

BOARD OF EDUCATION
Millburn School District 24

REGULAR MEETING
Nov. 15, 2010

BOARD MEMBERS PRESENT

Robert Buehler
Diane Campbell
Kenneth Dewitt
Robert Reding
Lisa Scanio
Chris Stream

ADMINISTRATION PRESENT

Dr. Ellen Mauer, Superintendent
Elizabeth Keefe, Special Education Director
Dr. Cheryl Kucera, Curriculum Director
Joanne Rathunde, Technology Director
Jake Jorgenson, Principal
Jason Lind, Principal

BUSINESS MANAGER

Mary Taylor

TREASURER

Roger Manderscheid

BOARD CLERK

Dorothy Pazanin

VISITORS

Deborah Pineau
Laura Brown
Michelle Costa
Amy Hartnig
Joan Green
Lorie Cipolla
Kevin McKeever

The Regular Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held at Millburn West School, was called to order at 7 p.m. by Vice President Robert Buehler. Roll call was taken with the following Board Members in attendance: Robert Buehler, Diane Campbell, Kenneth Dewitt, Robert Reding, Lisa Scanio and Chris Stream. President Shawn Lahr was absent.

PUBLIC COMMENTS – There were none at this time.

ACTION ITEMS

CONSENT AGENDA – A motion was made by Lisa Scanio and seconded by Robert Reding to approve the Consent Agenda, including the following:

1. Approval of Minutes
 - a. Regular Meeting and Closed Session of Oct. 18, 2010
 - b. Special Meeting and Closed Session of Oct. 20, 2010
 - c. Committee of the Whole Meeting and Closed Session of Nov. 3, 2010
 - d. Special Meeting and Closed Session of Nov. 10, 2010
2. Treasurer's Report and Approval
3. Bill Approval and Payment Authorization
4. Approval of Activity Funds of Millburn Central and Millburn West

5. Personnel Report
 - a. Hire **Anne Hazen** as a Substitute Teacher
 - b. Hire **Frank Ranalli** as a Substitute Teacher
 - c. Hire **Berit Massman** as a Substitute Teacher
 - d. Hire **Sara Kelley** as a Substitute Teacher
 - e. Hire **Patrick Shea** as a Residency Investigator
6. Second Reading and Approval of Board Policy
 - a. Operational Services – 4:20 Fund Balances
 - b. Operational Services – 4:80 Accounting and Audits
 - c. General Personnel – 5:180 Temporary Illness or Temporary Incapacity
 - d. Professional Personnel – 5:190 Teacher Qualifications
7. Approve House Lease for 2011-12 School Year for Mariana Bibian

On a roll call vote, the following Board Members voted Aye: Kenneth Dewitt, Diane Campbell, Robert Buehler, Chris Stream, Lisa Scanio and Robert Reding. Nays: none. Absent: Shawn Lahr. The motion passed.

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EXPENDITURES

EDUCATION		BUILDING	
BILLS PAYABLE	\$237,684.12	BILLS PAYABLE	\$46,661.91
PAYROLL	\$656,875.50	PAYROLL	\$41,812.80
Manual Cks	\$6,448.34		
VOIDS	-\$19,826.55		
TOTAL	\$881,181.41	TOTAL	\$88,474.71
TRANSPORTATION		IMRF	
BILLS PAYABLE	\$12,391.35	BILLS PAYABLE	\$10,478.00
PAYROLL	\$50,844.41	PAYROLL	\$37,622.14
MANUAL	\$264.24	TOTAL	\$48,100.14
TOTAL	\$63,500.00		
		BONDS&INTEREST	
		BILLS PAYABLE	\$1,429,117.50
		TORT	
		PAYROLL	\$4,223.47
		BILLS PAYABLE	\$0.00
		TOTAL	\$4,223.47
SITE & CONSTRUCTION			
BILLS PAYABLE	\$3,420.00		
		FUNDS TOTAL	\$2,518,017.23

APPROVE PARAPROFESSIONAL POSITION – Dr. Ellen Mauer explained that a student who is new to the district has an IEP that requires a paraprofessional. A motion was made by Kenneth Dewitt and seconded by Diane Campbell to approve a 1.0 FTE Paraprofessional Position for Special Education. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Shawn Lahr. The motion passed.

It was noted that Roger Manderscheid exited the meeting at 7:05 p.m.

HIRE PARAPROFESSIONAL – A motion was made by Kenneth Dewitt and seconded by Diane Campbell to hire **Jennifer Ryan** as a 1.0 FTE Paraprofessional. On a roll call vote the following Board Members voted Aye: Diane Campbell, Robert Buehler, Chris Stream, Lisa Scanio, Robert Reding and Kenneth Dewitt. Nays: none. Absent: Shawn Lahr. The motion passed.

LEVY RESOLUTION – Mary Taylor gave a presentation regarding the tax levy, which explained terminology, variables, the process and the timeline. She said that among the variables, the only figure known at this time is the Consumer Price Index, which is 2.7 percent. Mrs. Taylor said that this year the district is levying for a 10 percent increase, or a total of more than \$11 million. She said this is not the amount the district will receive, but that it is wise to levy high so that any tax money from new construction can be captured. A motion was made by Kenneth Dewitt and seconded by Lisa Scanio to approve the Levy Resolutions. On a roll call vote the following Board Members voted Aye: Robert Buehler, Chris Stream, Lisa Scanio, Robert Reding, Kenneth Dewitt and Diane Campbell. Nays: none. Absent: Shawn Lahr. The motion passed.

INFORMATION/DISCUSSION ITEMS

WINTER BUS LOCATION – Dr. Ellen Mauer said some Board Members had asked for a review of the proposal to park the buses at Millburn West during the winter. The parking change was proposed because of ice and drainage issues in the parking lot at Millburn Central, and an effort to improve safety and save on workman's compensation claims. The board discussed several aspects of the issue, including:

- Cost and timeline for repairing the Central parking lot
- Visibility of the buses to homeowners around Millburn West
- Effects of traffic, noise and fumes around Millburn West
- Discussions that took place with the Heritage Trails homeowners when Millburn West was built
- Alternate parking areas at Central
- Possibility of parking half of the bus fleet at each school

It was agreed to have Chris Stream, who is a member of the Heritage Trails Homeowners Association, work with the administration and the homeowners association to come up with a compromise solution in the best interest of the schools and the neighborhoods.

SCHOOL IMPROVEMENT PLAN – Principals Jake Jorgenson and Jason Lind gave a presentation on the district’s School Improvement Plan. They reviewed the district’s mission statement, ways of working toward the mission, accomplishments of 2009-10, and the school improvement goals in the areas of academics, communication and finance. The presentation included the results of staff surveys regarding Rtl and the staff members’ understanding of the Rtl process.

FACILITIES USE POLICY – Dr. Ellen Mauer explained a proposal to amend Board Policy 8:20 Community Relations – Community Use of School Facilities. The proposal is to remove the phrase “non-school hours” and add the following: “If a request is made to rent the building during school hours, the Board of Education shall be informed and shall approve any such rentals.” Diane Campbell expressed concerns that there should be more comprehensive procedures and guidelines for renting the buildings during the school day, including how one group might be chosen over another. Dr. Mauer said the Board will be reviewing the Building Use guidelines in December. Ms. Campbell said she is willing to work with staff to help draw up procedures and guidelines for building use. Dr. Mauer said the amended policy will be on the Consent Agenda in December.

PUBLIC COMMENT – Amy Hartnig asked a question about the levy process and who decides how money is allocated. Mrs. Taylor explained that the school district will allocate the funds once the assessor determines the amount the district will receive.

Kevin McKeever said he thought the Board should let Dr. Mauer make the decision about where the school buses will be parked. He said that asking Chris Stream to work on a compromise might be a conflict of interest because he is a member of the Heritage Trails Homeowners Association.

Laura Brown asked about the location of the new construction that was referenced in the levy presentation. Mrs. Taylor said it was the townhomes in the Heritage Park subdivision. Mrs. Brown also announced that the former referendum committee will remain active as the “Yes! Millburn” committee. The group has a meeting planned to reorganize and to discuss what parents can do to lobby Springfield for more school funding.

Joan Green commented on the discussion of where the buses will be parked. She said it would not be unreasonable to ask some people to look at 10-20 buses for a few months if it means the district can avoid a future expense, such as a workman’s compensation claim or a parking lot repair.

ADMINISTRATIVE REPORTS

TECHNOLOGY DIRECTOR'S REPORT – Joanne Rathunde asked the Board to review and discuss budgeting options for leasing computer equipment. She said the annual lease payment line in the budget is about \$60,000. She asked the Board to consider entering into another 3-4 year lease not to exceed the current payment. A decision on the lease will be on the agenda for December's Regular Board Meeting.

CURRICULUM DIRECTOR'S REPORT – Dr. Cheryl Kucera reported that eighth graders who will be attending Lakes and Grayslake North high schools have been taking the EXPLORE test. Also, several Millburn teachers attended the recent Fall Literacy in Bloom workshop at Woodland Intermediate School. Millburn teacher Sarah Glade was one of the presenters.

SPECIAL SERVICES DIRECTOR'S REPORT – Elizabeth Keefe said she has been working with the psychologists and principals to compile the district's guidance document for entitling students for special education services. Two forums are scheduled to discuss this information with parents.

There being no further business, the meeting was adjourned at 8:43 p.m.

Robert Buehler, Vice President
Board of Education
Millburn School District 24

ATTEST:

Chris Stream, Secretary
Board of Education
Millburn School District 24