

BOARD OF EDUCATION
Millburn School District 24

REGULAR MEETING
May 17, 2010

BOARD MEMBERS PRESENT

Diane Campbell
Kenneth Dewitt
Shawn Lahr
Robert Reding
Lisa Scanio
Chris Stream

ADMINISTRATION PRESENT

Dr. Ellen Mauer, Superintendent
Elizabeth Keefe, Special Education Director
Dr. Cheryl Kucera, Curriculum Director
Joanne Rathunde, Technology Director
Jake Jorgenson, Principal
Jason Lind, Principal

BUSINESS MANAGER

Mary Taylor

TREASURER

Roger Manderscheid

VISITORS

Melissa Watters
Karen Ende
Heidi Anderson

BOARD CLERK

Dorothy Pazanin

The Regular Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held at Millburn West School, was called to order at 7 p.m. by President Shawn Lahr. Roll call was taken with the following Board Members in attendance: Diane Campbell, Kenneth Dewitt, Shawn Lahr, Robert Reding, Lisa Scanio and Chris Stream. Robert Buehler was absent.

PUBLIC COMMENTS – There were none.

ADDITION OF NON-ACTION ITEMS – Diane Campbell said she is organizing the recognition portion of the upcoming district picnic. She said she will be asking Board Members to help present the various awards and announce raffle winners.

Lisa Scanio asked if the Board wanted to change the date of the next Committee Meeting, scheduled for June 7. She said it appears that three Board Members will be unavailable on June 7 and June 14; two Board Members will be unavailable on Tuesday, June 1. It was agreed to leave the meeting schedule unchanged.

She also asked that a discussion about the Parent Survey be added to the agenda. It was agreed to include that topic at the end of the meeting.

ACTION ITEMS

CONSENT AGENDA – A motion was made by Kenneth Dewitt and seconded by Robert Reding to approve the consent agenda, consisting of the following:

1. Approval of Minutes
 - a. Regular Meeting of April 19, 2010
 - b. Committee of the Whole Meeting of May 3, 2010
2. Treasurer's Report and Approval

3. Bill Approval and Payment Authorization
4. Approval of Activity Funds of Millburn Central and Millburn West
5. Personnel Report
 - a. Accept Resignation of **Sandra Stein**, 1.0 FTE LRC Clerk
 - b. Hire **Carol Milazzo** as 0.7 FTE ED/LD Teacher for the 2010-11 School Year
6. Approve Appointments for 2010-11 School Year
 - a. Architect – GreenAssociates Architecture Construction Services
 - b. Board Clerk – Dorothy Pazanin
 - c. Depository – State Bank of the Lakes
 - d. Legal Counsel – Hodges, Loizzi, Eisenhammer, Rodick & Kohn
7. Second Reading and Approval of Board Policy
 - a. School Board – 2:30 School District Elections
 - b. Instruction – 6:50 School Wellness
 - c. Instruction – 6:80 Teaching About Controversial Issues
 - d. Students – 7:10 Equal Educational Opportunities
 - e. Students – 7:310 Restrictions on Publications and Written or Electronic Material
8. Approve Memberships
 - a. IASB – Illinois Association of School Boards
 - b. LCESC – Lake County Educational Service Center

On a roll call vote, the following Board Members voted Aye: Lisa Scanio, Robert Reding, Kenneth Dewitt, Shawn Lahr, Chris Stream and Diane Campbell. Nays: none. Absent: Robert Buehler. The motion passed.

May-10

EXPENDITURES

EDUCATION		BUILDING	
BILLS PAYABLE	\$127,937.37	BILLS PAYABLE	\$52,345.70
PAYROLL	\$682,521.72	PAYROLL	\$39,852.83
MANUAL CHECKS	\$102,819.79	MANUAL CHECK	\$7,490.00
TOTAL	\$913,278.88	TOTAL	\$99,688.53
		IMRF	
		BILLS PAYABLE	\$0.00
		PAYROLL	\$38,926.30
		VOID	\$0.00
		TOTAL	\$38,926.30
		BONDS&INTEREST	
		BILLS PAYABLE	\$65,482.36
		TORT	
		PAYROLL	\$7,970.82
		BILLS PAYABLE	\$0.00
		TOTAL	\$7,970.82
SITE &CONSTRUCTION			
BILLS PAYABLE	\$0.00		
		FUNDS TOTAL	\$1,198,450.08

APPOINTMENT OF TREASURER – Dr. Ellen Mauer explained that the Treasurer is the lawful custodian of the school funds. As such, he is responsible for all receipts, disbursements and investments of school funds and does pay orders issued by the School Board. A motion was made by Kenneth Dewitt and seconded by Lisa Scanio to approve Roger Manderscheid as Treasurer for the 2010-11 School Year. On a roll call vote, the following Board Members voted Aye: Robert Reding, Kenneth Dewitt, Shawn Lahr, Chris Stream, Diane Campbell and Lisa Scanio. Nays: none. Absent: Robert Buehler. The motion passed.

APPROVAL OF PUBLISHER – Dr. Ellen Mauer said she requested rate quotes from the News Sun and Daily Herald for publishing legal notices. The Daily Herald had the lower rate. A motion was made by Chris Stream and seconded by Diane Campbell to approve the Daily Herald as the publisher of district legal notices for the 2010-11 School Year. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Robert Buehler. The motion passed.

FOOD SERVICE BID – Dr. Ellen Mauer said that three companies submitted bids for the food service contract. She recommended the Board approve Arbor Management. A motion was made by Diane Campbell and seconded by Chris Stream to approve Arbor Management Food Services in the amount of \$244,578.30 per year not to exceed three years. On a roll call vote, the following Board Members voted Aye: Kenneth Dewitt, Shawn Lahr, Chris Stream, Diane Campbell, Lisa Scanio and Robert Reding. Nays: none. Absent: Robert Buehler. The motion passed.

SUMMER HELP – Dr. Ellen Mauer recommended the Board approve three temporary summer help positions at minimum wage. Two of the positions would be for Central and one for West. A motion was made by Kenneth Dewitt and seconded by Robert Reding to approve three temporary summer help positions. On a roll call vote, the following Board Members voted Aye: Shawn Lahr, Chris Stream, Diane Campbell, Lisa Scanio, Robert Reding and Kenneth Dewitt. Nays: none. Absent: Robert Buehler. The motion passed.

INFORMATIONAL

BOND TRENDS – Roger Manderscheid gave a short presentation regarding bond trends. He said the positive news is that rates have not increased, and are not expected to increase in the short term. An important factor when thinking about borrowing in the next fiscal year will be the district's credit rating. The district may be hurt by the fact that it is on the state's Financial Watch List. He said he anticipates the district being able to borrow at the same rate as last year, which was 4 percent. He recommends that the Board try to get an early commitment on a rate, and lock it in. Factors such as inflation and state and global crises could affect future rates.

It was noted that Roger Manderscheid exited the meeting at 7:25 p.m.

RACE TO THE TOP MEMORANDUM – Dr. Ellen Mauer explained that the Board president, the district superintendent and the head of the teacher organization are being asked to sign the federal Race To The Top Memo of Understanding. The district is expected to be in compliance with the mandates in the legislation, regardless of whether the memo is signed. Dr. Mauer said there is a chance that the district could get some funding for professional development if the memo is signed. Some Board Members expressed philosophical differences with the program. Dr. Mauer said she is inclined to sign because she doesn't want to bypass any chance for additional funding.

BUILDING RENTAL FEES – The building principals presented a comparison of building use from the previous school year to the current school year. In general, the comparison showed that community use of the buildings was not negatively impacted by the new fee structure put in place this year. The principals recommended keeping the same fee structure for next year with only a few minor changes. They recommended a minimum amount of \$25 per usage for the gyms during the week for all groups, including “for profit.” They also suggested charging \$10 per date for use of the outdoor fields, with the exception of the Lindenhurst Park District, which helps with field maintenance. Dr. Ellen Mauer said this Building Use Fee Schedule will be on the Consent Agenda next month.

METHOD OF PAYING BUS DRIVERS – Dr. Ellen Mauer said she is recommending changing the method of paying bus drivers to an hourly rate, and abandoning the current tiered system of pay. She said the hourly rate system is comparable to those used by other districts in the county. Dr. Mauer said she had a few meetings with the drivers concerning the change. She also put notes in their mailboxes notifying them that the topic would be discussed at tonight’s meeting.

PUBLIC COMMENT – There was none.

ADMINISTRATIVE REPORTS

DIRECTOR OF TECHNOLOGY – Joanne Rathunde reported that the district’s long-range technology plan was given final approval by the ISBE, and it is posted on the district website. She said the plan was modestly developed, considering the district’s financial situation. She also pointed out that funding is not necessarily budgeted for everything in the plan.

DIRECTOR OF CURRICULUM – Dr. Cheryl Kucera reported that at this time of the year, all books and materials are inventoried. Also, she is monitoring what is happening at the state level with Common Core Standards. She anticipates that teachers will be introduced to the new standards by October. Finally, teachers are reviewing test data to assess their progress toward meeting the goals they set for themselves in August.

DIRECTOR OF SPECIAL SERVICES – Elizabeth Keefe presented data from districts across the county comparing the overall performance of students with and without IEPs. She said that not only has Millburn’s general student population grown in academic performance, but so has the special education population. The gap between the two groups has also decreased. When looking at the Least Restrictive Environment (LRE), that is, the percentage of students who spend the majority of their time in a general education setting, Millburn continues to do well. The data shows that Millburn had the lowest percentage of special education students who were educated in a separate setting.

PARENT SURVEY – Lisa Scanio gave Board Members a draft copy of a proposed survey to be distributed to district parents. A few corrections and changes were discussed. Ms. Scanio said Robert Reding and her would be presenting information at the upcoming community forums on the district’s financial situation. Plans are to distribute the survey to parents the day after the last forum. It was decided to email the survey link to all district parents.

STAFF SURVEY OF SUPERINTENDENT – The Board discussed the past practice of asking the staff to complete a survey on the superintendent’s job performance. Dr. Ellen Mauer explained that the topic had not been brought up previously. She said that if the Board is looking for staff feedback,

she would prefer using a formative business model. It was agreed that a staff survey was not mentioned when the Superintendent Evaluation Form was discussed and approved.

There being no further business, a motion was made by Lisa Scanio and seconded by Kenneth Dewitt to adjourn the Regular Meeting. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Robert Buehler. The motion passed. The Regular Board Meeting adjourned at 8:36 p.m.

Shawn Lahr, President
Board of Education
Millburn School District 24

ATTEST:

Chris Stream, Secretary
Board of Education
Millburn School District 24