

**MILLBURN C. C. SCHOOL DISTRICT 24**

**BOARD OF EDUCATION**

**Committee of the Whole Meeting**

**June 12, 2017**

**BOARD MEMBERS PRESENT**

Carissa LaTourette, President  
Heath Rosten, Secretary  
Jim Guziak, Member  
Denise Ide, Member  
Brendan Murphy, Member  
Maggie Wentzell, Member

**BOARD CLERK**

Bernadette Hanna

**ADMINISTRATION PRESENT**

Jason Lind, Superintendent of Schools  
Stephen Johns, Business Manager/CSBO  
Joanne Rathunde, Director of Technology  
Jake Jorgenson, Principal, MMS  
Bennett Walshire, Principal, MES

**VISITORS**

Carol McGill

The 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 7:00 p.m. by President Carissa LaTourette. Roll call was taken with the following Board Members in attendance: Jim Guziak, Denise Ide, Carissa LaTourette, Brendan Murphy, Heath Rosten, Maggie Wentzell. Absent: Casandra Slade.

**PUBLIC COMMENT**

None.

**ADDITION of DISCUSSION ITEMS**

None.

**INFORMATION/DISCUSSION**

**School Finance 101**

Dr. Lind prepared a PowerPoint for the Board members. Most of the district's revenue comes from property taxes (64%) and another portion comes from the state (26.3%). Ms. LaTourette pointed out that the Illinois State Constitution states that they are to fund public schools at 51%.

Local revenue comes to the district in the form of registration fees, lunch sales, activity fees, facility rental fees, and property taxes. State sources for revenue come from General State Aid (GSA), transportation, special education, and special education transportation. This year we received \$249,756 from Federal sources. These include lunch and special education reimbursement.

GSA is calculated based on a district's local wealth, student average daily attendance, and poverty counts in relation to the foundation level, which is determined by the state. Millburn's Equalized Assessed Valuation (EAV) per pupil is currently the fourth lowest in Lake County.

The district receives four equal payments per year from the State of Illinois for categoricals (special/regular transportation and special education revenue). So far for the 2016-17 school year, only one payment has been received.

**2017 Joint Annual Conference of IASB/IASA/IASBO**

The Board was informed that the 85<sup>th</sup> Joint Annual Conference is scheduled for November 17-19 in Chicago. This event is sponsored by the Illinois Association of School Board, Illinois Association of School Administrators, and the Illinois Association of School Business Officials. This conference is recognized as one of the nation's leading education conferences. The event is open to local school board members, superintendents and administrative professionals, school administrators, state and regional educators and officials, school attorneys, university professors, exhibitors, and guests.

### First Reading of Board Policies

Two Board members and Dr. Lind have reviewed the policies in preparation for the first reading. Board members are asked to review the policies. The second reading and approval is scheduled for the June 26<sup>th</sup> Regular Board meeting. The policies to be updated are:

General School Administration	Policy 3:70 – Succession of Authority
Operational Services	Policy 4:180 – Pandemic Preparedness
General Personnel	Policy 5:70 – Religious Holidays; Policy 5:80 - Court Duty Policy 5:110 – Recognition for Service; Policy 5:140 – Solicitations By or From Staff Professional Personnel
Professional Personnel	Policy 5:210 – Resignations; Policy 5:230 – Maintaining Student Discipline;
Educational Support Personnel	Policy 5:285 – Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers Policy 5:300 – Schedules and Employment Year; Policy 5:320 – Evaluation
Instruction	Policy 6:70 – Teaching About Religions
Students	Policy 7:100 – Health, Eye and Dental Examinations; Immunizations; and Exclusion of Students

### Board Recognition

This program acknowledges school boards that learn and practice effective governance behaviors through participation in and support for board development programs and events. An effective school board is one that understands that excellence in local school board governance requires full board commitment to obtaining the knowledge, skills and abilities critical to good governance. Mr. Rosten offered to begin the application process for this recognition.

### Holly Jack Award

The purpose of this award is to honor Holly Jack's contribution in promoting and developing professional development programs for board secretaries. Holly Jack was a long-time administrative assistant for IASB. Ms. Ide offered to coordinate the process for this recognition for Bernadette Hanna.

### **BOARD REPORTS**

Dr. Wentzell reported that she attended the SEDOL meeting. There was special recognition of two students and their videos are posted on the SEDOL website – [www.sedol.us](http://www.sedol.us). A new Executive Board was approved. The tentative budget was approved. Dr. Wentzell will have more information to share after the next meeting.

Ms. Ide and Ms. LaTourette toured the genocide museum, which is a seventh grade project. They felt it was a moving and extraordinary project. The 7<sup>th</sup> grade team puts their whole soul into this project and it is well researched. The project encompassed all subject areas. In math they did memorial gardens on graph paper; in ELA there was a writing project, and in social studies they learned the history of genocide.

Ms. LaTourette went on the field trip to the Holocaust Museum. The students were respectful and well behaved.

Mr. Lacey's Art Show was complimented. There were so many people helping, supporting, and visiting the incredible artwork.

The eighth grade farewell celebration was well attended.

Dr. Wentzell and Mr. Murphy attended the mandatory board training. They felt it was an eye-opening and interesting experience.

### **SUPERINTENDENT REPORT**

Dr. Lind reported that he is working on professional development. He has teachers on the Professional Development District Advisory Group meeting to discuss the direction of professional development. Meetings will take several times this summer. Dr. Lind is trying to model using Schoology for this group.

### **BUSINESS OFFICE REPORT**

Dr. Johns reported that he is working on the transition of the financial system to run payroll.

**FUTURE AGENDA ITEMS**

- 2017-18 Salary Schedule for Non-Certified Staff
- Cottonwood Estates Annual Impact Fee
- Amended FY17 Budget
- Transfer of Funds
- Prevailing Wage Resolution
- Superintendent Goals
- Superintendent Evaluation
- Food Service Bid
- Presentation by Elementary Social Studies and Science Committees
- Semi-Annual Review of Closed Session Minutes
- Destruction of Audio Tapes from Closed Session Minutes more than 18 Months Old

**CLOSED SESSION**

A motion was made by Carissa LaTourette, with a second by Denise Ide, to enter into Closed Session to discuss:

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, and,

The 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: Jim Guziak, Denise Ide, Carissa LaTourette, Brendan Murphy, Heath Rosten, Maggie Wentzell. Nays: none. Absent: Casandra Slade. The motion passed. The Closed Session began at 8:15 p.m.

It was noted that Ms. Rathunde, Mr. Jorgenson, Mr. Walshire, and all visitors exited the meeting at this time.

A motion was made by Carissa LaTourette, seconded by Heath Rosten, to exit Closed Session. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Casandra Slade. The motion passed. The Closed Session ended at 9:04 p.m.

**ADJOURNMENT**

There being no further business, a motion was made by Carissa LaTourette, second by Maggie Wentzell, to adjourn the Committee of the Whole Meeting. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Casandra Slade. The motion passed. The Committee of the Whole Meeting adjourned at 9:04 p.m.

Board of Education  
Millburn School District 24  
Lake County, Illinois

By: C. LaTourette  
President

Attest: Margaret Murphy  
Secretary

June 26, 2017  
Date