

**MINUTES
GLEN ELLYN SCHOOL DISTRICT 41
BOARD OF EDUCATION
REGULAR MEETING
JANUARY 26, 2004**

The regular meeting of the Board of Education of Glen Ellyn School District 41 was held on Monday, January 26, 2004 in the Mary J. Luginbill Board Room, District 41 Central Services Office at 793 North Main Street in Glen Ellyn, Illinois.

CALL TO ORDER AND ROLL CALL

President Vivoda called the meeting to order at 7:30 p.m. with the Pledge of Allegiance. Members present: Debbie Hoffman, John Marcheschi, Carol McElvain, John Ruckstaetter, Walter Snodell and John Vivoda. Mr. DiFabio was absent.

SPECIAL RECOGNITION/PRESENTATION

1. Third Grade Typing Program: Amy Bishop, District 41 Instructional Technology Coordinator, provided the Board with highlights of the District's Third Grade Key Board Practice Program. Students also did a quick one-on-one presentation with board members to demonstrate how the units work. Equipment was purchased with funds from the Partnership for Educational Progress (PEP).
2. Central Services Building Preliminary Report: During the public facility workshops this fall, converting the Central Services Building into classroom space was a preferred option that surfaced to address the District's overcrowded facilities. District architects, Arcon and Associates presented two preliminary options to the Board for long-range planning purposes: (1) a plan for a five-classroom fifth grade center annex for Forest Glen; and (2) a plan for reconfiguring the Central Services building that would include space for staff training and additional school staff in order to free up space at the schools. Neither option changes the Building's external structure, garages or the parking lot. The board noted that long-term options such as adding space would not likely be implemented before 2006.
3. Evaluation Committee Presentation: A committee of teachers and administrators have been working on a new teacher evaluation process that is based on quality and professional development. Evaluation Committee facilitator, Lynn Glaser from the Consortium for Educational Change (CEC) presented a PowerPoint on the proposed process which is based on Charlotte Danielson's work, "A Framework for Teaching."
4. Hadley Junior High School Recognition: Hadley principal, Dr. Marilyn Finesilver, reported on recognition of Hadley's Art Program by the NAEA (National Art Education Association.) Hadley received NAEA's 2003-2004 Facilities & Program Standards Awards in recognition of achieving a school art program and art facility that meets or exceeds the national standards.

PUBLIC PARTICIPATION

Citizens requesting to speak on non-agenda items were asked to complete a "Request to Address the Board" form and give it to the recording secretary. The following requests were made to address the Board:

- Ed Klingberg, Glen Ellyn Education Association (GEEA) president, addressed the Board on two items: The first was the new Teacher Evaluation Process. While Mr. Klingberg is supportive of the new teacher evaluation process, he expressed concern with its complexity and the additional staff time that will be required. Dr. Barshinger reported that there would be a pilot period with training for both teachers and administrators. The second item was relating to the Central Services staff reorganization. He asked if teachers would be included in the interview process. Dr. Barshinger explained that while teacher participation would be ideal, it would depend partly on timing. Right now,

he is looking at an outside service to conduct the initial screening and then possibly putting teams of staff together for the interviewing.

- Taylor McGee, Forest Glen parent, expressed concern about the possibility of implementing year-round school in District 41 and its impact on families. Board President, John Vivoda explained that year-round schools is one of the many long-term solutions the District is studying and that the Board would look at it from all perspectives. Dr. Barshinger added that he is attempting to contact McHenry elementary district, which has used this strategy for the past several years.

CONSENT AGENDA

Dr. Barshinger requested that the Intergovernmental Agreement be moved to Action Items for discussion and Memorandum of Understanding with regard to Teachers on Special Assignment be pulled from the Consent Agenda.

The Administration recommended approval of the following Consent Agenda items, which are considered routine business by the District 41 Board:

Teaching, Learning and Accountability

No action.

Finance, Facilities and Operations Report (Exhibits)

1. Treasurer's Report
2. Investment Schedule
3. Cash Balances Report
4. Revenue Reports by Fund
5. Expenditure Reports by Fund
6. Accounts Payable and Payroll for December 2003 in the amount of \$2,644,443.79 and January interim bills to be released on January 28, 2004 in the amount of \$2,181,037.88 for a total of \$4,825,481.67
7. Vandalism Report
8. Disposal of Surplus Property
9. 2003-04 FOIA Report
10. Change Order for the Churchill Roof repair, revising the contract sum to \$44,469.00
11. Extension of Landscaping Services Contract in the amount of \$24,900 for 2004.
12. Installation and 3-year lease of Disaster Recovery T1 Line at a total cost of \$10,080.
13. Appointment of William F. Gurrie & Co., as auditors for fiscal year 2003-04 and approval of the \$24,500 fee.
14. Extension of Yearbook Contract with Taylor Publishing for an additional two-year period with an amended change to a three-color cover process. Price per book for 2004-2005 would be \$12.59 and for 2005-2006, \$13.02
15. Resolution to approve participation in the Illinois ASBO's Purchase Card Program (P-Card)

Other Matters

1. Minutes of the December 15 regular meeting and closed session, December 22 special meeting and closed session, January 10, 2004 special meeting and closed session
2. Monthly Enrollment Report, ending December 19, 2003. (Exhibit)
3. Closed Session Meeting Minutes Review: After a review of closed session meeting minutes for the period of July through December 2003, the Board of Education has determined the following closed meeting minutes no longer require confidential treatment and is recommending the release of the following meeting minutes for public inspection:
 - November 17, 2003 Regular Meeting
 - November 24, 2003 Special Meeting
 - December 10, 2003 Special Meeting

Mrs. Hoffman moved and Mr. Ruckstaetter seconded to approve the actions and accept the reports contained in the Consent Agenda as amended. On a roll call vote answering "Yea": Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.

ACTION ITEMS

Teaching, Learning and Accountability

No action.

Policy/Procedures

A. Revisions, Section II School Board Policy Manual – 2nd Reading. *Mr. Ruckstaetter moved and Mrs. Hoffman seconded to approve adoption of School Board Policy Manual Section to with revisions as presented. Motion carried on a unanimous voice vote (Exhibit).*

Finance, Facilities and Operations

Intergovernmental Agreement: Village of Glen Ellyn

Jeanette Kreuz, Assistant Superintendent for Finance and Operations, reported that legal counsel for the Village and the District have reviewed the Intergovernmental Agreement between District 41 and the Village of Glen Ellyn for storm water improvements at Ben Franklin and have proposed three minor changes to the agreement language. Legal counsel has suggested that both the Village and District 41 boards approve the Intergovernmental Agreement conceptually, pending final review by legal counsel for both parties. At that time, Board signatures will be attached to the documents.

Mr. Marcheschi moved and Mrs. McElvain seconded to approve the Intergovernmental Agreement conceptually, contingent upon final review and approval by legal counsel for both parties. On a roll call vote answering "Yea" Snodell, Hoffman, Marcheschi, McElvain, Ruckstaetter and Vivoda. Answering Nay: None. Motion carried.

BOARD REPORTS

Committee Reports

1. Policy Committee: (DiFabio/McElvain). Mrs. McElvain reported that Committee has completed the first run through of first section of Section V, Personnel.
2. Finance Committee: No report.
3. Capital Improvement Committee. No report.

Liaison Reports

1. PTA Executive Council: (DiFabio) Mrs. Hoffman provided a short report in Mr. DiFabio's absence. PTA conducted a short meeting, which was followed by a visit by state superintendent, Dr. Robert Schiller.
2. Hadley PTA: (Ruckstaetter) Mr. Ruckstaetter reported that Hadley PTA leadership's concern on sidewalk safety.
3. Ben Franklin PTA: (Vivoda) No report.
4. Forest Glen PTA: (McElvain) No report.
5. Abraham Lincoln PTA: (Hoffman) Lincoln's PTA meeting focused on curriculum. Attendees were so excited about the new format that the meeting lasted an hour past its regularly scheduled time.
6. Special Education Resource Committee: (Vivoda) Marilyn Parrish provided a report on the last SERC meeting held in Lincoln's LLC. The regular business meeting was followed by a presentation by seven district staff members and CASE personnel. Approximately 30 people in attendance. The next meeting will be held at Churchill School on February 17, 7-9 p.m. Discussion will focus on IEP meetings.

7. Learning Leadership Team: (McElvain) No report.
8. Compact for Quality: (Hoffman) No report.
9. Consortium for Educational Change: (DiFabio/McElvain) No report.
10. Partnership for Educational Change: (Ruckstaetter) No report.
11. Technology Planning: (DiFabio/Snodell) No report.
12. LEND: (Ruckstaetter) No Child Left Behind (NCLB) Resolution. This item was tabled.
13. GEEA Supplemental Pay: (Hoffman) No report.
14. Insurance: (Hoffman) No report.

Information, Announcements and Discussion Items

1. District 41 Organizational Chart: Dr. Barshinger presented the Board with a draft organizational plan, which is a proposed restructuring of the Central Services administrative team to align with the Board's vision statement and strategic initiatives. The proposed staffing plan effectively adds one more position than currently exists and eliminates some positions. New positions will be posted internally and externally. A job description for each of these positions will be available at the Board's regular meeting in February. Dr. Barshinger said that no staff member would lose their job since there are ample openings due to retirements and attrition. Dr. Barshinger has explained the proposed plan to PTA Council and is in the process of reviewing it with all District staff. The final step is to post the draft plan on the District's web page. The Board anticipates voting on it at its February 23rd regular meeting. (Exhibit)
2. 04-05 Program Plan (Staffing) Update: Dr. Barshinger reported that the District's Administrative Team has begun an early approach to planning staffing for the 2004-05 school year. Beginning in January, the team meets every Tuesday. Based on preliminary roll over projections, Churchill will need 25 classrooms next year to meet the District's class size and program targets. They currently have only 22 available which will require the addition of three classrooms (for 3rd and 5th grades). As a short-term solution, Dr. Barshinger is investigating the placement of portable classrooms. However, placement on the site will be challenging because of accessibility and flood plain issues. The team is looking at all options, including year-round school at Churchill. They feel that alternatives like changing boundaries or busing kids just moves the problem. The District also plans to continue its use of the portable classrooms at Forest Glen and Lincoln.
3. Facilities Process Update: Dr. Barshinger reported on the items currently in motion (Arcon study) and the need for another public forum. The Board agreed to set March 8, 7:30 p.m. for the next public workshop on District facilities. The meeting will be held at Churchill School. At that time, there will be more information to share with the public based on the data that has been collected with regard to the facilities studies. All the solutions are being considered. The best-case scenario for any of these solutions would be implementation for the 2005-06 school year. President Vivoda reiterated his desire for the Administration to look at the year-round school as a solution (including research on the impact and implications of such a decision) for implementation as soon as possible.

FUTURE BOARD DISCUSSION TOPICS

1. HR Issues
2. Parent Teacher Conferences

OTHER BUSINESS

Dr. Barshinger and the Board thanked and acknowledged those involved in the planning of state superintendent, Dr. Robert Schiller's visit. A special thanks to PTA Executive Council president, Sharon Marston, Forest Glen principal, Doug Craig, and Churchill principal, Karen Stebel for their hospitality and taking time to share their perspective on the challenges we face in DuPage County.

ADJOURN TO CLOSED SESSION

At 9:59 p.m. Walt Snodell moved and John Ruckstaetter seconded to adjourn to closed session for the following reasons:

- *The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1), as amended by P.A. 93-0057.*
- *Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).*

On a roll call vote answering "Yea": Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.

RETURN TO OPEN SESSION

At 10:26 p.m. Carol McElvain moved and Walt Snodell seconded to adjourn closed session and return to open session. On a roll call vote answering "Yea": Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.

ADJOURN REGULAR MEETING

There being no further business, Carol McElvain moved and Walt Snodell seconded to adjourn the regular meeting of the Board of Education at 10:26 p.m. On a roll call vote answering "Yea": Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.

Recorded: January 26. 2004

Deborah M. Hoffman, *Secretary*

Approved: February 23, 2004

John J. Vivoda, *President*