

BOARD OF EDUCATION  
Millburn School District 24

COMMITTEE OF THE WHOLE MEETING  
April 10, 2013

BOARD MEMBERS PRESENT

Diane Campbell  
Jane Gattone  
Nichol Mangino  
Scott Miller  
Robert Reding  
Chris Stream

ADMINISTRATION PRESENT

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

ADMINISTRATION ASSISTANT

Bernadette Hanna

BOARD CLERK

Dorothy Pazanin

VISITORS

Trak Patel                      Carol McGill  
Sue Stone

A Committee of the Whole Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held at Millburn Elementary 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, Nichol Mangino, Scott Miller, Robert Reding and Chris Stream. Joseph Pineau was absent.

PUBLIC COMMENT – There was none.

ADDITIONAL INFORMATION/DISCUSSION ITEMS – Supt. Jason Lind reviewed information concerning the final count and certification of votes in the April 9 election, and the deadline for School Board Reorganization. Based on this information, the Board discussed changing the next Committee of the Whole Meeting to a Special Meeting, and changing the meeting date to May 1. They will consult with new and current Board Members who were not in attendance about the meeting change.

RECOGNITION – Supt. Jason Lind recognized all those who worked so diligently to help pass the referendum, particularly the members of the Referendum Committee. He also thanked staff members, parents, and others in the community who worked together toward this common goal.

INFORMATION/DISCUSSION ITEMS

HOUSE LEASE – Supt. Jason Lind explained details of the lease for the district-owned house adjacent to Millburn Elementary School. It is a two-year lease, with an option to enter into a third year. This is the second year of the lease, and he is recommending that the lease be extended to the current resident for a third year, which would be through June 30, 2014. The resident of the house is allowed to live there rent-free in exchange for doing weekend building checks. In this way, the district avoids paying overtime to a custodian, and the house is exempt from property tax because there is no rent received.

The procedure to re-open the lease to interested staff members would begin in the fall of 2013. Applications would be accepted and the lease would be awarded using a lottery system. This would allow transition time if there is a change in tenants. There was a general consensus from the Board that the current system should remain unchanged.

BOARD CLERK COMPARABLES – Supt. Jason Lind said he was asked by the Board to compare compensation paid by other area districts to their School Board clerks. He said there were several different methods of payments, such as stipends or overtime pay, with a median compensation of about \$105 per meeting. He reported on the history of compensation to Millburn's present Board Clerk, which ranged from \$35 per meeting date in 1995 to the current rate of \$60 per meeting date. The Board discussed several aspects of the topic, including length of service, job performance, and the amount of a potential increase. The Board will continue to consider the issue.

FINANCIAL PROFILE SCORE – Supt. Jason Lind distributed information concerning the district's Financial Profile as determined by the state. He said the Board had asked for a way to benchmark the district's financial progress toward improving the profile. The

current profile designation is Financial Watch, which is the lowest of a possible four designations. This designation is determined by measuring five financial indicators. He reviewed the details of the five indicators and the areas where the district could improve.

Supt. Lind said he meets regularly with a state advisor. The district's financial outlook is strengthening, but its profile as determined by the state ranking process will probably not improve for several years. There are certain weighted indicators that must improve dramatically before the district moves out of the Financial Watch category. Supt. Lind said that as long as the district continues to balance the budget every year, it will continue to improve its overall financial health.

REGULATIONS/COMPLIANCE PROCESS – In response to a Board question at a previous meeting, Supt. Jason Lind explained how the administration knows when changes in policy and procedures are warranted because of new legislation. He said the district subscribes to IASB's PRESS policy service (Policy Reference Educational Subscription Service) that provides regular updates to new legal requirements. The district also receives information on legal changes from its attorneys and other professional organizations involving the Business and Special Education offices. The Board discussed adding a policy review to the Board's calendar a few times a year. They also agreed to make it a topic of discussion at the Board training session scheduled on June 19.

### FUTURE AGENDA ITEMS

Future Board Meeting agenda items include:

- Board Reorganization – New Board Members will be seated and the Board reorganized at an upcoming meeting that meets legal timelines.
- Board Meeting Dates – This topic will be discussed further when the Board is reorganized.
- Amended School Calendar – The 2012-13 School Calendar needs to be amended because of the day school was canceled due to snow. The last day of school this year will be changed to June 5.
- Overnight Field Trips – The optional Water Rafting Trip for middle school students scheduled in May needs to be approved.

### BOARD REPORTS

Diane Campbell said she attended a SEDOL Board policy meeting this morning. A SEDOL meeting to present its budget will be April 11.

Scott Miller reported on the status of Board Member Training. He will review the requirements with the newest Board Members, and monitor requirements for the others. The Board is working toward completing all training requirements necessary to receive Board Recognition.

### SUPERINTENDENT'S REPORT

Supt. Jason Lind reported on the following:

- He attended a meeting of the Lake County Superintendents Legislative Task Force. The group's objectives for the next legislative session include connecting with legislators and expanding the task force's ability to influence legislation.
- He reviewed the district's emergency procedures in the event of a bus accident. The procedures are part of the district's Emergency Plan, and also part of regular training sessions completed by the drivers.
- He distributed information on joining the Historic Millburn Community Association.
- He also relayed a post-referendum story about a third grade student who brought a plastic bag of 24 pennies to school today as a donation. The student said he heard his father say that the school "needs money," and the student wanted to do his part.

### BUSINESS OFFICE REPORT

Dr. Stephen Johns discussed the following topics: Cash flow—a second TAW in the amount of \$500,000 was needed in March, bringing the TAW total outstanding to \$1 million; property tax cycle dates; medical insurance open enrollment; food service contract; summer building projects and summer custodial help; anticipated transportation reimbursement from the state; energy audit and funding options; availability of grants; building and grounds maintenance issues and contracted services; and professional training activities.

It was noted that Elizabeth Keefe, Marybeth DeLaMar, Jake Jorgenson and Bernadette Hanna exited the meeting at 9:11 p.m. The Board Members took a short break before entering into Executive Session.

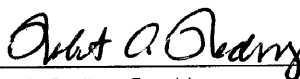
## EXECUTIVE SESSION

A motion was made by Diane Campbell and seconded by Scott Miller 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 (5ILCS 120/1 et seq). On a roll call vote, the following Board Members voted Aye: Chris Stream, Nichol Mangino, Jane Gattone, Robert Reding, Scott Miller and Diane Campbell. Nays: none. Absent: Joseph Pineau. The motion passed. The Executive Session began at 9:22 p.m.

A motion was made by Diane Campbell and seconded by Scott Miller to exit Executive Session. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Joseph Pineau. The motion passed. The Executive Session ended at 10:36 p.m.

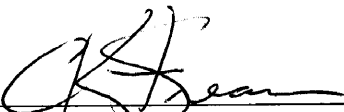
## COMMITTEE MEETING RESUMES

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. The motion passed. The Committee of the Whole Meeting adjourned at 10:37 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

24 APRIL 2013

Date