

BOARD OF EDUCATION
Millburn School District 24

REGULAR MEETING
Aug. 16, 2010

BOARD MEMBERS PRESENT

Robert Buehler
Diane Campbell
Kenneth Dewitt
Shawn Lahr
Robert Reding
Lisa Scanio

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

| | |
|---------------------|-------------------|
| Gail Weyrich | John Spiewak |
| Chandra Solberg | Scott Engel |
| Scott Solberg | Victoria Coberly |
| Lisa Rudolphi | Bernadette Hanna |
| Cindy Brugioni | Becky Mosher |
| Mike Mol | Lisa Anderson |
| Joyce Mol | Jenn Kiddle |
| Kristen Bethancourt | Alicia Keys |
| David Rouse | Denise Oswald |
| Stacy Janda | Ron McLaughlin |
| Andrea Rouse | Nancy Stream |
| Tricia Johnston | Steve Kane |
| Rachel Nichols | Dave Petty |
| Lori Cipolla | Terri Tomasiewicz |
| Nomita Umarwadia | Laura Brown |
| Julie Buchanan | Joe McConville |
| Bill Buchanan | Valerie Powley |
| Denise Mueller | Lynne Timmerman |
| Tammy Webster | Rimi Singh |
| Bryan Timmerman | Jennifer Glickley |
| Kandice Silk | Tracy Prieto |
| Jane Tabourot | Holly Hill |
| Anne Marie Maeir | Kim Dodd |
| Jolene Jones | Ninad Dixit |
| Cheryl Drake | Rachel Nichols |
| Mark Beggs | |

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 7:46 p.m. by President Shawn Lahr. Roll call was taken with the following Board Members in attendance: Robert Buehler, Diane Campbell, Kenneth Dewitt, Shawn Lahr, Robert Reding and Lisa Scanio. Chris Stream was absent.

Due to the absence of Board Secretary Chris Stream, it was decided to name a Secretary Pro Tem. A motion was made by Lisa Scanio and seconded by Diane Campbell to appoint Robert Reding as Secretary Pro Tem. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Chris Stream. The motion passed.

PUBLIC COMMENTS – There were none at this time.

ACTION ITEMS

TAX ANTICIPATION WARRANTS – Mary Taylor asked the Board to approve a resolution allowing the district to take out Tax Anticipation Warrants. She said there are two resolutions prepared: one authorizing \$3.7 million in warrants, and one authorizing \$4 million.

The Board discussed several aspects of the issue, including: the need for TAWs; the process of applying for TAWs now, and in the spring if additional funds were needed; the Board's responsibility to monitor expenses; the effects of authorizing either amount; and the effect of not borrowing any amount.

A motion was made by Robert Buehler to approve the Resolution to Authorize \$4 Million in Tax Anticipation Warrants. There was not a second to the motion at this time, and the discussion continued. After a short time, the motion was seconded by Diane Campbell. On a roll call vote, the following Board Members voted Aye: Lisa Scanio, Robert Buehler, Kenneth Dewitt and Diane Campbell. Nays: Robert Reding and Shawn Lahr. Absent: Chris Stream. The motion passed.

It was noted that Roger Manderscheid exited the meeting at 8:05 p.m.

CONSENT AGENDA – Jake Jorgenson reported that it was decided this summer to delineate new roles in the maintenance of the Activity Fund at each school. From now on, that the district's business office will be recording deposits, allocating checks and reconciling each school's Activity Fund; the building principals will be taking the deposits to the bank. The change is being made to improve the system of checks and balances. A reconciliation for July and August for both Activity Funds will be on the September Board Meeting agenda.

A motion was made by Kenneth Dewitt and seconded by Robert Buehler to approve the Consent Agenda, including the following:

1. Approval of Minutes
 - a. Regular Meeting and Closed Session of July 19, 2010
 - b. Committee of the Whole Meeting and Closed Session of Aug. 2, 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. Accept resignations
 - 1) **Amy Petitti** – 1.0 FTE Social Worker (MW)
 - 2) **Lisa Erickson** – 1.0 FTE Grade 3 Teacher (MW)
 - 3) **Andrea Kitowski** – 1.0 FTE Grade 3 Teacher (MC)
 - b. Hire Substitute Teacher – Susan Zorc
 - c. Accept FMLA Request – **Bethanie Dajka** – 1.0 FTE Technology Teacher
6. Second Reading and Approval of Board Policy
 - a. Community Relations – 8:25 Advertising and Distributing Materials in School Provided by Non-School Related Entities
 - b. Community Relations – 8:30 Visitors to and Conduct on School Property
 - c. Community Relations – 8:70 Accommodating Individuals with Disabilities

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

EXPENDITURES

| EDUCATION | | BUILDING | |
|-------------------------------|---------------------|---------------------------|---------------------|
| BILLS PAYABLE | \$214,667.21 | BILLS PAYABLE | \$39,073.94 |
| PAYROLL | \$582,079.34 | PAYROLL | \$44,648.38 |
| MANUAL CKS | \$1,600.00 | | |
| TOTAL | \$798,346.55 | TOTAL | \$83,722.32 |
| | | IMRF | |
| TRANSPORTATION | | BILLS PAYABLE | \$10,478.00 |
| BILLS PAYABLE | \$12,018.71 | PAYROLL | \$21,495.62 |
| PAYROLL | \$8,213.39 | TOTAL | \$31,973.62 |
| TOTAL | \$20,232.10 | BONDS&INTEREST | |
| | | BILLS PAYABLE | \$0.00 |
| | | TORT | |
| SITE &CONSTRUCTION | | PAYROLL | \$2,779.66 |
| BILLS PAYABLE | \$9,000.00 | BILLS PAYABLE | \$0.00 |
| | | TOTAL | \$2,779.66 |
| | | FUNDS TOTAL | \$946,054.25 |

INFORMATION/DISCUSSION ITEMS

COST-SAVING OPTIONS FOR THE FUTURE – Dr. Ellen Mauer said the administrators worked many hours during the summer to prepare the six cost-saving options being presented tonight. The six options include: two scenarios if the referendum does not pass; two scenarios with minimal cuts if the referendum passes; and two scenarios with more significant cuts if the referendum passes. She said the plans are based on the financial information available through Aug. 2. Each set of options includes a scenario with two K-8 buildings and a scenario with grade level centers. Jake Jorgenson, Jason Lind and Elizabeth Keefe reviewed the various scenarios in a powerpoint presentation. The last part of the presentation listed non-mandated programs and costs. It was explained that the six scenarios could be modified by cutting or including these programs to various degrees. The presentation is posted on the district website.

After the presentation, Board Members asked for specific topics to be included on future meeting agendas, including the following: the Board's priorities, and what the Board values for Millburn schools as budget decisions are made; community priorities; and the feasibility of closing Millburn West.

PUBLIC FORUM – Laura Brown, head of Citizens for Millburn District 24, said parents are asking for a public forum to discuss the options facing the district. She said they would like a format that is open to dialogue, different from the structured setting of the Board's regular meetings. Board Members agreed to schedule two public forums in the near future, one at each school, with the dates to be announced as soon as possible.

PUBLIC COMMENT – Holly Hill asked for an explanation of the proposed middle school schedule change. Jason Lind explained that the current Resource period would become a study hall for students, under the supervision of a non-certified staff member. The teachers' schedules would then allow one more period for an academic subject area.

Jennifer Glickley said the scenarios presented tonight provide the type of information being requested by the community. She encouraged the Board to decide which of the scenarios they support, so that voters have that information before they vote on the referendum.

Valerie Powley said the prospect of class sizes as large as 33 scares her. She says she does not want to pay more taxes, but she also does not want to short-change the students. She agreed it will be important to get the community's input at a public forum, and encouraged the Board to think long-term.

Cheryl Drake asked about the cost of the cafeteria hot-lunch program. Dr. Ellen Mauer responded that the lunch program is a break-even entity, and there would not be a cost savings by eliminating it. Mrs. Drake also asked if the Board had considered configuring the school boundary areas to draw more students into Millburn West. Dr. Mauer said that had been investigated. The Board found that the anticipated enrollment changes switched the imbalance in classes from West to Central, and therefore, did not present a viable solution. She said the statistics regarding this are still available on the website. Mrs. Drake asked if thought had been given to hiring aides for the classroom teachers. Dr. Mauer said that hiring aides would add to expenditures, and there would have to be cuts somewhere else in the budget to offset this expense.

John Spiewak said he supports smaller class sizes over expenditures for extracurricular activities, such as band and sports. He asked the Board to cut non-mandated programs and then reduce the amount being asked for in the referendum or present a choice of referendum questions. Dr. Mauer said the district would not be allowed to put a choice of referendum questions on the ballot. She said the Board discussed the referendum amount during many previous meetings, and that the deadline had passed for putting a referendum question on the November ballot.

Kandace Silk said she had been under the impression that if the referendum passes, there would not have to be cuts. She said it was frustrating that a past survey asked parents if they were willing to pay for non-mandated programs, and now they are being told that would not apply to programs during the school day, such as AIM, art or music. She also said many families moved to this area because of the Millburn schools, the uniqueness of the K-8 structure and the high test scores.

Terri Tomaszewicz asked if other districts need to pass a referendum to make up for decreases in state funding. Dr. Mauer responded that other districts are using reserves, or instituting a freeze on hiring. Shawn Lahr pointed out that Millburn's tax base is largely residential, unlike some other districts that include a higher percentage of commercial or industrial property.

Kim Dodd asked about the likelihood of the state taking over a school. She also asked what the feedback was from the teachers regarding the six scenarios that were presented. She said her family had always been impressed by Millburn schools because everyone seemed happy. Dr. Mauer said the teachers' feelings are probably very much like those of the parents. She said the teachers would probably agree that small classes are best. She said they are probably split on their preference for K-8 or grade-level centers. As far as a state takeover, Dr. Mauer said the state would step in if a district could not meet its financial obligations. Millburn would reach that threshold if the TAW balance was \$8.5 million. She said that as long as Millburn continues to run a balanced budget and continues to reduce expenditures, the state will not take over the district.

Rachel Nichols asked if teachers would be open to more volunteers in the classroom. Dr. Mauer said she thinks an organized parent volunteer program would be welcome. Mrs. Nichols said the Board needs to be prepared for some of the intangibles that might result from switching to grade level centers.

Holly Hill said her son, who is now in high school, went through a period of large class sizes before Millburn West opened. She said her son and his classmates are doing well now because they had good teachers, and the parents had to be willing to do more work at home. She said class size should not be the main focus. Instead, she would like to see the focus on a well-rounded program.

Mark Beggs said he would like more information about the current enrollment and the capacity of Millburn Central; the cost of maintaining Millburn West if it were closed; and the number of trailers needed if Millburn West closed. Dr. Mauer said she could not answer all those questions immediately. Mr. Beggs said he would like this information before the referendum.

Steve Kane said a decision needs to be made before the referendum on whether the schools will switch from K-8 to grade level centers.

Jolene Jones offered three guidelines for the Board to consider when making cuts in the non-mandated programs: (1) Is the activity replaceable outside of the school setting? (2) How many students actually participate in the activity? and (3) Is the activity academic?

ADMINISTRATIVE REPORTS

Due to the length of the meeting, it was agreed that Administrative Reports could be reviewed online.

It was noted that Elizabeth Keefe, Cheryl Kucera, Jake Jorgenson, Jason Lind, Joanne Rathunde and Mary Taylor exited the meeting at 10 p.m.

EXECUTIVE SESSION

A motion was made by Kenneth Dewitt and seconded by Lisa Scanio to enter into Executive Session for the purpose of discussing Superintendent Goals. On a roll call vote, the following Board Members voted Aye: Robert Buehler, Shawn Lahr, Kenneth Dewitt, Diane Campbell, Robert Reding and Lisa Scanio. Nays: none. Absent: Chris Stream. The motion passed. The Board entered Executive Session at 10:01 p.m.

A motion was made by Kenneth Dewitt and seconded by Lisa Scanio to exit Executive Session at 10:12 p.m. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Chris Stream. The motion passed.

REGULAR MEETING RESUMES

The Regular Meeting resumed at 10:12 p.m. There being no further business, the meeting was adjourned at 10:13 p.m.

Shawn Lahr, President
Board of Education
Millburn School District 24

ATTEST:

Robert A. Reding, Secretary Pro Tem
Board of Education
Millburn School District 24