

**MILLBURN C. C. SCHOOL DISTRICT 24**  
**BOARD OF EDUCATION**  
**Regular Meeting**  
**September 24, 2018**

Amendment to these minutes will appear in minutes of Reg Board Mtg of 10/22/18. Amendment to: **Time Limits on Added Agenda Items.** 'If needed, an extra two minutes will be allowed per board member for additional discussion.'

**BOARD MEMBERS PRESENT**

Carissa Casbon LaTourette, President  
Jim Guziak, Secretary  
Denise Ide, Member  
Irshad Khan, 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  
Elizabeth Keefe, Director of Special Services  
Ben Walshire, Principal, MES  
Jake Jorgenson, Principal, MMS

**TREASURER**

Gary White

**VISITORS**

Carol McGill

The Regular Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held at Millburn Middle School, was called to order at 7:11 p.m. following the Public Hearing, by President Carissa Casbon LaTourette. Roll call was taken with the following Board Members in attendance: Carissa Casbon LaTourette, Jim Guziak, Denise Ide, Irshad Khan, Brendan Murphy, Maggie Wentzell. Absent: Casandra Slade.

**PUBLIC COMMENT**

None.

**ADDITION of DISCUSSION ITEMS**

None.

**ACTION ITEMS**

**Budget FY19**

A motion was made by Denise Ide, with a second by Irshad Khan, to approve the Budget for Fiscal Year 2019 as presented. On a voice vote the following Board Members voted Aye: Jim Guziak, Denise Ide, Irshad Khan, Brendan Murphy, Maggie Wentzell, Carissa Casbon LaTourette. Nays: none. Absent: Casandra Slade.

**CONSENT AGENDA**

A motion was made by Denise Ide, with a second by Brendan Murphy, to approve the Consent Agenda. On a roll call vote the following members voted Aye: Denise Ide, Irshad Khan, Brendan Murphy, Maggie Wentzell, Carissa Casbon LaTourette, Jim Guziak. Nays: none. Absent: Casandra Slade. The motion passed.

The Consent Agenda included:

- Approval of Minutes
  - Regular Board Meeting of August 27, 2018
  - Closed Session of August 27, 2018
  - Committee of the Whole Meeting of September 10, 2018
- Treasurer's Report and Approval
- Bill Approval and Payment Authorization
- Activity Account

- Revised Superintendent Goals
- Approval of Dr. John's out-of-state attendance at Midwest Facility Masters Conference
- Personnel Report
  - Employ
    - a. Nicole Santi – Bus Driver
    - b. Substitute Teachers:
      - Jaweria Hamid
      - Lindsay Meverden
      - Sandra Cliffgard
      - Michelle Bulka
      - Nadya Samhan
      - Katy Collucci

## **INFORMATION/DISCUSSION**

### EIS Administrator and Teacher Salary and Benefits Report

No board action needs to be taken on this item. It must be presented to the Board before being posted on the district website.

### Board Agreements

#### *How to Add Board Agenda Items*

Ms. Wentzell asked about the discussion that was had about how to add a board agenda item. The 2013 Board Agreements contained an item that was inadvertently omitted from the new board agreements. It reads:

#### **Agenda development (two opportunities for input to the agenda)**

Board members may suggest topics for future agendas during the agenda item asking for items for consideration for future board meeting agendas.

The Board president will ascertain that there is a majority of board members who agree to have the suggested item placed on a future board meeting agenda; or:

Board members may contact the superintendent or board president indicating their question and why they want to know the answer. The superintendent or board president will determine whether the topic is personal and the answer to the question can be provided to the board member individually, or whether the item should be placed on a future agenda.

#### *Time Limits on Added Agenda Items*

It was discussed to put a 2-3 minute time limit per person on any added topics. A timekeeper would be used for this purpose.

#### *Rules for Social Media*

Ms. Wentzell added the following language:

Ask for community input to be provided through appropriate channels, but do not allow your social network to direct your decisions.

Post only content that the district has already released to the public in the form of minutes or other announcements.

When attempting to restate what happened at a previous board meeting, clarify that the posting is not an official record of the board meeting and share information only from the open portions of the meeting.

Conduct yourself online in a manner that reflects well on the district; avoid posting information that has not been verified and made public by the district; and never post anonymously about school business.

The Board also discussed better ways for the public to communicate with the Board.

#### **FUTURE AGENDA ITEMS**

- Property Tax Levy
- Audit Report FY18
- House Lease
- Board Community Engagement
- Summer Projects

#### **BOARD REPORTS**

Mr. Murphy acknowledged that the 24-Hour Challenge was lots of fun. Ms. Ide echoed that it was an awesome event for the students. Mr. Guziak was able to snap a picture of the students running with the flag.

#### **SUPERINTENDENT REPORT**

While following the Strategic Plan, Dr. Lind reported:

- The financial goal to have a balanced budget was achieved.
- Under Culture and Climate, he assembled eight teachers and one paraprofessional to form the Champions for Equity Group. The next topic to be discussed will be the school calendar. There is a job fair on October 25 at Northeast Illinois University.
- Under Outstanding Core Academics, Independent Reading Level Assessment is in place.

Dr. Lind will be attending the conference in Springfield where the theme is entered around equity.

#### **BUSINESS OFFICE REPORT**

Dr. Johns reported to the Board:

- Property Tax Collection  
As of September 13, 2018, the district has received \$13,306,470.45 in property tax revenue. The total property tax revenue that is anticipated in 2018 is \$14,471,194.57. At this point, the district has received 91.95% of the property tax revenue due in calendar year 2018. The property taxes are calculated using the equalized assessed value (EAV) of property within the district boundaries in calendar year 2017.
- Bus Driver – One bus driver has been hired and there is one more in the process.
- State funding - \$39,946.71 will be received in new state funding as a result of the Evidence Based Funding.
- In the process of compiling the data for the upcoming Property Tax Levy.

#### **CLOSED SESSION**

A motion was made by Denise Ide, with a second by Brendan Murphy, to enter into Closed Session for the following purpose:

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. 5 ILCS 120/2(c)(2)

On a roll call vote the following board members voted Aye: Irshad Khan, Brendan Murphy, Maggie Wentzell, Carissa Casbon LaTourette, Jim Guziak, Denise Ide. Nays: none. Absent: Casandra Slade. The motion passed and the board entered Closed Session at 8:13 p.m.

It was noted that all visitors exited the meeting at this time.

#### **RETURN TO OPEN SESSION**

A motion was made by Denise Ide, with a second by Brendan Murphy, to return to Open Session. On a voice vote all Board Members voted Aye. Nays: none. Absent: Casandra Slade. The board returned to Open Session at 8:37 p.m.

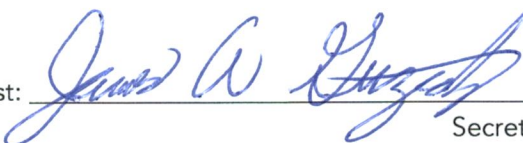
#### **ADJOURNMENT**

There being no further business, a motion was made by Denise Ide, with a second by Brendan Murphy, to adjourn the Regular Board of Education Meeting. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Casandra Slade. The motion passed. The meeting adjourned at 8:37 p.m.

Board of Education  
Millburn School District 24  
Lake County, Illinois

By: 

President

Attest:  Secretary

October 22, 2018  
Date