

BOARD OF EDUCATION  
Millburn School District 24

COMMITTEE OF THE WHOLE MEETING  
Sept. 6, 2011

BOARD MEMBERS PRESENT

Diane Campbell  
Jane Gattone  
Scott Miller  
Joseph Pineau  
Robert Reding  
Lisa Scanio  
Chris Stream

ADMINISTRATION PRESENT

Jason Lind, Superintendent  
Dr. Stephen Johns, Business Manager  
Elizabeth Keefe, Special Services Director  
Dr. Cheryl Kucera, Curriculum Director  
Marybeth DeLaMar, Principal  
Jake Jorgenson, Principal

BOARD CLERK

Dorothy Pazanin

VISITORS

Laura Brown  
Barb Justus  
Carla Blanchard

A Committee of the Whole Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held at Millburn West School, was called to order at 7:50 p.m. by President Robert Reding. Roll call was taken with the following Board Members in attendance: Diane Campbell, Jane Gattone, Scott Miller, Joseph Pineau, Robert Reding, Lisa Scanio and Chris Stream.

PUBLIC COMMENT – There was none.

ADDITIONAL NON-ACTION ITEMS – The Board agreed to add the following non-action items to the agenda: study hall supervision; First Class e-mail for Board Members; Strategic Plan update; the Route 45 bypass project; and facilities study.

INFORMATION/DISCUSSION ITEMS

SUPERINTENDENT EVALUATION PROCESS – Robert Reding explained that the Board's intention is to align the superintendent goals with the district goals, which will be defined through the Strategic Plan process. The Board also hopes to include individual growth goals for the superintendent and to involve all the stakeholders in the district. Three Board Members volunteered to take an IASB online training class on superintendent evaluations, and then report to the Board at its next meeting.

BUDGET DISCUSSION – Dr. Stephen Johns said the salary and benefits portion of the budget discussion was covered in the Special Meeting earlier this evening. He will report on other budget items before the Board votes to approve the budget.

MATH RTI – Supt. Jason Lind gave an overview on the district's focus on Math Rtl. He explained that the program provides support to students who need extra help. He said there might be a need in the future to add personnel because of staffing and scheduling issues. The Board discussed Rtl mandates, scheduling problems, job descriptions for Rtl teachers, professional training, upcoming assessments, and the effects, if any, of large class sizes.

APPLICATION FOR THE RECOGNITION OF SCHOOLS – Supt. Jason Lind informed the Board that the district applies every year for formal recognition as a school. This application will be on the Consent Agenda at the next Regular Board Meeting.

SNOW REMOVAL BID – Dr. Johns said he is beginning the process of seeking bids for a snow removal contract. He expects to present a recommendation to the Board in October.

ELEVATOR CONTRACT – Dr. Johns explained that the elevator contracts contain an automatic renewal clause, if the companies are not notified within a certain number of days. Therefore, he issued a non-renewal notice on a current contract, and will be soliciting proposals from other companies.

STUDY HALL SUPERVISION – Supt. Lind explained that this year the middle school grades are each meeting for one period of study hall a day, which has freed the teachers for an additional period of teaching time. However, there is a need to have the study halls supervised. Mr. Lind is recommending that some study hall supervision duties be included in the job description for the Millburn Before and Afterschool Care supervisor. A certified teacher is not required for this position. The supervisor would be given a salaried position to cover the hours of the various duties. Action on such a contract is expected at the next Regular Board Meeting.

FIRST CLASS E-MAIL – The Board discussed the effectiveness of using First Class e-mail for Board communication. Topics of discussion included how often Board Members check the First Class e-mail, Freedom of Information Act guidelines, clear information about who is sending e-mails, Board Member access to First Class, convenience to Board Members, and the ability to be notified when e-mails are being sent via First Class. Board Members will continue to review and monitor their use of e-mail communication.

STRATEGIC PLAN COMMITTEE – Lisa Scanio reported that a Strategic Plan committee will be researching the issue of school configuration, specifically K-8 and grade level

centers. She recommended that Board Members notify the committee of the kind of information that would be useful to them in making future Board decisions about school configuration. Board Members agreed to send a list of their concerns and questions regarding the issue to Mr. Lind. He will pass this information on to the committee.

RT. 45 BYPASS – Scott Miller asked if the school district has a stake in voicing a position on the proposed Rt. 45 Bypass project. It was agreed that neither of the two proposed routes would affect school property, except for traffic delays or reconfigurations due to construction.

FACILITIES STUDY – Jane Gattone asked for clarification on her role in researching companies for a Facilities Study, and the Board's expectations. It was agreed that many things had changed since she volunteered for the task in the spring. Supt. Jason Lind said he would present information to the Board in November regarding companies that might be considered for such a study.

SEDOL REPORT – Diane Campbell reported on the recent SEDOL Governing Board meeting. At the meeting, the collective bargaining agreement with the SEDOL teaching staff was approved and the final SEDOL budget was approved.

SUPERINTENDENT REPORT – Supt. Jason Lind said he recently attended articulation meetings with the superintendents of the three feeder high schools. He is planning to attend an upcoming Legislative Breakfast in which Board presidents also are invited. All Board Members are invited to attend the upcoming Millburn District 24 Education Foundation Golf Outing. Board Members have the option of attending the dinner, even if they are not golfing.

It was noted that Elizabeth Keefe, Dr. Cheryl Kucera, Dr. Stephen Johns, Jake Jorgenson and Marybeth DeLaMar exited the meeting at 9:35 p.m.

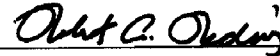
### EXECUTIVE SESSION

A motion was made by Lisa Scanio and seconded by Diane Campbell to enter into Executive Session for the purpose of discussing matters pertaining to the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. On a roll call vote, the following Board Members voted Aye: Lisa Scanio, Robert Reding, Chris Stream, Diane Campbell, Scott Miller, Jane Gattone and Joseph Pineau. Nays: none. Absent: none. The motion passed. The Executive Session began at 9:40 p.m.

A motion was made by Lisa Scanio and seconded by Chris Stream to exit Executive Session. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed. The Executive Session ended at 10:07 p.m.

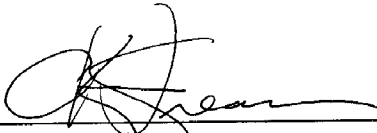
## COMMITTEE MEETING RESUMES

There being no further business, a motion was made by Diane Campbell and seconded by Joseph Pineau to adjourn. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The Committee of the Whole Meeting adjourned at 10:08 p.m.

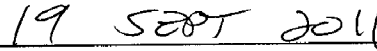


Robert A. Reding, President  
Board of Education  
Millburn School District 24

ATTEST:



Chris K. Stream, Secretary  
Board of Education  
Millburn School District 24



Date