

**MINUTES
GLEN ELLYN SCHOOL DISTRICT 41
BOARD OF EDUCATION
REGULAR MEETING
AUGUST 18, 2003**

The regular meeting of the Board of Education of Glen Ellyn School District 41 was held on Monday, August 18, 2003, at the District 41 Administration Center, 793 North Main Street, Glen Ellyn, Illinois.

ROLL CALL

President John Vivoda called the meeting to order at 7:30 p.m. with the Pledge of Allegiance. Members present: Mr. Willie DiFabio, Mrs. Debbie Hoffman, Mr. John Marcheschi, Mrs. Carol McElvain, Mr. John Ruckstaetter, Mr. Walter Snodell and Mr. Vivoda.

SPECIAL RECOGNITION/PRESENTATION

- A. Lincoln Portable Update: Assistant Superintendent for Finance and Operations, Jeanette Kreuz provided an update on the portable classroom at Lincoln. Installation of the portable classroom and electric, phone and technical wiring are complete. Fire alarm installation will be completed later this week. The concrete walkway will be completed tomorrow. Costs to date are on track with the initial cost estimate. The week of August 18, 2003, Arcon, District 41's architectural firm, will conduct the structural inspection. The Regional Office of Education will include the portable in its annual district-wide fire-safety inspection in September.
- B. Summer Construction Update: Assistant Superintendent for Finance and Operations, Jeanette Kreuz provided a summer construction update for District 41 buildings. A preliminary tour of the buildings was conducted and summer projects are nearing 90% completion. They include:
 - Lincoln: Installation of a portable classroom and a new water main
 - Franklin: Painting the interior of the building, updating the front office and replacing the MIP floor
 - Churchill: Resurfacing the parking lot, replacing the wheelchair lift and multi-purpose room roof and storm water detention project
 - Forest Glen: Asbestos and tile replacement and painting exterior doors
 - Hadley: Cafeteria equipment and replacement of pneumatic controls and installation of an exhaust fan in boy's locker room.
- C. Mrs. Kreuz commended Ed Maylath, Director of Building and Grounds and his staff on a job well done despite some health problems with staff.
- D. 2003-04 Budget Display: Mrs. Kreuz reported that the budget will be placed on display on August 21, 2003 at District 41 Administration Center, schools and website, and at the Glen Ellyn Library. Any questions, please contact Jeanette Kreuz in the Business Office. Discussion ensued regarding state funding. Mrs. Kreuz explained that District 41 has been conservative in its estimate of revenue this year due to the overall decrease in state funding. It appears that there will be a decrease in state funding on categoricals, and that general state aid will remain the same.
- E. School Improvement Planning Process: Superintendent Barshinger presented the Board with a copy of the new format of the Illinois State Board of Education School Improvement Plan. He reported that the state's plan is compliant with the No Child Left Behind legislation for school improvement, appears to be very comprehensive and is aligned with the Baldrige tools already in place at District 41. The District's Building Leadership Teams (BLT) will be using this format to begin our school improvement process. The first step for District 41 BLT's will be to begin to analyze data in order to develop measurable improvement goals.

(Exhibit)

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.

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.

On behalf of Kathy Maxon, representing Association of Federal, State and County Municipal Employees (AFSCME) Dr. Barshinger thanked the board for its acceptance of the three-year labor contract.

CONSENT AGENDA

Mr. DiFabio requested that Item A. 1., July 14, 2003 board meeting minutes be removed from the consent agenda and placed under Action Items for discussion.

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

- E. Teaching, Learning and Accountability
 - 1. Personnel Report: Resignation, Employment Contracts (Exhibit)
 - 2. 03-05 Administrative Contract for Churchill principal, Karen Stebel
 - 3. 03-05 Administrative Contract for Hadley principal, Marilyn Finesilver
- F. 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 June 2003 for a total of \$4,701,116.26
 - 7. Vandalism Report
 - 8. Disposal of Surplus Property
 - 9. Freedom of Information Act Request Report
 - 10. Food Services Prices for the 03-04 school year
 - 11. AFSCME Local 1334 Contract: American Federation of State, County and Municipal Employees represents most of the District 41's support personnel. The Board and union have agreed on a three-year contract.
 - 12. Alternative Housing for the Pre-K At Risk Program. District 41 holds Pre-K At Risk classes at the Park District's Main Street Facility.
 - 13. Statement of Completion for the Wheelchair Life at Churchill School
- G. Other Matters
 - 1. Minutes of the July 14, 2003 regular meeting and closed session (The Board requested that this item be pulled from the consent agenda and moved to Action Items for discussion.)
 - 2. Gifts and Contributions, Watch D.O.G.S. (Dads of Great Students) (Exhibit)

Mr. Snodell moved and Mr. Ruckstaetter seconded to approve the actions and accept the reports contained in VI. 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

- A. July 14, 2003 Meeting Minutes: Page two of the open meeting minutes were amended to emphasize the importance of District 41 as a quality employer and the need for a review of overall evaluation of the District's HR practices. The board requested that this item be added as a future agenda item for board discussion.

Mrs. Hoffman moved and Mrs. McElvain seconded to approve the amended minutes of the July 14, 2003 open meeting and the closed meeting minutes. On a roll call vote answering Aye: Snodell, DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter and Vivoda. Answering Nay: None. Motion carried.

H. Teaching, Learning and Accountability

1. Learning Leadership Team: Superintendent Barshinger presented the board with a draft of the attached Learning Leadership Team administrative procedures for Board Policy 5033. These procedures have been developed in cooperation with administrators and the Glen Ellyn Education Association (GEEA) to provide a dynamic interactive coordination of the development, implementation and evaluation of standards-based curriculum and to align with the Board's strategic initiative to "Adopt and execute challenging curricula aligned with state and federal standards as well as local high school curricula." The Administration sees the Learning Leadership Team (formerly referred to as the Curriculum Council) as taking the place of what is currently known as the District Leadership Team. The superintendent recommended Board approval of the attached Learning Leadership Team administrative procedures for Board Policy 5033.

Discussion ensued regarding the extent of board involvement in the development of the Learning Leadership Team. Dr. Barshinger explained that the board is being asked to approve an administrative procedure which has been revised and updated to align with an existing board policy.

Mr. Ruckstaetter moved and Mr. Marcheschi seconded to approve the revised administrative procedures for Board Policy #5033 as presented. On a roll call vote answering Aye: Ruckstaetter, Snodell, DiFabio, Hoffman, Marcheschi, McElvain and Vivoda. Answering Nay: None. Motion carried.

(Exhibit)

2. Administrative Evaluation Process: Board policy 2130 requires the superintendent to evaluate principals and assistant superintendents on an annual basis. Dr. Barshinger presented the Board with a draft revision to the District's Administrator Evaluation Process. The draft is a performance-based model for evaluating certified administrators, it is aligned with six state and national standards for administrator performance, and it provides ongoing feedback to District 41 administrators.

Discussion ensued regarding the complexity of the process and the timeline for the superintendent to conduct evaluations. The board felt that this was a positive step in revising the District's evaluation process and would like to see appropriate performance-based assessments developed for all District 41 employees.

The superintendent recommended Board approval of the revised Administrator Evaluation Process as presented.

Mrs. McElvain moved and Mrs. Hoffman seconded to approve the revised Administrator Evaluation Process as presented. On a roll call vote answering Aye: McElvain, Ruckstaetter, Snodell, DiFabio, Hoffman, Marcheschi and Vivoda. Answering Nay: None. Motion carried.

(Exhibit)

PUBLIC PARTICIPATION

Ed Klingberg, teacher and vice president of the Glen Ellyn Education Association (GEEA) expressed concern about the complexity of the administrator evaluation process model and its appropriateness in evaluating District 41 staff.

BOARD REPORTS

A. Committee Reports

Policy Committee: Policy committee members DiFabio and McElvain reported on their July 30, 2003 meeting and the Policy Committee's plans to review District 41 board policies. Highlights of their report included:

2003-04 Goals:

- Update and revise District 41 policy book by section to IASB standards. (The committee anticipates the revision process to begin in September 2003 and conclude by January 2005.)
- Revise specific policies identified by board members as hot topics
- Explore online options for making the District 41 policy book accessible on our website

Revision and Review Process:

- Utilize IASB model file in the revision process
- Review edits and make revisions
- Recommend section changes to full board
- Board to conduct first reading at a regular board meeting
- Board to conduct second reading and adopt revised sections at a regular board meeting

SUPERINTENDENT'S REPORT

A. Information and Announcements

1. Enrollment Update: Superintendent Barshinger provided the board with an updated enrollment report as of August 18, 2003. The district is monitoring enrollment closely, as District 41 schools are nearly or at capacity. He added that a fifth section of third grade has been added at Forest Glen School and the kindergarten numbers appear to be large. Dr. Barshinger has met with Forest Glen PTA to discuss enrollment and received some valuable input regarding viable options to address this issue that offer parents' choices. He Barshinger added that assessing our building capacities and enrollment is a top priority and will help determine whether the current enrollment pattern is a "bubble" or an "oval". The district needs to study its building capacity more closely using a conventional model for a school setting. The goal for the August 22, 2003 buildings tour is to help all of the board to understand the issues at each of the District 41 buildings.
2. August 22-23, 2003 Board Workshop. The attached agenda for the August 22-23 board workshop was distributed. On Friday August 22nd the board will tour the district's five schools. On Saturday, August 23rd, the board will meet at Fareways of Cantigny, 1515 Winfield Road in Wheaton. (Exhibit)

FUTURE BOARD DISCUSSION TOPICS

- Student Report Cards
- Special Ed & CASE
- HR Issues
- Board Room Sound System
- Taping of Executive Sessions

OTHER BUSINESS

None

ADJOURN TO CLOSED SESSION

At 8:55 p.m. Mr. Snodell moved and Mr. Ruckstaetter seconded to adjourn to closed session for the following reasons:

- to discuss probable, imminent, or actual litigation against, affecting, or on behalf of the school district
- to discuss information regarding appointment, employment, or dismissal of an officer or employee or to hear testimony on a complaint against an officer or employee to determine its validity
- to discuss matters relating to individual students in special education programs

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

RETURN TO OPEN SESSION

At 10:00 p.m. McElvain moved and Ruckstaetter 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.

ACTION ITEM FROM CLOSED SESSION

- A.** Private Placements: Below is a list of students who have been recommended for private school placements for the 2003-04 school year.

Student #041-044
 Grade: 3
 Classification: Autism
 Recommended Placement: Krejci Academy, Naperville, Illinois
 Approximate Cost: \$28,500.00

Student #041-047
 Grade: 2
 Classification: Autism/Mental Retardation
 Recommended Placement: Krejci Academy, Naperville, Illinois
 Approximate Cost: \$28,500.00

Mr. Snodell moved and Mr. Ruckstaetter seconded to approve the costs associated with recommended private placements for district 41 students for the 2003-2004 school year as well as for the extended school year program during the summer, 2004. 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. DiFabio moved and Mr. Marcheschi seconded to adjourn the regular meeting of the Board of Education at 10:02 p.m. On a roll call vote answering Aye: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.

Recorded: August 18, 2003

Deborah M. Hoffman, Secretary

Approved: September 22, 2003

John J. Vivoda, President