

BOARD OF EDUCATION
Millburn School District 24

REGULAR MEETING
July 28, 2014

BOARD MEMBERS PRESENT

Greg Ball
Diane Campbell
Jane Gattone
Scott Miller
Joseph Pineau

TREASURER

Roger Manderscheid

BOARD CLERK

Dorothy Pazanin

ADMINISTRATION PRESENT

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

VISITORS

Carol McGill
Carl Baxmeyer

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 7:03 p.m. 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.

ADDITION OF NON-ACTION ITEMS – There were none.

RECOGNITION – There was none.

ACTION ITEMS

CONSENT AGENDA – A motion was made by Diane Campbell and seconded by Jane Gattone to approve the Consent Agenda, including the following:

1. Approval of Minutes
 - a. Regular Meeting of June 23, 2014
2. Treasurer's Report and Approval
3. Bill Approval and Payment Authorization
4. Activity Account

On a roll call vote, the following Board Members voted Aye: Greg Ball, Joseph Pineau, Diane Campbell, Scott Miller and Jane Gattone. Nays: none. Absent: Nichol Mangino and Trak Patel. The motion passed.

JULY, 2014 EXPENDITURES							
EDUCATION				OPERATIONS & MAINTENANCE			
BILLS PAYABLE		\$ 81,907.17		BILLS PAYABLE			\$ 52,580.73
PAYROLL/BENEFITS		\$ 640,445.91		PAYROLL			\$ 51,109.48
MISC							
TOTAL		\$722,353.08		TOTAL			\$103,690.21
TRANSPORTATION				IMRF/SOCIAL SECURITY			
BILLS PAYABLE		\$ 104,195.44		BILLS PAYABLE - SEDOL -			\$9,354.50
PAYROLL/BENEFITS		\$ 16,462.61		PAYROLL/BENEFITS			\$ 24,097.65
TOTAL		\$120,658.05		TOTAL			\$33,452.15
CAPITAL PROJECTS				DEBT SERVICE			
BILLS PAYABLE		\$0.00		BILLS PAYABLE			\$85,199.84
				TORT			
				BILLS PAYABLE			\$913.72
				FUNDS TOTAL			\$1,066,267.05

MATH CURRICULUM – The Board reviewed materials concerning the math curriculum and Board policies regarding the adoption of curriculum materials. Supt. Jason Lind said that the curriculum is aligned with the state standards. The cost of about \$50,000 covers workbooks for five years and software licenses for seven years. Students and parents will also have online access to diagnostic and supplemental support. Supt. Lind also discussed the challenge of how to best prepare all Millburn students as they advance to one of three public high schools, all with different math curriculums. A motion was made by Jane Gattone and seconded by Greg Ball to adopt the math curriculum. On a roll call vote, the following Board Members voted Aye: Joseph Pineau, Diane Campbell, Scott Miller, Jane Gattone and Greg Ball. Nays: none. Absent: Nichol Mangino and Trak Patel. The motion passed.

KINDERGARTEN ASSOCIATE POSITION – A motion was made by Diane Campbell and seconded by Jane Gattone to create a 1.0 FTE Kindergarten Associate position. On a roll call vote, the following Board Members voted Aye: Diane Campbell, Scott Miller, Jane Gattone, Greg Ball and Joseph Pineau. Nays: none. Absent: Nichol Mangino and Trak Patel. The motion passed.

INCREASE PARAPROFESSIONAL POSITON – A motion was made by Diane Campbell and seconded by Jane Gattone to increase the ELL (English Language Learner) Paraprofessional Position by 0.6 FTE. On a roll call vote, the following Board Members voted Aye: Scott Miller, Jane Gattone, Greg Ball, Joseph Pineau and Diane Campbell. Nays: none. Absent: Nichol Mangino and Trak Patel. The motion passed.

ACCEPT RESIGNATION – A motion was made by Diane Campbell and seconded by Jane Gattone to accept the resignation of **Dr. Marybeth Whitney-DeLaMar**, Elementary School principal. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Nichol Mangino and Trak Patel. The motion passed.

APPROVE CONTRACT FOR ELEMENTARY PRINCIPAL – Supt. Jason Lind said a Principal Search Committee worked quickly to screen and interview candidates, and he was pleased to recommend Bennett Walshire for the position of principal at Millburn Elementary. A motion was made by Jane Gattone and seconded by Greg Ball to approve the contract for **Bennett Walshire** as 1.0 FTE Principal at Millburn Elementary. On a roll call vote, the following Board Members voted Aye: Jane Gattone, Greg Ball, Joseph Pineau, Diane Campbell and Scott Miller. Nays: none. Absent: Nichol Mangino and Trak Patel. The motion passed.

APPROVE CONTRACT FOR MIDDLE SCHOOL PRINCIPAL – A motion was made by Diane Campbell and seconded by Joseph Pineau to approve the contract for **Jake Jorgenson** as Principal at Millburn Middle School. On a roll call vote, the following Board Members voted Aye: Greg Ball, Joseph Pineau, Diane Campbell, Scott Miller and Jane Gattone. Nays: none. Absent: Nichol Mangino and Trak Patel. The motion passed.

It was noted that Roger Manderscheid exited the meeting at 7:34 p.m.

APPROVE CONTRACT FOR ARCHITECT OF RECORD – A motion was made by Greg Ball and seconded by Diane Campbell to accept the contract with Fanning Howey as Architect of Record, pending attorney review. On a roll call vote, the following Board Members voted Aye: Joseph Pineau, Diane Campbell, Scott Miller, Jane Gattone and Greg Ball. Nays: none. Absent: Nichol Mangino and Trak Patel. The motion passed.

MASTER FACILITIES PLAN – Supt. Jason Lind said one of the district's main goals in beginning the architect review process several months ago was to obtain a facilities assessment that would be used for future maintenance and budget planning. The Board reviewed four options from Fanning Howey for a Master Facilities Plan. Carl Baxmeyer of Fanning Howey explained the various services included in each of the options. The discussion eventually focused on Option 2, which adds an energy assessment, a Life Safety study, and curricular space alignment services, at a cost of about \$36,000. A motion was made by Greg Ball and seconded by Joseph Pineau to accept the Master Facilities Plan/Option 2, provided the district can forego the curricular alignment portion and related costs if it chooses to do so in the future. On a roll call vote, the following Board Members voted Aye: Diane Campbell, Scott Miller, Jane Gattone, Greg Ball and Joseph Pineau. Nays: none. Absent: Nichol Mangino and Trak Patel. The motion passed.

PERSONNEL REPORT – A motion was made by Jane Gattone and seconded by Diane Campbell to approve the Personnel Report, including the following:

1. Resignations:

- a. **Debra Kaisserlian** – 1.0 FTE Social Worker
- b. **Christine Thedorf** – 1.0 FTE Administrative Assistant
- c. **Dr. Marybeth DeLaMar** – 1.0 FTE Principal, MES

2. Hire:

- a. **Jamie Gluskin** – 1.0 FTE Grade 5 Teacher
- b. **Diron Buglio** – 1.0 FTE Middle School Social Worker
- c. **Bennett Walshire** – 1.0 FTE Principal MES
- d. **George Pierce** – 1.0 FTE Bookkeeper

On a roll call vote, the following Board Members voted Aye: Scott Miller, Jane Gattone, Greg Ball, Joseph Pineau and Diane Campbell. Nays: none. Absent: Nichol Mangino and Trak Patel. The motion passed.

INFORMATION/DISCUSSION ITEMS

TENTATIVE BUDGET – Dr. Stephen Johns presented a proposed schedule related to the FY2015 Budget process. The Tentative Budget must be approved and put on public display for 30 days before the official Budget Adoption. Dr. Johns said he will also present updated projections from PMA Financial Network.

FUTURE AGENDA ITEMS

Items scheduled to be discussed at upcoming meetings include:

- Tentative Budget FY15 for public viewing
- Snow Removal Bid
- Emergency Management Plans for both schools
- Parent/Student Handbook changes for 2014-15
- Superintendent Evaluation
- SEDOL budget information

BOARD REPORTS

There were none.

SUPERINTENDENT REPORT

Supt. Jason Lind reported that he has been invited by SEDOL to serve on its long-range planning team. In addition, Dr. Stephen Johns has been asked to serve on the short-term planning team and Elizabeth Keefe will be serving on the SEDOL Early Childhood Assessment Team.

BUSINESS OFFICE REPORT

Dr. Stephen Johns reviewed financial data concerning state funding and property tax collection. He also reported that an error was found in the financial reports prior to the auditors arriving for their external audit. A portion of one payroll was posted twice, making it appear that there was less cash on hand than what was actually the case. The auditors and the financial software support staff helped the district pinpoint the problem. Dr. Johns said he has implemented additional financial controls with regard to payroll. He anticipates there will be a comment in the audit regarding the issue.


Other items in the Business Report included information on proposals regarding waste disposal and duplicating services that should result in a significant savings over the next few years; and electrical monitoring and upgrades being done at the schools by Commonwealth Edison.

EXECUTIVE SESSION

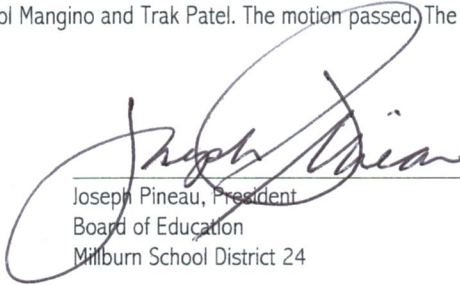
It was determined that there was no need for an Executive Session.

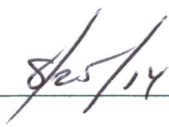
There being no further business, a motion was made by Diane Campbell and seconded by Joseph Pineau to adjourn the Regular Meeting. On a voice vote, all Board Members voted Aye. Nays: none. Absent: Nichol Mangino and Trak Patel. The motion passed. The Regular Meeting adjourned at 8:44 p.m.

ATTEST:


 Greg Ball, Secretary
 Board of Education
 Millburn School District 24

Date


 Joseph Pineau, President
 Board of Education
 Millburn School District 24


 8/25/14