

Millburn School District 24

BOARD OF EDUCATION
REGULAR BOARD MEETING
MINUTES of June 18, 2018

BOARD MEMBERS PRESENT

Carissa Casbon LaTourette, President
Casandra Slade, Vice 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
Jake Jorgenson, Principal, MMS
Bennett Walshire, Principal, MES

TREASURER

Gary White

VISITORS

Carol McGill
Judy Calhoun

The Regular Board of Education Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held at Millburn Elementary School, was called to order at 7:02 p.m. 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, Casandra Slade. Absent: Maggie Wentzell.

PUBLIC COMMENT

There were no public comments.

ADDITION of DISCUSSION ITEMS

There was no addition of discussion items, however, two items from the agenda were moved for action after the Closed Session. These items were d and e – Resolutions Authorizing Issuance of Notice of Remedial Warning to Tenured Teacher.

ACTION ITEMS

Transfer of Funds

A motion was made by Casandra Slade, with a second by Denise Ide, to approve the inter-fund permanent transfer of funds from the Operations & Maintenance Fund and Education Fund to the Capital Projects Fund. On a roll call vote, the following board members voted Aye: Jim Guziak, Denise Ide, Irshad Khan, Brendan Murphy, Casandra Slade, Carissa Casbon LaTourette. Nays: none. Absent: Maggie Wentzell. The motion passed.

Transfer of Interest

A motion was made by Casandra Slade, with a second by Denise Ide, to approve the transfer of interest from the Debt Service Fund, the Education Fund, and the Transportation Fund to the Operations and Maintenance Fund. On a roll call vote, the following members voted Aye: Denise Ide, Irshad Khan, Brendan Murphy, Casandra Slade, Carissa Casbon LaTourette, Jim Guziak. Nays: none. Absent: Maggie Wentzell. The motion passed.

Classified Staff Salary Rates for 2018-19 SY

A motion was made by Brendan Murphy, with a second by Irshad Khan, to approve the salary rates for classified staff for the 2018-19 school year as presented. On a roll call vote, the following members voted Aye: Irshad Khan, Brendan Murphy, Casandra Slade, Carissa Casbon LaTourette, Jim Guziak, Denise Ide. Nays: none. Absent: Maggie Wentzell. The motion passed.

It was noted that Maggie Wentzell entered the meeting at 7:06 p.m.

Treasurer's Bond

A motion was made by Brendan Murphy, with a second by Irshad Khan, to approve the Treasurer's Bond for 2018-19. On a roll call vote the following members voted Aye: Brendan Murphy, Casandra Slade, Maggie Wentzell, Carissa Casbon LaTourette, Jim Guziak, Denise Ide, Irshad Khan. Nays: none. Absent: none. The motion passed.

Second Reading and Approval of Board Policies

Mr. Guziak asked that two policies be pulled for further discussion: 8:30 Visitors to and Conduct on School Property and 6:60 Curriculum Content. A motion was made by Casandra Slade, with a second by Irshad Khan, to approve the Board Policies except 8:30 and 6:60. On a voice vote, all members present voted Aye. Nays: none. The motion passed and the following policies were approved:

- 4:20 Fund Balances
- 7:50 School Admissions and Student Transfers To and From Non-District Schools
- 6:130 Program for the Gifted
- 6:135 Accelerated Placement Program
- 2:105 Ethics and Gift Ban
- 2:107 Procurement of Architectural, Engineering, and Land Surveying Services
- 4:80 Accounting and Audits
- 4:140 Waiver of Student Fees
- 6:10 Educational Philosophy and Objectives
- 6:30 Organization of Instruction
- 6:120 Education of Children with Disabilities
- 6:190 Extracurricular and Co-Curricular Activities
- 6:230 Library Media Program
- 6:240 Field Trips
- 6:250 Community Resource Persons and Volunteers
- 7:290 Suicide and Depression Awareness and Prevention
- 7:330 Student Use of Buildings – Equal Access
- 7:340 Student Records
- 8:25 Advertising and Distributing Materials in Schools Provided by Non-School Related Entities

Policy 8:30 Visitors to and Conduct on School Property

The main point for discussion from policy 8:30 was regarding the possession of a weapon on school property by someone with a permit to carry, such as an off-duty police officer. The district policy would state that (*paraphrased*) 'No person on school property or at a school event (including visitors, students, and employees) shall possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device unless specifically permitted by State law.' Dr. Lind spoke to the district attorney who stated that state law would trump any policy.

A motion was made by Brendan Murphy, with a second by Casandra Slade to approve Policy 8:30. On a voice vote the majority of board members voted Aye. Mr. Guziak voted present. The motion passed.

Policy 6:60 Curriculum Content

Mr. Guziak's concern with policy 6:60 is that the Board is approving curriculum before parents know about it. Discussion about this included the facts that curriculum is reviewed and researched by a committee of administrators and teachers and piloted by the appropriate grade level teachers for a period of time before requesting Board approval for purchase. It was pointed out that it would not be possible to review teachers' daily lesson plans, not should it be the responsibility of the Board.

A motion was made by Casandra Slade, with a second by Denise Ide, to approve Policy 6:60 Curriculum Content. On a voice vote the majority of board members voted Aye. Mr. Guziak voted present. The motion passed.

Consent Agenda

Dr. Wentzell requested that the minutes from the May 21, 2018 Regular Board meeting be pulled for discussion.

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

The Consent Agenda included:

- Approval of Minutes – Closed Session of May 21, 2018, Committee of the Whole and Closed Session of June 11, 2018
- Treasurer's Report
- Bill Approval and Payment Authorization
- Activity Account
- Personnel Report
- Resignation: Maureen Catalano – 1.0 FTE Paraprofessional
Employ: Jennifer Perez – 1.0 FTE Media Clerk

Summer Custodial Help

Cristian Maynez – new hire	Brian Mellinger
Jeffrey Peterson – new hire	Kathy Gardner

Extended School Year

ESY Teachers

Jennifer Allie
Sandy Hessing
Kelly Chamernik
Terri Clay
Dana Booker
Sarah Blue

ESY Paraprofessionals

Caitlin Bethancourt
Sally Miksch
Linda Smith
Susanne Boyle
Tami DeGrave
Darla Shannon

Bus Drivers

Steve Sikorski	Melissa Welch	Larry Souder
Kathy Gardner	Cindy Pederson	Brian Mellinger (sub)
Millie Trbovic	Kathy Usmiller	

- Prevailing Wage Resolution
- Semi-Annual Review of Closed Session Minutes
- Destruction of Audio Tapes from Closed Session Minutes older than 18 months

Minutes of May 21, 2018

A motion was made by Maggie Wentzell, with a second by Irshad Khan, to approve the minutes of May 21, 2018.

Dr. Wentzell did not feel that there was enough detail in the minutes surrounding the discussion on the district's new hires and connecting with a diverse community. Her concern is that not enough is being done to strive forward with more inclusion in the district's hiring practices. When there are future hires, the Board's momentum is for diversity and inclusion. Using Northeastern and K12JobSpot is not enough. The district should be reaching out to all black colleges.

After the discussion, the motion was withdrawn until the minutes are amended. On a roll call vote, the following members voted Aye: Denise Ide, Irshad Khan, Brendan Murphy, Casandra Slade, Maggie Wentzell, Carissa Casbon LaTourette, Jim Guziak. The motion to withdraw passed.

INFORMATION and DISCUSSION

Board Attendance

Ms. Casbon LaTourette spoke of the hierarchy of importance of board attendance. This year has been unusually busy time for the board with two union negotiations and the search for a new architect. The most important meetings are the business meetings and board reflection. Ms. Casbon LaTourette spoke with IASB Field Service Director, Dee Molinare, who was surprised that this issue was being brought up. Her opinion was that board members should never miss a meeting – maybe one per year if it can't be avoided.

Mr. Guziak stated that setting the bar at one per year does not sound reasonable and may hurt future elections. Business can still be conducted if there is a quorum.

Ms. Casbon LaTourette said that even though being a board member is a volunteer position, it is not volunteer work. School board members are the stewards of the taxpayers' money. The board would not want to cancel a meeting because of no quorum. Business has to be conducted. If attendance is included in the Board Agreements it would be applied equally to everyone.

Superintendent Goals

Dr. Lind is looking for feedback from the Board. In following the Board Governance training, the Board goals should be Dr. Lind's goals. The Strategic Plan plays a large role in goal setting. Dr. Lind passed out information to the board members with the district vision and priorities. He reminded the Board of items that were determined by the five year Strategic Plan and already accomplished:

- Foreign language program in middle school
- Band/Choir during the school day
- Access to technology
- Curriculum support (providing even more with a coach at elementary level for ELA)

Other items, Dr. Lind spoke about:

- Diversity - the equity and inclusion goals are not being met, as the district is not doing enough to get people with diverse backgrounds to apply at Millburn.
- Priorities – some already accomplished; some planning to be accomplished.
- Financially state and solvent – the district is still on the state's watch list, but there is nothing the district can or should be doing differently.
- Positive Culture and Climate – training at the teacher level next year for cultural competency.
- Good Citizens – one of the characteristics would be good grades.

Ms. Slade stated that there is a tool available from IASB with superintendent evaluation materials. Ms. Casbon LaTourette will email the IASB Field Service Director, Dee Molinare, about the evaluation tool.

Dr. Lind reminded the Board that the tool created by Ms. Casbon LaTourette is perfectly clear. He asked what the Board wants the district to focus on this year. How should goals be measured? Dr. Wentzell suggested a subcommittee to cover these items.

Dr. Lind questioned what the Equity Goal would look like for the district. He wants all students to have a space to belong and be engaged; to be prepared to go out into the world that is diverse; be successful; and to have cultural competency to work with a diverse group of people.

Mr. Guziak mentioned wanting balance in all things in the curriculum, particularly in social studies. He is concerned that there might still be some information that is presented with bias.

FUTURE AGENDA ITEMS

- Updated Annual Impact Agreement with Cottonwood Estates
- iPad Academy for Parents
- Budget FY19 Adoption
- District Goals
- Discussion on Superintendent Goals and metric measurement

BOARD REPORT

None.

SUPERINTENDENT REPORT

Dr. Lind reported that he leaves for the mission trip to Puerto Rico with some Lake County superintendents on Saturday. He will be bringing two extra bags filled with donated school supplies. Lakes High School shipped a semi filled with computers and supplies, which will be delivered by Celebrity Cruiselines.

BUSINESS OFFICE REPORT

Dr. Johns presented the budget schedule. There is not a lot of flexibility, but the Board can ask Dr. Johns to look at a particular line item.

Dr. Johns will update the Board on the summer projects at a later meeting.

CLOSED SESSION

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

To consider the appointment, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

On a roll call vote the following board members voted Aye: Casandra Slade, Maggie Wentzell, Carissa Casbon LaTourette, Jim Guziak, Denise Ide, Irshad Khan, Brendan Murphy. Nays: none. Absent: none. The motion passed and the board entered Closed Session at 8:45 p.m.

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

RETURN TO OPEN SESSION

A motion was made by Casandra Slade, with a second by Irshad Khan, to return to Open Session. On a voice vote all Board Members voted Aye. Nays: none. Absent: none. The board returned to Open Session at 9:05 p.m.

ACTION ITEMS from CLOSED SESSIONResolution Authorizing Issuance of Notice of Remedial Warning to a Tenured Teacher

A motion was made by Casandra Slade, with a second by Brendan Murphy, to issue a Notice of Remedial Warning to Tenured Teacher, Carol Keller. On a roll call vote, the following Board Member voted Aye: Irshad Khan, Brendan Murphy, Casandra Slade, Maggie Wentzell, Carissa Casbon LaTourette, Denise Ide. Jim Guziak voted Present. Absent: none. The motion passed.

Resolution Authorizing Issuance of Notice of Remedial Warning to a Tenured Teacher

A motion was made by Maggie Wentzell, with a second by Casandra Slade, to issue a Notice of Remedial Warning to Tenured Teacher Chad Anderson. On a roll call vote, the following Board Members voted Aye: Brendan Murphy, Casandra Slade, Maggie Wentzell, Carissa Casbon LaTourette, Irshad Khan. Jim Guziak and Denise Ide voted Present. Absent: none. The motion passed.

ADJOURNMENT

There being no further business, a motion was made by Brendan Murphy, with a second by Irshad Khan, to adjourn the Regular Board Meeting. On a voice vote, all Board Members voted Aye. Nays: none. Absent: none. The motion passed. The Regular Meeting adjourned at 9:07 p.m.

Board of Education
Millburn School District 24
Lake County, Illinois

By:  _____
President

Attest:  _____
Secretary

Date: July 16, 2018