

BOARD OF EDUCATION  
Millburn C.C. School District 24

REGULAR MEETING  
Oct. 20, 2008

BOARD MEMBERS PRESENT

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

ADMINISTRATION PRESENT

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

ACCOUNTANT

Gary White

VISITORS

Larry Beake  
Michael Goldberg  
Adam Linden  
Chris Atteberry  
Adam Rowlands  
Beth Reich

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

APPROVAL OF MINUTES -- A motion was made by Therese Schmidt and seconded by Shawn Lahr to approve the Minutes of the Public Hearing for Budget and the Regular Board Meeting of Sept. 15, 2008. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed.

TREASURER'S REPORT -- Roger Manderscheid reported that most of the major property tax revenue has been received, and the district has about \$7 million in reserves. He recommended that the Board approve a resolution at this meeting authorizing a Tax Anticipation Warrant. He will then begin researching the market, so that the district will be ready in February to approve a TAW for about \$3.7 million. A motion was made by Stacy Freeman and seconded by Chris Stream to approve the Treasurer's Report. On a roll call vote, the following Board Members voted Aye: Shawn Lahr, Robert Buehler, Chris Stream, Kenneth Dewitt, Thomas Heinrich, Stacy Freeman and Therese Schmidt. Nays: none. Absent: none. The motion passed.

**2**

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

**EXPENDITURES**

10/31/2008

**EDUCATION**

BILLS PAYABLE	\$292,056.94
PAYROLL	\$702,833.35
MICS	\$0.00
TOTAL	\$994,890.29

**TRANSPORTATION**

BILLS PAYABLE	\$32,998.98
PAYROLL	\$71,092.77
TOTAL	\$104,091.75

**SITE & CONSTRUCTION**

BILLS PAYABLE	\$0.00
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**BUILDING**

BILLS PAYABLE	\$82,285.49
PAYROLL	\$43,260.21
TOTAL	\$125,545.70

**IMRF**

BILLS PAYABLE	\$41,242.34
PAYROLL	\$0.00
TOTAL	\$41,242.34

**BONDS&INTEREST**

BILLS PAYABLE	\$0.00
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**TORT**

PAYROLL	\$4,208.24
BILLS PAYABLE	\$1,665.46
TOTAL	\$5,873.70

<b>FUNDS TOTAL</b>	<b>\$1,271,643.78</b>
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### 3

ACTIVITY FUNDS -- Jason Lind explained that the kindergarten field trip account has a deficit because a check was written to cover a field trip before the money collected from students was deposited. Jake Jorgenson explained that money for Camp Timberlee was collected but a check has not yet been written to cover the expense. Other disbursements involved field trips and landscaping. Both schools have purchased 2-way radios that are used for daily activities and are also part of the emergency plan. 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: Chris Stream, Kenneth Dewitt, Thomas Heinrich, Stacy Freeman, Therese Schmidt, Shawn Lahr and Robert Buehler. Nays: none. Absent: none. The motion passed.

PUBLIC COMMENT -- There was none.

### NEW BUSINESS

TAX LEVY RESOLUTIONS -- Dr. James Menzer explained that the proposed levy is a 10 percent increase over last year's amount. This should cover any new construction that is added to the district's Equalized Assessed Valuation. He said he included an explanation of the levy in a recent school newsletter, emphasizing that an increase in the levy does not mean taxes will increase. A legal notice regarding the levy will be published and a Public Hearing for Levy will be held before next month's Regular Board Meeting. A motion was made by Robert Buehler and seconded by Stacy Freeman to approve the Tax Levy Resolutions for 2008-09. On a roll call vote, the following Board Members voted Aye: Kenneth Dewitt, Thomas Heinrich, Stacy Freeman, Therese Schmidt, Shawn Lahr, Robert Buehler and Chris Stream. Nays: none. Absent: none. The motion passed.

TAX ANTICIPATION WARRANT RESOLUTION -- A motion was made by Therese Schmidt and seconded by Stacy Freeman to approve the Resolution for Tax Warrant. On a roll call vote, the following Board Members voted Aye: Thomas Heinrich, Stacy Freeman, Therese Schmidt, Shawn Lahr, Robert Buehler, Chris Stream and Kenneth Dewitt. Nays: none. Absent: none. The motion passed.

RETIREMENT PLAN AMENDMENT -- Dr. James Menzer explained that a new law requires the district to oversee the administration of employees' 403(b) plans. In order to accomplish that, he proposes Millburn hire a third-party administrator. The proposed amendment and resolution are needed to comply with the new regulations. A motion was made by Thomas Heinrich and seconded by Stacy Freeman to approve the Resolution Adopting Restatement and Amendment of Millburn C.C. District 24 403(b) Retirement Plan. On a roll call vote, the following Board Members voted Aye: Stacy Freeman, Therese Schmidt, Shawn Lahr, Robert Buehler, Chris Stream, Kenneth Dewitt and Thomas Heinrich. Nays: none. Absent: none. The motion passed.

It was noted that Roger Manderscheid and Gary White exited the meeting at 7:30 p.m.

DAY CAMP BUILDING USE -- Four Millburn teachers -- Chris Atteberry, Michael Goldberg, Adam Linden and Adam Rowlands -- spoke to the Board about their plans to operate a summer day camp in 2009. They asked for approval for their Building Use Application to use some facilities at Millburn West. Plans are to operate the camp Mondays through Fridays, June 8 through Aug. 8. It will feature sports, fine arts and field trips. It also will provide summer job opportunities for Millburn staff members and former students. A motion was made by Robert Buehler and seconded by Chris Stream to approve the Building Use Application presented by Echo Day Camp. On a roll call vote, the following Board Members voted Aye: Therese Schmidt, Shawn Lahr, Robert Buehler, Chris Stream, Kenneth Dewitt, Thomas Heinrich and Stacy Freeman. Nays: none. Absent: none. The motion passed.

SCHOOL REPORT CARD -- A motion was made by Thomas Heinrich and seconded by Chris Stream to approve the 2008 Illinois School Report Card. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed.

FMLA REQUESTS -- A motion was made by Therese Schmidt and seconded by Chris Stream to approve Requests for Family Medical Leave from: **Debra Kaisserlian**, full-time Social Worker; **Amy Cobert**, full time speech pathologist; and **Donald Perusich**, full-time Middle School Teacher. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed.

SPEECH PATHOLOGIST -- A motion was made by Therese Schmidt and seconded by Thomas Heinrich to approve a Contract for Speech Pathology Services with Kelly Gregori for \$60 per hour. On a roll call vote, the following Board Members voted Aye: Shawn Lahr, Robert Buehler, Chris Stream, Kenneth Dewitt, Thomas Heinrich, Stacy Freeman and Therese Schmidt. Nays: none. Absent: none. The motion passed.

SOCIAL WORKER -- A motion was made by Stacy Freeman and seconded by Shawn Lahr to approve a Contract for Social Work Services with Carole Feingold for \$45 per hour. On a roll call vote, the following Board Members voted Aye: Robert Buehler, Chris Stream, Kenneth Dewitt, Thomas Heinrich, Stacy Freeman, Therese Schmidt and Shawn Lahr. Nays: none. Absent: none. The motion passed.

SNOW REMOVAL -- Two bids were received for snow removal services. The low bidder was Beake & Sons Excavating, which has had the contract the last few years. A motion was made by Therese Schmidt and seconded by Chris Stream to approve a Snow Removal Contract for 2008-09 with Beake & Sons Excavating. On a roll call vote, the following Board Members voted Aye: Chris Stream, Kenneth Dewitt, Thomas Heinrich, Stacy Freeman, Therese Schmidt, Shawn Lahr and Robert Buehler. Nays: none. Absent: none. The motion passed.

SUBSTITUTE TEACHERS -- A motion was made by Stacy Freeman and seconded by Thomas Heinrich to approve Carole Herchenbach, Cassandra Davis, Mary Margaret Howe, James Zradicka and Susan Jarrett as Substitute Teachers. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed.

SUBSTITUTE ASSISTANTS -- A motion was made by Stacy Freeman and seconded by Shawn Lahr to approve the Applications for Employment as Substitute Special Services Assistants at \$8.81 per hour from Joanne Gialelis, Sarah Ippolito, Kelly Warner and Dawn Bombicino. 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 the Millburn Cross Country team placed 11th in state competition, and Millburn Central student Ryan Prais finished in 4th place overall. Also, the Millburn Central soccer team finished first in conference. This is Central's first season in a new conference. It appears to have been a successful start and the teams were competitive.

Dr. Menzer said he has received another bid for printing a district newsletter and is getting estimates on postage. Plans are to distribute the newsletter annually.

CURRICULUM DIRECTOR'S REPORT -- Dr. Cheryl Kucera reported that grade level teams have been receiving training on how to better prepare students for the ISAT tests. Also, the pilot reading programs are going well. At the upcoming parent-teacher conferences, parents will receive ISAT and NWEA test results. Dr. Kucera will be meeting with Lakes High School on Nov. 5 to share test data.

TECHNOLOGY DIRECTOR'S REPORT -- Joanne Rathunde said she spent much of the month on repairs. After the deployment this summer of a large server, many of the drives needed replacement. One advantage accomplished with this summer's upgrades is that the technology department now has remote access to every machine in the district. This means technology help can be provided without having to physically be at a particular machine.

PRINCIPALS' REPORT -- Jake Jorgenson reported that parent-teacher conferences and Halloween celebrations are planned for next week at both schools. Several of the administrators and the psychologists from both school attended a recent workshop on RTI, sponsored by the Regional Office of Education. They were able to start writing the district's comprehensive RTI plan while at the workshop. Cheryl Walsh, a Millburn West teacher, received the Office Max Adopt A Classroom Award. She was awarded classroom supplies valued at \$1,000.

There being no further business, the Regular Board Meeting adjourned at 8:30 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