

BOARD OF EDUCATION  
Millburn School District 24

COMMITTEE OF THE WHOLE MEETING  
Nov. 14, 2012

BOARD MEMBERS PRESENT

Diane Campbell  
Jane Gattone  
Scott Miller  
Robert Reding

VISITORS

Randee Hudson  
Grant Balmer  
Mary Balmer  
David Cain  
Dave Bogenschutz  
Sherri Golebiowski

ADMINISTRATION PRESENT

Jason Lind, Superintendent  
Dr. Stephen Johns, Business Manager  
Joanne Rathunde, Technology Director  
Elizabeth Keefe, Special Services Director  
Marybeth DeLaMar, Principal  
Jake Jorgenson, Principal

ADMINISTRATION ASSISTANT

Bernadette Hanna

BOARD CLERK

Dorothy Pazanin

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

Due to the absence of Board Secretary Chris Stream, a motion was made by Scott Miller and seconded by Diane Campbell to nominate Jane Gattone as Secretary Pro Tem. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Joseph Pineau, Lisa Scanio and Chris Stream. The motion passed.

PUBLIC COMMENT – There was none.

INFORMATION/DISCUSSION ITEMS

LIBRARY GRANT – Media Specialist Randee Hudson presented information on the district's progress toward meeting the Illinois School Library Media Program Guidelines. Ms. Hudson said that the reduction of a full-time certified teacher assigned to the library media program has impacted the ability to provide flexible and equitable resources for all students. Ms. Hudson is teaching full-time at the Elementary School, while the Middle School LRC is staffed by a clerk. Working within the fiscal and scheduling restraints, Ms. Hudson said she has concentrated on efficiency. Materials and computers were moved and updated to accommodate the transition to grade-level centers, and teachers and students continue to be provided with opportunities and materials to support the core curriculum. This year the Illinois Per Capita Grant is supporting electronic books and data bases. Next year's grant is targeted for software updates for the circulation program, staff training and additional electronic sources.

AUDIT REPORT – David Cain presented an overview of the district’s 2012 Audit, covering the 2011-12 School Year, as prepared by Milburn Cain & Co. He noted a distinct financial improvement over last year. Overall the district’s expenditures were less than its revenue. The operating expense per pupil was \$9,217, which is a decrease of about \$541 per student during the previous year. Mr. Cain explained the advance refunding of bonds that netted a savings for the district’s taxpayers. He also noted that the district continues to rely on Tax Anticipation Warrants for cash flow, but the total amount of warrants is decreasing. Mr. Cain said that Millburn will remain on the state’s Watch List due to the deficit in the Education Fund. He said several more years of improved operations will be needed to remove Millburn from the Watch List.

FIRST READING OF BOARD POLICIES – The Board reviewed updates of four Board Policies for a First Reading:

- General Personnel – Hiring Process and Criteria – 5:30
- General Personnel – Personal Technology and Social Media: Usage and Conduct – 5:125
- Educational Support Personnel – Sick Days, Vacation, Holidays and Leaves – 5:330
- School Board – Board Member Expenses – 2:125

Supt. Jason Lind said the Educational Support Personnel policy needed to be updated to clarify the number of vacation and holiday days. He explained that other policies needed to be updated because of changes in state law. The Board requested more information on the Personal Technology and Social Media Policy and discussed forming a Subcommittee to review all Board policies.

SENSORY/MOTOR LAB PRESENTATION – Dave Bogenschutz, an adaptive PE teacher, and Sherri Golebiowski, a physical therapist, gave a presentation on the Sensory/Motor Lab at Millburn Elementary School. The lab is a classroom that has been equipped and designed to provide a positive learning environment for students with special needs. It enhances four learning disciplines: sensory and motor integration; gross motor; social and emotional aspects; and speech and language. Mr. Bogenschutz explained that time in the motor lab helps students regulate their sensory systems in a controlled environment so they can return to the regular classroom ready to learn.

STUDENT ASSESSMENT PRESENTATION – Supt. Jason Lind presented information on recent student test data. Performance on the ISAT tests is remaining stable, with about 95 percent of students in the Meets or Exceeds categories. He presented information comparing Millburn scores to other school districts in the county, showing a significant trend of positive academic growth. Supt. Lind also discussed data concerning high school readiness, college readiness, Lexile reading scores and NWEA scores. In summary, he said Millburn continues to perform well on achievement indicators, and at a greater rate than the average Lake County elementary school district. He said the district must continue to monitor the impact of higher class sizes and increase the rigor of the reading program. He said the greatest potential for growth is in the area of math.

REFERENDUM – Supt. Jason Lind said the administrative team prioritized the district goals and the estimated cost for accomplishing such goals. The information was presented to the Board, along with data on the taxpayer impact of passing a referendum to meet the goals.

The top goals include lowering class sizes, adding a PE teacher, technology support and adopting a new curriculum. Supt. Lind said the Referendum Committee would like to know details about a proposed referendum question as soon as possible so they can start the groundwork needed for a positive outcome. The Board discussed the various options. Supt. Lind said he recommends the option that would increase the levy by about \$900,000, which would mean a tax increase of about \$300 to the owners of a home valued at \$225,000. The Board will continue to discuss referendum options at its Regular Meeting on Nov. 28.

### FUTURE AGENDA ITEMS

Supt. Jason Lind said future Board Meeting agenda items include:

- Levy Public Hearing and Approval
- Updated Builder Contribution Agreement
- Second Reading and Adoption of Policies
- Fees – Registration, Activity, Bus, Facilities Use Rental

### BUSINESS OFFICE REPORT

Dr. Stephen Johns reported on a summary of health and dental insurance claims, some donations received by the district, and his participation in recent professional activities.

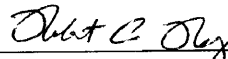
### SUPERINTENDENT'S REPORT

Supt. Jason Lind said he had nothing further to report at this time.


### EXECUTIVE SESSION

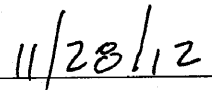
The Board determined there was no need for an Executive Session.

There being no further business, a motion was made by Jane Gattone and seconded by Scott Miller to adjourn the Committee of the Whole Meeting. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Joseph Pineau, Lisa Scanio and Chris Stream. The motion passed. The Committee of the Whole Meeting adjourned at 9:36 p.m.

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

ATTEST:

  
 Jane Gattone, Secretary Pro Tem  
 Board of Education  
 Millburn School District 24

  
 Date