

BOARD OF EDUCATION  
Millburn School District 24

REGULAR MEETING  
Sept. 19, 2012

BOARD MEMBERS PRESENT

Diane Campbell  
Jane Gattone  
Scott Miller  
Joseph Pineau  
Robert Reding  
Lisa Scanio

TREASURER

Roger Manderscheid

BOARD CLERK

Dorothy Pazanin

ADMINISTRATION PRESENT

Jason Lind, Superintendent  
Dr. Stephen Johns, Business Manager  
Joanne Rathunde, Technology Director  
Marybeth DeLaMar, Principal  
Jake Jorgenson, Principal

ADMINISTRATIVE ASSISTANT

Bernadette Hanna

VISITOR

Lise Muller  
Kristi Metzger

The Regular Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held at Millburn Middle School, was called to order at 7:16 p.m. by President Robert Reding. Roll call was taken earlier at the Public Hearing with the following Board Members in attendance: Diane Campbell, Jane Gattone, Scott Miller, Joseph Pineau, Robert Reding and Lisa Scanio. Chris Stream was absent.

Due to the absence of Board Secretary Chris Stream, it was decided that Jane Gattone should continue as Secretary Pro Tem, as designated during the Public Hearing earlier this evening.

PUBLIC COMMENT – There was none.

ADDITION OF NON-ACTION ITEMS – There was none.

ACTION ITEMS

BUDGET FY13 – A motion was made by Lisa Scanio and seconded by Jane Gattone to approve the Budget for Fiscal Year 2013. On a roll call vote, the following Board Members voted Aye: Scott Miller, Lisa Scanio, Robert Reding, Jane Gattone, Diane Campbell and Joseph Pineau. Nays: none. Absent: Chris Stream. The motion passed.

CONSENT AGENDA – One item was removed from the Consent Agenda: the Overnight Field Trip-24 Hour Challenge. A motion was made by Lisa Scanio and seconded by Diane Campbell to approve the Consent Agenda, including the following:

1. Approval of Minutes
  - a. Regular Board Meeting and Executive Session – Aug. 22, 2012
  - b. Special Board Meeting and Executive Session – Aug. 30, 2012
  - c. Committee of the Whole Meeting and Executive Session – Sept. 12, 2012
2. Treasurer's Report and Approval
3. Bill Approval and Payment Authorization
4. Approval of Activity Funds
5. Parent/Student Handbook 2012-13

On a roll call vote, the following Board Members voted Aye: Lisa Scanio, Robert Reding, Jane Gattone, Diane Campbell, Joseph Pineau and Scott Miller. Nays: none. Absent: Chris Stream. The motion passed.

**EXPENDITURES**

9/30/12

**EDUCATION**

BILLS PAYABLE			\$	687,910.34
PAYROLL	277621.3	288037.49	\$	565,658.79
MISC				
TOTAL				\$1,253,569.13

**OPERATIONS & MAINTENANCE**

BILLS PAYABLE			\$	76,441.62
PAYROLL	18847.63	12320.95	\$	31,168.58
TOTAL				\$107,610.20

**TRANSPORTATION**

BILLS PAYABLE			\$	7,096.98
PAYROLL	16998.13	22516.79	\$	39,514.92
TOTAL				\$46,611.90

**IMRF/SOCIAL SECURITY**

BILLS PAYABLE	- SEDOL -			\$0.00
PAYROLL	17416.4	18052.95	\$	35,469.35
TOTAL				\$35,469.35

**CAPITAL PROJECTS**

BILLS PAYABLE				\$0.00
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**DEBT SERVICE**

BILLS PAYABLE				\$3,263.00
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**TORT**

BILLS PAYABLE				\$1,152.75
PAYROLL				\$0.00
TOTAL				\$1,152.75

**FUNDS TOTAL**

\$1,447,676.33

24-HOUR CHALLENGE – Jane Gattone suggested that before the 24-Hour Challenge occurs again, there should be an analysis of its purpose, benefits and guidelines. She said it has become more of a social event than a fitness activity. This year it is mandatory for all middle school students to participate during the course of the school day. Supt. Jason Lind said next year the administration will discuss what district goals are being met by the activity, address the concerns that have been voiced, and decide if it continues to be a worthwhile event. A motion was made by Lisa Scanio and seconded by Diane Campbell to approve the Overnight Field Trip-24 Hour Challenge. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Chris Stream. The motion passed.

It was noted that Roger Manderscheid exited the meeting at 7:46 p.m.

REALIGNMENT OF FACILITIES MAINTENANCE MANAGEMENT – The Board reviewed the proposed plan for restructuring the district's Building and Grounds Department, along with an accompanying organizational chart. Dr. Stephen Johns said the FY13 Building and Grounds budget will accommodate the projected costs. A motion was made by Joseph Pineau and seconded by Lisa Scanio to approve the Realignment of the Facilities Management, including the following: (1) Salary range for Head Custodian from \$12.50-\$14 an hour; and (2) Salary range for Head of Building and Grounds from \$15-\$18 and hour. On a roll call vote, the following Board Members voted Aye: Robert Reding, Jane Gattone, Diane Campbell, Joseph Pineau, Scott Miller and Lisa Scanio. Nays: none. Absent: Chris Stream. The motion passed.

CREATE POSITIONS – Supt. Jason Lind explained the need to add additional supervision during lunch, recess and resource time. He also requested a stipend to increase math time for a middle school class during recess. A motion was made by Lisa Scanio and seconded by Joseph Pineau to create the following positions: (1) Lunchroom Supervisor—0.29 FTE at \$8.99 per hour; (2) Recess Supervisor—0.29 FTE \$8.99 per hour; (3) Recess/Resource Supervisor—0.36 FTE \$8.99 per hour; and (4) Increase Math Section Time up to 42 minutes at \$0.25 per minute. On a roll call vote, the following Board Members voted Aye: Jane Gattone, Diane Campbell, Joseph Pineau, Scott Miller, Lisa Scanio and Robert Reding. Nays: none. Absent: Chris Stream. The motion passed.

PERSONNEL REPORT – A motion was made by Lisa Scanio and seconded by Joseph Pineau to approve the Personnel Report as submitted and including the following:

- A. Resignations: **Barbara Hubbard**, 0.7 FTE LD Teacher
- B. FMLA Request: **Christine Hutson**, 1.0 FTE Psychologist
- C. Hire:
  - 1. **Nicole Speck**, Counselor, MBAC
  - 2. **Kelly Piekarz**, 1.0 FTE Special Services Assistant
  - 3. **Matthew Karnstedt**, Band Director (stipend position)
  - 4. **Terry Miller**, 1.0 FTE Head Custodian (MES)
  - 5. **Gabriel Gonzalez**, 1.0 FTE Head Custodian (MMS)
  - 6. **Despina Bougiotopoulos**, 0.7 FTE LD Teacher
  - 7. **Robin Farella**, Lunchroom Supervisor (MES)
  - 8. **Kathleen Boglarsky**, Recess Supervisor (MES)
  - 9. **Emily Summers**, Substitute Teacher
  - 10. **Amy Jorgenson**, Substitute Teacher
  - 11. **Tyler Edens**, Substitute Teacher
  - 12. **Julie Miller**, Substitute Teacher
  - 13. **Peggy Weaver**, Substitute Teacher
  - 14. **Dawn Jannick**, Substitute Teacher
  - 15. **Shoundra Washington**, Substitute Teacher

On a roll call vote, the following Board Members voted Aye: Diane Campbell, Joseph Pineau, Scott Miller, Lisa Scanio, Robert Reding and Jane Gattone. Nays: none. Absent: Chris Stream. The motion passed.

INCREASE CONTRACT TIME – A motion was made by Diane Campbell and seconded by Jane Gattone to Increase the Contract Time for the Coordinator and Site Supervisor of the Millburn Before and After School Program. On a roll call vote, the following Board Members voted Aye: Joseph Pineau, Scott Miller, Lisa Scanio, Robert Reding, Jane Gattone and Diane Campbell. Nays: none. Absent: Chris Stream. The motion passed.

#### INFORMATION/DISCUSSION ITEMS

RE-EXAMINE MISSION/VISION STATEMENTS – The Board discussed various aspects of updating the district's Mission and Vision Statements, including:

- Model statements used by other districts
- Goals and expectations for reformulating the statements
- Aligning with the Strategic Plan
- Value of involving community and staff in the process
- Emphasizing relationships that make the district unique
- Minor revisions vs. complete rewrites
- Short motto or credo is more easily remembered than lengthy statements
- Importance of this task compared to other district priorities
- How will revised statements be used in the future?
- Creates platform for referendum
- Used as a basis for Board direction and action

There was a general consensus that current Mission and Vision Statements are thoughtfully worded and may only need minor updating. Two Board Members will work with administration to recommend revisions. More thought may be given to adopting a short motto or credo, such as the one used on the district logo: "Today's Learners, Tomorrow's Leaders."

BOARD VISITS – Supt. Jason Lind reminded Board Members that they are welcome to visit during a school day to observe classes and activities.

#### FUTURE DISCUSSION/AGENDA ITEMS

Dr. Stephen Johns said the Builder Contribution Agreement needs to be updated. He will present a revised agreement as soon as updated figures are available.

#### BUSINESS OFFICE REPORT

Supt. Jason Lind explained that the district is legally required to report all administrator and teacher salaries and benefits to the Illinois State Board of Education and to present the information at a School Board Meeting before posting on the district website. The salary report was presented to the Board and will be posted on the website, as required.

#### SUPERINTENDENT REPORT

Supt. Jason Lind reported that the 24-Hour Challenge is taking place this week. He said the PTO also met for the first time today as an all-district organization. In the past, each school had its own PTO.

It was noted that Dr. Stephen Johns, Joanne Rathunde, Marybeth DeLaMar, Jake Jorgenson and Bernadette Hanna exited the meeting at 8:35 p.m.

#### EXECUTIVE SESSION

A motion was made by Lisa Scanio and seconded by Diane Campbell to enter into Executive Session to discuss matters pertaining to the appointment, employment, compensation, discipline, 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

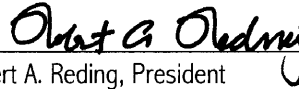
Members voted Aye: Scott Miller, Lisa Scanio, Robert Reding, Jane Gattone, Diane Campbell and Joseph Pineau. Nays: none. Absent: Chris Stream. The motion passed. The Executive Session began at 8:39 p.m.

It was noted that Diane Campbell exited the Executive Session at 9 p.m.

A motion was made by Lisa Scanio and seconded by Joseph Pineau to exit Executive Session. On a voice vote, all Board Members voted Aye. Nays: None. Absent: Diane Campbell and Chris Stream. The motion passed. The Executive Session ended at 9:57 p.m.

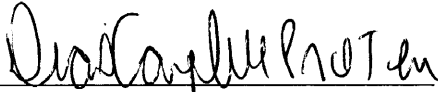
#### REGULAR MEETING RESUMES

There being no further business, a motion was made by Jane Gattone and seconded by Lisa Scanio to adjourn the Regular Meeting. On a voice vote, all Board Members voted Aye. Nays: None. Absent: Diane Campbell and Chris Stream. The motion passed. The Regular Meeting adjourned at 9:58 p.m.



Robert A. Reding, President  
Board of Education  
Millburn School District 24

ATTEST:



Jane Gattone, Secretary Pro Tem  
Board of Education  
Millburn School District 24

Date

