

BOARD OF EDUCATION
Millburn School District 24

COMMITTEE OF THE WHOLE MEETING
April 13, 2015

BOARD MEMBERS PRESENT

Greg Ball
Jane Gattone
Nichol Mangino
Joseph Pineau
Casandra Slade

ADMINISTRATION PRESENT

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

BOARD CLERK

Dorothy Pazanin

ADMINISTRATION ASSISTANT

Bernadette Hanna

VISITORS

Carol McGill Terry Miller
Charli Johnsos

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 7 p.m. by President Joseph Pineau. Roll call was taken with the following Board Members in attendance: Greg Ball, Jane Gattone, Nichol Mangino, Joseph Pineau and Casandra Slade. Diane Campbell and Trak Patel were absent.

PUBLIC COMMENT – There was none.

ADDITIONAL INFORMATION/DISCUSSION ITEMS – There were none.

RECOGNITION – There was none.

INFORMATION/DISCUSSION ITEMS

STRATEGIC PLANNING – Supt. Jason Lind said that he contacted Big River Group, a consulting firm based in Minnesota, in regards to facilitating the next Strategic Plan for Millburn. He saw a presentation from the group at the Tri-Conference in the fall, and liked their approach to strategic planning, which he described as simple and straightforward. The entire process could be completed within about a month. The proposal from Big River includes three options, with a range of services and prices. Supt. Lind said he prefers Option 2, which would include training the administrators to lead focus groups. Also included in the services are conducting a survey, disseminating survey results, planning sessions with the community, setting a vision for the future, and prioritizing goals. The cost would be about \$6,400. The Board reached a general consensus that Supt. Lind should contact Big River about facilitating a Strategic Plan for the next five years. It is expected that the process would take place this fall. Any contract would be on a future Board meeting agenda for approval.

SNOW PLOWING – Supt. Jason Lind explained that the administration has been dissatisfied with the snow plowing service provided by various companies over the past several years. He believes the district could provide its own snow plowing service if a few additional pieces of used equipment are purchased. He met with Dr. Stephen Johns and Terry Miller, head of Building and Grounds, and prepared a plan in which district personnel could provide improved service and a lower cost. The Board discussed various aspects of the plan, including the cost of equipment, storage and maintenance of equipment, available manpower, overtime wages, and the possibility of getting supplemental help when needed. The Board reached a consensus that the administration should pursue the plan to have the district provide its own snow plowing. The purchase of any additional equipment would be included on future monthly expenditures that require Board approval.

MASTER FACILITIES PLAN, LIFE SAFETY PLAN – Charlie Johnsos of Fanning Howey gave an update on the Master Facilities Plan being prepared for the district. She said the Plan is basically complete, except for the Educational Alignment component. She said this final portion will be completed after the district's new Strategic Plan is in place. Ms. Johnsos presented the results of the Life Safety review, which will be filed with the ISBE in January 2016. The safety improvements are listed in three categories: Urgent (should be completed within a year); Required (should be completed in 3-5 years); and Recommended. She said many of the urgent items can be completed by the custodial staff before the report is filed. The Board discussed prioritizing some of the items, especially those that deal with fire safety.

BOARD OF EDUCATION ORIENTATION – Supt. Jason Lind said he will meet with newly elected Board Members an hour before the start of the Regular Board Meeting on April 27. He will give a short orientation on a Board Member's role and responsibilities, the budget process, and other financial and policy matters. Board Members will also receive printed materials on these topics.

BOARD OF EDUCATION REORGANIZATION – Supt. Jason Lind said that by the next Regular Board Meeting on April 27 all votes from the election on April 7 should be counted and canvassed by the Lake County Clerk's office. The Board Meeting will follow the regular agenda, including action on items that are currently under discussion. When action is completed the Board will adjourn *Sine Die*, which means the current Board will be retired. Then the new Board will be seated and Board officers will be elected.

INCREASE IN LUNCH PRICES – Supt. Jason Lind said that in order to keep pace with lunch costs, he is recommending that the district increase the price of a lunch by 5 cents. That would raise the student lunch price to \$2.70 and the adult lunch price to \$3.25. He recommends that milk prices remain the same at 60 cents per carton. This will be an action item on the next Regular Board Meeting agenda.

TREASURER POSITION – Board Members received information regarding the qualifications to be district treasurer, according to the Illinois School Code. The Board will need to appoint a new treasurer because the current treasurer, Roger Manderscheid, is retiring effective July 1, 2015.

SUMMER PROJECTS/SUMMER HIRING – Dr. Stephen Johns presented a list of proposed summer projects. He is recommending that the Board increase the summer help staff by one position. He said the increase is necessary because the number of full-time custodian positions decreased during the year, due to a resignation. The increase in staff would just be for June through August.

FIRST READING OF BOARD POLICY – The Board reviewed Board Policy 5:50 General Personnel: Drug- and Alcohol-Free Workplace; Tobacco Prohibition. Supt. Jason Lind said that the updates mainly concern the use of medical marijuana.

SECURITY CAMERAS – Dr. Stephen Johns reported that nine security cameras were installed at Millburn Elementary School and seven cameras were installed at Millburn Middle School over spring break. The camera software allows password-protected access to the cameras via computer for viewing both at school as well as from home or other remote locations. Supt. Lind projected live views from the cameras as a demonstration of how the system works. Also over spring break, security window film was installed at each of the entrances at both buildings. In the event that someone attempts to break the glass, the film should hold the window together for an additional 5-10 minutes, which would hopefully allow more time for an emergency response.

FUTURE AGENDA ITEMS

Future agenda items include:

- Confirm Results of Consolidated General Election of April 7, 2015 as canvassed by the Lake County Clerk's Office
- Reorganize the Board
- Board of Education Meeting Dates for 2015-16

BOARD REPORTS

There were no additional Board Reports.

SUPERINTENDENT REPORT

Supt. Jason Lind asked Principal Jake Jorgenson to give a brief overview of changes in the Middle School schedule for next year. Mr. Jorgenson explained that a committee has been meeting all year to explore options for improving the schedule. The committee had to consider many facets of setting a school-day schedule including time limits, restrictions on types of classes, and available personnel. Mr. Jorgenson said that the schedule that was agreed upon will increase time in math, science and social studies. To accomplish this, there will be slight decreases in ELA (English Language Arts), specials and physical education. Basically, every class period will be 64 minutes. However, specials and physical education classes will meet every-other day. Mr. Jorgenson said he will give a more detailed presentation to the Board at a future meeting.

BUSINESS OFFICE REPORT

Dr. Stephen Johns reported that Millburn's Equalized Assessed Valuation for 2014 (pay 2015 taxes) decreased by 3.93 percent. The actual EAV is \$204,195,002. Dr. Johns also said that

the district will see an increase in the workers compensation insurance premium for the 2015-16 school year. He will have a better idea about how much of an increase by the May 26 Board Meeting.


It was noted that Joanne Rathunde, Jake Jorgenson, Bennett Walshire and Bernadette Hanna exited the meeting at 9:12 p.m.

EXECUTIVE SESSION

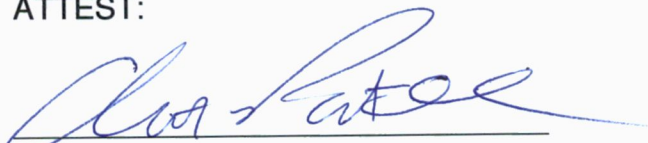
A motion was made by Joseph Pineau and seconded by Greg Ball to enter into Executive Session to discuss matters pertaining to the appointment, employment and compensation of specific employees of the public body or legal counsel for the public body. On a roll call vote, the following Board Members voted Aye: Casandra Slade, Greg Ball, Joseph Pineau, Jane Gattone and Nichol Mangino. Nays: none. Absent: Diane Campbell and Trak Patel. The motion passed. The Executive Session began at 9:19 p.m.

A motion was made by Greg Ball and seconded by Casandra Slade to adjourn the Executive Session at 11 p.m. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Diane Campbell and Trak Patel. The motion passed.

There being no further business, a motion was made by Jane Gattone and seconded by Joseph Pineau to adjourn the Committee of the Whole Meeting. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Diane Campbell and Trak Patel. The motion passed. The meeting adjourned at 11:01 p.m.


 President
 Board of Education
 Millburn School District 24

ATTEST:


 Secretary
 Board of Education
 Millburn School District 24

4/27/15
 Date