

BOARD OF EDUCATION
Millburn C.C. School District 24

REGULAR MEETING
August 18, 2008

BOARD MEMBERS PRESENT

Kenneth Dewitt
Stacy Freeman
Thomas Heinrich
Shawn Lahr
Therese Schmidt

ADMINISTRATION PRESENT

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

ACCOUNTANT

Gary White

VISITORS

Allison Chase
Jonathan Chase
Evan Clark

TREASURER

Roger Manderscheid

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 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: Kenneth Dewitt, Stacy Freeman, Thomas Heinrich, Shawn Lahr and Therese Schmidt. Robert Buehler and Chris Stream were absent.

Because Board Secretary Chris Stream was absent, it was decided to elect a Secretary Pro Tem. A motion was made by Stacy Freeman and seconded by Therese Schmidt to name Thomas Heinrich as Secretary Pro Tem. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Robert Buehler and Chris Stream. The motion passed.

APPROVAL OF MINUTES -- A motion was made by Stacy Freeman and seconded by Shawn Lahr to approve the Minutes of the Public Hearing and the Regular Board Meeting of July 21, 2008. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Robert Buehler and Chris Stream. The motion passed.

TREASURER'S REPORT -- Roger Manderscheid reported that at the end of July the district had about \$4.4 million invested in Certificates of Deposit. The second major installment of property tax revenue is expected in September. It is still expected that the district will need to rely on Tax Anticipation Warrants during the second half of the 2008-09 school year. A motion was made by Stacy Freeman and seconded by Therese Schmidt to approve the Treasurer's Report. On a roll call vote, the following Board Members voted Aye: Stacy Freeman, Kenneth Dewitt, Thomas Heinrich, Therese Schmidt and Shawn Lahr. Nays: none. Absent: Robert Buehler and Chris Stream. The motion passed.

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

It was noted that Roger Manderscheid and Gary White exited the meeting at 7:07 p.m.

EXPENDITURES		8/31/2008	
EDUCATION		BUILDING	
BILLS PAYABLE	\$258,731.10	BILLS PAYABLE	\$72,934.60
PAYROLL	\$852,623.51	PAYROLL	\$71,897.00
MICS	\$3,103.12		
TOTAL	\$1,114,457.73	TOTAL	\$144,831.60
TRANSPORTATION		IMRF	
BILLS PAYABLE	\$13,520.26	BILLS PAYABLE	\$10,828.00
PAYROLL	\$24,474.62	PAYROLL	\$33,630.40
TOTAL	\$37,994.88	TOTAL	\$44,458.40
		BONDS&INTEREST	
		BILLS PAYABLE	\$0.00
SITE & CONSTRUCTION		TORT	
BILLS PAYABLE	\$0.00	PAYROLL	\$4,371.30
		BILLS PAYABLE	\$2,910.50
		TOTAL	\$7,281.80
		FUNDS TOTAL	\$1,349,024.41

ACTIVITY FUNDS -- Jason Lind explained that the Activity Funds were rolled over for the new fiscal year. Most accounts were zeroed out or given a \$1 opening balance. Jake Jorgenson noted that disbursements from the Millburn West Activity Fund were to purchase Trash Free bags and DARE T-shirts. The cost of moving the scoreboards was covered by the Afterschool Group. A motion was made by Stacy Freeman and seconded by Therese Schmidt to approve the Activity Funds for Millburn Central and Millburn West. On a roll call vote, the following Board Members voted Aye: Thomas Heinrich, Therese Schmidt, Shawn Lahr, Stacy Freeman and Kenneth Dewitt. Nays: none. Absent: Robert Buehler and Chris Stream. The motion passed.

PUBLIC COMMENT --There was none.

ADDITIONAL AGENDA ITEMS -- Stacy Freeman said she would like to discuss a letter she received regarding SEDOL's construction program. It was agreed to add this as a discussion item at the end of the meeting.

NEW BUSINESS

PRESENTATION ON RESPONSE TO INTERVENTION -- Principals Jason Lind and Jake Jorgenson addressed the Board concerning Response To Intervention, an education strategy that all Illinois public schools must have fully implemented by the 2009-10 school year. The goal of RTI is to provide instruction matched to each student's needs, and to target interventions before a student is failing. Staff is being trained in RTI through inservices and faculty meetings. All students will be screened in Reading at the start of the school year. The District also is planning parent informational presentations and newsletters on RTI. Millburn submitted its RTI Needs Assessment Template to ISBE in June. It is working on the final District RTI plan which is due to ISBE Jan. 1, 2009.

EXECUTIVE SESSION -- It was decided that an Executive Session was not needed.

APPLICATION FOR EMPLOYMENT -- A motion was made by Stacy Freeman and seconded by Thomas Heinrich to approve the employment of **Evan Clark** as a full-time Middle School Teacher at a contract salary of \$41,402. On a roll call vote, the following Board Members voted Aye: Therese Schmidt, Shawn Lahr, Stacy Freeman, Kenneth Dewitt and Thomas Heinrich. Nays: none. Absent: Robert Buehler and Chris Stream. The motion passed.

RTI POSITION -- A motion was made by Therese Schmidt and seconded by Shawn Lahr to approve a 0.5 full-time Response To Intervention position. On a roll call vote, the following Board Members voted Aye: Shawn Lahr, Stacy Freeman, Kenneth Dewitt, Thomas Heinrich and Therese Schmidt. Nays: none. Absent: Robert Buehler and Chris Stream. The motion passed.

APPLICATIONS FOR EMPLOYMENT -- A motion was made by Therese Schmidt and seconded by Thomas Heinrich to approve the employment of **Joyce Mol** as a full-time Grade 2 Teacher at a contract salary of \$40,428. On a roll call vote, the following Board Members voted Aye: Stacy Freeman, Kenneth Dewitt, Thomas Heinrich, Therese Schmidt and Shawn Lahr. Nays: none. Absent: Robert Buehler and Chris Stream. The motion passed.

A motion was made by Thomas Heinrich and seconded by Shawn Lahr to approve the employment of **Susan Kopff** and **Stacy Buckland**, both as 0.5 full-time Flex Teachers at a rate of \$17.30 an hour. On a roll call vote, the following Board Members voted Aye: Kenneth Dewitt, Thomas Heinrich, Therese Schmidt, Shawn Lahr and Stacy Freeman. Nays: none. Absent: Robert Buehler and Chris Stream. The motion passed.

PHYSICAL THERAPY CONTRACT -- A motion was made by Therese Schmidt and seconded by Shawn Lahr to approve the contract for Physical Therapy services with Little Heroes, LLC. On a roll call vote, the following Board Members voted Aye: Thomas Heinrich, Therese Schmidt, Shawn Lahr, Stacy Freeman and Kenneth Dewitt. Nays: none. Absent: Robert Buehler and Chris Stream. The motion passed.

AMEND SUPERINTENDENT'S CONTRACT -- A motion was made by Thomas Heinrich and seconded by Stacy Freeman to amend the Superintendent's Contract to grant sick leave, as defined in Section 24-6 of the *School Code*, of 15 days per year, which may be accumulated to a maximum of 340 days. The motion included a correction to Exhibit H, noting that the word "may" in the phrase "which may be accumulated" needed to be spelled correctly. On a roll call vote, the following Board Members voted Aye: Therese Schmidt, Shawn Lahr, Stacy Freeman, Kenneth Dewitt and Thomas Heinrich. Nays: none. Absent: Robert Buehler and Chris Stream. The motion passed.

RESIGNATIONS -- A motion was made by Thomas Heinrich and seconded by Stacy Freeman to accept the Letter of Resignation, with regret, from **Superintendent James Menzer**, effective at the end of the 2008-09 school year. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Robert Buehler and Chris Stream. The motion passed.

A motion was made by Stacy Freeman and seconded by Shawn Lahr to accept Letters of Resignation from Grade 2 Teachers **Christine Newell** and **Michelle Mutert**. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Robert Buehler and Chris Stream. The motion passed.

LEAVE OF ABSENCE -- A motion was made by Stacy Freeman and seconded by Shawn Lahr to approve the Request for Leave of Absence from **Renee Marasco**, Grade 3 Teacher. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Robert Buehler and Chris Stream. The motion passed.

SUMMER CUSTODIAL EMPLOYMENT -- A motion was made by Stacy Freeman and seconded by Thomas Heinrich to approve the applications for Summer Custodial Employment from **Zachary Slade** at a rate of \$7.50 an hour, and **Joel DeGrave** at a rate of \$7.25 an hour. On a roll call vote, the following Board Members voted Aye: Shawn Lahr, Stacy Freeman, Kenneth Dewitt, Thomas Heinrich and Therese Schmidt. Nays: none. Absent: Robert Buehler and Chris Stream. The motion passed.

SUBSTITUTE TEACHER -- A motion was made by Stacy Freeman and seconded by Shawn Lahr to approve Kathryn Goforth as a Substitute Teacher. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Robert Buehler and Chris Stream. The motion passed.

ADMINISTRATIVE REPORTS

SUPERINTENDENT'S REPORT -- Dr. James Menzer said that corrections had been made in the draft of the pamphlet for the superintendent search, and that the document was ready for printing. He said that parents will be notified about the search and about their opportunities for input.

CURRICULUM DIRECTOR'S REPORT -- Dr. Cheryl Kucera reported that she attended the NWEA Midwest Conference and arranged to have Millburn pilot four intervention programs. She also explained that the state is rescoring the ISAT tests from last spring to in order to address suspected discrepancies in some districts.

TECHNOLOGY DIRECTOR'S REPORT -- Joanne Rathunde said much was accomplished over the summer, including:

- * Completing a major cleanout of equipment. Eight pallets of older machines were donated to an Apple recycling program, and new machines were deployed throughout the buildings.
- * Installing new servers. This provides the district with a backup system, better equipment and increased capacity.
- * The successful end-of-year transfer of data in the new Power School system.

SPECIAL EDUCATION REPORT -- Stacy Freeman, the Board representative to SEDOL, reported on a letter she received from a taxpayer who questioned SEDOL's budget and proposed building plan. It was suggested that copies of the letter be distributed to other Board members.

PRINCIPALS' REPORT -- Jake Jorgenson said he is researching the use of surveillance cameras at Millburn West in an effort to discourage vandalism. Jason Lind reported that the Millburn Central Band participated in the recent Lindenfest parade.

There being no further business, the Regular Board Meeting adjourned at 8:50 p.m.

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

ATTEST:

Thomas Heinrich, Secretary Pro Tem
Board of Education
Millburn C.C. School District 24

Date