

BOARD OF EDUCATION
Millburn School District 24
COMMITTEE of the WHOLE MEETING
May 11, 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

Via Zoom

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 7:03 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

Public comments were read by Ms. Casbon LaTourette.

ADDITION of INFORMATION/DISCUSSION ITEMS

There were no additions added for information or discussion.

PRESENTATION

There were no presentations.

INFORMATION/DISCUSSION ITEMS

First 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 May 18, 2020, Regular Board Meeting.

- 4:10 Fiscal and Business Management
- 4:15 Identity Protection
- 4:40 Incurring Debt
- 4:45 Insufficient Funds Checks
- 4:70 Resource Conservation
- 4:90 Activity Fund Management (Press Activity Funds)
- 4:100 Insurance Management
- 4:110 Transportation
- 4:120 Food Services
- 4:130 Free and Reduced-Price Food Services
- 4:150 Facility Management and Building Programs
- 4:170 Safety

Discuss Revised District Goals 2019-2020

Dr. Lind presented the revised district goals for the 2019-2020 school year. Ms. Casbon LaTourette integrated questions from the public and Denise Ide read them. The introduction was read with no discussion. Goal 1 was read with no discussion. Goal 2 was read with no discussion.

Goal 3 was read Jim Guziak asked that the word "laws" be replaced with the word "guidelines". Dr. Lind made the change.

Carissa Casbon LaTourette asked for a volunteer to develop the new tool. Denise Ide volunteered and will get it out to all board members before next meeting.

Review of Board Self Governance Goals and Draft of Revised Goals 2019-2020

The Board Self Governance goals were created this past fall as a way for the board to continue to learn, grow, and self-check. This will be a future agenda item.

Review of Board Agreements

Ms. Casbon LaTourette requested to revisit the Board Agreements. Usually there is a Board Reflection but without being able to get together that is not possible. Ms. Casbon LaTourette asked that the board review them and send any notes to her. The agreements were reviewed as recently as last year and are still applicable. Ms. Casbon LaTourette suggested the board review them at the July Committee of the Whole Meeting to maintain mutual understanding. This will be a future agenda item.

Budget Projection

Dr. Lind presented the overview of the budget projection. Dr. Johns added the budget is due at the end of September and is filed with the state in October.

Cottonwood Estates Annual Impact Fee

Dr. Johns recapped the Cottonwood Estates Annual Impact Fee where there are about 3 to 4 homes in the subdivision that this applies to.

School Lunch Fees for the 2020-2021 School Year

Dr. Johns displayed the price sheet where the only changes are: student meal increases by 10 cents. Adult meal increases by 10 cents and the second entrée with full meal increases by 5 cents.

Approval of Arbor Contract Renewal for the 2020-2021 School Year

Dr. Johns presented the Arbor Contract for renewal. After the first bid the district can renew the contract up to 4 times. This is the third renewal, therefore, after next year the district will need to rebid; that will be the 2022-2023 school year.

Denise Ide clarified the board would not be approving this item during this meeting.

For first time meeting attendees, Carissa Casbon LaTourette explained that there are no decisions made at the Committee of the Whole Meeting, but instead decisions are made at the Regular Board of Education Meetings.

FY 2020 Budget Amendment Discussion

Dr. Johns presented the current fiscal year budget which reflects some changes in revenue and expenditure which due primarily to the school closures.

iPad/Laptop Lease

At the May 18, 2020, Regular Board of Education Meeting, Dr. Lind will present a lease for a refresh of about 500 iPads. The plan is to shift older iPads out, which at the wholesale level can be worth approximately \$100.00 each. The lease is between \$80,000.000 and \$85,000.000. This does not include changing out the secretarial staff's desktops which are between 5 and 10 years old. The total cost could be approximately \$251,000.000. Both Dr. Lind and Dr. Johns are looking for competitive pricing.

Construction Change Orders

The board will revisit the change order amount, which was set at \$25,000.00 last year.

FUTURE AGENDA ITEMS

- Press Policy Updates
- Discuss Revised Superintendent Evaluation Tool
- Approve Superintendent Evaluation Tool
- Approve Revised District Goals
- Superintendent Evaluation
- Review and Revise (if necessary) Board Agenda Calendar found in the BOE Drive
- Board of Education Meeting Dates for 2020-2021

SUPERINTENDENT REPORT

Dr. Lind Met with local Superintendents to discuss ending the school year as well as what learning will look like as well as planning for next school year. The teachers have 1 week of planning left for this school year. Dr. Lind has scheduled Zoom meetings with staff for feedback. Wednesday's date is booked all other dates are available.

Dr. Lind thanked Ben Walshire, MES Principal and the 3rd grade team for coordinating the parade.

BUSINESS OFFICE REPORT

Dr. Johns reviewed the end of the revised budget.

BOARD REPORTS

Brendan Murphy's son, a student at MMS, created a "chat" for students and staff to participate in. The chat is going well and is keeping students and staff engaged.

Denise Ide Staff reported that the Staff Appreciation Celebration Committee is moving forward with planning and hoping to have this current year's staff appreciation event in the fall.

Carissa Casbon LaTourette has attended as many webinars as she can to get best practice for board members. This Wednesday is the Lake IASB Executive Dinner.

Ms. Casbon LaTourette added that she was delighted with the parade; while she, Ms. Ide and Mr. Murphy were delivering teacher appreciation signs she was not in attendance.

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 8:32 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 8:43 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 8:43 p.m.

Board of Education
Millburn School District 24
Lake County, Illinois

By: _____

President

Attest: _____

Secretary

May 18, 2020
Date