in the proposed contract for Dr. Ellen E. Mauer as Superintendent: (1) In Section D, the date April 1 will be changed to March 1; and (2) A statement will be added that the District will purchase a supplemental disability insurance policy at a cost not to exceed \$1,000 per year for the two years of the contract. A motion was made by Kenneth Dewitt and seconded by Chris Stream to approve the two-year contract, as amended, for Ellen E. Mauer as Superintendent at an annual salary of \$140,00 for the 2009-10 School Year; and \$145,600 for the 2010-11 School Year. On a roll call vote, the following Board Members voted Aye: Chris Stream, Shawn Lahr, Thomas Heinrich, Stacy Freeman, Robert Buehler and Kenneth Dewitt. Nays: Therese Schmidt. Absent: none. The motion passed.

APPROVAL OF AUDITORS -- A motion was made by Stacy Freeman and seconded by Thomas Heinrich to approve Milburn Cain & Co. as Auditors for 2009 at a cost not to exceed \$10,750. On a roll call vote, the following Board Members voted Aye: Shawn Lahr, Thomas Heinrich, Stacy Freeman, Therese Schmidt, Robert Buehler, Kenneth Dewitt and Chris Stream. Nays: none. Absent: none. The motion passed.

NEW CERTIFIED POSITION -- Dr. James Menzer recommended a certified teaching position be created for a self-contained classroom for students with emotional disabilities. The classroom would serve students who now attend out-of-district programs. A motion was made by Stacy Freeman and seconded by Shawn Lahr to approve the creation of a full-time certified position for a self-contained classroom for middle school students with emotional disabilities. On a roll call vote, the following Board Members voted Aye: Thomas Heinrich, Stacy Freeman, Therese Schmidt, Robert Buehler, Kenneth Dewitt, Chris Stream and Shawn Lahr. Nays: none. Absent: none. The motion passed.

It was noted that Stacy Freeman exited the meeting at 9 p.m.

ADMINISTRATIVE REPORTS

SUPERINTENDENT'S REPORT -- Dr. James Menzer said that tomorrow night is a joint Board meeting with Woodland and Warren High School districts. He said he also is investigating the use of wind power as a cost-saving measure.

CURRICULUM DIRECTOR'S REPORT -- Dr. Cheryl Kucera reported that ISAT testing will begin March 3. She also is applying for three grants that would support the RTI program.

TECHNOLOGY DIRECTOR'S REPORT -- Joanne Rathunde said the technology department is currently working on a review of the scope and sequence of the computer curriculum in every grade level. She also is looking for a new, low-cost e-mail solution. Currently, employees are using webmail at home.

SPECIAL SERVICE'S DIRECTOR'S REPORT -- Elizabeth Keefe said her department is preparing for the new classroom that will start next year for the students with emotional disabilities. She also has begun the annual review process, which will continue through the end of the year. She also is meeting with the three public high schools to plan a transition of services for current eighth graders with special needs.

PRINCIPALS' REPORTS -- Jake Jorgenson said there was a presentation today at Millburn West featuring a speaker who impersonates Abraham Lincoln. Upcoming activities include Talent Show practice, a Band recital and dinner, music competition, Scholastic Bowl Tournament and eighth grade graduation pictures.

Jason Lind reported that Millburn Central will be featured on an upcoming television Fox News segment for its participation in a St. Baldrick's Day fundraiser for cancer research. Also, in honor of Lincoln's birthday, Central participated in a simultaneous worldwide reading of the Gettysburg Address, witnessed by local dignitaries. Other noteworthy events include a BMX bicycle assembly, the cheerleaders taking first in a competition and an upcoming Jazz Band dinner and concert.

There being no further business, the Regular Board Meeting adjourned at 9:15 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

Date

BOARD OF EDUCATION
Millburn C.C. School District 24

SPECIAL MEETING
Feb. 25, 2009

BOARD MEMBERS PRESENT

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

ADMINISTRATION PRESENT

James Menzer, Superintendent

VISITORS

Diane Campbell

BOARD CLERK

Dorothy Pazanin

The Special 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 by President Kenneth Dewitt at 6 p.m. 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.

EXECUTIVE SESSION -- It was determined there was no need for an Executive Session.

REGULAR BUSINESS

PREPARATION FOR COMMUNITY MEETING -- Dr. James Menzer described the plan for conducting the Community Meeting, scheduled for 7 p.m. tonight at Millburn Central School for the purpose of discussing budget cuts for next school year. Board President Kenneth Dewitt will open the community meeting by leading the Pledge of Allegiance. Dr. Menzer will introduce the Board Members, who will be seated in the front.

Dr. Menzer said he will display information on enrollment, referendums and Tax Anticipation Warrants over the past 15 years. He also will display information on where the \$1.2 million in cuts will be made. He will explain that the goal is to have the least negative impact on the classrooms.

Kenneth Dewitt said he will discuss Tax Anticipation Warrants and growth statistics, and how they have impacted the district budget over the past several years.

Dr. Menzer also planned to discuss the creation of a Finance Committee whose mission will be to develop a 3-5 year plan prioritizing the district's goals. Kenneth Dewitt said he would like to see one or more Board Members present at all the Finance Committee meetings.

It was noted that Therese Schmidt exited the meeting at 6:25 p.m.

There being no further business, the Special Board Meeting was adjourned at 6:35 p.m.

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

ATTEST:

Robert Buehler, Vice President
Board of Education
Millburn C.C. School District 24

Date