

BOARD OF EDUCATION  
Millburn School District 24

COMMITTEE OF THE WHOLE MEETING  
Dec. 9, 2013

BOARD MEMBERS PRESENT

Greg Ball  
Diane Campbell  
Jane Gattone  
Nichol Mangino  
Scott Miller  
Joseph Pineau

BOARD CLERK

Dorothy Pazanin

ADMINISTRATION PRESENT

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

ADMINISTRATION ASSISTANT

Bernadette Hanna

VISITORS

Carol McGill  
Randee Hudson

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 Joseph Pineau. Roll call was taken with the following Board Members in attendance: Greg Ball, Diane Campbell, Jane Gattone, Nichol Mangino, Scott Miller and Joseph Pineau. Trak Patel was absent.

PUBLIC COMMENTS – There were none.

ADDITIONAL INFORMATION/DISCUSSION ITEMS – There were none.

RECOGNITION – Supt. Jason Lind recognized the district math teachers for their success in preparing Millburn students for advanced high school math classes. Supt. Lind said that at a meeting today, the superintendent of Dist. 117 said how impressed he is with the Millburn students' preparation for Honors Geometry. He said Millburn teachers are knowledgeable about what is expected at the high school level, particularly at the local high schools.

INFORMATION/DISCUSSION ITEMS

LIBRARY PRESENTATION – Media Specialist Randee Hudson presented information on the Illinois Library Grant and the district's progress toward meeting the Illinois School Library Media Program Guidelines. She reviewed the library program mission statements and the three essential program components: Learning and Teaching; Information Access; and Program Administration. She focused on Information Access and Program Administration as the areas of greatest concern. Because of schedule changes, the LRC has not been able to offer the flexible schedule it did in the past. Also, due to budget cuts, the middle school no longer has its own library specialist. Mrs. Hudson said that to improve flexibility and equity across the district, these situations should be addressed. Mrs. Hudson recommended that,

after her retirement at the end of this year, the Board consider hiring a certified teacher for library instruction who will continue Millburn's tradition of offering LRC services as a relevant part of the curriculum.

SCHOOL SAFETY GRANT – Dr. Stephen Johns discussed information regarding the new Illinois Emergency Management Agency School Safety Grant. Although the grant application is not yet available, the district is researching projects that might qualify. Once the application process starts, there will be about 45-60 days for districts to submit their proposals. Projects that may qualify for grant money include notification and warning systems; systems to mitigate damage during an emergency; camera-based security systems; search and inspection systems; locking devices; keyless entry systems; and reinforced doors. Dr. Johns said he will continue to research the cost of various projects and keep the Board informed about the grant process.

ARCHITECT OF RECORD – Supt. Jason Lind explained that school districts are required to have an Architect of Record, and that there is a set process for conducting a search for an architect. He said that Millburn has not reviewed its Architect of Record since the late 1990s when GreenAssociates was selected. Dr. Stephen Johns gave a short summary of the selection process. The Board agreed it was interested in forming a subcommittee to review the Architect of Record. A tentative timeline was set to start the process in February or March, with completion by June or July.

BOARD REPORTS -- The Board Members each gave a short summary of the sessions they attended at the recent Tri-Conference in Chicago. Highlights they listed included:

- Importance and increasing use of technology in the classroom
- Completion of Leadership Requirements
- Presentation by Superintendent of the Year
- Newly designed State Report Card
- Disseminating information about the Common Core State Standards
- Allocating funding for STEM (Science, Technology, Engineering and Math)
- Incorporating the district's mission and goals in the budget process
- Superintendent evaluation tools
- Holding Board Members accountable for reaching their goals
- Public Relations without a PR person
- Time support for staff when implementing changes
- School safety requirements
- Choosing computer equipment
- Opportunities to meet and converse in an informal setting
- Powerful message from closing speaker on Honor Flights
- Community engagement
- Teaching students to problem-solve
- Opportunities for shared services
- Various legal issues at "Legally Stumped" session
- Discussions with legislators

BUSINESS OFFICE REPORT – Dr. Stephen Johns gave Board Members a Budget calendar, listing upcoming events in each month. He also reported on a recent training session with custodians that emphasized hazard recognition and the district's emergency response plan. He also explained that a National School Lunch Review is scheduled for January.

SUPERINTENDENT REPORT – Supt. Jason Lind discussed the situation in which a small group of school districts is withdrawing from SEDOL. Diane Campbell, who is Millburn's representative on the SEDOL Board, said she would forward information to Board Members as it becomes available.

Supt. Lind also informed the Board that he presented a State of the District address to the staff at a recent inservice meeting, sharing information about finances and the 5Essentials Survey. He asked staff members for feedback about staffing options and the best ways to improve the district.

FUTURE AGENDA ITEMS – Board Members were encouraged to forward their suggestions for future agenda items to the Board officers or superintendent.

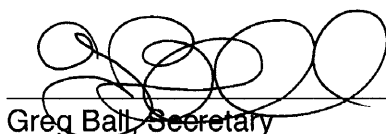
EXECUTIVE SESSION – The Board determined there was no need for an Executive Session.

There being no further business, a motion was made by Jane Gattone and seconded by Diane Campbell to adjourn the Committee of the Whole Meeting. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Trak Patel. The motion passed. The meeting adjourned at 8:50 p.m.



Joseph Pineau, President  
Board of Education  
Millburn School District 24

ATTEST:



Greg Ball, Secretary  
Board of Education  
Millburn School District 24

12/10/13

Date