

**BOARD OF EDUCATION**  
**Millburn School District 24**  
**COMMITTEE of the WHOLE MEETING**  
**April 13, 2020**

**BOARD MEMBERS PRESENT**

Carissa Casbon LaTourette, President  
Denise Ide, Vice President  
Jim Guziak, Secretary  
Sean Coleman  
Stephen Gray  
Brendan Murphy  
Ardre Orie

**ADMINISTRATION PRESENT**

Jason Lind, Superintendent of Schools

**GUESTS**

**BOARD CLERK**

Veronica Willis

The Committee of the Whole Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held via Live Stream Link due to COVID-19 Social Distancing Order, was called to order at 7:00 p.m. by President Carissa Casbon LaTourette. Roll call was taken with the following Board Members in attendance: Carissa Casbon LaTourette, Sean Coleman, Stephen Gray, Jim Guziak, Denise Ide, Brendan Murphy and Ardre Orie. Absent: None.

**PUBLIC COMMENTS**

There were no public comments.

**ADDITION of INFORMATION/DISCUSSION ITEMS**

There were no additions added for information or discussion.

**PRESENTATION**

There were no presentations.

**INFORMATION/DISCUSSION ITEMS**

**Pandemic Plan**

Dr. Lind discussed the first Pandemic Plan Meeting, which was March 4, 2020, the district is still planning. Phases included safety and care of our students. By Thursday we were delivering meals to students. 5000 pounds of food had been made available to those with significant needs. Our community has been great. Teachers and staff raised over \$1,000.00 almost immediately and the community donated \$3,000.00. Dr. Lind is proud of our community.

Emotional Care: Social workers reached out to students and staff as we approach day 6 of Millburn's remote learning plan, there has been 100% contact with students. Tuesday Admin met with teachers and by that Thursday at Noon the teachers constructed the following weeks learning plan.

**Staffing Requests for 2020-2021**

Dr. Lind recommends tabling this item until May's agenda due to the current state of the district given COVID-19.

**5:10 Equal Employment Opportunity and Minority Recruitment**

Dr. Lind will consult with district legal counsel to review this policy and ensure it aligns with all legal requirements both state and federal.

**FUTURE AGENDA ITEMS**

- Change the Name of Columbus Day to Indigenous People Day
- Final Reading of Policies from March 9, 2020 Committee of the Whole Meeting
  - i. 5:20 Workplace Harassment Prohibited
  - ii. 5:30 Hiring Process and Criteria
  - iii. 5:60 Expenses
  - iv. 5:90 Abused and Neglected Child Reporting
  - v. 5:100 Staff Development Program
  - vi. 5:120 Ethics and Conduct
  - vii. 5:150 Personnel Records
  - viii. 5:170 Copyright for Publication or Sale of Instructional Materials and Computer Programs Developed by Employees (Press Copyright)

- Press Policy Updates

#### **SUPERINTENDENT REPORT**

Dr. Lind shared a thank you from Chief Jones of the Lindenhurst Police Department for the hand sanitizer. There were also donations of wipes and hand sanitizer made to the Cancer Treatment Center.

Dr. Lind sent letters to congress regarding considering the needs of special education students and have received feedback.

The goal by weeks end is to ensure that all teachers have conducted at least one Zoom session to connect with students.

#### **BUSINESS OFFICE REPORT**

Dr. Johns informed the board the contract with Arbor may need to be amended to include the Grab and Go Meals.

#### **BOARD REPORTS**

Carissa Casbon LaTourette thanked the teachers, administrators and support staff. Ms Casbon LaTourette also attended IASB Zoom meetings which are held on Fridays and has made herself available to board members as a point of contact to give feedback regarding the meetings, the subject is mostly regarding daily operations. Ms. Casbon LaTourette is also advocating for ISBE to revamp the financial profile.

Denise Ide reported that she is still working with the team to help plan staff appreciation as she met with the team via Zoom to continue discussion.

#### **CLOSED SESSION**

A motion was made by Carissa Casbon LaTourette, with a second by Denise Ide, to enter into Closed Session for the purpose of:

- 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 members voted Aye: Carissa Casbon LaTourette, Sean Coleman, Stephen Gray, Jim Guziak, Denise Ide, Brendan Murphy and Andre Orie. Nays: None. Absent: None. The motion passed and the Board entered into Closed Session at 8:01 p.m.

It was noted that public live streaming ended at this time.

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

A motion was made by Carissa Casbon LaTourette, with a second by Denise Ide, to return to Open Session. On a voice vote all Board Members voted Aye. Nays: None. Absent: None. The motion passed. The Board entered into Open Session at 8:21 p.m.

#### **ADJOURNMENT**

There being no further business, a motion was made by Carissa Casbon LaTourette, with a second by Denise Ide, to adjourn the Committee of the Whole Meeting. On a voice vote, all Board Members voted Aye. Nays: None. Absent: None. The motion passed. The meeting adjourned at 8:21 p.m.

Board of Education  
Millburn School District 24  
Lake County, Illinois

By: \_\_\_\_\_

President

Attest: \_\_\_\_\_

Secretary

April 27, 2020  
Date