

BOARD OF EDUCATION  
Millburn School District 24  
REGULAR MEETING  
Nov. 23, 2015

BOARD MEMBERS PRESENT

Greg Ball (via internet)  
Diane Campbell  
Jane Gattone  
Carissa LaTourette  
Casandra Slade

BOARD CLERK

Dorothy Pazanin

ADMINISTRATION PRESENT

Jason Lind, Superintendent  
Dr. Stephen Johns, Business Manager  
Joanne Rathunde, Technology Director

TREASURER

Gary White

The Regular Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held at Millburn Middle School, was called to order at 7:02 p.m. by President Jane Gattone. Roll call was taken with the following Board Members in attendance: Diane Campbell, Jane Gattone, Carissa LaTourette and Casandra Slade. Greg Ball participated via an internet connection, starting at 7:32 p.m. Absent were Nichol Mangino and Trak Patel.

Due to the absence of Board Secretary Trak Patel, it was decided to name a Secretary Pro Tem. A motion was made by Carissa LaTourette and seconded by Diane Campbell to name Carissa LaTourette as Secretary Pro Temp. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Greg Ball, Nichol Mangino and Trak Patel.

PUBLIC COMMENT – There was none.

ADDITION OF NON-ACTION ITEMS – The topic of Board Member e-mails was added as an Information/Discussion item.

RECOGNITION – There was none.

ACTION ITEMS

2015 PROPERTY TAX LEVY – Dr. Stephen Johns said the 2015 Property Tax Levy Resolutions attached to the agenda include the same information that was part of the levy presentation last month. A motion was made by Diane Campbell and seconded by Carissa LaTourette to approve the 2015 Property Tax Levy. On a roll call vote, the following Board Members voted Aye: Jane Gattone, Carissa LaTourette, Casandra Slade and Diane Campbell. Nays: none. Absent: Greg Ball, Nichol Mangino and Trak Patel. The motion passed.

CONSENT AGENDA – A motion was made by Carissa LaTourette and seconded by Casandra Slade to approve the Consent Agenda, including the following:

1. Approval of Minutes
  - a. Regular Meeting and Executive Session of Oct. 26, 2015
  - c. Committee of the Whole Meeting of Nov. 9, 2015
2. Treasurer's Report and Approval
3. Bill Approval and Payment Authorization
4. Activity Account
5. Personnel Report
  - a. Hire Substitutes
    - I. Sheri Meverden—Paraprofessional Substitute only
    - II. Nicole Kosanke

III. Susan Leung  
 IV. Rita Ferrara  
 V. Emily Szpak

On a roll call vote, the following Board Members voted Aye: Carissa LaTourette, Casandra Slade, Diane Campbell and Jane Gattone. Nays: none. Absent: Greg Ball, Nichol Mangino and Trak Patel. The motion passed.

#### NOVEMBER, 2015 EXPENDITURES

<b>EDUCATION</b>		<b>OPERATIONS &amp; MAINTENANCE</b>	
BILLS PAYABLE	\$107,393.28	BILLS PAYABLE	\$81,676.54
PAYROLL/BENEFITS	\$775,718.75	PAYROLL	\$40,920.14
MISC			
TOTAL	\$883,112.03	TOTAL	\$122,596.68
<b>TRANSPORTATION</b>		<b>IMRF/SOCIAL SECURITY</b>	
BILLS PAYABLE	\$8,084.18	BILLS PAYABLE	\$0.00
PAYROLL/BENEFITS	\$65,638.11	PAYROLL/BENEFITS	\$45,617.80
TOTAL	\$73,722.29	TOTAL	\$45,617.80
<b>CAPITAL PROJECTS</b>		<b>DEBT SERVICE</b>	
BILLS PAYABLE	\$10,504.08	BILLS PAYABLE	\$113,000.00
		<b>TORT</b>	
		BILLS PAYABLE	\$1,597.05
		<b>FUNDS TOTAL</b>	
			\$1,250,149.93

#### INFORMATION/DISCUSSION ITEMS

STRATEGIC PLAN UPDATE – Supt. Jason Lind reported that the Strategic Plan is finished. The next steps are to share it with the public and to send thank you notes to those who participated in the process. He and the other district administrators will prepare a working plan to accomplish the goals set out in the Strategic Plan.

It was noted that Gary White exited the meeting at 7:15 p.m.

STUDENT ACHIEVEMENT – Supt. Jason Lind presented information regarding the latest test scores as a measure of student achievement. He reviewed the results of the first year of state PARCC testing (Partnership for Assessment of Readiness for College and Careers). Data showed how Millburn students in third through eighth grade performed in reading and math, and how Millburn students compared to other students in the state. He also compared PARCC scores with student scores on NWEA MAP testing (Northwest Evaluation Association Measure of Academic Progress). The data gives an insight into students' college readiness and annual academic progress, while tracking the number of students meeting expectations. In general, he said the data shows that Millburn continues to perform at a high level overall. Additional resources will be used to support areas of concern. The district will continue to implement the

math curriculum and new writing program. It also will continue to monitor progress toward aligning the curriculum to the learning standards, while supporting staff in their efforts to achieve these goals.

It was noted that Greg Ball joined the meeting via the internet at 7:32 p.m.

EARLY CHILDHOOD ASSESSMENT – Supt. Jason Lind explained that starting next school year, SEDOL will charge districts \$4,000 for each Early Childhood assessment, a service that currently is provided free of charge. Millburn averages about 16 assessments a year. Supt. Lind said he is researching the option of having Millburn complete its own assessments. He said personnel would have to be trained and have available time, which could be accomplished by shifting some job duties and adding personnel. He said he would like the Board to make a decision on this by January so that he can notify SEDOL of the decision by February.

ANNUAL STATEMENT OF AFFAIRS – Dr. Stephen Johns said he has prepared the district’s Annual Statement of Affairs for the Fiscal Year Ending June 30, 2015. The report includes data including information on salaries, assets and liabilities, revenue and expenditures, tax rates and enrollment. Portions of the statement will be published in the newspaper, as required.

BOARD EMAILS – Board Members reviewed their options for receiving emails, either in their personal email accounts or through the school email domain. Technology Director Joanne Rathunde explained that each Board Member could have a school email account that could be used when conducting School Board business. In the past, School Board emails were forwarded to members’ personal email accounts because Board Members did not want to check two sets of emails or were having trouble checking Board emails at work. By switching all Board emails to the district email service, all emails will be archived. Ms. Rathunde reviewed directions with Board Members for setting up district email accounts.

#### FUTURE AGENDA ITEMS

Future agenda items include:

- Building Use, Activity, and Registration Fees for 2016-17
- Responding to emails directed to the Board via the district website
- Superintendent’s contract

#### BOARD REPORTS

Carissa LaTourette said she has been assisting choir students as they prepare for the Illinois Solo and Ensemble Contest.

Cassandra Slade shared information that she learned at the recent Tri-Conference in Chicago concerning student leadership programs. She said another district described its summer leadership program supported by local businesses and the district foundation. She suggested it might be something Millburn would like to pursue, and said she would pass along the materials she had regarding the program.

#### SUPERINTENDENT REPORT

Supt. Jason Lind reported on the following:

- He has been teaching a health class about puberty to fifth grade boys.
- He has joined with a group of superintendents from Lake, Northern Cook and DuPage counties in issuing a position statement on the KIDS kindergarten assessment. The statement, which will be sent to the Illinois Board of Education, discusses the challenges faced by the school districts in implementing the assessment.

BUSINESS OFFICE REPORT

Dr. Stephen Johns said the district's custodial staff did a good job clearing the first snowfall of the season, despite a few equipment failures.

He also said that he received an email today from the cell phone tower company saying it would like to proceed with negotiations to lease district land. Dr. Johns said he has contacted two consulting firms that help negotiate these types of leases. They are both sending more information.

He also reviewed information in his Business Report concerning the lighting redesign project, building rental and student fees, carbon monoxide detectors, HVAC issues, and PTO donations.

It was noted that Dr. Stephen Johns and Joanne Rathunde exited the meeting at 9:25 p.m.

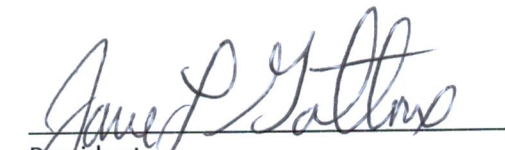
EXECUTIVE SESSION

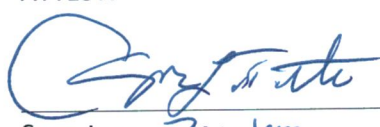
A motion was made by Jane Gattone and seconded by Carissa LaTourette to enter into Executive Session to discuss collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. On a roll call vote, the following Board Members voted Aye: Casandra Slade, Diane Campbell, Jane Gattone, Carissa LaTourette and Greg Ball. Nays: none. Absent: Nichol Mangino and Trak Patel. The motion passed. The Executive Session began at 9:29 p.m.

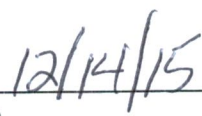
A motion was made by Diane Campbell and seconded by Casandra Slade to adjourn the Executive Session. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Nichol Mangino and Trak Patel. The motion passed. The Executive Session ended at 9:35 p.m.

REGULAR MEETING RESUMES

There being no further business, a motion was made by Diane Campbell and seconded by Casandra Slade to adjourn the Regular Meeting. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Nichol Mangino and Trak Patel. The motion passed. The Regular Meeting adjourned at 9:36 p.m.

  
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President  
Board of Education  
Millburn School District 24

ATTEST:  
  
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Secretary *Pro-tem*  
Board of Education  
Millburn School District 24

  
\_\_\_\_\_  
Date