

**BOARD OF EDUCATION**  
**Millburn School District 24**  
**COMMITTEE of the WHOLE MEETING**  
**March 9, 2020**

**BOARD MEMBERS PRESENT**

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

**ADMINISTRATION PRESENT**

Jason Lind, Superintendent of Schools  
Stephen Johns, Business Manager/CSBO  
Jake Jorgenson, Principal, MMS  
Bennett Walshire, Principal, MES

**GUESTS**

Carol McGill

**BOARD CLERK**

Veronica Willis

The Committee of the Whole Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held at Millburn Middle School, was called to order at 7:00 p.m. by President Carissa Casbon LaTourette. Roll call was taken with the following Board Members in attendance: Carissa Casbon LaTourette, Sean Coleman, Jim Guziak, Denise Ide, Brendan Murphy and Andre Orie. Absent: Stephen Gray.

It was noted that Stephen Gray entered the meeting at 7:01 p.m.

**PUBLIC COMMENTS**

There were no public comments.

**ADDITION of INFORMATION/DISCUSSION ITEMS**

Changing the name of Columbus Day was added to the information/discussion items.

**PRESENTATION**

There were no presentations.

**INFORMATION/DISCUSSION ITEMS**

**Snow Plow Truck**

The district is in need of a new snow plow truck. The truck is rusting because the salt has taken a toll on the now 15 year old truck. Work will be done to find out if the low and salter that is currently on the truck can fit on the new truck., therefore, in the future the Board will only need to approve the truck itself. If new equipment needs to be purchased, Dr. Johns saw it best to purchase locally for service purposes.

**Pandemic Plan**

The district's team will continue to collaborate when preparing a plan of action in the event the district needs to shut down.

**Staffing Requests for 2020-2021**

Dr. Lind will suggest the addition of one First Grade Teacher position 1.0 fte, one Sixth Grade Teacher position that will be less than 1.0 fte, .5 fte ELL position and .1 Adapted PE position based on the evidence based funding model.

### SEDOL

Dr. Lind recapped the two SEDOL meetings held at MES and MMS on Wednesday, March 4, 2020. The purpose of the meetings were to establish with additional supports may be needed by both Millburn Staff as well as SEDOL Staff.

### FOIA Request

Dr. Johns received a FOIA Request from Mr. Vince Espinoza. The request was denied as Mr. Espinoza was looking to obtain any high school grading scales, which Millburn does not have.

### Second Reading of Board Policies

The Board members were given the following policies for a first reading. A second reading and adoption will be on the agenda for the March 16, 2020, Regular Board Meeting. Policy 5:10 Equal Employment Opportunity and Minority Recruitment, was pulled for discussion and will be submitted to HLERK for review.

- 5:10 Equal Employment Opportunity and Minority Recruitment
- 5:20 Workplace Harassment Prohibited
- 5:30 Hiring Process and Criteria
- 5:60 Expenses
- 5:90 Abused and Neglected Child Reporting
- 5:100 Staff Development Program
- 5:120 Ethics and Conduct
- 5:150 Personnel Records
- 5:170 Copyright for Publication or Sale of Instructional Materials and Computer Programs Developed by Employees (Press Copyright)

### FUTURE AGENDA ITEMS

- Press Policy Updates
- Changing the name of Columbus day to Indigenous People Day.

### SUPERINTENDENT REPORT

Dr. Lind attended a workshop on March 9, 2020, regarding evidence-based funding. He also attended the play at MMS, which was great and the Jazz Band Concert where there were a number of alumni present also.

### BUSINESS OFFICE REPORT

In addition to the Business Office Report submitted. Dr. Johns shared information regarding a proposal for the coil unit in one of the rooftop units above the band and music area. The coil unit had moisture and was frozen which will cost about \$17,250 to fix.

### BOARD REPORTS

Brendan Murphy also attended the Jazz Dinner and he shares the fine arts department is doing very well.

Denise Ide read to Ms. Krupa and Ms. Clendening's class for Read Across America Week.

Ardre Orie attended Literacy Night and noted that it was very well organized. The reading lock in was a great concept. Ardre also read a book titled Preparing for Middle School to Mr. Thomas's room.

Sean Coleman reported there are 3 Millburn students advancing to State Finals, which is this weekend at Northern Illinois; 13 students went to sectionals and represented Millburn well. The coaches did a fantastic job. Sean also said the Blue Step Initiative really has the students excited.

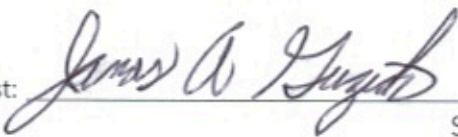
Carissa Casbon LaTourette represented the Board at the Pandemic Preparedness Committee meeting on Wednesday, March 4, 2020. Ms. Casbon LaTourette also read to Mrs. Stephens' class for Read Across America and attended the lock in which was a wonderful event by EPIC and the teachers.

**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 8:12 p.m.

Board of Education  
Millburn School District 24  
Lake County, Illinois

By:   
President

Attest:   
Secretary

March 16, 2020  
Date