

BOARD OF EDUCATION  
Millburn School District 24

REGULAR MEETING  
June 21, 2010

BOARD MEMBERS PRESENT

Diane Campbell  
Shawn Lahr  
Lisa Scanio  
Chris Stream

BUSINESS MANAGER

Mary Taylor

TREASURER

Roger Manderscheid

BOARD CLERK

Dorothy Pazanin

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

VISITORS

Jon Salakan  
Kathleen Beckman  
Jay Sabatino  
Laura Brown  
Jaclyn Shapiro  
Jason Hutchinson  
Georgene Loos  
Steven Loos  
Jane Gattone  
Anne-Marie Maier  
Howard Crouse

The Regular Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held at Millburn Central 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, Shawn Lahr, Lisa Scanio and Chris Stream. Robert Buehler, Kenneth Dewitt and Robert Reding were absent.

EXECUTIVE SESSION -- It was noted that the Executive Session that was scheduled before the start of the Regular Meeting was postponed.

PUBLIC COMMENTS – Steven Loos said there were some errors in the Tentative Budget that was posted online and that was included for approval on the Consent Agenda. He asked if there was an updated Tentative Budget. Mary Taylor replied that she has made some corrections to the Tentative Budget, but they are not yet posted online. Board Member Lisa Scanio said she intended to ask to have the Tentative Budget removed from the Consent Agenda when the time came to take a vote on that issue.

ADDITION OF NON-ACTION ITEMS – There were none.

### ACTION ITEMS

CONSENT AGENDA – A motion was made by Lisa Scanio and seconded by Diane Campbell to approve the Consent Agenda, excluding the Tentative Budget for 2010-11. The Consent Agenda consisted of the following:

1. Approval of Minutes
  - a. Regular Meeting of May 17, 2010
  - b. Committee of the Whole Meeting and Executive Session of June 7, 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. Approve Treasurer's Bond
6. Personnel Report
  - a. Accept Resignation of Carol Milazzo (Hired at meeting of 5/17/10 as 0.7 FTE ED/LD Teacher for the 2010-11 School Year)
  - b. Accept Intent to Retire from James Markus, 1.0 FTE Maintenance, effective 6/30/11
  - c. Hire Summer Custodians
    - (1) Daniel Reding
    - (2) Mark Yocius
    - (3) Socrates Kaitson
    - (4) August Winter (substitute)
    - (5) Joel DeGrave (substitute)
7. Second Reading and Approval of Board Policy
  - a. General Personnel – 5:20 Workplace Harassment Prohibited
  - b. General Personnel – 5:30 Hiring Process and Criteria
  - c. General Personnel – 5:35 Compliance with the Fair Labor Standards Act
  - d. General Personnel – 5:40 Communicable and Chronic Infectious Disease
8. Parent Student Handbook Changes for 2010-11

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

TENTATIVE BUDGET --Board Members agreed to postpone action on the Tentative Budget until the next Regular Board Meeting.

30-Jun-10

**EXPENDITURES**

<b>EDUCATION</b>		<b>BUILDING</b>	
BILLS PAYABLE	\$1,154,193.73	BILLS PAYABLE	\$61,199.82
PAYROLL	\$667,689.11	PAYROLL	\$41,484.32
VOIDS	-\$360.38		
TOTAL	\$1,821,522.46	TOTAL	\$102,684.14
<b>TRANSPORTATION</b>		<b>IMRF</b>	
BILLS PAYABLE	\$9,490.39	BILLS PAYABLE	\$0.00
PAYROLL	\$43,669.30	PAYROLL	\$33,781.78
TOTAL	\$53,159.69	TOTAL	\$33,781.78
<b>SITE &amp; CONSTRUCTION</b>		<b>BONDS&amp;INTEREST</b>	
BILLS PAYABLE	\$0.00	BILLS PAYABLE	\$0.00
		<b>TORT</b>	
		PAYROLL	\$0.00
		BILLS PAYABLE	\$3,841.40
		TOTAL	\$3,841.40
		<b>FUNDS TOTAL</b>	<b>\$2,014,989.47</b>

ADMINISTRATIVE CONTRACTS – Dr. Ellen Mauer explained that each of the administrators has agreed to a one-year contract with a salary freeze, with the following exceptions: Dr. Cheryl Kucera, who is on a retirement contract; Mary Taylor, whose contract includes a TRS payment that was negotiated when she was hired last year; and a 3 percent increase for Elizabeth Keefe due to the market value of her position. Dr. Mauer estimated that these contract changes would produce a savings of about \$16,800, plus whatever salary increases might have been negotiated for two contracts that were expiring this year.

A motion was made by Chris Stream and seconded by Diane Campbell to approve the following Administrative Contracts:

1. Dr. Ellen Mauer, Superintendent
2. Ms. Elizabeth Keefe, Director of Special Services
3. Dr. Cheryl Kucera, Director of Curriculum
4. Ms. Joanne Rathunde, Director of Technology
5. Mr. Jake Jorgenson, Principal, Millburn West
6. Mr. Jason Lind, Principal, Millburn Central
7. Ms. Mary Taylor, Business Manager

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

NEGOTIATED AGREEMENT – Dr. Ellen Mauer explained that the teachers agreed to open their contract a year early and not take the previously negotiated 4 percent raise. Instead, they have agreed to a new two-year contract, which includes a 2 percent salary increase for each year. She estimated a savings of about \$220,000 for next year. It was noted that the new contract was approved by more than 80 percent of those teachers who voted. Lisa Scanio, a member of the Board's Negotiations Committee, praised the teachers on their commitment to the district. A motion was made by Chris Stream and seconded by Lisa Scanio to approve the Negotiated Agreement for the 2010-11 and 2011-12 School Years. On a roll call vote, the following Board Members voted Aye: Shawn Lahr, Chris Stream, Diane Campbell and Lisa Scanio. Nays: none. Absent: Robert Buehler, Kenneth Dewitt and Robert Reding. The motion passed.

INTENT TO PAY OFF WARRANTS – Roger Manderscheid recommended the Board approve authorization to pay off the Tax Anticipation Warrants early, as tax receipts are received, thereby reducing the amount of interest incurred. He said this option of paying early was not available under the terms of TAWs in previous years. He clarified that the Board will need to obtain TAWs again in the next fiscal year, maybe in an amount greater than this year, depending on state funding. A motion was made by Lisa Scanio and seconded by Diane Campbell to approve a Resolution of Intent to Pay Off Tax Anticipation Warrants. On a roll call vote, the following Board Members voted Aye: Chris Stream, Diane Campbell, Lisa Scanio and Shawn Lahr. Nays: none. Absent: Robert Buehler, Kenneth Dewitt and Robert Reding. The motion passed.

It was noted that Roger Manderscheid exited the meeting at 7:15 p.m.

PMA PRESENTATION – Howard Crouse of PMA presented an overview of the district's current financial picture and options for the future. He said this year's budget reflects a significant decrease in expenditures over last year. He pointed out that the district is heavily dependent on the state for revenue. However, the state is in financial distress and behind in making its payments.

Mr. Crouse then recapped the outlook for local revenue, and explained the impact of the Consumer Price index and the housing market. He discussed various options for increasing revenue, including an operating rate increase referendum and a working cash bond referendum. The entire presentation is included on the district website.

PUBLIC COMMENT – The public was invited to comment concerning the PMA presentation, or any other issue.

Jason Hutchinson said he would support a referendum, maybe even as high as a 95 cent tax rate increase, but he does not think that there is widespread community support for any level of referendum. He suggested that if the Board intends to have a referendum on the ballot in November, the campaign needs to start immediately. He said the working cash

bond option seems to hope for a bright future, including increasing home values, new construction and an improving economy. He wondered what will happen if these things don't happen. He said decisions made in 2007 were based on rosy projections that did not develop. He said the Board needs to consider that neither the tax rate increase nor the working cash bond options will work.

Stephen Loos asked Howard Crouse what the projected interest rate would be on future TAWs. Mr. Crouse projected 5 percent to 6 percent. Mr. Loos said this could mean about a half million dollars in interest payments for the district. Mr. Loos also said the revenue assumptions in the district budget and in the PMA presentation seem to be different, and asked if these figures would be reconciled. Mr. Crouse said that numbers from the new teachers contract can now be added. He said the projections are an ongoing process, using information as it becomes available.

Jane Gattone said she had three questions. First, she asked about an earlier comment that the amount of TAW borrowing may increase next year. Mary Taylor responded that the district may ask the bank to authorize a larger amount because of the uncertainty of state funding. However, Mrs. Taylor said the district does not have to use the total amount authorized.

Mrs. Gattone also asked Mr. Crouse if his EAV projections might be overly optimistic since the quadrennial assessment was just completed this year, and property taxes have not yet reflected the decline in property values. Mr. Crouse responded that property taxes are based on a rolling 3-year average, and that the impact of the declining housing market is more likely to be felt a year from now. However, when property values are declining, tax rates may rise to generate the same amount of revenue. He said if he was "too optimistic" on current housing values, it would not impact the amount of revenue that would be generated. It would only have an impact if the figures were overly optimistic on new construction.

Mrs. Gattone's third question involved the "average teacher salary" of \$60,000 that is often used in financial planning. She asked how realistic it is, and how many years of service it takes to reach that level. Dr. Ellen Mauer explained the figure includes salary and benefits. She said non-tenured teachers probably average less, and tenured teachers could average more.

## ADMINISTRATIVE REPORTS

DIRECTOR OF TECHNOLOGY – Joanne Rathunde said that the automated substitute calling system, AESOP, will be ready for use in the fall. Also, the set-up and implementation of a new notification system, School Messenger, is progressing. An online payment option, RevTrak, should be operating in the fall for the purchase of lunch tickets and fee payments. Research is continuing on online programs for registration.

DIRECTOR OF CURRICULUM – Dr. Cheryl Kucera reviewed student accomplishments in reading and math. During the summer she will continue to evaluate programs and plan for the next school year.

DIRECTOR OF SPECIAL SERVICES – Elizabeth Keefe reported that she is preparing several grants that are due at the end of the month. The grant funds are used for professional development and program supplies, as required.

PRINCIPALS' REPORTS – Jake Jorgenson said Millburn West welcomed Dr. Ellen Mauer and Mary Taylor as they moved their offices from Millburn Central. Also, the school year ended with many successful and fun activities for the students.

Jason Lind complimented the teachers who participated with himself and Mr. Jorgenson during a two-day workshop on Response To Intervention. Staff members worked on problem-solving and procedures for delivering Rtl services. Mr. Lind also reviewed the reorganization of the Central office staff.

There being no further business, a motion was made by Chris Stream and seconded by Diane Campbell to adjourn the Regular Meeting. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Robert Buehler, Kenneth Dewitt and Robert Reding. The motion passed. The Regular Board Meeting adjourned at 8:30 p.m.

---

Shawn Lahr, President  
Board of Education  
Millburn School District 24

ATTEST:

---

Chris Stream, Secretary  
Board of Education  
Millburn School District 24