

BOARD OF EDUCATION
Millburn School District 24
REGULAR BOARD MEETING
June 27, 2016

BOARD MEMBERS PRESENT

Jane Gattone, President
Nichol Mangino, Vice President
Trak Patel, Secretary
Carissa LaTourette, Member
Heath Rosten, Member
Casandra Slade, Member

ADMINISTRATION PRESENT

Jason Lind, Superintendent of Schools
Stephen Johns, Business Manager/CSBO
Gary White, Treasurer

BOARD CLERK

Bernadette Hanna

VISITORS

David Dabney
Zac Dabney

The Regular Board of Education Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held at Millburn Elementary School, was called to order at 7:00 p.m. by President Jane Gattone. Roll call was taken with the following Board Members in attendance: Jane Gattone, Carissa LaTourette, Nichol Mangino, Trak Patel, Heath Rosten, Casandra Slade. Absent: Diane Campbell.

PUBLIC COMMENT – There were no public comments.

ADDITION of DISCUSSION ITEMS - There were no added items.

ACTION

Adopt Resolution for an Interfund Permanent Transfer from the Transportation Fund to the Operations & Maintenance Fund for Capital Improvement Projects

The required notice for the Millburn District 24 public hearing was published in the Daily Herald on June 16, 2016. The transfer is for a one-time, non-recurring expense. The proposed transfer will be used to pay for capital improvement projects such as lighting, drainage and paving, and the Millburn Middle School chiller replacement.

A motion was made by Carissa LaTourette, seconded by Nichol Mangino, to approve the transfer of \$705,000 from the Transportation Fund to the Operations & Maintenance Fund for Capital Improvements. On a roll call vote the following Board Members voted Aye: Jane Gattone, Carissa LaTourette, Nichol Mangino, Trak Patel, Heath Rosten, Casandra Slade. Nays: none. Absent: Diane Campbell. The motion passed.

Adopt Resolution for an Interfund Permanent Transfer from the Operations & Maintenance Fund to the Capital Projects Fund

Dr. Johns reported that the Illinois Programming & Accounting Manual (IPAM) recommends that capital improvement projects be paid from the Capital Projects Fund. This resolution satisfies the requirement that the board authorize the transfer of funds to the Capital Projects Fund. The HVAC Chiller replacement at Millburn Middle School will be partially funded with \$55,000 of this transfer. If any portion of this is covered by insurance, the remaining funds will be used for other capital improvement projects.

A motion was made by Nichol Mangino, seconded by Carissa LaTourette, to approve the transfer of funds from the Operations & Maintenance Fund to the Capital Projects Fund. On a roll call vote the following Board Members voted Aye: Carissa LaTourette, Nichol Mangino, Trak Patel, Heath Rosten, Casandra Slade, Jane Gattone. Nays: none. Absent: Diane Campbell. The motion passed.

Adopt Resolution for an Interfund Transfer from the Education Fund to the Capital Project Fund

Dr. Johns explained that the Illinois Programming & Accounting Manual (IPAM) recommends that capital improvement projects be paid from the Capital Projects Fund. This resolution satisfies the requirement that the board authorize the transfer of funds from the Education Fund to the Capital Projects Fund in the amount of \$180,000 that will be used to partially fund the HVAC chiller replacement at Millburn Middle School. If a portion of the chiller replacement is covered by insurance, the remaining funds will be used for other capital improvement projects.

A motion was made by Trak Patel, seconded by Nichol Mangino, to approve the transfer of \$180,000 from the Education Fund to the Capital Project Fund. On a roll call vote the following Board Members voted Aye: Nichol Mangino, Trak Patel, Heath Rosten, Casandra Slade, Jane Gattone, Carissa LaTourette. Nays: none. Absent: Diane Campbell. The motion passed.

Adopt Resolution for the Transfer of Interest from the Debt Service Fund to the Operations & Maintenance Fund

School Code Section 10-22.44 allows a school district to transfer interest earned from certain funds to be transferred to the fund most in need as long as the transfer was included in the district's annual budget.

A motion was made by Heath Reston, seconded by Carissa LaTourette, to approve the transfer of interest pending final interest amount from the Debt Service Fund to the Operations & Maintenance Fund. On a roll call vote the following Board Members voted Aye: Trak Patel, Heath Rosten, Casandra Slade, Jane Gattone, Carissa LaTourette, Nichol Mangino. Nays: none. Absent: Diane Campbell. The motion passed.

Adopt Resolution for Prevailing Wage

A motion was made by Jane Gattone, seconded by Carissa LaTourette, to approve the Resolution for Prevailing Wage as presented. On a roll call vote the following Board Members voted Aye: Heath Rosten, Casandra Slade, Jane Gattone, Carissa LaTourette, Nichol Mangino, Trak Patel. Nays: none. Absent: Diane Campbell. The motion passed.

Consent Agenda

A motion was made by Jane Gattone, seconded by Trak Patel to approve the Consent Agenda as presented. On a roll call vote the following Board Members voted Aye: Heath Rosten, Casandra Slade, Jane Gattone, Carissa LaTourette, Nichol Mangino, Trak Patel. Nays: none. Absent: Diane Campbell. The motion passed. The Consent Agenda includes:

1. Approval of Minutes
 - (a) Public Hearing of May 23, 2016
 - (b) Regular Meeting and Closed Session of May 23, 2016
 - (c) Special Meeting and Closed Session of June 6, 2016
 - (d) Committee of the Whole Meeting of June 13, 2016
2. Treasurer's Report and Approval
3. Bill Approval and Payment Authorization
4. Activity Account
5. Personnel Report
 - (a) Resignations
 - i. Rachel Eckenstahler – 1.0 FTE Paraprofessional Effective 6/07/16
 - ii. Robert Imperial – 1.0 FTE Paraprofessional Effective 6/07/16
 - iii. Patricia Szuhay – 1.0 FTE Administrative Assistant

- (b) Hires
- i. Adam Rowlands – 1.0 FTE Assistant Principal
 - ii. Jacqueline Hoeft – 1.0 FTE Speech & Language Pathologist
 - iii. Kristin Kao - 5 FTE Gifted Teacher
 - iv. Jonathan Cramer - 1.0 FTE Music/Drama Teacher
 - v. Michelle Yearout - 1.0 FTE Social Worker
 - vi. Vanessa Boss - 1.0 FTE Administrative Assistant
 - vii. Barbra Kessel - Substitute Teacher
 - viii. Jessica Ferrara - ESY Paraprofessional and Substitute Teacher
 - ix. Rebecca Stefani - Substitute Teacher
 - x. Elena Sanchez - rehired for Summer Help
 - xi. Lisa Kerton - Summer Help
 - xii. Cameron Gurley - Summer Help
 - xiii. Evan Morris - 1.0 FTE Paraprofessional
 - xiv. Anna Rodewald - 1.0 FTE Paraprofessional
 - xv. Judith Slazes - Bus Driver
- (c) Intent to Retire
- i. Regina Reynolds - 1.0 FTE Grade 4 Teacher - June 2020
- (d) Leave of Absence
- i. Cynthia Gallagher - 1.0 FTE Special Services Teacher MMS for 2016-17 SY
6. Facilities Use Fees – no change for 2016-17
 7. Board Meeting Dates for 2016-17
 8. Approve Next Steps from Board Governance
 9. Semi-Annual Review of Closed Session Minutes
 10. Destruction of Audio Tapes from Closed Session Minutes more than 18 Months Old
 11. Approval of Superintendent Contract

JUNE, 2016 EXPENDITURES

EDUCATION		OPERATIONS & MAINTENANCE	
BILLS PAYABLE	\$521,997.13	BILLS PAYABLE	\$794,357.22
PAYROLL/BENEFITS	\$927,247.11	PAYROLL	\$59,279.55
TOTAL	\$1,449,244.24	TOTAL	\$853,636.77
TRANSPORTATION		IMRF/SOCIAL SECURITY	
BILLS PAYABLE	\$720,523.14	BILLS PAYABLE	\$0.00
PAYROLL/BENEFITS	\$64,794.42	PAYROLL/BENEFITS	\$45,597.23
TOTAL	\$785,317.56	TOTAL	\$45,597.23
CAPITAL PROJECTS		DEBT SERVICE	
BILLS PAYABLE	\$29,038.06	BILLS PAYABLE	\$1,421.12
		TORT	
		BILLS PAYABLE	\$129,139.35
		FUNDS TOTAL	
			\$3,293,394.33

A motion was made by Jane Gattone, seconded by Carissa LaTourette to correct the September 2016 Board Meeting Dates to 9/12 and 9/26. On a voice vote, all members present voted Aye. Nays: none. Absent: Diane Campbell. The motion passed.

It was noted that Mr. White exited the meeting at 7:24 p.m.

INFORMATION/DISCUSSION

Board Agreements

Dr. Lind shared documents with the Board. Ms. LaTourette volunteered to work on the updates needed to the Board Calendar. Ms. Mangino volunteered to review the New Board Member Orientation process. The Board Agreements will be reviewed and clarified by August. These will be a discussion item at the July meeting then again at the August Committee meeting.

FUTURE AGENDA ITEMS

Budget Cycle Review

At the Special Meeting on August 8, an agenda item will be for the Board to approve putting the tentative budget on public display. The Public Hearing and Budget FY17 approval will be in September.

Non-Certified Staff Salary Schedule for 2016-17

This will be available for the Board to review before approval at the August 8th meeting.

BOARD REPORTS

None.

SUPERINTENDENT REPORT

Dr. Lind reported on Crisis Prevention Intervention (CPI) training that was held. Twenty staff members attended the all day training session to learn how to hold and restrain students properly and teach skills to safely respond to various levels of risk behavior while balancing the responsibilities of care.

BUSINESS OFFICE REPORT

Dr. Johns reported that there were rooms that were not including in the original pricing for the lighting project. Part of the problem was that the floor plans were not accurate. A main area that was not scheduled was the stage area. Also some rooms have ceiling framework that runs in all directions. We will have to purchase 2 x 2 light fixtures for these rooms. The fixtures are custom made so the already-purchased 2 x 4s may be installed in areas that were not on the original plans, such as the office areas.

It was noticed that a couple of the lights in the front parking lot were not working. This will be discussed with the contractor at the upcoming meeting.

Dr. Johns discussed concerns about getting a smaller chiller for the middle school. The current one had three compressors, but only utilized two. Neither the Trane representative, architect, nor engineer were concerned about getting the smaller chiller. The new chiller will be much more efficient as well as twelve years newer. Concerns about mildew in the carpeted areas at the middle school have been addressed by placing dehumidifiers in these areas.

ADJOURNMENT

There being no further business, a motion was made by Casandra Slade, and seconded by Trak Patel to adjourn the Regular Board of Education meeting. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Diane Campbell. The meeting adjourned at 8:04 p.m.

Board of Education
Millburn School District 24
Lake County, Illinois

By: Jane L. Tallos
President

Attest: [Signature]
Secretary

7/25/16
Date