

BOARD OF EDUCATION  
Millburn School District 24

REGULAR MEETING  
Oct. 18, 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

VISITORS

Howard Crouse  
Laura Brown  
Linda Hanson  
Jenn Kiddle  
Alicia Keys

TREASURER

Roger Manderscheid

BOARD CLERK

Dorothy Pazanin

The Regular Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held at Millburn Central 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.

ADDITION OF NON-ACTION ITEMS – Roger Manderscheid informed the Board that the State Bank of the Lakes approved the Tax Anticipation Warrant. The interest rate is 4 percent, the same as last year. He said the bank will allow the district to borrow the funds in \$500,000 increments, as needed

ACTION ITEMS

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

1. Approval of Minutes
  - a. Regular Meeting and Closed Session of Sept. 16, 2010
  - b. Special Meeting and Closed Session of Sept. 29, 2010
  - c. Special Meeting and Closed Session of Oct. 6, 2010
  - d. Special Meeting and Closed Session of Oct. 14, 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 **Randee Harger** as a Substitute Teacher
  - b. Hire **Sherry McKeever** as a Substitute Teacher
  - c. Hire **Joan Layton** as a Substitute Teacher
6. Accept Illinois School Report Card 2010
7. Second Reading and Approval of Board Policy
  - a. Students – Residency 7:60
  - b. General Personnel – Responsibilities Concerning Internal Information 5:135
  - c. General Personnel – Personnel Records 5:150
  - d. General Personnel – Copyright 5:170

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

31-Oct-10

#### EXPENDITURES

<b>EDUCATION</b>		<b>BUILDING</b>	
BILLS PAYABLE	\$214,195.68	BILLS PAYABLE	\$60,384.53
PAYROLL	\$686,700.70	PAYROLL	\$41,640.96
MAN. CK	\$157.50	TOTAL	\$102,025.49
MAN. CK	\$354.60		
MAN. CK	\$890.00		
REISSUE CK	\$247.50		
P/R VOID	-\$263.63		
P/R VOID	-\$491.13		
TOTAL	\$901,791.22		
		<b>IMRF</b>	
		BILLS PAYABLE	\$0.00
		PAYROLL	\$39,017.42
		P/R VOID	-5.55
		TOTAL	\$39,011.87
<b>TRANSPORTATION</b>			
BILLS PAYABLE	\$12,820.61		
PAYROLL	\$52,858.03		
TOTAL	\$65,678.64		
		<b>BONDS&amp;INTEREST</b>	
		BILLS PAYABLE	\$0.00
		<b>TORT</b>	
		PAYROLL	\$4,215.14
		BILLS PAYABLE	\$0.00
		TOTAL	\$4,215.14
<b>SITE &amp; CONSTRUCTION</b>			
BILLS PAYABLE	\$332.48		
		<b>FUNDS TOTAL</b>	\$1,113,054.84

## INFORMATION/DISCUSSION ITEMS

STRATEGIC PLANNING PRESENTATION – Linda Hansen of School Exec Connect spoke to the Board concerning her proposal to facilitate a Strategic Plan with Millburn District 24. She presented an overview of the procedure, which includes four main steps: planning the process; engaging the community; implementing the vision; and monitoring the plan. She discussed surveys, mission statements, planning teams, focus areas and implementation.

After Dr. Hansen exited the meeting, the Board discussed the cost of developing a Strategic Plan and the timeline for completion. It was agreed to research more options, and further discuss the topic at the Committee Meeting in November.

The Board also discussed a proposal from Fanning Howey for a facility assessment, energy audit and master facility plan. The Board decided not to pursue this proposal.

PMA PRESENTATION – Howard Crouse from PMA Financial Services presented the latest 5-year financial forecast, including data from the most recent audit and 2010-11 Budget. He said the current situation reflects the significant cuts made in Fiscal Year 2009. He discussed the financial outlook from two perspectives: if the upcoming referendum passes or if the referendum fails. He also noted the effects of late and decreased payments from the state, particularly transportation reimbursement, which has been decreased significantly. Other topics discussed were a projected decrease in the levy, a lack of new growth, a decrease in general state aid, and current and projected staffing reductions.

It was noted that Roger Manderscheid exited the meeting at 8:32 p.m.

## ACTION ITEMS (CONTINUED)

SNOW REMOVAL BID – Mary Taylor discussed the bids received for snow plowing. Bids included seasonal rates, “per push” rates and the cost of additional salting. Mrs. Taylor agreed to confirm the quotes given by the approved bidder before the contract is signed. A motion was made by Kenneth Dewitt and seconded by Robert Reding to approve the seasonal rate and additional salting bid of BS, Inc. of Grayslake. On a roll call vote, the following Board Members voted Aye: Diane Campbell, Robert Buehler, Chris Stream, Robert Reding, Lisa Scanio and Kenneth Dewitt. Nays: none. Absent: Shawn Lahr. The motion passed.

OVERNIGHT FIELD TRIP REQUEST -- A motion was made by Kenneth Dewitt and seconded by Robert Reding to approve the Overnight Field Trip Request for a trip to Washington D.C. and Gettysburg for 7<sup>th</sup> and 8<sup>th</sup> graders on June 9-11, 2011. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Shawn Lahr. The motion passed.

PUBLIC COMMENT – Laura Brown said she will add the PMA presentation to the Citizens For Millburn website. She commented that more referendum signs have been placed in key areas.

## ADMINISTRATIVE REPORTS

TECHNOLOGY DIRECTOR'S REPORT – Joanne Rathunde discussed work in progress on RevTrak, an online payment option for parents. She also reported on a recent computer server failure that is covered by warranty.

CURRICULUM DIRECTOR'S REPORT – Dr. Cheryl Kucera reported on a joint staff development activity that included teachers from Millburn, High School District 117 and other elementary districts that send students to Antioch and Lakes high schools.

SPECIAL SERVICES DIRECTOR'S REPORT – Elizabeth Keefe said she conducted the annual Timely and Meaningful Consultation Meeting that is required by law. However, despite the publication of the meeting and direct invitations to those involved, no one attended.

PRINCIPALS' REPORT – Jason Lind reported on several activities at Millburn Central, including the installation of a fence around Menzer's Acres, a large garden plot on school property. An eighth grade student is coordinating the work as part of his Eagle Scout project.

Jake Jorgenson reported on the many athletic events at Millburn West, including students from the district-wide Cross Country team who traveled to state. He also discussed grade-level assemblies sponsored by LaCasa to discuss student safety.

It was noted that Dr. Ellen Mauer, Elizabeth Keefe, Dr. Cheryl Kucera, Jake Jorgenson, Jason Lind, Joanne Rathunde and Mary Taylor exited the meeting at 9 p.m.

## EXECUTIVE SESSION

A motion was made by Lisa Scanio and seconded by Robert Reding to enter into Executive Session for the purpose of discussing personnel. On a roll call vote, the following Board Members voted Aye: Robert Buehler, Chris Stream, Robert Reding, Lisa Scanio, Kenneth Dewitt and Diane Campbell. Nays: none. Absent: Shawn Lahr. The motion passed. The Board entered Executive Session at 9:04 p.m.

A motion was made by Kenneth Dewitt and seconded by Chris Stream to exit Executive

Session at 9:35 p.m. On a voice vote, all Board Members voted Aye. Nays: none.  
Absent: Shawn Lahr. The motion passed.

#### REGULAR MEETING RESUMES

The Regular Meeting resumed at 9:36 p.m. There being no further business, the meeting was adjourned at 9:36 p.m.

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

ATTEST:

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Chris Stream, Secretary  
Board of Education  
Millburn School District 24