

**MINUTES
GLEN ELLYN SCHOOL DISTRICT 41
BOARD OF EDUCATION
REGULAR MEETING
OCTOBER 20, 2003**

The regular meeting of the Board of Education of Glen Ellyn School District 41 was held on Monday, October 20, 2003, at the District 41 Administration Center, 793 North Main Street, 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: Mr. Willie DiFabio, Mrs. Debbie Hoffman, Mr. John Marcheschi, Mrs. Carol McElvain, Mr. John Ruckstaetter, Mr. Walter Snodell and Mr. Vivoda.

SPECIAL RECOGNITION/PRESENTATION

- The Hadley Wildcats Girls Softball Team: The Hadley Girls team placed second in the state. The Board presented certificates of recognition to the team and the coaches for their outstanding record of 24-1.
- District 41 ISAT Report: Superintendent Jack Barshinger gave a presentation to the Board via PowerPoint on District 41 state assessment and the ISAT's. Highlights of the presentation included District 41's assessment philosophy, an NCLB overview, Methods and data, strengths, opportunities of the ISAT results, next steps. In summary, District 41 students are significantly above state averages. We met our district goal by systemically aligning curriculum and instruction to state standards. District 41 maintained excellent math scores, improved in writing and remained stable in reading. (Exhibit)
- Building School Improvement Plans. Building principals will use the ISAT data to develop their respective School Improvement Plans and will present their plans to the Board of Education at their regular meeting on November 17, 2003.

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.

There were no requests to address the Board.

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

1. Personnel Report: Contract of Employment for Grace Safien, Social Worker

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 September 2003 for a total of \$3,003,125.43
7. Vandalism Report
8. Disposal of Surplus Property
9. 2003-04 FOIA Report
10. 2002-2003 Audit
11. New Truck Purchase

12. Approval of Life Safety Amendment #7 Forest Glen Roof
13. Change Orders
14. Statement of Compliance for Life Safety Project

Other Matters

1. Minutes of the September 22, 2003 Budget Hearing, Regular Meeting and Closed Session and Minutes of October 9, 2003 Special Meeting.
2. Gifts and Contributions: The Music Education Foundation donated equipment for District 41 band, orchestra and chorus programs valued at approximately \$5,500.
3. Monthly Enrollment Report, ending September 30, 2003. (Exhibit)

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

ACTION ITEMS

Teaching, Learning and Accountability

1. School Report Cards: Dr. Barshinger advised the Board that annual school report cards are not yet available from the state. He said that the law required school districts to distribute this information to parents by October 31st. He requested the Board's approval in absentia so that report cards can be distributed upon receipt at the District.

Mrs. McElvain moved and Mrs. Hoffman seconded to approve the school report card information in absentia. Motion carried on a unanimous voice vote.

Policy/Procedures

1. School Board Policy Manual, First Reading Sections I and II: Dr. Barshinger presented the Board with new Sections I & II for their review. Edits can be made before adoption by the Board at their November 17, 2003 Board meeting. Mr. DiFabio added that these are the policies and procedures that guide the District and asked board members to review the information carefully. Mr. Marcheschi asked if there is some way to indicate items that have changed. Dr. Barshinger explained that it would be impossible in most instances since we are making what is considered to be a huge shift to align our policies to what is required by law.

Mr. DiFabio moved and Mr. Ruckstaetter seconded to accept the First Reading of new Sections I & II of the School Board Policy Manual. Motion carried on a unanimous voice vote.

BOARD REPORTS

Committee Reports

1. Policy Committee: Mr. DiFabio explained that the October 1, 2003 meeting minutes were a summary of their earlier discussion regarding new Sections I and II of the School Board Policy Manual.
2. Finance Committee: Mr. Snodell and Mr. Marcheschi reviewed the minutes of the October 14, 2003 meeting. The Business Office will be looking into new reporting procedures that will make ongoing reporting simpler to follow. Mr. Snodell asked that the minutes amended to include a more detailed explanation of his request for a Management Letter. He said that while the auditors, William F. Gurrie, Ltd. commended the district on its internal controls and the successful implementation of GASB34 governmental financial reporting model, areas of improvement can always be identified. While he understands that Management Letters are typically sent out to identify areas of improvement, he felt it was important for them to send a letter that outlined the observations that were made during the audit. A Management Letter was subsequently received and was distributed to board members. (Exhibit)
3. Capital Improvement Committee. Board members DiFabio and Snodell reviewed the minutes of the October 2, 2003 Capital Improvement Committee meeting. Mr. DiFabio stated that they

are still looking at having a 25-year plan. Mr. Snodell added that the purpose of these meetings and process review is to improve the process and to improve the annual systemic cycle that keeps the District far enough ahead with its planning. A date has not yet been set for the next meeting

Liaison Reports

No liaison reports were given.

SUPERINTENDENT'S REPORT

Information and Announcements

1. Facilities Brainstorming Session Summary: Dr. Barshinger reviewed a summary of the information from the Board's October 9, 2003 Brainstorming Workshop. The summary was sorted into six major categories, Add Space, Reconfigure Space, Reschedule (think differently on how we use building space), Reducing Student Population, Intergovernmental Cooperatives, and Philosophical Questions. He explained that before the next meeting on November 3, 2003, ideas will be edited, redundancies eliminated and information will be moved and sorted into clusters. On November 3rd the Board will review and analyze the ideas and identify items that warrant more explanation and items that can be placed on a lower priority. President Vivoda suggested that the staff be given an opportunity for more participation. Dr. Barshinger suggested that principals coordinate this effort during their faculty meetings. The Board also suggested that a middle school focus group participate in this exercise. (Exhibit)
2. Development of the 2003 Levy: Board members received a summary of the Tax Levy Process. Dr. Barshinger highlighted the process, which included a timeline of development and stated that the Board will be presented with a draft of a tentative levy at the November 17, 2003 Board meeting. (Exhibit)

Discussion Items

1. November 21-23, 2003 Tri-Conference: The Board unanimously nominated Mr. DiFabio to serve as the delegate for the November 21-23, 2003 Tri-Conference. Board members were also asked to review the IASB Report to the Membership.

FUTURE BOARD DISCUSSION TOPICS

1. HR Issues
2. Board Room Sound System
3. Taping of Closed Meetings

OTHER BUSINESS

None.

ADJOURN TO CLOSED SESSION

At 9:05 p.m. Mr. DiFabio moved and Mr. Ruckstaetter seconded to adjourn to closed session for the following reasons:

- *to discuss collective negotiating matters between the school district and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees;*
- *to discuss information regarding appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the school district*

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

RETURN TO OPEN SESSION

At 10:35 p.m., Mr. Marcheschi moved and Mr. DiFabio seconded to adjourn closed session and return to open session. On a roll call vote answering Aye: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.

ADJOURN REGULAR MEETING

There being no further business, Mr. Ruckstaetter moved and Mrs. McElvain seconded to adjourn the regular meeting of the Board of Education at 10:36 p.m. On a roll call vote answering Aye: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.

Recorded: October 20, 2003

Deborah M. Hoffman, *Secretary*

Approved: November 17, 2003

John J. Vivoda, *President*