

**MINUTES  
GLEN ELLYN SCHOOL DISTRICT 41  
BOARD OF EDUCATION  
TRUTH IN TAXATION HEARING  
2003 TAX LEVY  
DECEMBER 15, 2003**

**CALL TO ORDER AND ROLL CALL**

President Vivoda convened the Hearing at 7:18 p.m. Members of the District 41 Board of Education present: Mr. Willie DiFabio, Mrs. Debbie Hoffman, Mrs. Carol McElvain, Mr. John Ruckstaetter, Mr. Walter Snodell and Mr. Vivoda.

The purpose of the public hearing was to obtain input on the 2003 Tax Levy before adoption of the Certificate of Tax Levy and Tax Levy Resolutions during the December 15, 2003 Regular Meeting of the District 41 Board of Education.

Jeanette Kreuz, Assistant Superintendent for Finance and Operations reported that as presented at the November 17, 2003 Regular Board meeting, the administration's Levy recommendation is a 29.41% increase over the previous year's total extension. However, the District actually expects to receive an increase of 9.60% under the Property Tax Limitation Act. The increase is based on a CPI increase of 2.4% and an estimate of new construction of \$34,000,000 plus the rate increase factor from the referendum. The levy for debt service is expected to increase 1.33% as the result of the payment schedule for the bonds authorized by the 1997 referendum.

The total District 41 taxes per \$100,000 of fair market value (EAV=\$33,333) are estimated to be \$990.80.

The Levy includes special resolutions required for special education and life safety levies. Both levies are included within the tax cap. The Life Safety levy will provide funds for the replacement of the roof at Forest Glen. The Life Safety Amendment was approved by the both the Regional Superintendent and the State Superintendent for proper use of Life Safety Funds.

Because the EAV will not be known until April, the levy was prepared to assure that the district will receive the revenue that it is allowed to receive under the property tax cap and the result of a successful referendum in 2001. These funds are required to continue to provide the programs and services needed to serve a growing enrollment. In no case will the district be allowed to receive more money than the tax cap, maximum tax rates or the voter-approved referendum allows.

The Truth in Taxation notice was published on December 3, 2003 to notify the public of the amount of the levy request and whom to contact in the event they wish to present testimony. At this time, Mrs. Kreuz has not received any requests to present testimony.

President Vivoda asked if anyone wished to address the board. There being no requests to present testimony, President Vivoda closed the Public Hearing at 7:20 p.m.

**MINUTES  
GLEN ELLYN SCHOOL DISTRICT 41  
BOARD OF EDUCATION  
REGULAR MEETING  
DECEMBER 15, 2003**

The regular meeting of the Board of Education of Glen Ellyn School District 41 was held on Monday, December 15, 2003, in the Mary J. Luginbill Board Room, District 41 Central Services Office, 793 North Main Street, Glen Ellyn, Illinois.

**CALL TO ORDER AND ROLL CALL**

Ten representatives of the Benjamin Franklin Student Council participated in the opening of the December 15, 2003 Regular Meeting of the District 41 Board of Education. Robbie Quinn (for Mr. Vivoda) called the meeting to order at 7:30 p.m. with the Pledge of Allegiance.

**Roll Call Ben Franklin Student Council Members:** Sara McBride, Sarah Steinhilber, Matt Hornell, Joanna Szewczyk, Alex Roake, Zach Roake, Robbie Quinn, Emma Manning, Megan Oberst, Annie Page, Claire Lupo.

**Roll Call of Board of Education Members:** Willie DiFabio, Debbie Hoffman, John Marcheschi, Carol McElvain, John Ruckstaetter, Walter Snodell and John Vivoda.

After conducting some brief business, student council members relinquished their seats to the official board members.

**SPECIAL RECOGNITION/PRESENTATION**

1. Dr. Terry Crandall is retiring on June 30, 2004 after serving as Assistant Superintendent for Curriculum and Instruction for six years in District 41. The board recognized Dr. Crandall for his 34 years of dedicated service to students. GEEA president, Ed Klingberg added that Dr. Crandall is admired and highly respected by those who have had the opportunity to work with him.
2. The Board recognized Jeanette Kreuz, Assistant Superintendent for Finance and Operations on her recent attainment of the designation of Registered School Business Administration (RSBA) from the Association of School Business Officials International.
3. Ben Franklin Student Council: The Board recognized Ben Franklin's Student Council for "helping our students emerge as leaders as they help their school and community." Franklin principal Susan Miller introduced representatives of the Student Council and Miss Deanna Zipp who coordinates the entire program with the support of the Franklin staff.
4. NQEC Presentation: Patty Corwin, District 41 Quality Specialist provided highlights of the presentation she made last month at the National Quality in Education Conference. The focus of Ms. Corwin's presentation was on the power of humor in systems improvement and individual training.

**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:

Mr. Snodell requested that item 12, Termination of the Lease, be removed from the Consent Agenda for discussion.

## **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 November 2003 for a total of \$4,392,098.36
7. Vandalism Report
8. Disposal of Surplus Property
9. 2003-04 FOIA Report
10. Change Orders
11. Statement of Compliance for Life Safety Project at Ben Franklin School
12. Extension of Bus Contract
13. Budget Development and Calendar
14. Adoption of Certificate of Tax Levy

## **Other Matters**

1. Minutes of the November 17 special and regular meetings and the November 24, December 1 and December 10 special meetings
2. Monthly Enrollment Report, ending November 30, 2003. (Exhibit)

*Mr. DiFabio 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 Aye: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.*

## **ACTION ITEMS**

### **Termination of the GETV Lease**

Mr. Snodell noted that there is more to this issue than has been discussed. (e.g. the substantial dollars that GETV has invested in studio improvements, potential use of GETV studios by the school district, etc.)

Superintendent Barshinger explained that the decision to terminate the lease with GETV Public Access Television as of June 30, 2004 was a part of the Administration's effort to preserve the option of reconfiguring the Central Services Office into classroom space, an option that was highly favored by participants of the recently held facilities' public workshops.

Dr. Barshinger added that these are the unintended consequences for looking at space options.

*Mr. Marcheschi moved and Mrs. Hoffman seconded to approve the termination of the GETV Lease as presented. Motion carried on a unanimous voice vote.*

## **Teaching, Learning and Accountability**

- A. Search Firm Recommendation: Assistant Superintendent. The Administration recommended that the Board of Education employ The Bickert Group to conduct a national search for an Assistant Superintendent for Teaching, Learning and Accountability and provide personnel consulting services to the superintendent for a cost of \$9,000, plus advertising expenses.

*Mr. Snodell moved and Mrs. McElvain seconded to authorize the employment of The Bickert Group to conduct the search for an Assistant Superintendent for Teaching, Learning and*

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

### **Policy/Procedures**

- A. Revisions, Section II School Board Policy Manual – 1<sup>st</sup> Reading. *Mrs. Hoffman moved and Mr. Ruckstaetter seconded to approve the first reading as presented. Motion carried on a unanimous voice vote. (Exhibit)*
- B. Section III School Board Policy Manual – 2<sup>nd</sup> Reading: *Mrs. McElvain moved and Mr. DiFabio seconded to adopt Section III of the School Board Policy Manual as presented. Motion carried on a unanimous voice vote. (Exhibit)*

### **Finance, Facilities and Operations**

- A. Selection of Vendor for Technology Audit: The Administration recommended that the District hire Peters & Associates of Elmhurst, Illinois, to conduct a comprehensive audit of all its technology, including phone and security systems, hardware, software, Internet and staffing.

Discussion ensued regarding things such as the make up of the technical committee, the process for data collection, the integration of systems, the potential for interconnection with GETV and timeline for the study. Because technology has become so critical to the District's operations, Board president John Vivoda encouraged the District to incorporate technology evaluation on an ongoing basis. Dr. Barshinger explained that during the audit process, Peters & Associates will be seeking input from staff and the public. The Board will be provided an interim report in January. The final report is scheduled for the February regular board meeting.

## **BOARD REPORTS**

### **Committee Reports**

1. Policy Committee: (DiFabio/McElvain) Mr. DiFabio reported on the Committee's progress of the review of the District's School Board Policy Manual. They have completed the review, have adopted Sections I, II and III, and are about a third of the way through Section V, Personnel. The Board discussed the possibility of a need for future workshops to discuss some of the issues pertinent to personnel and providing mandatory training for staff. Superintendent Barshinger encouraged the Board to be mindful of the District's vision when reviewing these policies and added that aligning school board policies and procedures with District vision is the most important work of the Board.
2. Finance Committee: (Snodell/Marcheschi) Mrs. Kreuz will meet on Friday, December 19, 2003 with PMA to do a first look at the financial software package that was approved by the Board last month. Additional information should be available for the Board at their special closed session meeting on negotiations on Monday, December 22, 2003.
3. Capital Improvement Committee: (DiFabio/Snodell) Mrs. Kreuz has a draft of the process map. The last piece is a rubric for the prioritization of the list of items. We can expect additional information by next month.

### **Liaison Reports**

1. PTA Executive Council: (DiFabio) No report.
2. Hadley PTA: (Ruckstaetter) No report.
3. Ben Franklin PTA: (Vivoda) No report.
4. Forest Glen PTA: (McElvain) No report.
5. Abraham Lincoln PTA: (Hoffman) Lincoln's PTA is doing many wonderful things. Activity highlights included: Wizards Chess Game and the implementation of quality tools.
6. Special Education Resource Committee: (Vivoda) Very interesting presenter at the Ben Franklin meeting that provided valuable information on 504's, IEP's, etc.
7. Learning Leadership Team: (McElvain) The Committee met on December 11, 2003. This is a brand new team. Wayne Wittenberg is chair. The Committee has been working on the

processes (how committees, membership and procedures are established, etc.) Liaisons have been established for each of the subcommittees. The Committee will likely have much more action to report at the January Board meeting.

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 report.
13. GEEA Supplemental Pay: (Hoffman) No report.
14. Insurance: (Hoffman) No report.

### **Other**

President John Vivoda reported that the Board conducted an evaluation of the superintendent on December 10, 2003 and that Dr. Barshinger is meeting expectations and has the undivided support of the board as he moves the District forward. He added that the public will have an opportunity to provide input at a later date.

### **SUPERINTENDENT'S REPORT**

#### **Lincoln Safety Plan**

Sue Burdett, PTA Council Safety Chair presented a safety plan for Abraham Lincoln School for which she was seeking the Board of Education's endorsement. She has been working with the Glen Ellyn Police to create a student pedestrian safety plan for the area around Abraham Lincoln School that would include adding sidewalks, addressing traffic flow issues, etc. This plan will ultimately assist children in walking to school in the safest conditions and ultimately would create more walkers and less traffic congestion around the school.

*Mrs. McElvain moved and Mrs. Hoffman seconded to endorse Lincoln's safety plan. Motion carried on a unanimous voice vote.*

#### **Information and Announcements**

1. Facilities Workshops: Dr. Barshinger reported that the Administration and the District's architects have begun to review site plans and collect data on space use, including reconfiguring the Central Services Office into classroom space, an option that ranked very high at the December 1, 2003 Facilities Workshop.
2. Closed Session taping: Dr. Barshinger updated the Board on the new legislation that will require the Board to tape closed sessions beginning January 2004.

#### **FUTURE BOARD DISCUSSION TOPICS**

1. HR Issues
2. Board Room Sound System

#### **OTHER BUSINESS**

None.

#### **ADJOURN TO CLOSED SESSION**

*At 9:08 p.m. Mr. Ruckstaetter moved and Mrs. Hoffman 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.*

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

**RETURN TO OPEN SESSION**

*At 10:28 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. Marcheschi moved and Mr. DiFabio seconded to adjourn the regular meeting of the Board of Education at 10:28 p.m. On a roll call vote answering Aye: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.*

Recorded: December 15, 2003

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Deborah M. Hoffman, *Secretary*

Approved: January 26, 2004

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John J. Vivoda, *President*