

BOARD OF EDUCATION
Millburn School District 24

REGULAR MEETING
Jan. 18, 2012

BOARD MEMBERS PRESENT

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

ADMINISTRATION PRESENT

Jason Lind, Superintendent
Elizabeth Keefe, Special Services Director
Dr. Cheryl Kucera, Curriculum Director
Joanne Rathunde, Technology Director
Marybeth DeLaMar, Principal
Jake Jorgenson, Principal

BUSINESS MANAGER

Dr. Stephen Johns

BOARD CLERK

Dorothy Pazanin

VISITORS

Laura Brown	Alec Riss
Kristi Metzger	Dezerine Bernales
Charles Adkins	Bernadette Hanna
Michael Goldberg	Jane Fredrick
Andrea Rouse	Debra Kaiserlian
Tammy Harris	Valerie Powley
Liz Archacki	Deborah Pineau
Cindy Brugioni	Cheryl Drake
Nomita Umarwadia	

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 7:04 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 – Laura Brown thanked the members of the Board and the Strategic Planning Committee for the thought and research they did concerning the grade configuration decision that will be made tonight. She said she thinks the parents have a shared responsibility to make any transitions smooth and positive, and said the PTOs are willing to help.

Deborah Pineau said that parents need more communication and data regarding the PBIS program being used in the district this year. She said parents need a better understanding of the rewards system, staff training and expectations from parents. She suggested many ways to increase community awareness of PBIS, such as sharing data with parents, adding a link to the website, distributing a newsletter, making presentations to school groups, or inviting parents to participate in the PBIS celebrations.

Cheryl Drake said she was very pleased with the Millburn Before and Afterschool Care Program. She said she is happy that the school district is running the program because it is a good use of the facilities and there is an emphasis on getting homework done.

ADDITION OF NON-ACTION ITEMS – Scott Miller gave an update on School Board Training. He reviewed requirements for Open Meetings Act training and upcoming sessions to fulfill these requirements. He also discussed details of a spring dinner meeting with other area School Boards, and the criteria and verification process for Board Governance Recognition.

Diane Campbell asked about the job performance of the snow plowing contractor after the recent storm. Supt. Jason Lind said the job was done well. He discussed with the contractor specific times when the bus parking area needs to be plowed.

INFORMATION/DISCUSSION

PBIS PRESENTATION – Staff members updated the Board on implementation of PBIS this year in the district schools. PBIS, which stands for Positive Behavior Intervention and Supports, is a behavior management system. PBIS emphasizes teaching behavior rather than reacting to it. Positive behaviors are acknowledged with raffles and celebrations. Behavior information contained in student referrals is entered into a database that is used to analyze and identify trends and expectations. The staff members also discussed Second Step, a component of PBIS that addresses Social Emotional Learning. The Second Step curriculum discusses topics such as character development, managing emotions and establishing positive relationships. *PBIS takes 3-5 years to fully implement, and the Millburn staff will continue its training as the program develops in the future.*

VOLUNTEER PROGRAM UPDATE – Supt. Lind reviewed the parent volunteer programs at both schools. About 140 adults participate in the programs designed to assist teachers and school staff. They serve in a variety of areas such as kindergarten computer classes, the Part Mart Cart, copying assistance, and classroom book orders. A volunteer handbook is posted on the district website.

BEFORE AND AFTERSCHOOL CARE PROGRAM – Supt. Lind presented an overview of the Millburn Before and Afterschool Care Program that is being operated by the district for the first time this year. He also presented financial information that shows the program is operating in the black. In a recent survey, 100 percent of parents who responded said they would like Millburn to continue running the program.

KINDERGARTEN ENRICHMENT PROGRAM – Supt. Lind said that Red Apple Academy, which rents space at Millburn West to run a kindergarten enrichment program, is inquiring about availability for next year. Supt. Lind said the possibility of the school district running its own kindergarten enrichment program also has been discussed in the past. Topics of concern include proper certification, the challenges and timing of adding another school program, offering a school program that might only be available to those that can afford it, and renting classroom space during the school day. Supt. Lind suggested the Board plan on discussing this issue in depth at a future meeting.

ACTION ITEMS

DISTRICT CONFIGURATION – A motion was made by Jane Gattone and seconded by Joseph Pineau to make a school configuration change from K-8 to Grade Level Centers beginning in the 2012-13 School Year. The Board Members discussed the motion, stating their positions on the issue. Discussion topics included:

- Unique character of Millburn School District
- The long tradition of a K-8 configuration
- Equity and disparity of class sizes and curriculum
- Significance of the financial impact
- Ability to make significant changes in class size or academic offerings
- Flexibility to handle the unknown
- Sustaining the current level of education
- Character of the community
- District unity
- Long-term considerations for the district
- Measuring the intangibles
- Effective use of staff time and resources
- Personal perspectives
- Relationship between district and community
- Commitment of administration and staff

On a roll call vote, the following Board Members voted Aye: Diane Campbell, Robert Reding, Lisa Scanio, Scott Miller, Joseph Pineau and Jane Gattone. Nays: Chris Stream. Absent: none. The motion passed.

CONSENT AGENDA – A motion was made by Lisa Scanio and seconded by Joseph Pineau to approve the Consent Agenda, including the following:

1. Approval of Minutes
 - a. Regular Meeting and Executive Session of Dec. 12, 2011
 - b. Committee of the Whole Meeting and Executive Session of Jan. 9, 2012
2. Treasurer's Report and Approval
3. Bill Approval and Payment Authorization
4. Activity Accounts for Millburn Central and Millburn West
5. Personnel Report
 - a. Intent to Retire Earlier for **James Norgard** effective 2011-12 SY
 - b. Accept Resignation from **Stephanie Corcilius**, Counselor with Millburn Before and Afterschool Care Program
 - c. Hire **Alma Maynez** as Substitute Custodian
 - d. Hire **Joanne Riss** as Substitute Teacher
 - e. Hire **Joseph Palade** as Substitute Teacher
 - f. FMLA for **Rebecca Scheele**
 - g. FMLA for **Kathryn Gardner**
6. Prevailing Wage Ordinance
7. Proposed Calendar for 2012-13 School Year
8. Authorization of Contacts for Employee 403B Plans

On a roll call vote, the following Board Members voted Aye: Chris Stream, Robert Reding, Lisa Scanio, Scott Miller, Joseph Pineau, Jane Gattone and Diane Campbell. Nays: none. Absent: none. The motion passed.

EXPENDITURES

1/31/12

EDUCATION

BILLS PAYABLE	\$190,448.87
PAYROLL	\$596,582.76
MISC	
TOTAL	\$787,031.63

OPERATIONS & MAINTENANCE

BILLS PAYABLE	\$47,854.83
PAYROLL	\$32,904.99
TOTAL	\$80,759.82

TRANSPORTATION

BILLS PAYABLE	\$14,255.14
PAYROLL	\$35,566.74
TOTAL	\$49,821.88

IMRF/SOCIAL SECURITY

BILLS PAYABLE	\$0.00
PAYROLL	\$32,450.48
TOTAL	\$32,450.48

CAPITAL PROJECTS

BILLS PAYABLE	\$0.00
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DEBT SERVICE

BILLS PAYABLE	\$400.00
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TORT

BILLS PAYABLE	
PAYROLL	-\$472.94
TOTAL	-\$472.94

FUNDS

TOTAL	\$949,990.87
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CLOSED SESSION MINUTES – Supt. Lind explained that Closed Session Minutes from the past few years have been modified to a legally acceptable format, based on the advice of the district's attorney. A motion was made by Lisa Scanio and seconded by Jane Gattone to approve the Closed Session Minutes as amended. On a roll voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed.

SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES – Supt. Lind said the district must review Closed Session Minutes every six months to determine if any should be opened. A motion was made by Lisa Scanio and seconded by Joseph Pineau to open the Closed Session Minutes of June 20, 2011; Sept. 19, 2011; and Nov. 7, 2011; and keep the remainder of the Closed Session Minutes closed. On a roll voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed.

FUTURE AGENDA ITEMS – Supt. Lind reviewed the status of future agenda items: the Bus Lease Award; PMA Presentation on Finances; and a Bond Refunding Presentation.

BOARD REPORT

Diane Campbell said she will try to schedule a time for Board Members to visit SEDOL sites. She also will give Board Members a copy of information she has regarding the history of SEDOL and its current operations. It was agreed that Scott Miller would serve as Millburn's alternate SEDOL representative.

SUPERINTENDENT REPORT

Supt. Lind reported on several issues including: results of the basketball season; notifying the community about the change to grade-level centers; and planning the transition with staff, students and parents.

BUSINESS OFFICE REPORT

Dr. Stephen Johns reviewed figures on the Tax Anticipation Warrants, and the anticipated timeline for accessing the available funds.

It was noted that Dr. Stephen Johns, Dr. Cheryl Kucera, Elizabeth Keefe, Joanne Rathunde, Jake Jorgenson and Marybeth DeLaMar exited the meeting at 9:30 p.m.

EXECUTIVE SESSION

A motion was made by Lisa Scanio and seconded by Chris Stream to enter into Executive Session to discuss 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, and for consideration and discussion of "student disciplinary cases" and other matters relating to individual students. On a roll call vote, the following Board Members voted Aye: Robert Reding, Lisa Scanio, Scott Miller, Joseph Pineau, Jane Gattone, Diane Campbell and Chris Stream. Nays: none. Absent: none. The motion passed. The Executive Session began at 9:42 p.m.

A motion was made by Lisa Scanio and seconded by Joseph Pineau to adjourn the Executive Session. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed. The Executive Session adjourned at 10:44 p.m.

REGULAR MEETING RESUMES

A motion was made by Lisa Scanio and seconded by Diane Campbell to adjourn the Regular Meeting. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed. The Regular Meeting adjourned at 10:45 p.m.

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

ATTEST:
Chris K. Stream - Pro TEM
Chris K. Stream, Secretary
Board of Education
Millburn School District 24

2/22/12
Date