

**MINUTES
GLEN ELLYN SCHOOL DISTRICT 41
BOARD OF EDUCATION
PUBLIC HEARING
CHURCHILL SCHOOL PORTABLE CLASSROOMS
MARCH 22, 2004**

CALL TO ORDER AND ROLL CALL

President Vivoda convened the Public Hearing at 7:15 p.m. Members present: DiFabio, Hoffman, Ruckstaetter and Vivoda. Mr. Marcheschi and Mrs. McElvain entered the meeting at 7:16 p.m.

The purpose of the public hearing was to provide interested parties with an opportunity to give testimony regarding the placement of a temporary portable classroom at Churchill School. The following testimony was given:

Jeanette Kreuz, Assistant Superintendent for Finance and Operations provided an overview of the plans to date, including legal notices for the public hearing, site plans, a project timeline, etc. Mrs. Kreuz reported that the proposed portable unit would be placed behind the west side of the Churchill building on a small portion of the asphalt play area as was indicated in the site plans provided. Two old pieces of playground equipment will be displaced in this plan. The unit would be located a minimum of 30 feet from the building according to code. A covered walkway will be installed between the portable unit and the building. Mrs. Kreuz confirmed that the proposal was in compliance with the bulk regulations in the Village's Zoning Code and that the required notices were sent to property owners within 250 of the site.

She also provided the following testimony on behalf of the Village of Glen Ellyn, as they were unable to have a representative present at the public hearing:

1. Landscaping: That evergreen trees with a minimum height of 6 feet be planted along the west property line adjacent to the proposed portable classrooms and covered walkway to screen these structures from the adjacent single-family homes to the west.
2. Color: That portable classrooms be painted a color complimentary to the existing school building.

There being no further comments, the Public Hearing on the Churchill Portable Classroom project was adjourned at 7:23 p.m.

**MINUTES
GLEN ELLYN SCHOOL DISTRICT 41
BOARD OF EDUCATION
REGULAR MEETING
MARCH 22, 2004**

The regular meeting of the Board of Education of Glen Ellyn School District 41 was held on Monday, March 22, 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: Willie DiFabio, Debbie Hoffman, John Marcheschi, Carol McElvain, John Ruckstaetter, and John Vivoda. Mr. Snodell entered the meeting at 9:09 p.m.

SPECIAL RECOGNITION/PRESENTATION

1. Early Childhood Presentation: Terry Martin and members of the Early Childhood Program presented an overview via PowerPoint of the District's comprehensive Early Childhood programs and services available to children ages birth to 5 years who are identified as having a disability or of being at risk for potential future academic difficulty.
2. Teacher Evaluation Report: Jeanne Nehls, Forest Glen teacher and member of the Evaluation Committee presented the Board with the second in a series of presentations on the new evaluation process the District is piloting. Her presentation focused on an overview of Track I, non-tenured teachers with up to four years experience with District 41. The Evaluation Committee will make its next presentation to the Board at their April 19th regular meeting. The presentation will focus on Track II, the process for tenured teachers.

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 people addressed the Board:

- Parent, Diane Hitzemann expressed concern on the change of SIP days from early dismissals to late arrivals and its impact on working parents with young children who require day care accommodations. The District recognizes the challenges this change presents for some families and is in the process of planning a meeting with officials of the Park District, Library and YMCA to address some of the before and after school issues.
- GEEA president, Ed Klingberg expressed concern about the amount of time the new Evaluation Process will take to implement for each teacher. The Evaluation Committee's perspective on time is somewhat skewed because they are familiar with the forms, etc. Perhaps the perspective of a non-committee person should be considered.

CONSENT AGENDA

The Consent Agenda was amended as follows:

- *Special Education Job Descriptions were pulled from the agenda. No action was taken.*
- *The D41 Organizational Chart and related job descriptions were moved to Action Items.*
- *Student Residency Administrative Procedure 7.60E-2 was amended on page 1 of 2, the phrase "voter registration card" was removed.*

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. Adoption of Spanish Textbook Materials

Policy

1. Student Residency #7:60 Administrative Procedure, Revised
2. Student Records #4061 Administrative Procedure, Revised

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 February 2004 in the amount of \$4,025,878.84.
7. Vandalism Report
8. Disposal of Surplus Property
9. 2003-04 FOIA Report
10. Purchase of Replacement Library Furniture: The Administration recommended acceptance of the bid from School Specialty in the amount of \$211,387.26 for the purchase, delivery and installation of Library furniture at Lincoln, Churchill, Forest Glen and Hadley schools.
11. Contract Extension: The Administration recommended the approval of one-year contract extension of the April 2003 contract for office and classroom supplies and materials from Office Depot (10% discount off of current catalog prices) and School Specialty (26% discount off of the current catalog prices.)
12. Purchase of Equipment: Closing the Gap Grant: The Administration recommended the approval of the purchases described in the Closing the Gap Grant for fiscal year 2003-04 totaling \$62,180.
13. Server Hardware Replacement: The Administration recommended approval of the purchase of server hardware equipment replacements totaling \$28,041.
14. Employee Benefits: Self-Funded Insurance Program. The Administration recommended approval of the Employee Self-Funded Insurance Program Plan for the period effective April 1, 2004 through March 31, 2005 as is outlined in the attached.
15. Employee Benefits: Life Insurance Program: The Administration recommended approval of the renewal rate with GE Group Life Assurance Company in the amount of \$0.18/\$1000 for Life Insurance, \$0.02/\$1000 for Accidental Death & Dismemberment and \$.26/\$1000 for Long Term Disability.
16. Resolution & Application for Building Permit: The Administration recommended adoption of the attached Resolutions and Applications for building permits to perform HVAC work at Forest Glen and Churchill Schools for completion in summer of 2004.

Other Matters

1. Board Minutes: February 23, 2004 regular meeting and closed session, March 3, 2004 and March 8, 2004 special meetings
2. February Monthly Enrollment Report (Exhibit)
3. Construction Grant Application (Exhibit)
4. 2004-2005 School Board Calendar (Exhibit)

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

ACTION ITEMS

Teaching, Learning and Accountability

1. 2004-05 School Calendar: Mrs. Hoffman moved and Mrs. McElvain seconded that the Board of Education approve the attached Exhibit as the 2004-05 School Calendar. On a roll call vote answering "Yea": Ruckstaetter, DiFabio, Hoffman, Marcheschi, McElvain and Vivoda. Answering "Nay": None. Motion carried. (Exhibit)
2. Program Plan Approval: Mrs. McElvain moved and Mr. Marcheschi seconded that the Board of Education approve the attached Exhibit as the 2004-05 Program Plan and authorize the superintendent to begin assignment and employment of staff according to the Program Plan as presented. Motion carried on a unanimous voice vote.
3. D41 Organizational Chart and Job Descriptions: Mr. Ruckstaetter moved and Mrs. Hoffman seconded to approve the organizational chart and job descriptions as presented on the attached Exhibit. Motion carried on a unanimous voice vote.
4. Appointment of Hadley Assistant Principal Scott Klespitz as Chair to the Parent-Teacher Advisory Committee: Mrs. McElvain moved and Mr. Ruckstaetter seconded that the Board of Education approve the appointment of Scott Klespitz as Chair of the Parent-Teacher Advisory Committee and authorize him to carry out the duties of the Committee as outlined in Board of Education Policy 2.150. Motion carried on a unanimous voice vote.
5. Assistant Superintendent for Teaching, Learning & Accountability: Dr. Barshinger recommended that the Board approve an offer of employment to Dr. John Correll for the position of Assistant Superintendent for Teaching, Learning and Accountability. Dr. Correll is currently the Director of Pupil Personnel Services at Community High School District 99 in Downers Grove. The Board will be asked to vote on Dr. Correll's contract at their April 19, 2004 meeting. Mrs. McElvain moved and Mr. Marcheschi seconded that the Board of Education approve the offer of employment to Dr. John Correll as the Assistant Superintendent for Teaching, Learning and Accountability, contingent on conditions of employment as set forth by the Board of Education in closed session. Motion carried on a unanimous voice vote.

Policy/Procedures

No action.

Finance, Facilities and Operations

No action.

Other Matters

No action.

BOARD REPORTS

Committee Reports

1. Policy Committee: No report was given.
2. Finance Committee: No report was given.
3. Capital Improvement Committee: No report was given

Liaison Reports

1. PTA Executive Council: Mr. DiFabio reported that the Council meeting went well today.
2. Hadley PTA: No report was given
3. Ben Franklin PTA: No report was given.
4. Forest Glen PTA: No report was given.

5. Abraham Lincoln PTA: Mrs. Hoffman attended an interesting and well-attended meeting that focused on how children learn.
6. Special Education Resource Committee: No report was given.
7. Learning Leadership Team: No report was given.
8. Compact for Quality: No report was given.
9. Consortium for Educational Change: No report was given.
10. Partnership for Educational Change: (Ruckstaetter) No report was given.
11. Technology Planning: (DiFabio/Snodell) No report was given.
12. LEND: (Ruckstaetter) No report was given.
13. GEEA Supplemental Pay: (Hoffman) No report was given.
14. Insurance: (Hoffman) No report was given.

Information, Announcements and Discussion Items

- A. Facilities Update: The next facilities workshop will be held on April 26, 2004, 7:30 p.m. at Hadley. The workshop will be a panel discussion that will focus on multi-track, year-round school.
- B. Dr. Charles Ballinger from National Association of Year-Round Education is tentatively scheduled to conduct three presentations on multi-track year-round education on April 15, 2004 in District 41. Invitees will include parent, board and staff representatives.

FUTURE BOARD DISCUSSION TOPICS

1. HR Issues
2. Parent Teacher Conferences

OTHER BUSINESS

None.

ADJOURN TO CLOSED SESSION

At 9:07 p.m. Mr. DiFabio moved and Mr. Marcheschi 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": DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter and Vivoda. Answering "Nay": None. Motion carried.

RETURN TO OPEN SESSION

At 10:32 p.m. Mr. Snodell moved and Mr. Ruckstaetter seconded to adjourn closed session and return to open session. On a roll call vote answering "Yea": DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.

ACTION FROM CLOSED SESSION

1. Personnel Report: (Exhibit)
2. Personnel Resolutions for Employment and Dismissal (Exhibit)
3. Resolution for Reassignment of Administrator to Classroom Teacher (Exhibit)

Mr. Marcheschi moved and Mr. DiFabio seconded to approve the Personnel Report, Resolutions for Employment and Dismissal, and Resolution to reassign Terry Martin from Administrator to classroom teacher as presented on the attached Exhibits. On a roll call

vote answering "Yea": Marcheschi, McElvain, Ruckstaetter, Snodell, DiFabio, Hoffman and Vivoda. Answering "Nay": None. Motion carried.

ADJOURN REGULAR MEETING

There being no further business, Mr. Ruckstaetter moved and Mr. Snodell seconded to adjourn the regular meeting of the Board of Education at 10:35 p.m. On a roll call vote answering "Yea": Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell, DiFabio and Vivoda. Answering Nay: None. Motion carried.

Recorded: March 22, 2004

Deborah M. Hoffman, *Secretary*

Approved: April 19, 2004

John J. Vivoda, *President*