

GLEN ELLYN SCHOOL DISTRICT 41

793 North Main Street - Glen Ellyn, IL 60137
 Phone 630 • 790 • 6400 Fax 630 • 790 • 1867

MINUTES

**BOARD OF EDUCATION REGULAR MEETING
 SEPTEMBER 20, 2004 - 7:30 P.M.
 DISTRICT 41 ADMINISTRATION CENTER
 MARY J. LUGINBILL BOARD ROOM**

7-7:30 p.m. BOARD OF EDUCATION LISTENING POST & STAFF RECEPTION

Board members McElvain and Ruckstaetter were available during the Listening Post to provide an opportunity for informal conversation between residents and the Board.

The Board also hosted a reception for new District 41 staff and presented each staff member with a District 41 pin during this time.

7:30 pm REGULAR MEETING

- I. CALL TO ORDER:** President Vivoda called the September 20, 2004 Regular Meeting of the Board of Education to order at 7:30 p.m.
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL:** Members present were Mr. DiFabio, Mrs. Hoffman, Mr. Marcheschi, Mrs. McElvain, Mr. Ruckstaetter, Mr. Snodell and Mr. Vivoda.
- IV. SPECIAL PRESENTATIONS & REPORTS**
 - A. Partnership for Educational Progress (PEP) Grant Presentations: District 41 was awarded a total of \$860 in grant money for two teaching projects. Board member and PEP liaison, John Ruckstaetter presented the awards to teachers Laura Lee, Lynn Rumel, Adam Andres and Julie Snyder.
 - B. Facility Study Progress Report, FGM Architects: Representatives of FGM Architects presented the Board with an overview of its work to date with District 41's Facilities Task Force. The next Task Force Meeting will be held on September 22, 2004. The Task Force will report on its progress at the next public forum on October 12, 2004. Information on Student Facilities Planning is also available on the District 41's website.
 - C. Board Facilities Tour Report: Board members summarized their September 10, 2004 tour of the District 41 facilities. The Board agreed that the energy level in schools is amazing, attitudes are positive, and students and staff are making the best use of the limited space. Board members also agreed that at the rate of increasing enrollment (up by 106 students from the end of last year) there is a shortage of classrooms, workspace in general throughout the District is inadequate, and we need more centralized standards for security. The feedback about portables was mostly positive and the board felt that overall, portable classrooms were the right choice for a short-term solution to keep the class sizes within the desirable range.

Discussion ensued regarding the procedures employed by the District to prepare for the opening day of school. Specifically, the Board expressed concern that the portable classrooms at Churchill and Hadley were not ready

for the opening day. The Board asked the administration to review its "building readiness" procedures. Dr. Barshinger reported that we are beginning from ground zero and conducting a systems analysis of the processes. Jeanette Kreuz, Assistant Superintendent for Finance, Facilities and Operations has prepared a report for the Board and it will be included in the Board's weekly mail delivery. Additionally, Dr. Barshinger has asked each building principal to be prepared to work on their 2005-2006 program plan in addition to working with FGM architects to develop a site plan for portables classrooms.

The Board expressed its disappointment that although one of the outcomes of the 1997 Building Referendum was to develop a Capital Improvement Plan, the District still does not have one.

- E. Election Timeline: Dr. Barshinger reviewed the election timetable for the April 5, 2005 election. Four seats are up in the April 5, 2005 Board of Education Election. Candidates for board seats can begin collecting signatures on October 27, 2004 and must file by January 25, 2005. The District will have candidate information available in October and will host a number of candidate forums some time between January 28 and March 29, 2005. Additional details will be available at the Board's October 18, 2004 regular meeting.
- F. Enrollment Update: Dr. Barshinger provided an update of Sixth Day Student Statistics Report as of September 17, 2004. (Attached) Enrollment is up by 106 students or 3% from last year. Buildings do not have the capacity to operate at the current level. The District has hired Northern Illinois University Center for Governmental Studies to conduct a demographic study. NIU will present the final report to the Board at their October 18, 2004 regular meeting. We are not currently in a crisis situation because the Board has chosen portable classrooms as a temporary strategy to address desirable class sizes. However, there is a growing concern as to whether our infrastructures can handle the enrollment growth and the impact continued growth in the current infrastructures would have on other components of the school day (lunch room, discipline, etc.).

V. PUBLIC PARTICIPATION

VI. CONSENT AGENDA

- A. Teaching, Learning and Accountability
 - 1. Personnel Report (Attachment)
 - 2. Application for Recognition of Schools (Attachment)
- B. Policy: No action
- C. Finance, Facilities and Operations (*\$ denotes financial attachment*)
 - 1. Treasurer's Report (\$ Attachment 1)
 - 2. Investment Schedule (\$ Attachment 2)
 - 3. Cash Balances Report (\$ Attachment 3)
 - 4. Revenue Reports by Fund (\$ Attachment 4)
 - 5. Expenditure Reports by Fund (\$ Attachment 5)
 - 6. Accounts Payable and Payroll (\$ Attachment 6)
 - 7. Cash Flow Analysis (\$ Attachment 7)
 - 7. Vandalism Report (\$ Attachment 8)
 - 8. Disposal of Surplus Property (\$ Attachment 9)
 - 9. 2004-2005 FOIA Report (\$ Attachment 10)
 - 10. Change Order: Forest Glen HVAC Replacement (\$ Attachment 11)

D. Other Matters

1. Board Minutes: Aug. 23 regular meeting & Closed session; Sept. 8, 10, and 13 special meetings
2. Gifts & Contributions Annual Report (Attachment)

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

VII. ACTION ITEMS

A. Teaching, Learning and Accountability

1. Revision of 2004-2005 Calendar: Dr. Barshinger reported on a minor change to the 2004-2005 School Calendar in the end of the 3rd quarter ending and reporting period. Dr. Barshinger reported that principals expressed some concern with the March 24, 2004 date because students would not get feedback on their quarter for two weeks. Board discussion ensued regarding the current practice of giving out report cards on the last day of school. When backtracking to the preparation for this practice (end of the year festivities such as picnics, etc.) it would appear that the children are losing three to four days of instruction. One suggestion was to mail report cards. Dr. Barshinger will review strategies with the principals at their next meeting.

Mr. Marcheschi moved and Mrs. McElvain seconded to approve the 2004-2005 School Calendar revision as presented. Motion carried on a unanimous voice vote.

B. Policy/Procedures

No Report.

C. Finance, Facilities and Operations

No Report

VIII. BOARD REPORTS

A. Committee Reports

1. Policy Committee: The Committee is on schedule with their Board policy review
2. Finance Committee: It was noted that the Cash Flow Analysis Report is a new item in the financial board packet materials.
3. Capital Improvement Committee: Two tentative meeting dates have been set aside for the Committee to review the plan and report back to the Board at the October 18th regular meeting.

B. Liaison Reports

1. PTA Liaison Assignments: The board is considering a rotation of their liaison assignments at the same time the PTA Executive Council reorganizes in May each year. Dr. Barshinger will bring this suggestion back to Executive Council at their next meeting.
 - a. Executive Council: The level of support and the scope of PTA Council's work is huge. It is a very dynamic group that is interested in a whole host of topics.
 - b. Hadley: Dr. Dransoff has Hadley off to a great start
 - c. Churchill: Their was a push for legislation at the last meeting and are also interested in knowing how soon the demographic study will be available on the web.
 - d. Forest Glen: No report

- e. Franklin: Phenomenal turnout at the meeting. Wisely sandwiched in a kindergarten parent school tour. They have a lot of great things planned.
- f. Lincoln: Off to a great start. Well-attended meeting. Seem to be working well with new principal Laura Campbell. Small groups meet to review what the kids will be doing.
- g. Special Education Resource Committee: Group dynamics have changed 180 degrees. The attitudes are positive; feedback is good; proactive planning. Dr. Barshinger is to be commended.
- h. Legislative Breakfast: The format should be changed so that all legislators are together at the same table responding to the questions creating a more holistic approach to addressing questions.
- 2. Continuous Improvement Team: No report.
- 3. Learning Leadership Team: Reconstituting the membership based on the new teachers contract. Last years team were the forerunners for a future process for this team.

IX. SUPERINTENDENT'S REPORT

A. No Report

X. ANNOUNCEMENT SECTION

A. Upcoming Board Meetings:

- Facilities Forum: October 12, 2004
- Regular meeting: October 18, 2004

XI. OTHER

The Board commended Julie Worthen on the D41 Report to the Community. Superbly done. This report can also be found on the web site. This year was our first attempt at a campaign to drive people to our website. Julie Worthen reported that we sent out postcards encouraging people to visit our website. We are tracking this effort by collecting all of the information on an Excel spreadsheet that sorts the information by category. We have not received a lot of requests for hard copies from the initial 300. Ms. Worthen added that this is an incremental process that will take a long time. Where the District hopes to end up is with a good mix of printed material and web-based information.

XII. ADJOURN TO CLOSED SESSION

At 9:05 p.m., Mrs. Hoffman moved and Mr. Snodell seconded to adjourn to closed session to discuss:

- A. 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: Ruckstaetter, Snodell, DiFabio, Hoffman, Marcheschi, McElvain and Vivoda. Answering Nay: None. Motion carried.

XIII. ADJOURNMENT

There being no further business, Mr. DiFabio moved and Mr. Ruckstaetter seconded to adjourn the regular meeting of the Board of Education at 9:36 p.m. On a roll call vote answering Aye: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.

Recorded: September 20, 2004

Deborah M. Hoffman, Secretary

Approved: October 18, 2004

John J. Vivoda, *President*