

BOARD OF EDUCATION
Millburn School District 24

COMMITTEE OF THE WHOLE MEETING
Aug. 12, 2013

BOARD MEMBERS PRESENT

Greg Ball
Diane Campbell
Jane Gattone
Scott Miller
Joseph Pineau

ADMINISTRATION PRESENT

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

BOARD CLERK

Dorothy Pazanin

ADMINISTRATION ASSISTANT

Bernadette Hanna

VISITORS

Carol McGill

A Committee of the Whole Meeting of the Board of Education of Millburn School District 24, Lake County, Illinois, held at Millburn Elementary School, was called to order at 8:08 p.m. by President Joseph Pineau. Roll call was taken with the following Board Members in attendance: Greg Ball, Diane Campbell, Jane Gattone, Scott Miller and Joseph Pineau. Nichol Mangino and Trak Patel were absent.

PUBLIC COMMENT – There was none.

ADDITIONAL INFORMATION/DISCUSSION ITEMS – Joseph Pineau requested a Board Report be added to the agenda. He informed the Board about an IASB workshop he attended this past weekend: “Leading Leaders—The Job of the Board President.” About 50 school board presidents from northern Illinois attended. He said there was a worthwhile exchange of ideas with many discussions about how school boards can function effectively. He said he will share his notes to the other Board Members with some ideas the Millburn Board might want to consider.

RECOGNITION – There was none.

INFORMATION/DISCUSSION ITEMS

STRATEGIC PLAN UPDATE – Supt. Jason Lind said he would like to engage the community again this fall in an update of the district’s Strategic Plan. It has been two and half years since the 5-year plan was adopted, and some of the objectives may need to be revised. Supt. Lind said he has registered for a three-day workshop next month in Lombard that will focus on implementing an organization’s mission, vision and strategic plan.

Supt. Lind presented an overview of the current status of the Strategic Plan. He reviewed the four major areas, including Student Learning, Finances, Culture and Climate, and Communications, and the progress toward meeting the objectives in each area. He reviewed specific actions that have been taken in the last two years to meet objectives, including:

- Installing projectors in classrooms
- Providing new computers to teachers
- Expanding wireless access
- Adopting a new math curriculum
- Providing inservice training on the Common Core State Standards
- Providing teacher team time on a daily basis
- Revisiting *Love and Logic* training with staff
- Reconfiguring the two schools into grade level centers
- Implementing a parent volunteer program
- Conducting community forums and surveys
- Passing a referendum to increase revenue in the Education Fund
- Reducing reliance on Tax Anticipation Warrants
- Adding Recognition of student and staff accomplishments to Board Meetings
- Implementing student behavior plans
- Allowing middle school students to participate in decision-making about configuring lunch and recess
- Partnering Millburn classes with SEDOL classes
- Scheduling a 5th grade visit to the middle school to facilitate the transition to a new building
- Mailing district-wide newsletters
- Creating an email data base of taxpayers who do not have students in school
- Using phone alerts and messaging to improve parent communication

In summary, Supt. Lind said the goals of the Strategic Plan have not changed, and many of the objectives have been met. He will continue to focus on the areas where goals and objectives still must be met.

DASHBOARD ITEMS – The Board Members discussed topics they would like included in a website dashboard. This is an electronic message board that helps website viewers quickly learn about the district and keep up-to-date on recent activities. Suggestions included student achievement data and financial reports. Supt. Lind said he will forward a link to Board Members of dashboards on other area districts' websites. He also will send a sample of what a Millburn dashboard might look like.

BOARD POLICY ON FUND BALANCES – Supt. Lind reviewed Board Policy 4:20 Operational Services – Fund Balances. The Board discussed the impact on this policy when moving from a cash basis to an accrual basis. They also discussed how it relates to the district's State Financial Profile.

FIRST READING OF BOARD POLICY – The Board conducted a First Reading of Operational Services--Policy 4:45 Insufficient Funds Checks. The recommended policy update includes many legal changes that have taken effect since the policy was last reviewed.

BUSINESS OFFICE REPORT – Supt. Jason Lind reported that SEDOL has donated to Millburn 5-year-old playground equipment that is in excellent condition. Millburn will finance the removal of some of its old equipment and the installation of the newer, donated equipment, at a cost of about \$30,000. The funds will come from the Capital Improvements Fund. Supt. Lind said he will contact the PTO to ask if they are interested in sharing some of the cost. The project is expected to be complete before school starts.

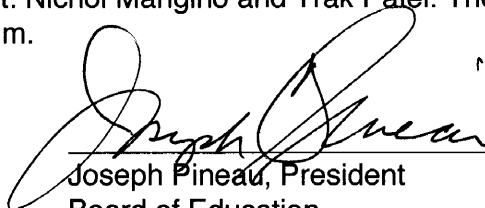
Dr. Stephen Johns updated the Board on several items including the status of summer building projects, a Standard & Poors phone conference, and the FY 2013 Audit. The next PMA presentation is expected to be in October.

SUPERINTENDENT REPORT—Supt. Lind said the first day of student attendance for the new school year is Aug. 22. Teachers will begin on Aug. 20.

FUTURE AGENDA ITEMS -- Upcoming agenda items include:

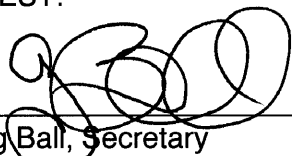
- Board Policies – Second Reading and Approval
- Public Hearing and Adoption of Budget FY14
- Superintendent goals
- Program presentations

There being no further business, a motion was made by Diane Campbell and seconded by Greg Ball to adjourn the Committee of the Whole Meeting. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Nichol Mangino and Trak Patel. The motion passed. The meeting adjourned at 9:30 p.m.



Joseph Pineau, President
Board of Education
Millburn School District 24

ATTEST:



Greg Ball, Secretary
Board of Education
Millburn School District 24

8/26/13
Date