



Glen Ellyn School District 41

Dr. Ann K. Riebock, Superintendent

**MINUTES
BOARD OF EDUCATION REGULAR MEETING
NOVEMBER 26, 2007
7:30 P.M.
LINCOLN SCHOOL
380 GREENFIELD AVENUE, GLEN ELLYN, IL**

Call to Order

Board President, Terra Costa Howard called the November 26, 2007 Regular Meeting of the Board of Education to order at 7:32 p.m.

Pledge of Allegiance

Vice President John Kenwood led in the Pledge of Allegiance and welcomed meeting attendees.

Roll Call

Upon the roll being called, the following answered present: Kevin Cosgrove, John Vivoda, Erica Nelson, John Kenwood, Steve Vondrak, Bob Solak and Terra Howard.

Public Participation

There were no members of the public present who wished to address the Board.

Presentations and Reports

Abraham Lincoln School Presentation: Fourth and Fifth grade Student Ambassadors Lauren Glavin and Saul Tolentino welcomed the Board of Education to their school and gave a presentation via PowerPoint. The presentation included a photo montage and parent, student and staff testimonials that focused on Lincoln's welcoming and diverse culture and its rich academic, social and emotional learning environment. It was noted that over the course of the 2007-2008 school year, each District 41 school will host a Board meeting; the next to occur at Benjamin Franklin School on January 28, 2007, 7:30 p.m. in the Library Learning Center.

Superintendent's Report

Superintendent Dr. Ann Riebock reported on her attendance at the November 17-19, 2007 Triple I Conference (a joint conference of the Illinois Association of School Boards, Illinois Association of School Administrators and the Illinois Association of Business Officials).

Triple I is an opportunity for Boards of Education and School Administrators to learn more about school board governance and school district administration. Dr. Riebock attended a pre-conference workshop on "Study Circles for Broad-Based Community Engagement" which was focused on learning how to engage community members in problem solving local education issues, as well as a number of general sessions. Dr. Riebock deferred to Board members Erica Nelson, John Vivoda, Bob Solak and Terra Howard to report on the pre-conference workshops and sessions they attended. Highlights of their learning opportunities included:

- Erica Nelson/John Vivoda attended a pre-conference workshop, "The Board's First Responsibility: Detecting and Communicating a Compelling Vision". Mrs. Nelson reported that the pre-conference workshop was a day well spent that was focused on meaningful ways in which to move the school district forward, and an opportunity not only to hear from board members of similar and different districts about their visioning process, but to examine practices and thoughts related to developing a public engagement model. It also affirms that Dr. Riebock is appropriately directing the District team in a public engagement model.
- Bob Solak, as the District's IASB delegate, attended the IASB Delegate Assembly on Saturday. Mr. Solak said that it was a good opportunity to participate with other IASB delegates statewide in voting on a number of IASB resolutions and for school districts to comment on certain issues. Mr. Solak noted that school boards across the state are a fractious group with vastly different needs, funding sources, etc. Mr. Solak will compile a written summary report of the resolutions vote outcome for the Board. Mr. Solak also attended general sessions on new board members, contract negotiations and on school finance.
- Terra Howard reported on her participation in a comprehensive pre-conference workshop for Board Presidents, focused on the role of the Board president as it relates to fellow board members and the superintendent, effective meetings, parliamentary procedures, communicating, teamwork, etc. She also attended a general session, "Failure Is Not An Option: Six Principles that Guide Achievement in High Performing Schools" that was focused on understanding how the right values, attitudes, etc. strengthen our leadership capacity and contribute to the support of our schools and improved student achievement.

Reports were also given by Erica Nelson, Terra Howard, and Steve Vondrak related to their recent attendance at the Churchill, Forest Glen and Franklin PTA Meetings, respectively.

Action Items

Board president Howard asked if there were any items board members wished to remove from the Consent Agenda. Hearing none,

Kenwood moved and Solak seconded approve the actions and recommendations in the Consent Agenda as described below. On a roll call vote answering "Aye" Cosgrove, Kenwood, Vivoda, Nelson, Vondrak, Solak and Howard; answering "Nay": None. Motion carried.

A. Consent Agenda

1. Human Resources
 - (a) Personnel Report (Attachment)
 - Resignations

- Employment Recommendations
- 2. Finance, Facilities and Operations
 - (a) Treasurer's Report (Attachment)
 - (b) Cash Balances Report (Attachment)
 - (c) Investment Schedule (Attachment)
 - (d) Monthly Budget Report (Attachment)
 - (e) Accounts Payable and Payroll (Attachment)
 - (f) Vandalism/Damage Report (Attachment)
 - (g) 2007-2008 FOIA Report (Attachment)
 - (h) Disposal of Surplus Property (Attachment)
- 3. Other Matters
 - (a) Board Regular & Special Meeting Minutes
 - November 12, 2007 Regular Meeting

B. Superintendent's Recommendations

1. Truth in Taxation Law Resolution (Attachment)

The Administration recommended that the Board of Education affirm its November 12, 2007 determination to approve of the Truth in Taxation Law Resolution and directing the Administration to publish the Truth in Taxation Notice.

Vivoda moved and Nelson seconded to approve the Administration's recommendation as presented on the attached. On a roll call vote answering "Aye": Solak, Cosgrove, Kenwood, Vivoda, Nelson, Vondrak and Howard; answering "Nay": None. Motion carried.

2. Construction Change Orders: Lincoln School (Attachment)

Currently, there are two outstanding items for the Abraham Lincoln School Lift Vestibule and Storage Area project that the current general contractor is unable to complete to the satisfaction of the District: Installation of a window in the vestibule area, and installation of the integrated temperature controls for the unit vents installed in the vestibule storage area. Since satisfactory completion of these projects is very timely because of the onset of winter weather, the Administration recommended that the Board of Education authorize the attached change order proposal. This proposal will reduce the original contract with the current general contractor, RW Clark Construction/Continental Construction JV in the amount of \$12,640.00.

Vivoda moved and Cosgrove seconded to approve the Resolution Authorizing Change Order as presented on the attached. On a roll call vote answering "Aye": Vondrak, Solak, Cosgrove, Kenwood, Vivoda, Nelson and Howard; answering "Nay": None. Motion carried.

Following the Board's roll call vote, president Howard provided clarification for this action by explaining that this is an unusual request in terms of the District's customary procedure, but the Administration felt an urgent need for the completion of these projects prior to the onset of inclement weather. Typically, the Administration would bring the item to the Board for discussion and then action.

3. Superintendent's Evaluation Tool (Attachment)

Board president Terra Howard reported that the attached evaluation instrument includes a time-line and describes the process outline for evaluating the superintendent as set forth by the Board of Education during its August 2007 workshop meeting.

Board discussion focused on the mechanics of evaluating the superintendent in conjunction with the attached evaluation tool. Mrs. Howard provided clarification for the process and noted that following Dr. Riebock's completion of her self-evaluation and presentation to the Board in a closed session, board members will complete the attached evaluation tool and submit to Mrs. Howard in early February so that she can compile a summary document for the Board's review and subsequent discussion with Dr. Riebock during the closed session of a March regularly scheduled Board meeting.

Mrs. Nelson moved and Mr. Kenwood seconded to approve the Superintendent's Evaluation Tool as presented on the attached. On a roll call vote answering "Aye": Nelson, Vondrak, Solak, Cosgrove, Kenwood, Vivoda and Howard; answering "Nay": None. Motion carried.

Upcoming Meetings

- December 10, 2007, 7:00 p.m., Truth in Taxation Hearing on 2007 Tax Levy; 7:30 p.m., Board of Education Regular Meeting, Central Services Offices, 793 North Main Street, Glen Ellyn, Illinois

Public Participation

- Lincoln teacher Ed Klingberg thanked Board members for conducting one of its regularly scheduled meetings at Lincoln school and commended the Board on its plan to hold meetings at each of the District schools during the 2007-2008 school year.

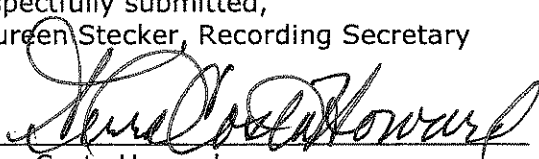
Closed Session

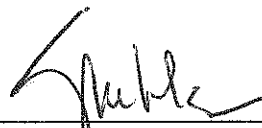
The Board determined it did not have a need to adjourn to Closed Session.

Adjournment

There being no further business, Vivoda moved and Kenwood seconded to adjourn the regular meeting at 8:45 p.m. On a roll call vote answering "Aye": Kenwood, Vivoda, Nelson, Vondrak, Solak, Cosgrove and Howard; answering "Nay": None. Motion carried.

Respectfully submitted,
Maureen Stecker, Recording Secretary


Terra Costa Howard,
President, Board of Education


Erica Nelson
Secretary, Board of Education

Minutes approved December 10, 2007

**Glen Ellyn District #41
Board Report**

Date: November 26, 2007

Title: Personnel Report-Final

Contact: Ann Riebock

Resignations:

The following staff members have submitted letters of resignation

Name	School	Position	Reason	Effective Date
Stephanie Ott	Ben Franklin	Special Ed Aide	(currently on leave)Substitute teaching	11/16/2007

Employment Recommendations:

Name	School	Position	Placement/Salary	Effective Date
Kathleen McCoy	Forest Glen	Special Ed Aide	\$10.12 per hour/\$10,701.90	11/16/2007

It is recommended that the Board accept these personnel actions as presented

Strategic Initiative: Hire and retain only the highest quality teaching and administrative staff.

**Finance, Facilities and Operations
Financial Attachments**

**Board Meeting
November 26, 2007**

Glen Ellyn School District 41

Period Ending: October 31, 2007

Draft Until Approved

**Finance, Facilities, and Operations
Financial Attachments**

November 26, 2007

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Glen Eilyn School District 41

Treasurer's Report for the Month of October, 2007

FUND	FUND BALANCE 9/30/2007	CASH BAL. 9/30/2007	REVENUE	EXPENDITURES	INVESTMENTS (Increase) Decrease	LIABILITIES Increase (Decrease)	CASH BAL. 10/31/2007	INVESTMENTS AT COST 10/31/2007	CASH + INVESTMENTS	LIABILITIES - RECEIVABLE (YTD)	FUND BALANCE 10/31/2007
General Fund	\$ 29,548,661.12	\$ 9,107,616.66	\$ 863,918.84	\$ 2,972,982.64	\$ (100,000.00)	\$ 3,142.50	\$ 6,901,695.36	\$ 20,541,831.50	\$ 27,443,526.86	\$ 3,929.54	\$ 27,439,597.32
Self-Insurance	73,449.35	73,449.35	19,572.93	16,621.60	-	-	76,400.68	-	76,400.68	-	76,400.68
Insurance	251,120.40	251,120.40	331,553.70	276,792.90	-	-	305,881.20	-	305,881.20	-	305,881.20
Bond & Interest	2,539,983.61	44,983.61	34,730.40	550.00	-	-	79,164.01	2,495,000.00	2,574,164.01	-	2,574,164.01
IMRF	846,091.17	246,091.17	12,386.32	80,285.72	-	-	178,191.77	600,000.00	778,191.77	-	778,191.77
S&C Life Safety	22,030.59	22,030.59	-	22,030.59	-	-	-	-	-	-	-
S&C Capital Improv	405,147.16	5,147.16	4.83	-	-	-	5,151.99	400,000.00	405,151.99	-	405,151.99
Working Cash	2,975,844.05	25,844.05	5,043.79	-	-	-	30,887.84	2,950,000.00	2,980,887.84	-	2,980,887.84
Totals	\$ 36,662,827.45	\$ 9,776,282.99	\$ 1,267,210.81	\$ 3,369,263.45	\$ (100,000.00)	\$ 3,142.50	\$ 7,577,372.85	\$ 26,986,831.50	\$ 34,564,204.35	\$ 3,929.54	\$ 34,560,274.81



**Glen Ellyn School District 41
Cash Balances
October 31, 2007**

Fund	Total Liquid Funds 9/30/07	III Public Treas Investmt Pool	ISDLAF Liquid Fund Deposits	Cash Deposits	Total Liquid Funds 10/31/07
General Fund	\$ 9,107,616.66	\$ 6,068,630.63	\$ 36,938.05	\$ 796,126.68	\$ 6,901,695.36
Self-Insurance	73,449.35	76,400.68	-	-	76,400.68
Insurance	251,120.40	305,881.20	-	-	305,881.20
Bond & Interest	44,983.61	77,522.81	-	1,641.20	79,164.01
IMRF	246,091.17	67,486.85	-	110,704.92	178,191.77
S&C Life Safety	22,030.59	-	-	-	-
S&C Capital Improv	5,147.16	1,227.96	-	3,924.03	5,151.99
Working Cash	25,844.05	11,558.20	-	19,329.64	30,887.84
Totals	\$ 9,776,282.99	\$ 6,608,708.33	\$ 36,938.05	\$ 931,726.47	\$ 7,577,372.85

Monthly Yield Averages

IPTIP	October 2007	Money Market	4.620%
		Prime Fund	4.942%
ISDLAF	October 2007	Liquid Fund	4.850%

Glen Ellyn School District 41
Investment Schedule
October 31, 2007

Identifier	Certificate #	Issue Date	Maturity Date	#of Days	Amount	Rate	Interest	Type
General Fund								
P341	91480	09/17/07	11/04/07	48	800,000.00	5.074%	5,338.13	CD
P343	92764	10/01/07	11/29/07	59	1,500,000.00	4.536%	10,998.25	CD
P344	92763	10/01/07	12/13/07	73	1,500,000.00	4.536%	13,608.00	CD
P345	92762	10/01/07	12/27/07	87	1,500,000.00	4.536%	16,217.75	CD
P346	92761	10/01/07	01/14/08	105	1,200,000.00	4.597%	15,869.10	CD
P336	87347	06/21/07	01/25/08	218	1,250,000.00	5.120%	38,224.66	CD
P331	19853	09/28/06	02/13/08	503	193,831.50	4.950%	13,222.23	FHLB
P348	92759	10/01/07	02/13/08	135	400,000.00	4.557%	6,741.86	CD
P337	87344-6	06/21/07	02/28/08	252	1,450,000.00	5.120%	51,256.11	CD
P338	87343	06/21/07	03/14/08	267	950,000.00	5.220%	36,275.42	CD
G333	50016574	03/20/07	03/20/08	366	250,000.00	4.850%	12,158.22	CD
P349	92758	10/01/07	03/25/08	176	1,950,000.00	4.526%	42,556.80	CD
P339	87342	06/21/07	04/14/08	298	1,150,000.00	5.110%	47,978.00	CD
P350	92757	10/01/07	04/23/08	205	1,450,000.00	4.516%	36,777.56	CD
P340	87341	06/21/07	05/14/08	328	1,450,000.00	5.260%	68,538.52	CD
P334	86011-19	05/23/07	05/22/08	365	748,000.00	5.145%	38,487.59	CD
P351	92756	10/01/07	05/29/08	241	1,100,000.00	4.465%	32,429.36	CD
P353	93590-601	10/23/07	10/22/08	365	1,050,000.00	4.825%	50,662.50	CD
P335	87340	06/21/07	11/26/08	524	650,000.00	5.150%	48,057.26	CD
					<u>20,541,831.50</u>	<u>4.847%</u>	<u>585,397.32</u>	
IMRF Fund								
P336	87347	06/21/07	01/25/08	218	50,000.00	5.120%	1,528.99	CD
P348	92759	10/01/07	02/13/08	135	50,000.00	4.557%	842.73	CD
P337	87344-6	06/21/07	02/28/08	252	50,000.00	5.120%	1,767.45	CD
P338	87343	06/21/07	03/14/08	267	50,000.00	5.220%	1,909.23	CD
P349	92758	10/01/07	03/25/08	176	50,000.00	4.526%	1,091.20	CD
P339	87342	06/21/07	04/14/08	298	50,000.00	5.110%	2,086.00	CD
P350	92757	10/01/07	04/23/08	205	50,000.00	4.516%	1,268.19	CD
P340	87341	06/21/07	05/14/08	328	50,000.00	5.260%	2,363.40	CD
P334	86011-19	05/23/07	05/22/08	365	100,000.00	5.145%	5,145.40	CD
P351	92756	10/01/07	05/29/08	241	50,000.00	4.465%	1,474.06	CD
P335	87340	06/21/07	11/26/08	524	50,000.00	5.150%	3,696.71	CD
					<u>600,000.00</u>	<u>4.926%</u>	<u>23,173.37</u>	
Bond & Interest Fund								
P347	92760	10/01/07	01/25/08	116	800,000.00	4.597%	11,687.72	CD
P336	87347	06/21/07	01/25/08	218	1,300,000.00	5.120%	39,753.64	CD
P352	92752-5	10/01/07	07/25/08	298	395,000.00	4.840%	15,608.67	CD
					<u>2,495,000.00</u>	<u>4.852%</u>	<u>67,050.03</u>	
S & C Capital Imp								
P348	92759	10/01/07	02/13/08	135	50,000.00	4.557%	842.73	CD
G333	50016574	03/20/07	03/20/08	366	250,000.00	4.850%	12,158.22	CD
P334	86011-19	05/23/07	05/22/08	365	100,000.00	5.145%	5,145.40	CD
					<u>400,000.00</u>	<u>4.851%</u>	<u>18,146.35</u>	

**Glen Ellyn School District 41
Investment Schedule
October 31, 2007**

Identifier	Certificate #	Issue Date	Maturity Date	#of Days	Amount	Rate	Interest	Type
Working Cash								
P331	19853	09/28/06	02/13/08	503	800,000.00	4.950%	54,572.05	FHLB
G333	50016574	03/20/07	03/20/08	366	500,000.00	4.850%	24,316.44	CD
G342	5010023212	09/28/07	04/29/08	214	1,200,000.00	4.850%	34,122.74	CD
P334	86011-19	05/23/07	05/22/08	365	50,000.00	5.145%	2,572.70	CD
P351	92756	10/01/07	05/29/08	241	50,000.00	4.465%	1,474.06	CD
P353	93590-601	10/23/07	10/22/08	365	50,000.00	4.825%	2,412.50	CD
P335	87340	06/21/07	11/26/08	524	300,000.00	5.150%	22,180.27	CD
					2,950,000.00	4.891%	141,650.77	

Total Current Operating Funds Investments	26,986,831.50
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Total Investment Interest Due	835,417.83
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Average Portfolio Yield **4.84%**

Note: C in the "Identifier" column denotes Community Bank
 G in the "Identifier" column denotes Glen Ellyn Bank & Trust
 M in the "Identifier" column denotes MB Financial Bank
 P in the "Identifier" column denotes PMA/ISDLAF

Note: CD in the "Type" column denotes Certificate of Deposit
 CP in the "Type" column denotes Commercial Paper
 TN in the "Type" column denotes Treasury Notes
 FHLB in the "Type" column denotes Federal Home Loan Bank Note
 FNMA in the "Type" column denotes Federal Natl Mortgage Assn Note
 FHLMC in the "Type" column denotes Federal Home Loan Mortgage Corporation Note



Glen Ellyn School District 41

Finance, Facilities & Operations

**Monthly Revenue/Expenditure Summary Report Overview
October 2007**

Revenues

The District revenues received continue to be within less than 1% of the previous year's receipts. This is due to the lag of receipts in one area such as our state funds and revenues received more than anticipated in other areas such as donations.

Expenditures

The District expenditures are behind by approximately 4% of the prior year. This is attributed mostly to the timing of receipt of invoices for supplies and materials received to date.

**Glen Ellyn District 41
Monthly Revenue/Expenditure Summary Report
October 2007**

Revenues										
Function	Category	MTD Received	YTD Received	Revenue Budget	To Be Received	YTD % Received	Prior Year % Rec'd			
1100	Property Taxes	465,916.22	16,939,033.04	35,866,755.00	18,927,721.96	47.23%	46.76%			
1200	Personal Property Taxes	180,152.61	463,433.11	1,024,275.00	560,841.89	45.24%	51.79%			
1300	Tuition	-	-	231,750.00	231,750.00	0.00%	2.82%			
1400	Transportation Fees	-	-	20,500.00	20,500.00	0.00%	3.07%			
1500	Interest Earnings	73,481.73	287,432.54	1,237,600.00	950,167.46	23.22%	56.09%			
1600	Food Services	22,617.80	70,558.20	216,500.00	145,941.80	32.59%	28.26%			
1700	Student Fees	8,992.11	359,559.26	437,090.00	77,530.74	82.26%	92.36%			
1900	Donations/Misc Revenue	56,872.72	162,585.95	69,550.00	(93,035.95)	233.77%	114.86%			
3000	Unrestricted State Funds	92,515.36	277,546.08	1,214,317.00	936,770.92	22.86%	24.85%			
3100	Restricted State Funds	145.93	89,501.81	1,500,958.00	1,411,456.19	5.96%	33.95%			
4000	Federal Funds	15,389.70	103,607.07	413,340.00	309,732.93	25.07%	20.75%			
Grand Total All Funds		916,084.18	18,753,257.06	42,232,635.00	23,479,377.94	44.40%	45.77%			
Expenditures										
Object	MTD Expended	YTD Expended	YTD Encumbrances	Expenditure Budget	Budget Available	YTD % Expended	Prior Year % Exp'd			
100	Salaries	2,056,958.48	4,768,427.21	23,725,969.00	18,957,541.79	20.10%	20.28%			
200	Benefits	449,205.93	1,160,295.43	5,341,107.00	4,180,811.57	21.72%	23.18%			
300	Purchased Services	302,026.40	1,049,594.47	4,146,870.00	2,991,996.10	25.31%	40.82%			
400	Supplies/Materials	180,350.09	586,737.46	2,705,169.00	1,988,494.61	21.69%	32.12%			
500	Capital Outlay	42,856.63	893,791.18	1,397,937.00	129,485.85	63.94%	74.01%			
600	Dues & Fees	2,988.71	22,144.94	322,855.00	300,710.06	6.86%	44.35%			
700	Principal/Interest Payments	-	428,872.89	2,574,864.00	2,145,991.11	16.66%	17.99%			
800	Tuition	41,462.71	197,895.16	1,332,000.00	1,134,104.84	14.86%	28.76%			
Grand Total All Funds		3,075,848.95	9,107,758.74	41,546,771.00	31,829,135.93	21.92%	25.81%			

**SUMMARY OF BILLS AND PAYROLL
OCTOBER 2007**

<u>FUND</u>	<u>OCTOBER BILLS/INTERIMS</u>	<u>OCTOBER PAYROLL</u>	<u>TOTAL</u>
General Fund	\$911,028.31	\$2,061,954.33	\$2,972,982.64
Bond & Interest	550.00	0.00	550.00
IMRF	80,285.72	0.00	80,285.72
Life Safety	22,030.59	0.00	22,030.59
S & C Cap Imp	0.00	0.00	0.00
Working Cash	0.00	0.00	0.00
SUB-TOTAL	\$1,013,894.62	\$2,061,954.33	\$3,075,848.95
Self-Insurance	16,621.60	0.00	16,621.60
Insurance	276,792.90	0.00	276,792.90
TOTAL	\$1,307,309.12	\$2,061,954.33	\$3,369,263.45

*November Interims to be released on 11/27/2007 \$687,943.38

GRAND TOTAL \$4,057,206.83

<u>*Distribution</u>	
General Fund	\$379,957.77
Self-Insurance	1,680.55
Insurance	306,305.06
Bond & Interest	0.00
Life Safety	0.00
S & C Cap Imp	0.00
Total	\$687,943.38

Summary of Vandalism/Damage Occurrence for
October/November 2007

Date	Facility	Nature of Vandalism	Initial response	Action Taken to Repair/Replace
10/16/2007 - 11/12/2007	There have been no incidents of Vandalism/Damage during this period.			

Freedom of Information Act (FOIA) Requests Report FY 2007-2008

Reporting Period	Date Received	Date of Response	Request Summary
10/29/07 - 11/26/07	10/24/07	10/25/07	Pursuant to the provisions of the Freedom of Information Act, please consider this a formal request for inspection and copies of the following records pertaining to responsible bidder requirements for all construction contracts awarded by your agency. LECET requests: (1) Copies of any bidder requirements in Glen Ellyn School District 41 procurement code or request for proposal, specifically any language pertaining to responsible bidding and definitions of "responsible" if applicable, for construction contracts awarded by your agency.
8/22/07 - 10/29/07	10/15/07	10/25/07	<p>This is a request under 5 Il1 Comp. Stat. Secs. 140/1 to 140/11. I am requesting copies of the following documents held by the district.</p> <ul style="list-style-type: none"> • The current contract for student transportation services between the District and Laidlaw including all attachments (such as Bid Affidavits, Riders, General Terms and Conditions, Notification of Award etc.), amendments and correspondence. • A copy of the invitation to bid for this contract. • A copy of the company's bid (response) to that invitation. • A copy of the Surety Bond submitted. • Any performance audits or inspections done regarding Laidlaw's compliance with the terms of the contract, along with any correspondence between the company and your agency relating to such audits/inspections. This specific request is for the period January 1, 2001 to present. • A list of the current bus routes services by Laidlaw. <p>If the District does not contract with Laidlaw, please send me an email or letter to that effect, including the name of the current contractor, and then consider this request closed. If my request is denied, please provide a written explanation for the denial including a reference to the specific statutory exemptions(s) upon which you rely. Also, please provide all segregable portions of otherwise exempt material. I am willing to pay reasonable search and copying fees for this request as directed by the statute.</p>
6/20/2007 - 8/21/2007	06/19/07	First response 6/26/2007, Second response 9/5/07	<p>"I write to request information pertaining to your school district's food service, facilities maintenance, and skilled maintenance operations. I am requesting a copy of current contracts and any contract specifications between the school district and contractors for janitorial services, skilled maintenance and food service personnel. If the district's support services are self-operated, I am requesting documents related to its operation of these services. Specifically, I am seeking the following information for both self-operated and managed or outsourced school food service operations:</p> <ol style="list-style-type: none"> 1. What is the size of the annual food purchase for the last school year? 2. How many cafeterias does the school district operate? 3. What are the addresses of the locations being serviced? 4. How many FS workers are employed by the district? 5. Are the workers represented by a union? If so, which one? <p>If your school district contracts with private vendor(s) for food service, I am additionally seeking:</p> <ol style="list-style-type: none"> 1. The name of company contracted to provide food service. 2. The contract expiration date 3. The name of the district employee(s) to whom the FSMC reports along with the employee(s) contact information including phone, fax, and the name of the firm's contact person? 4. Employee status information: How many food service workers are employed in the district's cafeterias and kitchens? Are the workers represented by a union? If so, which one? 5. Are the workers managed or employed by a contract firm? <p>Finally, for both skilled maintenance and janitorial staff, I am seeking the following information:</p> <ol style="list-style-type: none"> 1. Number of skilled maintenance and janitorial staff employed in district schools? 2. Are the workers represented by a union? If so, which one? 3. Are the workers managed or employed by a contract firm? 4. If the district uses a subcontractor for either of these services, what is the name of the contractor, address, phone, fax, and the name of the firm's contact person? 5. The name(s) of the district employee(s) to whom the contractor(s) report along with the employee(s) contact information, including fax, phone, and mailing address."
6/20/2007 - 8/20/2007	06/26/07	07/02/07	"I request the following information regarding the district's compensation provided to or on behalf of your superintendent for the 2006-2007 fiscal year. This is a follow-up letter; we found that we needed additional information from all school districts we have contacted." "Specifically, we request information about district compensation provided to or on behalf of your superintendent in actual dollar figures for the 2006-2007 fiscal year."



Glen Ellyn School District 41

Date: November 26, 2007

Title: Disposal of Surplus Property

Contact: Robert Ciserella

Background: When the District identifies equipment that is no longer needed or usable for school purposes, the School Code requires that the Board of Education approve the disposition of this school property.

Discussion: Attached is a list of equipment that has been deemed unusable for District purposes or in disrepair, and that needs to be disposed of. Most of the items on the items on this list are obsolete equipment that was removed from classrooms and replaced with new equipment. Functional spare parts have been removed from the obsolete equipment and stored in our Technology closet.

Recommendation: The Administration recommends that the Board of Education adopt the resolution approving the disposition of school property as indicated above.

**RESOLUTION FOR THE DISPOSAL
OF SURPLUS PERSONAL PROPERTY**

WHEREAS, the Board of Education of Glen Ellyn School District 41, DuPage County, Illinois, declares that there is surplus personal property in the School District; and

WHEREAS, such property is described in the attached document; and

WHEREAS, this personal property is no longer needed for school purposes and is not functioning; and

NOW, THEREFORE, Be It Resolved, by the Board of Education, as follows:

1. That the Superintendent is hereby authorized to properly dispose of the property listed on the attachment.

ADOPTED this 26th day of November, 2007 by roll call vote as follows:

YES _____

NO _____

ABSENT _____

Board of Education
Glen Ellyn School District 41
DuPage County, Illinois

President

ATTEST:

Secretary

Assets for Disposal November 2007

Asset # if known	School Site Origin	Description (Make, Model, etc.)	Serial Number	Acq. Year	Qty.	Acq. Cost	Working Order Y/N?	Obsolete Y/N?
None	Hadley - LLC	Student Chairs in computer lab	NA	approx 1998	22		N	Y
1844	CH	NetTV DTV29X	009001253		1		N	Y
2121	HA	Compaq Armada Laptop	1J07FMZ1T23A		1		N	Y
2129	HA	Compaq Armada Laptop	1J07FMZ1T23X		1		N	Y
2120	HA	Compaq Armada Laptop	1J07FMZ1Z38F		1		N	Y
2091	HA	Compaq Armada Laptop	3J17FTBZ3GA8		1		N	Y
2088	HA	Compaq Armada Laptop	3J17FTBZ8448		1		N	Y
2086	HA	Compaq Armada Laptop	3J17FTBZ970H		1		N	Y
2087	HA	Compaq Armada Laptop	3J17FTBZ3GAG		1		N	Y
004588	CSO	Visioneer Scanner	222C002607D1		1		N	N
1018	CH	Compaq Presario 5360	3D97CLY2M0G9		1		N	Y
	CH	Compaq MV520 Monitor	919BE64MJ669		1		N	N
	CH	Compaq S710 Monitor	111CG43HE753		1		N	N
1283	BF	PowerMac 5400	TY7366E5B92		1		N	Y
2070	AL	Compaq EN	U106DYSZB987		1		N	Y
	AL	Compaq M720 Monitor	149CL26UA674		1		N	N
	HA	Electric Rage/Oven		Apprx 1998	1			



Glen Ellyn School District 41

Date: November 26, 2007
Title: Truth in Taxation Resolution
Contact: Bob Ciserella

Background: During the November 12, 2007 meeting the administration of School District 41 presented the 2007 Tentative Tax Levy to the Board of Education. The Board is required to provide notice and hold a public meeting if it is the Board's determination to adopt a levy which is greater than 105 percent of the extension, for the levy year 2007. After review, a motion by the Board was made which determined the levy amount and directed the administration to prepare the Truth in Taxation Notice.

Discussion: The proposed tax levy for 2007 is \$7,629,212. This amount is 6.34% more than the 2006 tax extension amount of \$35,384,243.45 therefore the District must comply with the Truth In Taxation rules and regulations. Under these regulations, the Board must authorize and direct publishing of legal notice of public hearing in accordance with the Truth in Taxation Law.

Recommendation: The administration recommends that the Board of Education adopt the Truth in Taxation Resolution and Exhibit A to this Resolution.

Key Objective: Provide resources – people, time and money – to ensure the growth and development of our vision.

TRUTH IN TAXATION LAW RESOLUTION

WHEREAS, the Board of Education of Glen Ellyn Public School District No. 41, DuPage County, Illinois (the "School District") pursuant to the Truth in Taxation Act, is required to determine the amount of money, exclusive of election costs and levies for debt service and public building commission leases, estimated to be necessary to be raised by taxation for the year 2007 and to give notice of and hold a public hearing if it is the Board's intention to adopt a levy in an amount which is more than 105 percent of the extension, exclusive of election costs and levies for debt service and public building commission leases, for the levy year 2007;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Glen Ellyn Public School District No. 41, DuPage County, Illinois as follows:

Section 1: The Board, pursuant to Section 18-60 of the Truth in Taxation Act, at its November 12, 2007 Board meeting, determined, and by this Resolution ratifies such determination, that the proposed aggregate levy, exclusive of election costs and levies for debt service and public building commission leases, estimated to be necessary to be raised by taxation for the year 2007 upon the taxable property in the District is \$35,094,000.00.

Section 2: The amount of property taxes, exclusive of election costs and levies for debt service and certain leases and plus any amount abated by the School District, extended on behalf of the School District for the year 2006 was \$32,871,649.64.

Section 3: That the foregoing proposed estimated aggregate levy for the year 2007 is more than 105 percent of the foregoing taxes extended for the year 2006.

Section 4: The Secretary of the Board is hereby authorized and directed to publish or cause to be published a legal notice of public hearing in accordance with the

Truth in Taxation Law, which notice shall be in substantially the form as attached in Exhibit A to this Resolution.

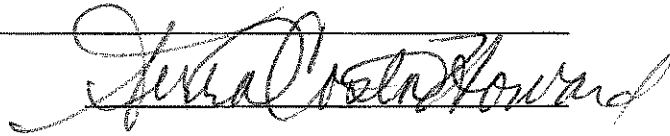
Section 5: This Resolution shall be in full force and effect upon its adoption.

ADOPTED this 26th day of November 2007.

AYES: SOLAK, COSGROVE, KENWOOD, VIVODA,
NELSON, VONDRAK, HOWARD

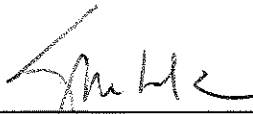
NAYS: NONE

ABSENT: NONE



President, Board of Education

ATTEST:



Secretary, Board of Education

Exhibit A

TRUTH IN TAXATION ACT RESOLUTION

WHEREAS, the Board of Education of Glen Ellyn Public School District Number 41, DuPage County, Illinois, pursuant to the Truth in Taxation Act, is required to determine the amount of money, exclusive of debt service, public building commission leases and election costs, estimated to be necessary to be raised by taxation for the year 2007 and to give notice of and hold a public hearing.

NOW, THEREFORE, Be It Resolved by the Board of Education of Glen Ellyn Public School District Number 41, DuPage County, Illinois, as follows:

Section 1: That the Board hereby determines that the proposed aggregate levy, exclusive of debt service, public building commission leases and election costs, estimated to be necessary to be raised by taxation for the year 2007 upon the taxable property in the District is \$35,094,000.

Section 2: That the amount of property taxes, exclusive of debt service, public building commission leases and election costs, extended or abated on behalf of the District for the year 2006 was \$32,871,649.64.

Section 3: That the foregoing proposed estimated aggregate levy for the year 2007 represents an increase of 6.76% over the foregoing taxes extended or abated for the year 2006.

Section 4: That the Secretary of the Board is hereby authorized and directed to publish or cause to be published a notice of public hearing, substantially in the form below in accordance with the Truth in Taxation Act.

Section 5: This Resolution shall be in full force and effect upon its adoption.

**NOTICE OF PROPOSED PROPERTY TAX INCREASE
FOR GLEN ELLYN PUBLIC SCHOOL DISTRICT NUMBER 41**

- I. A public hearing to approve a proposed property tax levy increase for School District Number 41, DuPage County, Illinois, for the year 2007 will be held on December 10, 2007 at 7:00 p.m. at the Administration Center, 793 North Main Street, Glen Ellyn, Illinois.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Dr. Ann Riebock, Superintendent, or Robert Ciserella, Assistant Superintendent Finance, Facilities and Operations, Glen Ellyn Elementary School District Number 41, 793 North Main Street, Glen Ellyn, Illinois 60137, (630) 534-7220.

- II. The corporate and special purpose property taxes extended or abated for the year 2006 were \$32,871,649.64.

The proposed corporate and special purpose property taxes to be levied for the year 2007 are \$35,094,000. This represents a 6.76% increase over the previous year.

- III. The property taxes extended for debt service and public building commission leases for the year 2006 were \$2,512,593.80.

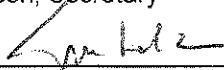
The estimated property taxes to be levied for debt service and public building commission leases for the year 2007 are \$2,535,212. This represents a 0.90% increase over the previous year.

- IV. The total property taxes extended or abated for the year 2006 were \$35,384,243.44.

The estimated total property taxes to be levied for the year 2007 are \$37,629,212. This represents a 6.34% increase over the previous year.

By order of the Board of Education, School District 41, DuPage County:

Erica Nelson, Secretary


Erica Nelson, Secretary
School District 41 Board of Education

**NOTICE OF PROPOSED PROPERTY TAX
INCREASE FOR GLEN ELLYN PUBLIC SCHOOL
DISTRICT NUMBER 41**

- I. A public hearing to approve a proposed property tax levy increase for School District Number 41, DuPage County, Illinois, for the year 2007 will be held on December 10, 2007 at 7:00 p.m. at the Administration Center, 793 North Main Street, Glen Ellyn, Illinois.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Dr. Ann Riebock, Superintendent, or Robert Ciserella, Assistant Superintendent Finance, Facilities & Operations, Glen Ellyn Elementary School District Number 41, 793 North Main Street, Glen Ellyn, Illinois 60137, (630) 534-7220.

- II. The corporate and special purpose property taxes extended or abated for the year 2006 were \$32,871,649.64.

The proposed corporate and special purpose property taxes to be levied for the year 2007 are \$35,094,000. This represents a 6.76% increase over the previous year.

- III. The property taxes extended for debt service and public building commission leases for the year 2006 were \$2,512,593.80.

The estimated property taxes to be levied for debt service and public building commission leases for the year 2007 are \$2,535,212. This represents a 0.90% increase over the previous year.

- IV. The total property taxes extended or abated for the year 2006 were \$35,384,243.44.

The estimated total property taxes to be levied for the year 2007 are \$37,629,212. This represents a 6.34% increase over the previous year.

By order of the Board of Education, Elementary School
District 41, DuPage County:

Erica Nelson, Secretary



Glen Ellyn School District 41

Date: November 26, 2007

Title: Summer 2007 Projects - Change Orders #2
Abraham Lincoln School Lift Vestibule & Storage Area

Contact: Robert Ciserella

Background: Change orders often occur during construction projects. Change orders have the possibility to increase or decrease the original contract amounts depending on the reason the change order is being processed.

Discussion: There are two outstanding items for this project that are weather dependent, that as of now, the current general contractor is unable to complete to the satisfaction of the District. The administration feels it is necessary to initiate a change order that would allow the District to contract with other vendors to have the projects completed in a timely fashion. The two items are at Abraham Lincoln School in the lift vestibule and storage area, the change order includes the installation of a window in the vestibule area, and installation of the integrated temperature controls for the unit vents installed in the vestibule and storage area. The proposed change order reduces the original contract with RW Clark Construction/Continental Construction JV in the amount of (\$12,640.00).

Recommendation: The administration recommends approval of the Resolution Authorizing Change Order as presented.

RESOLUTION AUTHORIZING CHANGE ORDER

WHEREAS, the Board of Education of Glen Ellyn School District No. 41, DuPage County, Illinois (the "School District"), has entered into a certain construction contract (the "Construction Contract") with R&W Clark Construction/Continental Construction (the "Contractor"), which Construction Contract includes certain renovations and improvements to the School District's facilities (the "Project");

WHEREAS, the Board of Education has been advised that during the course of construction the Contractor has failed to complete certain items in accordance with the Construction Contract, including rewiring and the installation of a window; and

WHEREAS, the School District has decided to utilize separate contractors to undertake such work; and

WHEREAS, to compensate the new contractors, the School District must utilize certain moneys originally intended for the Contractor under the Construction Contract and reduce the amount originally awarded under the Construction Contract; and

WHEREAS, this action by the School District requires the adoption of this Resolution in accordance with Section 33E-9 (720 ILCS 5/33E-9) of the Illinois Criminal Code; and

WHEREAS, the Board of Education has determined that in order to safely and efficiently complete the Project, it is necessary and in the best interests of the School District to adopt this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Glen Ellyn School District No. 41, DuPage County, Illinois, as follows:

1. That the Board of Education hereby finds that all of the recitals contained in the preambles to this Resolution are full, true, and correct and does hereby incorporate them into this Resolution by reference.

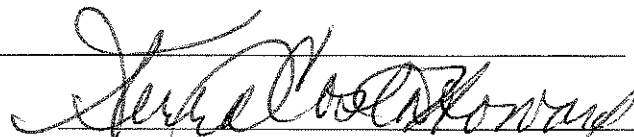
2. The Board of Education hereby authorizes and ratifies the change order (attached hereto as Exhibit A) to correct the conditions described above and directs the appropriate school officials to execute the change order to the Construction Contract.
3. With respect to the change order, the Board hereby determines, as follows:
 - a. The circumstances said to necessitate the change in performance were not reasonably foreseeable at the time the Construction Contract was signed;
 - b. The change is germane to the Construction Contract as signed; and
 - c. The change order is in the best interests of the School District and authorized by law.
4. The foregoing determination is more fully supported by the report and recommendation of the Superintendent as reflected in the minutes of the meeting at which this Resolution is adopted.
5. All prior resolutions of the Board of Education that are inconsistent with this Resolution are hereby superceded and repealed to the extent of such inconsistency.
6. This Resolution shall be in full force and effect upon its adoption.

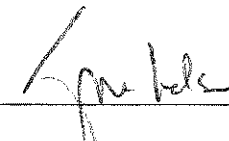
ADOPTED November 26, 2007, by a roll call vote as follows:

YES: VONDRAK, SOLAK, COSGROVE, KENWOOD, VINDAA, NELSON, HOWARD

NO: NONE

ABSENT: NONE


 President, Board of Education

Attest: 
 Secretary, Board of Education



AIA[®] Document G701[™] – 2001

Change Order

PROJECT <i>(Name and address):</i> Miscellaneous Projects at Abraham Lincoln School, Benjamin Franklin School, Churchill School and Hadley Junior High Glen Ellyn School District 41 793 N. Main Street Glen Ellyn, IL 60137	CHANGE ORDER NUMBER: 002 DATE: November 16, 2007	OWNER: <input type="checkbox"/> ARCHITECT: <input type="checkbox"/> CONTRACTOR: <input type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR <i>(Name and address):</i> R & W Clark Construction/Continental Construction 19418 97 th Street Mokena, IL 60448	ARCHITECT'S PROJECT NUMBER: 05-0120.07 CONTRACT DATE: April 17, 2007 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

- Credit for window installation at Lift Vestibule 004. See attached proposal from 3F Corporation dated 11/12/07 (\$6,750.00)
- Credit to provide integrated temperature controls at Storage Room 005 and at Lift Vestibule 004. (\$5,890.00)

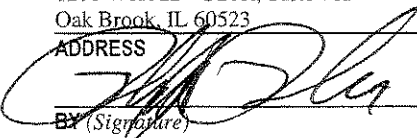
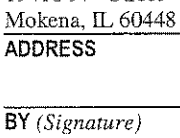
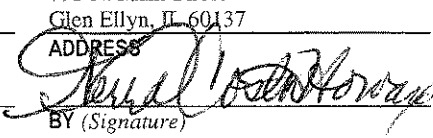
Total Credit (\$12,640.00)

The original Contract Sum was	\$	510,000.00
The net change by previously authorized Change Orders	\$	(3,300.00)
The Contract Sum prior to this Change Order was	\$	506,700.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	(12,640.00)
The new Contract Sum including this Change Order will be	\$	494,060.00

The Contract Time will be unchanged by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is unchanged.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

FGM Architects Inc. <hr/> ARCHITECT <i>(Firm name)</i> <hr/> 1211 West 22 nd Street, Suite 705 Oak Brook, IL 60523 <hr/> ADDRESS <hr/>  <hr/> BY <i>(Signature)</i> <hr/> Ronald W. Richardson, AIA <hr/> <i>(Typed name)</i> <hr/> DATE	R & W Clark Construction/Continental Construction <hr/> CONTRACTOR <i>(Firm name)</i> <hr/> 19418 97 th Street Mokena, IL 60448 <hr/> ADDRESS <hr/>  <hr/> BY <i>(Signature)</i> <hr/> <i>(Typed name)</i> <hr/> DATE	Glen Ellyn School District 41 <hr/> OWNER <i>(Firm name)</i> <hr/> 793 N. Main Street Glen Ellyn, IL 60137 <hr/> ADDRESS <hr/>  <hr/> BY <i>(Signature)</i> <hr/> <i>(Typed name)</i> <hr/> DATE
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Proposal

Project Name	Lincoln Elementary School HVAC Controls	Date: 11-06-07
Customer Name	Glen Ellyn School District 41 793 North Main Street Glen Ellyn, Illinois 60137	

Project Description

We will provide HVAC Controls for the new Storage Room and Lift Station Vestibule. Equipment control and monitoring functions for these areas will be added to the existing Alerton Building Automation System (BAS). This proposal includes all necessary components, installation, software, programming, & commissioning. Mounting of devices, control wiring, communication wiring, and final terminations will be provided by Convergent. Convergent will verify correct operation of all new system inputs/outputs, sequences of operation, communication, and graphical user interface at personal computer operator work station.

Scope of Work

Storage Room - (1) floor mounted AAF Unit Ventilator

Provide and install new Alerton TX-653P programmable terminal unit controller - \$375.00

Provide, install, and wire the following devices for BAS control & monitoring functions:

- Analog Input - Space Temperature sensor – new stainless steel plate - \$15.00
- Analog Input - Discharge Air Temperature sensor – new duct probe sensor - \$15.00
- Digital Input - Supply Fan status – new current sensing switch – Hawkeye H800 - \$40.00
- Digital Output – Unit Supply Fan enable/disable – new control relay - \$10.00
- Analog Output – Economizer damper control – new 24V modulating spring return electric actuator - \$175.00
- Analog Output – Face/bypass damper control – new 24V modulating spring return electric actuator - \$175.00
- Miscellaneous materials - \$25.00

Provide 24 hours service specialist labor @ \$95.00 per hour - \$2,280.00

Project Cost – Storage Room.....\$3,110.00



Lincoln Elementary School - HVAC Controls - Page 2 of 2

Lift Station - (1) above ceiling mounted recirculating fan with coil

Provide and install new Alerton TX-653P programmable terminal unit controller - \$375.00

Provide, install, and wire the following devices for BAS control & monitoring functions:

Analog Input - Space Temperature sensor - new stainless steel plate - \$15.00

Analog Input - Discharge Air Temperature sensor - new duct probe sensor - \$15.00

Digital Input - Supply Fan status - new current sensing switch - Hawkeye H800 - \$40.00

Digital Output - Unit Supply Fan low speed enable/disable - new control relay - \$10.00

Digital Output - Unit Supply Fan medium speed enable/disable - new control relay - \$10.00

Digital Output - Unit Supply Fan high speed enable/disable - new control relay - \$10.00

Analog Output - Coil Valve control - existing 24V electric actuator

Miscellaneous materials - \$25.00

Provide 24 hours service specialist labor @ \$95.00 per hour - \$2,280.00

Project Cost - Lift Station.....\$2,730.00

Total Project Cost.....\$5,890.00

System will be warranted to be free from defects for one year. This proposal is valid for 90 days.

Proposed By Convergent Technologies LLC		Accepted By	
Daniel R. Lewand	Date 11-06-07	Customer Name	Date
Title Account Executive		Title	



3F Corporation
12560 S. Holiday Drive, Unit D
Alsip, IL 60803

Phone: 708-489-4800
Fax: 708-489-4805

November 12, 2007

Mr. Ron Richardson
FGM Architects
1211 West 22nd Street, Suite 705
Oak Brook, IL 60523-2109
Phone: 630-574-8730
Fax: 630-574-9292

Re: Lincoln School

PROPOSAL

3F Corporation proposes to provide and install the following:

- * 2" x 4 1/2" Thermally Broken Storefront Framing at designated opening.
- * Heavy wall aluminum tube at corner for structural fastening.
- * 1" Insulated Clear Tempered Low-E Glazing.
- * All associated pannings, subframes, and brakemetal forms.
- * All associated sealants and fasteners.
- * All applicable expediting charges are included to meet your requested schedule.

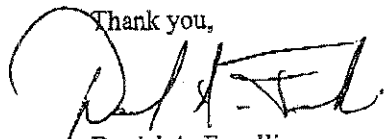
Exclusions:

- * Tax, any bonds or permits, any work done on premium time.
- * Any work at the drop ceiling or window stools.
- * Final cleaning.

Total this proposal **\$6,750.00**

This will be a purchase order only and is not subject to the contractual obligations of similar prime bid contract work (ie-AIA G702/G703, retainage, waiting for owner to approve draw, etc.). Payment in full due upon completion of work.

Please send a formal purchase order as soon as possible to release this job for production.

Thank you,

Daniel A. Fanelli

DISTRICT 41

BOARD OF EDUCATION

SUPERINTENDENT EVALUATION

(*ADMINISTRATIVE PROCEDURE #3:40 E1)

Reviewed & Adopted: November 28, 2005
Revised: November 26, 2007

DISTRICT 41

SUPERINTENDENT EVALUATION PROCESS

TIMELINE AND PROCEDURE

The superintendent's evaluation should be completed prior to March 31 of each year. Since the self-evaluation and Board review process takes approximately four weeks to complete, this activity should begin by February 1 of each year.

August

The Board will review the procedure to be followed for evaluating the Superintendent, and affirm performance goals.

November/December

The Superintendent will present a status report of professional goals and performance targets to the Board in a closed session.

February

The Superintendent will meet with the Board in a closed session to present a self-evaluation of the year's performance. The self-evaluation should include but is not limited to a review and current status of personal and system goals set during the previous evaluation.

Evaluation materials will be provided to Board members at the February meeting for their review and completion during March.

March

Following the self-evaluation report, each board member completes an evaluation summary and returns it to the President (or designee) for summation. Board members are to use the Superintendent Evaluation Standards and Benchmarks as criteria for their evaluation. A written summary of the superintendent's performance should be provided for each of the six major categories. The Board and Superintendent may determine additional input measures as needed. The Board president (or designee) will summarize the individual board member comments into one summary document. This summary should reflect the majority of consensus from the board.

The Board (or President and Vice President) will meet with the Superintendent to review the results of the summary evaluation. At this meeting, the Board and Superintendent will discuss aspects of the evaluation as deemed appropriate and status of the employment contract.

April

BOE Closed Session to review Superintendent contract renewal terms as needed.

May

BOE Closed Session to review Superintendent contract renewal terms as needed.

June

Consent Agenda approval for all administrative staff contracts.

Legal counsel prepares a Resolution for approval that stipulates the Superintendent has met the performance goals and terms for contract renewal.

The Superintendent should submit to the Board a written copy of personal and system goals for the following year. These goals should reflect the result of the exchange between the Board and the Superintendent described above.

SUPERINTENDENT EVALUATION PROCESS

Board Member Name: _____
Return to: _____ On or before: _____

STANDARDS AND BENCHMARKS

A. Communication

- 1. Coordinates activities with other governmental and private agencies as appropriate.
- 2. Solicits and gives attention to opinions of groups and individuals.
- 3. Maintains an effective and cooperative relationship with the media.
- 4. Maintains an active role in District legislative activities.
- 5. Directs a community relations program designed to enlist the support of the community.
- 6. Maintains an effective and cooperative relationship with the public.
- 7. Is the District advocate by conveying a positive image of the District.
- 8. Responds to concerns and specific issues of groups and individuals.
- 9. Is an advocate and spokesperson for the District stakeholders.

Communication Comments:
