

**MINUTES
GLEN ELLYN SCHOOL DISTRICT 41
BOARD OF EDUCATION
REGULAR MEETING
APRIL 21, 2003**

The regular meeting of the Board of Education of Glen Ellyn School District 41 was held on Monday, April 21, 2003 at the District 41 Administration Center, 793 North Main Street, Glen Ellyn, Illinois.

ROLL CALL

President Vivoda called the meeting to order at 7:30 p.m. with the Pledge of Allegiance. Members of the Board in attendance: Mr. DiFabio, Mrs. Hoffman, Mr. Marcheschi, Mrs. McElvain, Mr. Ruckstaetter, Mr. Snodell and Mr. Vivoda.

Also present were Superintendent Dr. Pi Irwin, Assistant Superintendent for Finance and Operations, Jeanette Kreuz; Assistant Superintendent for Curriculum and Instruction, Dr. Terry Crandall; Assistant Superintendent for Special Services, Terry Martin; Community Relations Director, Julie Worthen, recording secretary, Maureen Stecker.

RECOGNITION OF VISITORS

Mr. Vivoda welcomed visitors to the Board of Education Meeting. Regularly scheduled board meetings of the District 41 Board of Education are videotaped by GETV and are scheduled to broadcast on channel 17, 8:00 p.m. on the Monday following the Board meeting.

The Board seeks and welcomes public input as it conducts the business of District 41. Board meetings are public meetings in that they are held in public and are open to the public. In order to assure that the Board conducts its business without interruption, comments on non-agenda items are made during the Public Participation portion of the meeting and are limited to three minutes. Anyone wishing to address the Board was asked to complete a form and submit it to recording secretary, Maureen Stecker.

SUPERINTENDENT'S REPORT

Recognition

- Hadley students Paul O'Neill and Ben Jacobson were recognized for their achievement as artists in the Illinois Coal Calendar contest.
- District 41 Volunteers were recognized for the hours, energy, resources and joy they contribute to our students and staff. With National Volunteer Week beginning April 27, the Board and Administration felt it was a good time for the Board and Administration to express its gratitude and debt to all of the volunteers who provide so many wonderful programs and have given their time to the children of District 41.

Teacher on special assignment, Vicki Lafontaine, the District's Volunteer/Substitute presented an overview via PowerPoint of the programs that support District 41's mission. Mrs. LaFontaine trains substitute teachers in classroom management, special education needs, school safety and emergency procedures and more. She also works with the volunteer workforce in two areas: academic mentors who work with children on math and reading and Hadley student and parent service learning volunteers who provide services to the community.

- CAFR Recognition: District 41 received the Association of School Business Officials (ASBO) International Certificate for Excellence in Financial Reporting Award for its

Comprehensive Annual Financial Report for the fiscal year end 2002. The District has also earned the Illinois State Board of Education's highest financial rating, that of Financial Recognition.

Blue Ribbon Committee Update

Superintendent Irwin provided an update on enrollment. The District continues to monitor enrollment trends closely and is investigating the purchase or lease of a two classroom portable unit at Lincoln for the 2003-2004 school year. This is an option the Blue Ribbon Committee recommended in order to maintain desirable class sizes.

Currently, Lincoln has more children in the primary grades where the District prefers to keep class sizes the smallest, houses an Early Childhood Education class and will be adding a bilingual class. Adding a portable classroom will allow a reduction in some class sizes and also allow the Early Childhood Program to stay at Lincoln.

Public Comment

Resident Michael Lynch asked for clarification on the Bilingual program at Lincoln. Dr. Irwin explained that it is a Spanish Bilingual Program and that it is based somewhat on proficiency. Dr. Irwin emphasized that enrollment at Lincoln and all District 41 schools has been impacted by the special ed programs that were not anticipated during the 1997 Facilities Committee Study.

BOARD REPORTS, REQUESTS, & REPRESENTATIVES TO OTHER AGENCIES

Mr. DiFabio reported on the following:

- Attended Hadley's PTA meeting on April 8, 2003, which was well attended
- Attended the PEP Mini Grant Fair on April 10, 2003 at Glenside Middle School. Mr. DiFabio is in awe at the passion and enthusiasm of our teachers.

Mrs. Hoffman reported on the following:

- Attended Franklin's PTA Meeting on April 17, 2003: Franklin is sponsoring a "Walk to School Day" and PTA Officers were elected for 2003-2004 school year.
- Attended the District Leadership Team Meeting on April 9, 2003. It was a good session that included school updates and brainstorming on Instructional Day Committee.

Mr. Ruckstaetter reported following:

- Attended Lincoln's PTA Meeting on April 24, 2003. They are trying to raise funds for a new school sign
- Attended Forest Glen's PTA Meeting on April 8, 2003. Principal, Doug Craig presented a PowerPoint on what's happened in the school over the last month.

Mr. Marcheschi reported on the following:

- Attended Franklin's PTA meeting on April 17. The meeting was well organized.
- Attended his first Listening Post on April 21, 2003. Met with a fairly large group representing SERC (Special Education Resource Committee) that was formed to promote awareness, education, support and acceptance of students with special education needs within the community. SERC representatives' intent was to introduced themselves to the board and to garner their support. The next meeting is on Sunday, April 27, 2003.

Mr. Snodell reported on the following:

- Attended his first Listening Post on April 21, 2003. Met with Churchill parent, Kathy DiBadj. Mrs. DiBadj shared her concern regarding tight space at Churchill, one that is shared by many Churchill parents. She suggested the board consider building a new school in lieu of portable classrooms.

PUBLIC PARTICIPATION

Resident, Michael Lynch asked if a discrepancy between the fiscal year and receipt of certain revenues/expenditures of bond proceeds within the Education Fund accounts could result in the appearance of a deficit where one did not really exist. The Board and Administration responded that it is a District practice to make adjustments to resolve bookkeeping discrepancies in June so that the books reflect the true fund account balances. The Administration recommended that Mr. Lynch contact Jeanette Kreuz, Assistant Superintendent for Finance and Operations for a more detailed explanation.

Resident Gail Kelly commented that the Forest Glen 03-04 Executive Committee has begun discussions about a school sign. She would like information on the process and associated costs.

ACTION ITEMS

Consent Agenda

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

- Minutes of the March 17 regular meeting and closed session; April 7 special meeting and closed session and April 14, 2003 special meeting (as amended).
- Payment of March Bills and Payroll in the amount of \$2,139,999.14 and interim bills payable to be released on April 23, 2003 in the amount of \$368,625.27 for a total of \$2,508,624.41.

Mr. Ruckstaetter made a motion that was seconded by Mrs. Hoffman to approve the consent agenda as presented. On a roll call vote answering Aye: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.

2002-2003 School Calendar, Declaration of School Closing Date

When the 2002-2003 calendar was adopted, June 12, 2003 was designated as the last day of school attendance if it was necessary to utilize the five emergency school closing days.

No emergency days were used. Therefore the Administration recommended that the Board of Education declare June 6, 9, 10, 11 and 12 as non-teaching days and that Thursday, June 5, 2003 be established as the last day of student attendance for the 2002-2003 school year.

Mr. DiFabio made a motion that was seconded by Mrs. McElvain to approve the recommendation as presented. Motion carried on a unanimous voice vote.

Purchase of Classroom Supplies

The Administration recommended that the Board award a one-year contract to School Specialty for classroom supplies and services for the 2003-04 school year as reflected on the attached.

Mrs. Hoffman made a motion that was seconded by Mr. Ruckstaetter to approve the Administration's recommendation to award a one-year contract to School Specialty for classroom supplies and services for the 2003-2004 school year as reflected on the attached bid. On a roll call vote answering Aye: Ruckstaetter, Snodell, DiFabio, Hoffman, Marcheschi, McElvain and Vivoda. Answering Nay: None. Motion carried.

(Exhibit)

Purchase of Office Supplies

The Administration is recommended that the Board award a one-year contract to Office Depot for office supplies and services for the 2003-04 school year as reflected on the attached.

Mrs. McElvain made a motion that was seconded by Mr. Marcheschi to approve the Administration's recommendation to award a one-year contract to Office Depot for office supplies and services for the 2003-04 school year as reflected on the attached bid. On a roll call vote answering Aye: McElvain, Ruckstaetter, Snodell, DiFabio, Hoffman, Marcheschi and Vivoda. Answering Nay: None. Motion carried.

(Exhibit)

Purchase of Replacement Cafeteria Equipment

The Administration recommended Board approval for the purchase of replacement cafeteria equipment from Edward Don & Co. in the amount of \$13,197 as reflected on the attached.

Mr. Ruckstaetter made a motion that was seconded by Mr. DiFabio to approve the Administration's recommendation for the replacement of cafeteria equipment at Hadley from the Edward Don & Co. in the amount of \$13, 197 as reflected on the attached. On a roll call vote answering Aye: Marcheschi, McElvain, Ruckstaetter, Snodell, DiFabio, Hoffman and Vivoda. Answering Nay: None. Motion carried.

(Exhibit)

Yearbook Bid for Hadley

The Administration is recommended the continuation of the current practice for the publishing of the Hadley yearbook and the award of a one-year contract to Taylor Publishing in the amount of \$12,949.80 with an option to extend the contract for up to two years.

Mr. DiFabio made a motion that was seconded by Mrs. McElvain to approve the Administration's recommendation to award a one-year contract for the Hadley yearbook to Taylor Publishing in the amount of \$12,949.80as reflected on the attached. On a roll call vote answering Aye: Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell, DiFabio and Vivoda. Answering Nay: None. Motion carried.

(Exhibit)

Rejection of HVAC Bids

The scope of this life safety work included updating the heating, ventilation and air conditioning controls and replacing the locker room exhaust fans. The administration

recommended that the board reject these bids, adjust the project to be more affordable and solicit new bids.

Mr. DiFabio made a motion that was seconded by Mr. Marcheschi to approve the Administration's recommendation to reject the attached bids for work at Hadley Junior High School. On a roll call vote answering Aye: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.

(Exhibit)

Gym Roof Replacement at Churchill School

The Administration recommended accepting the bid in the amount of \$47,870.00 from Adler Roofing for life safety work replacing the gym roof to be completed in the summer as reflected on the attached.

Mr. DiFabio made a motion that was seconded by Mrs. Hoffman to approve the Administration's recommendation accept the bid for life safety work to replace the gym roof at Churchill School as reflected on the attached. On a roll call vote answering Aye: Snodell, DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter and Vivoda. Answering Nay: None. Motion carried.

(Exhibit)

Multi-Purpose Floor Replacement at Franklin School

The Administration recommended accepting the bid in the amount of \$42,728.00 from Dub Co. for life safety work to replace the floor and substrate of the multi-purpose room at Franklin over the summer as reflected on the attached.

Mrs. McElvain made a motion that was seconded by Mr. Snodell to approve the Administration's recommendation to accept the bid for life safety work to replace the multi-purpose room floor at Franklin School as reflected on the attached. On a roll call vote answering Aye: Ruckstaetter, Snodell, DiFabio, Hoffman, Marcheschi, McElvain and Vivoda. Answering Nay: None. Motion carried.

(Exhibit)

Extension of Landscaping Services Contract

The Administration is recommended Board approval to extend the Landscaping Services Contract with Olive Grove Landscaping, Inc. in the amount of \$22,374 for the period May 1, 2003 through April 30, 2004 as reflected on the attached.

Mr. DiFabio made a motion that was seconded by Mr. Ruckstaetter to approve the Administration's recommendation to extend the landscaping services with Olive Grove Landscaping, Inc. as reflected on the attached. On a roll call vote answering Aye: McElvain, Ruckstaetter, Snodell, DiFabio, Hoffman, Marcheschi and Vivoda. Answering Nay: None. Motion carried.

(Exhibit)

Renewal of Intergovernmental Cooperation Agreement

Since 1998, D41 has allowed Glenbard High School District 87 to use the fields at the former Spalding School site north of Geneva Road and East of Main St. D87 maintains the fields. The Administration recommended the extension of this agreement for an additional five years.

Board members had some questions regarding the Agreement's termination clause. The Board agreed to table this item until additional clarification is received from legal counsel on the termination clause.

Appointment of School Treasurer and Renewal of Treasurer's Bond

The Assistant Superintendent for Finance and Operations has been filling the roll of School Treasurer. The Administration recommended reappointing Assistant Superintendent of Finance and Operations, Jeanette Kreuz as the District 41 School Treasurer and renewing the Treasurer's Bond as presented on the attached.

Mr. Ruckstaetter made a motion that was seconded by Mrs. McElvain to approve the Administration's recommendation to reappoint Jeanette Kreuz, Assistant Superintendent for Finance and Operations as the District 41 Treasurer and to renew the Treasurer's Bond as presented. On a roll call vote answering Aye: Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell, DiFabio and Vivoda. Answering Nay: None. Motion carried.

(Exhibit)

Disposal of Surplus Property

The Administration recommended that the Board approve the attached resolution approving the disposal of surplus equipment that has been identified on the attached list as no longer needed for school purposes.

Mrs. Hoffman made a motion that was seconded by Mr. DiFabio to approve the Administration's recommendation for the disposal of surplus equipment as reflected on the attached. On a roll call vote answering Aye: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.

(Exhibit)

Policy on Cellular Phones

New legislation states that cell phones can now be allowed in schools, a reversal of a former state mandate. The attached policy, bringing District 41 into compliance with the new state laws was presented to the Board at the March 17, 2003 meeting for discussion and questions. The Administration recommended adoption of the attached policy.

(Exhibit)

Mr. Snodell made a motion that was seconded by Mr. Ruckstaetter to approve the Administration recommendation to approve the policy on Cellular Phones as presented. On a roll call vote answering Aye: Snodell, DiFabio, Hoffman, McElvain, Marcheschi and Vivoda. Answering Nay: None. Motion carried.

Employment

The Administration recommended Board approval on the Parental Leave of Absence Requests as follows:

- Julie Fletcher-Mozocki, Beginning May 2, 2003 through the end of the 2002-2003 school year
- Heather Farrar, Beginning August 25, 2003 and returning on October 14, 2003.

Mr. Ruckstaetter made a motion that was seconded by Mrs. McElvain to approve the parental leaves of absence as presented. On a roll call vote answering Aye: Snodell, DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter and Vivoda. Answering Nay: None. Motion carried.

DISCUSSION ITEMS

Vandalism Report

The attached monthly Vandalism Report was included in the meeting materials.

(Exhibit)

Enrollment Report

The attached monthly Enrollment Report was included in the meeting materials.

(Exhibit)

FOIA Report

The attached monthly report on Freedom of Information (FOIA) requests was included in the meeting materials.

(Exhibit)

CORRESPONDENCE

The Board Correspondence folder was distributed.

ANNOUNCEMENTS

President Vivoda made the following announcements:

- May 5, 2003, 6:00 p.m., Administration Center -Special Board Meeting, Closed Session for Board Self-Evaluation
- June 4, 2003, 7:00 p.m. - Hadley Graduation, Glenbard West, Biester Gym
- June 5, 2003, 7:30 a.m., Hadley - Teacher Recognition
- June 29, 2003 - PEP Golf Outing

OTHER BUSINESS

None.

FUTURE AGENDA ITEMS

None.

ADJOURN TO CLOSED SESSION

At 9:00 p.m. Mr. Snodell made a motion that was seconded by Mrs. Hoffman to adjourn to closed session for consideration of information regarding appointment, employment, discipline, performance, or dismissal of an employee, for sale or lease of property, for possible litigation, or to consider collective negotiating matters. Motion carried on a unanimous voice vote.

RETURN TO OPEN SESSION

At 10:30 p.m., Mr. Ruckstaetter made a motion that was seconded by Mr. DiFabio 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 made a motion that was seconded by Mr. DiFabio to adjourn the Regular Meeting of the Board of Education at 10:30 p.m. On a roll call vote answering Aye: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.

Recorded: April 21, 2003

Deborah M. Hoffman, Secretary

Approved: May 12, 2003

John J. Vivoda, *President*