

BOARD OF EDUCATION
Millburn C.C. School District 24

REGULAR MEETING
June 16, 2008

BOARD MEMBERS PRESENT

Robert Buehler
Stacy Freeman
Thomas Heinrich
Shawn Lahr
Therese Schmidt
Chris Stream

ADMINISTRATION PRESENT

James Menzer, Superintendent
Elizabeth Keefe, Special Ed. Director
Cheryl Kucera, Curriculum Director
Jake Jorgenson, Principal

ACCOUNTANT

Gary White

VISITORS

Dawn Miller
Linda McGinnis
Jane Gattone

BOARD CLERK

Dorothy Pazanin

The Regular Meeting of the Board of Education of Millburn C.C. School District 24, Lake County, Illinois, held at Millburn Central School, was called to order at 7 p.m. by Vice President Robert Buehler.

Roll call was dispensed with because it had been taken prior to the start of the meeting with the following Board Members in attendance: Robert Buehler, Stacy Freeman, Thomas Heinrich, Shawn Lahr and Chris Stream. Kenneth Dewitt was absent. Therese Schmidt was absent at this time.

APPROVAL OF MINUTES -- A motion was made by Stacy Freeman and seconded by Shawn Lahr to approve the Minutes of the Regular Board Meeting of May 19, 2008. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

TREASURER'S REPORT -- Gary White reported that at the end of May, the district had a \$1.6 million balance. Since then, a large property tax revenue check has been received. The only individual fund showing a deficit is the Transportation Fund. A \$300,000 payment from the state for transportation reimbursement is expected in August. About \$85,000 in interest will be transferred into the Education Fund at the end of the fiscal year on June 30, 2008. A motion was made by Stacy Freeman and seconded by Shawn Lahr to approve the Treasurer's Report. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

A motion was made by Stacy Freeman and seconded by Chris Stream to approve the Transfer of the Entire Amount of Interest from the Site and Construction Fund and the Bond and Interest Fund to the Education Fund. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

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A motion was made by Stacy Freeman and seconded by Chris Stream to Abolish and Transfer the Working Cash Fund to the Education Fund. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

A motion was made by Stacy Freeman and seconded by Shawn Lahr to Reestablish the Working Cash Fund for the 2008-09 School Year. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

A motion was made by Stacy Freeman and seconded by Shawn Lahr to Approve the School District Depositories (State Bank of the Lakes). On a voice vote, all Board Members voted Aye. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

MAY BILLS -- A motion was made by Shawn Lahr and seconded by Thomas Heinrich to approve payment of the May bills. On a roll call vote, the following Board Members voted Aye: Thomas Heinrich, Shawn Lahr, Robert Buehler, Chris Stream and Stacy Freeman. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

It was noted that Gary White exited the meeting at 7:12 p.m.

EXPENDITURES		6/30/2008	
EDUCATION		BUILDING	
BILLS PAYABLE	\$242,069.84	BILLS PAYABLE	\$47,591.82
PAYROLL	\$659,006.31	PAYROLL	\$42,390.96
MICS	\$0.00		
TOTAL	\$901,076.15	TOTAL	\$89,982.78
TRANSPORTATION		IMRF	
BILLS PAYABLE	\$29,644.59	BILLS PAYABLE	\$0.00
PAYROLL	\$44,880.45	PAYROLL	\$31,995.65
TOTAL	\$74,525.04	TOTAL	\$31,995.65
SITE & CONSTRUCTION		BONDS&INTEREST	
BILLS PAYABLE	\$0.00	BILLS PAYABLE	\$144,125.00
		TORT	
		PAYROLL	\$3,792.93
		BILLS PAYABLE	\$490.00
		TOTAL	\$4,282.93
		FUNDS TOTAL	\$1,245,987.55

ACTIVITY FUNDS -- Jake Jorgenson reported on disbursements from the Millburn West Activity Fund involving student philanthropy projects, field trips, and band and graduation scholarships. Future projects he is considering involve landscaping, moving the scoreboard in the gym, fixing the engraved brick pavers in the front of the school and purchasing bleachers for the soccer field. A motion was made by Thomas Heinrich and seconded by Shawn Lahr to approve the Activity Funds for Millburn Central and Millburn West. On a roll call vote, the following Board Members voted Aye: Shawn Lahr, Robert Buehler, Chris Stream, Stacy Freeman and Thomas Heinrich. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

PUBLIC COMMENT --Linda McGinnis said she wanted to speak to the Board about the resignation of Lori Dewitt that was listed on the agenda. Mrs. McGinnis said she has had the pleasure of working with Mrs. Dewitt for two and a half years, and she believes Mrs. Dewitt is an outstanding employee. Robert Buehler said the Board could not discuss personnel matters in public session, but that he appreciated her comments.

NEW BUSINESS

SUPERINTENDENT SEARCH -- Dawn Miller, of the Illinois Association of School Boards, thanked the Board for hiring the IASB to conduct a search for a new district superintendent, due to the planned retirement of Dr. James Menzer in June 2009. She asked the Board about its timetable for completing the search, and discussed her methods of getting staff and community input. She recommended hiring the new superintendent by Feb. 1, 2009. She will return to the Regular Board Meeting in September to keep the Board updated on the search process.

APPLICATIONS FOR EMPLOYMENT -- A motion was made by Stacy Freeman and seconded by Chris Stream to approve **Kathryn Anderson** as a full-time Grade 4 Teacher at a contract salary of \$41,206. On a roll call vote, the following Board Members voted Aye: Robert Buehler, Chris Stream, Stacy Freeman, Thomas Heinrich and Shawn Lahr. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

A motion was made by Chris Stream and seconded by Stacy Freeman to approve **Cynthia Gallagher** as a full-time Grade 4 Learning Disability Teacher at a contract salary of \$41,402. On a roll call vote, the following Board Members voted Aye: Chris Stream, Stacy Freeman, Thomas Heinrich, Shawn Lahr and Robert Buehler. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

A motion was made by Stacy Freeman and seconded by Shawn Lahr to approve **Andrew Glass** as a Summer Custodian at \$7.50 an hour. On a roll call vote, the following Board Members voted Aye: Stacy Freeman, Thomas Heinrich, Shawn Lahr, Robert Buehler and Chris Stream. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

SCHOOL TREASURER -- A motion was made by Stacy Freeman and seconded by Shawn Lahr to approve **Roger Manderscheid** as School Treasurer. On a roll call vote, the following Board Members voted Aye: Thomas Heinrich, Shawn Lahr, Robert Buehler, Chris Stream and Stacy Freeman. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

PUBLISHER FOR LEGAL NOTICES -- A motion was made by Stacy Freeman and seconded by Shawn Lahr to approve Suburban News Group's *News Sun* as the Publisher for Legal Notices. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

LEGAL COUNSEL -- A motion was made by Stacy Freeman and seconded by Shawn Lahr to approve appointing Hodges, Loizzi, Eisenhammer, Rodick and Kohn as Legal Counsel. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

BOARD OF EDUCATION MEETING DATES-- A motion was made by Chris Stream and seconded by Stacy Freeman to approve the Board of Education Meeting Dates for 2008-09, with a corrected date of Monday, June 15, 2009, for the June Regular Board Meeting. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

ADOPTION OF READING SERIES -- Dr. Cheryl Kucera explained that she canceled the textbook order she placed with Harcourt School Publishers for a primary level reading series because the publisher increased the cost and canceled a teacher inservice. She is now recommending a Scott Foresman series. A motion was made by Stacy Freeman and seconded by Shawn Lahr to approve the Adoption of K-8 Reading Series not to exceed \$197,000, correcting the adoption made at the April 14, 2008 Regular Board of Education Meeting. On a roll call vote, the following Board Members voted Aye: Shawn Lahr, Robert Buehler, Chris Stream, Stacy Freeman and Thomas Heinrich. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

SECOND YEAR LEAVE OF ABSENCE -- Action on a letter from **Monica Nemeth**, a full-time Grade 4 teacher at Millburn West, was tabled. The Board requested a clarification of whether she is seeking a Leave or Absence or is resigning.

LETTERS OF RESIGNATION -- A motion was made by Stacy Freeman and seconded by Thomas Heinrich to approve the Letter of Resignation from **Danielle Barnett**, 0.5 FTE Kindergarten Teacher at Millburn West. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

Action on a letter of resignation from **Lori Dewitt**, a full-time Administrative Assistant at Millburn West, was tabled. The Board said it would like more time to discuss the contents of the letter.

ADDITIONAL SPECIAL SERVICES ASSISTANTS -- A motion was made by Chris Stream and seconded by Stacy Freeman to approve an additional 1.5 full-time Special Services Assistant Positions. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Kenneth Dewitt and Therese Schmidt. The motion passed.

It was noted that Therese Schmidt entered the meeting at 8:08 p.m.

ADMINISTRATIVE REPORTS

SUPERINTENDENT'S REPORT -- Dr. James Menzer showed the Board the Weather Bug, an electronic weather monitoring station that was recently installed in the Millburn Central LRC by WGN Television. The system also includes a rooftop video camera. The weather station provides a learning experience for students, and will be used by WGN for weather tracking and reporting.

Dr. Menzer also reported that the district met the Annual Yearly Progress standards set by the state. The determination was based on the results of student scores on the ISAT tests.

CURRICULUM DIRECTOR'S REPORT -- Dr. Cheryl Kucera reported on the following:

- * The Homework Committee has agreed on a general statement concerning the characteristics of homework. The committee will continue its work next year.


- * The AIM Committee will present its findings to the Board in July.

- * New textbooks are being delivered and distributed to classrooms. Also, old textbooks have been donated, recycled or given to district families who requested them.

SPECIAL SERVICES DIRECTOR'S REPORT -- Elizabeth Keefe said she has scheduled a teacher inservice for the start of the year to discuss staff responsibility in implementing student IEPs and 504 plans. Also, eight staff members will be attending a two-day workshop on educating children with Asperger's and Autism disorders.

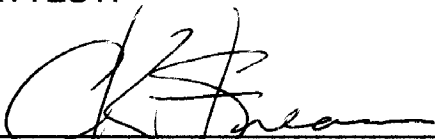
PRINCIPALS' REPORT -- Jake Jorgenson said administrators have started interviewing for the part-time Spanish teacher position. Also, many end-of-year reports are being completed. He credited Joanne Rathunde's technology expertise and the new Power School data system for helping make the process go smoothly.

There being no further business, the Regular Board Meeting adjourned at 8:21 p.m.



Robert Buehler, Vice President
Board of Education
Millburn C.C. School District 24

ATTEST:



Chris Stream, Secretary
Board of Education
Millburn C.C. School District 24

21 JULY 2008

Date