

Millburn School District 24

HIGHLIGHTS

Board of Education's Regular Meeting

Monday, December 14, 2015 – Millburn Elementary School

Directions to agenda and supporting documents:

www.millburn24.net → School Board → Meetings, Agendas, & Minutes → School Year 2015-16

Board of Education: Jane Gattone, President Nichol Mangino, Vice President Trak Patel, Secretary
Greg Ball, Member Diane Campbell, Member Carissa LaTourette, Member
Casandra Slade, Member

Administrators: Jason Lind, Superintendent Stephen Johns, Business Manager/CSBO
Joanne Rathunde, Director of Technology Elizabeth Keefe, Director of Special Services
Bennett Walshire, Principal, MES Jake Jorgenson, Principal, MMS

Action Items

Memorandum of Understanding

This is a change to the Negotiations Stipend Schedule. Currently, the schedule pays for a 30-minute recess/café duty, but at MMS the time is 41 minutes. The Board approved the change.

Deduct Change Order – MES 2015 Roofing Project

Dr. Johns explained that because of the potential for additional costs for the roofing project at MES, a \$10,000 allowance was included in the specifications. The primary concern was related to securing the new roof to the existing roof deck because of the age of the building and not knowing how the previous roofs were secured. There were no problems with the project or securing the new roof to the existing roof deck. Since the \$10,000 allowance wasn't needed, it needs to be deducted from the contract amount before the district can make the final payment. The deduct change order formally reduces the amount of the roofing contract from \$258,900 to \$248,900. The Board approved the change order.

Consent Agenda

The Board unanimously approved the minutes of the meetings held on November 23, 2015, Treasurer's Report, the invoices to be paid, student activity account, and the personnel report. The personnel report consisted of requests for leaves of absence - 8th grade teacher Mrs. Watters from January to the end of the school year and full-time custodian, Ms. Reyes until January 4. Also, 4th grade teacher, Mrs. Walsh submitted her intent to retire at the end of the 2019-20 school year.

Information/Discussion

Technology 1:1 Pilot Update

Carine Lancaster and Suzanne Dekorsi Technology-Integration Specialists made a presentation to the Board about the 1:1 piloting so far this year. Mrs. Konicki's 3rd grade class and Mrs. Jacobs' 6th grade, have been piloting. The first search involved the cases for the iPads. One that is durable with a "kick stand" for 3rd grade has worked very well. Cases with keyboards were chosen for 6th – they love them! Next, they figured out temporary storage for both classrooms. An old mailbox unit was brought out of storage and repurposed for middle school. A plastic storage unit with drawers is being used in third grade. The students were asked to come up with rules and expectations so they can take ownership. They came up with all the necessary rules

that the adults chose, plus some. Our third graders realized that they needed to make sure their water bottles were not near the iPads, so they have a “water station.”

Mrs. Konicki said students are enthusiastic. She appreciates that the children can be at their own Lexile level when reading on a classroom subject matter. Transition time is non-existent since they do not have to move to the computer lab. There is a lot of peer collaboration. Students are not afraid to figure out how to use a new app or even help their teacher learn a new one!

Mrs. Jacobs’ math students are piloting some new apps where they explain how they figure out a math equation. The students are respectful of the iPads and each other.

The Tech Committee will start meeting again. They will discuss pilot expansion for next year as well as staff development. These new recommendations will be presented to the board for the 2016-17 school year.

Strategic Plan Update

Foreign Language - Mr. Lind spoke to the chair of the foreign language department at Lakes High School. They discussed some ideas for Millburn to start a foreign language program. If middle school students have had 2 years of foreign language and attend Lakes HS, they go into foreign language II. If attending Warren HS, students would have to take a test to get into language II. Taking language II would allow them to be eligible for advanced placement testing.

Curriculum/Administrative Support – the administrators are in the process of reviewing their job duties, and have begun the process of recording the basic activities with estimated hours of completion. They are looking to get a general idea of how much time is spent on each activity.

MS Scheduling – Mr. Jorgenson has begun the discussion with his staff on the schedule. The effort will ramp up after winter break.

Technology – the process and progress of the 1:1 iPad pilot program was presented.

Diversity – Mr. Lind is looking into attending a job fair in Chicago. The cost will be about \$800.00

Early Childhood Assessment - the Board will have to take action by the January Regular Board meeting. This entails the Millburn staff doing their own early childhood assessments instead of sending them to SEDOL. One advantage is that the staff meets and builds a relationship with the students and parents from the beginning.

Response to Board Emails - after much discussion the Board decided to keep the process the way it has been with Mr. Lind responding to emails addressed to the Board and including the Board in his response.

Future Agenda Items

1. Lighting Retrofit Bid Approval – Special Meeting 3/14/16
2. Paving/Drainage Bid Approval – Special Meeting 3/14/16
3. Fees – Building Use, Registration, Activity, Bus
4. Early Childhood Assessment

Board Reports – none

Superintendent's Report - Mr. Lind compiled all the PARCC scores comparing Millburn against the rest of the county. Millburn falls in the upper middle. Writing is our relative weakness, which has been known and which was confirmed after the ELA Committee completed a "gap analysis" of the elementary ELA curriculum last year. That is why the Board approved the purchase of a new K-5 writing curriculum after the ELA Committee presented to the Board.

Business Office Report

Dr. Johns' full report is attached to the agenda. The first part is a cash flow chart. Here is a part of the report:

Carbon Monoxide Monitoring

- We have now been instructed by the State Superintendent Tony Smith to hold off on purchasing any carbon monoxide equipment until after the State Fire Marshal's office sets the rules for implementation.

Lighting & Paving/Landscape Project Schedule

- Listed below are the items that are targeted for the lighting and paving/landscape bids. The actual work awarded is subject to funds available. The bids will include some alternates to give us flexibility if the bids come in higher than anticipated.
- Lighting Project
 - Replacement of T-12 lighting in the older section of Millburn Elementary
 - Replacement of lighting in the East & West gymnasium at both buildings
 - Replacement of the parking lot lighting at both buildings
- Paving/Landscape Project
 - Crack fill, seal & stripe all paved areas at both buildings
 - Remove and replace paving on the east side of Millburn Elementary that is used for a hard surface playground and special education buses.
 - Remove and replace the rear bus loop at Millburn Elementary
 - Paint games on the pavement at both buildings. Paint lines for PE & track on the fire lane at Millburn Middle School.
 - Remove/replace soil and plant sod in play area behind the East Gym at MES

Electrical Demand Response Agreement

- After obtaining more information, I submitted our application for the Electrical Demand Response program. There are a limited number of slots available and there is no penalty if we are unable to meet the electrical demand reduction in any year. All we lose is the economic incentive.
- The next step will be a conference call involving our technician from Johnson Control, PJM Interconnection, Terry Miller, and me. The call will give our tech from Johnson Controls a better idea of what is needed to meet the necessary reductions in power consumption for an electrical emergency.

Property Tax Collection

- The district has received the last payment of the 2014pay2015 tax revenue.
- The district received all but \$22,291.52 of the anticipated property tax revenue.
- This resulted in a collection rate of 99.83% for 2014pay2015 versus a 99.89% collection for the 2013pay2014 taxes

Private Day School

- Elizabeth Keefe and I met with representatives from Spectrum Center Schools and Programs on Wednesday, December 9, 2015. They are exploring the possibility of starting a private day school in Lake County. They came to look at the possibility of renting classroom space at Millburn Elementary School as early as the summer of 2016.
- If the program were to come to Millburn or another location in Lake County, there is the potential that some of our students that travel long distances each day could be served locally instead of travelling to neighboring counties.

Internet Fiber Build-Out Option

- I participated in a webinar with Joanne Rathunde, Tech Director, and our two district computer technicians. The webinar explained some of the changes in the E-Rate program that subsidizes bringing internet services to school districts and libraries throughout the United States. Millburn receives a 40% discount on eligible services as a result of the E-Rate tax on each of our telecommunication bills.
- The webinar was presented by the Illinois Century Network. The E-Rate program began changing this past year by beginning the phase-out of subsidies for plain old telephone services (POTS), cellular services, and hosting services (e.g. our First Class Email). That phase-out resulted in freeing up funds that allow the program to focus on improving local and wide area networks as well as bringing more robust and faster connections to local schools. Since we just replaced our wireless routers and network switches, we would be wise to wait two to three years to upgrade our wireless nodes & local area networks.
- The program will now allow subsidies for the laying of fiber lines as well as purchasing existing fiber that is not in use. The program allows that cost to be spread out over four years so that is more affordable. We are currently exploring the possibility of possibly getting up to gigabit access versus the 100 megabit that we currently receive.
- In order to get pricing for this process, we will include this in our E-Rate form 470. Form 470 is used to solicit pricing from interested vendors. Contracts will need to be signed in April or May so that they are in place when the 2016 program year begins on July 1, 2016.

State Revenue

- As of December 13, 2015, the State of Illinois has vouchered for \$437,285.56 for Millburn payments that are outstanding. The Comptroller pays bills when funds become available. Approximately 75% of the unpaid vouchers are for transportation and special education programs. They are commonly referred to as "categorical programs."

The regular meeting ended with the Board entering Executive Session.

Next meeting: Committee of the Whole Meeting to be held on Monday, January 11, 2016 at Millburn Middle School.

Submitted by,

Bernadette Hanna