



05-19

Glen Ellyn School District 41

Dr. Jack Barshinger, Superintendent

MINUTES

**BOARD OF EDUCATION REGULAR MEETING
JANUARY 24, 2005 - 7:30 P.M.
DISTRICT 41 ADMINISTRATION CENTER
MARY J. LUGINBILL BOARD ROOM**

BOARD OF EDUCATION LISTENING POST & STAFF RECEPTION

Board members: Ruckstaetter and Snodell were available from 7-7:30 p.m. during the Listening Post to provide an opportunity for informal conversation between residents and the Board

REGULAR MEETING

- I. **CALL TO ORDER:** President Vivoda called the January 24, 2005 regular meeting of the Board of Education to order at 7:30 p.m.
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL:** Members present were: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda.
- IV. **SPECIAL PRESENTATIONS & REPORTS**
 - A. Hadley Student Showcase: The Board heard from Ms. Bruno and her students on the "Team Fish" Humanities Project, "Welcome to America! Packs" for refugee families who have recently settled in the District 41 community through World Relief. Students, parents and teachers delivered the packs to the families after school, providing each family with enough household and food items to set up an apartment for the first time.
 - B. National Board Certification: Following her students' recognition, Hadley eighth grade teacher, Lynn Bruno was recognized for successfully completing the rigorous process for National Board Certification, only the second teacher in District 41 to achieve National Board Certification. The process, measures a teacher's practice against professional standards.
- V. **PUBLIC PARTICIPATION**

Rob Herbold 239 Forest Avenue:

 - 1) How highly does board regard the demographic study that is currently on the D41 website and have there been other studies that show differences to the one posted?
 - 2) Are there specific criteria that would necessitate two public boards going into closed session and discussing matters that should be discussed in open session? Mr. Herbold gave a specific example such as referendum discussions where outcomes of these discussions are

not shared until it is too late for the community to make an informed decision.

The following is a summary of Superintendent Barshinger and the Board of Education's clarification of issues and a response to Mr. Herbold's questions:

- 1) K1 Center at Main Street School: Dr. Barshinger explained that despite rumors to the contrary, District 41 has received no building proposals from the Glen Ellyn Park District. The Park District did allow the District's engineering consultants, FGM Architects, to evaluate the Main Street facility in August 2004. In addition to the challenges in converting the Main Street building into a school that meets the District's program needs, their findings also suggested that it would cost \$4.3 million to renovate the building to meet school code (this does not include the purchase cost) and would only produce 13 of the 35-40 classrooms needed to address the overcrowding. The public facilities forums made it clear that the public was not interested in a K-1 site because it did not fit the neighborhood school concept. That is why the discussions regarding a K1 Center at Main Street ended.

To date, the Board has not authorized any referendum-related expenditures, but it has discussed the possibility of pre-referendum architectural services in order to present the community with specific information about the referendum and accelerate the construction timeline for a new building. To that end, the Board has authorized a process to review qualifications of area architectural firms. The Board has deferred any final decisions until after the April 5, 2005 election and a new Board of Education is organized.

- 2) Demographic Studies: Dr. Barshinger explained that over the years, several have been conducted. Prior to the study conducted by Northern Illinois University (NIU), Ehlers & Associates conducted the most recent study. When the District's enrollment numbers exceeded the Ehler's projections, the Board felt another study should be conducted. The Board expressed more confidence in NIU's study noting that the methodology used is more comprehensive and included trend data. The Board felt that the enrollment numbers from this study are as accurate as any have been. The Board learned much more from this study such as portable classrooms don't help with the infrastructure (bathrooms, libraries, etc.) and that even if they look at the study's lowest range of enrollment numbers, the District will still need a referendum to correct the infrastructure and furnish the 35-40 plus classrooms that will be needed to house the additional children.
- 3) Board of Education's Closed Meetings: Dr. Barshinger and the Board explained that closed meetings are regulated by the Open Meetings Act and can only be held for very specific reasons. These reasons, such as discussion related to land acquisition, the purchase of property; personnel issues, etc. are outlined in the Illinois School Code. Emphasis was placed on the fact that the law does not permit Boards of Education to take

action during closed session. Board member Marcheschi added that the only discussion related to the District's facilities planning that has taken place in closed session was related to land acquisition. The Board emphasized the importance of following the law and respecting the confidentiality of the discussion that takes place in closed sessions.

- 4) District 41 Facilities Planning Workshops: The Board provided an overview of the District's facility planning process to date. They emphasized that it has been a public process that included the participation of hundreds of residents that began with a brainstorming session to consider a number of options to address the District's growing enrollment. After a series eight public workshops, the Facilities Task Force was asked to study the four options that received the strongest public support.

For the record, the Board reiterated that there has never been a formal proposal with the Glen Ellyn Park District regarding the Main Street property. That is an action that would have to be discussed and acted upon in open session.

Terra Howard, 373 May Avenue:

- 1) WatchD.O.G.S. Program: Was there any money in the District's 2004-05 budget to fund this program?

Dr. Barshinger replied that this was the first year of a district-wide adoption and approximately \$18,000 was budgeted. He reported that in the District's attempt to offset expenditures and fund the program in the future, there are currently four grants in the application process. Dr. Barshinger added that there are other parent programs that are funded from the District budget and explained that we are in the process of soliciting feedback on the program to determine its value. After discussing the pros and cons of the program, the Board acknowledged they did not have adequate discussion publicly about the program prior to its implementation. While the program has been highly successful in bringing fathers and father figures into the schools, it has also been controversial. Some have said it is an unnecessary and discriminates against moms and puts some families in a difficult position.

- 2) Northern Illinois University (NIU) Demographic Study: How much has been spent on the study? Did we get all the information we needed? Are there more studies planned?

Dr. Barshinger reported that the cost of the NIU Demographic Study was approximately \$15,000. He added that the whole issue of study was based on a community need for data that will lead us towards making the right decisions regarding the District's overcrowding. Currently there are no more studies on the horizon.

VI. CONSENT AGENDA

- A. Teaching, Learning and Accountability. No proposed action.
 1. Personnel Report. (Attachment)
 B. Policy/Procedures

Policy Updates: (Attachment)

1. Appointments:
 - a. Complaint Coordinator Policy #2260 (Cross Ref.: 510, 520, 6140, 6170, 6260, 710, 720, 870 & 8110): Dr. Barshinger appointed Dr. John Correll and Janice Palmer
 - b. District Records Custodian (FOIA Requests) Policy #2250 (Cross Ref.: 5150, 7340) Dr. Barshinger appointed Maureen Stecker.
 - c. Student Records Custodian Policy #7340 (Cross Ref.: 715) Dr. Barshinger appointed Phyllis Hanna
 - d. School Board Election Petition Designees Policy #230 (Cross Ref.: 240) Dr. Barshinger appointed Patricia Menges as the Election Official and Patricia Menges, Sue Roggeman and Maureen Stecker as petition designees.
- 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. Variance Report: Revenues by Fund (\$ Attachment 4)
 5. Variance Report: Expenditures by Fund (\$ Attachment 5)
 6. Accounts Payable and Payroll (\$ Attachment 6)
 7. Vandalism Report (\$ Attachment 7)
 8. Disposal of Surplus Property (\$ Attachment 8)
 9. 2004-2005 FOIA Report (\$ Attachment 9)
 10. Landscape Maintenance Services Bid: The Administration recommended Board approval of a one-year contract with Olive Grove Landscaping, Inc. for landscaping services in the amount of \$27,180 per year as outlined on the attached proposal. This proposal is for a fixed price of \$27,180 for a three-year period, providing the District with the potential for a contract with Live Landscaping at this rate in years two and three (\$ Attachment 10)
 11. Classroom Furniture Bid: The Administration recommended that the Board award the bid for student replacement desks and chairs to School Specialty as outlined on the attached proposal. Based on our estimated needs, the District anticipates the replacement costs to be approximately \$44,611. (\$Attachment 11)
 12. Extension of Contracts for Office Supplies and Classroom Supplies and Materials: The Administration recommended that the Board approve a one-year contract extension for the 2005-2006 school year with Office Depot to provide office supplies and School Specialty to provide classroom supplies and materials.
 13. Life Safety Amendment 8 Completion for Hadley Asbestos: The Administration recommended that the Board adopt the attached Statement of Completion (\$ Attachment 13)
 14. Appointment of School Treasurer: The Administration recommended that the Board of Education adopt the attached resolution appointing Superintendent Jack Barshinger to the position of School Treasurer for the remainder of the 2004-2005 school year, through June 30, 2005, at a prorated annual salary of \$5,000 and to authorize the issuance of the Treasurer's Bond in the amount of \$6,200,000 from Hanover Insurance Company. The premium amount will remain unchanged for the remainder of the 2004-2005 school year. (\$Attachment 14)
- D. Other Matters: The Administration recommended that the Board approve the following meeting minutes:
 1. Board Meeting Minutes

- a. December 13, 2004 Regular Meeting and Closed Session
- b. January 18, 2005 Special Meeting and Closed Session
- 2. Board Committee Minutes
 - a. Joint Policy/Finance Committee Meeting: 1-18-05

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

VII. ACTION ITEMS

- A. Teaching, Learning and Accountability. No proposed action.
- B. Policy/Procedures (Appendix A)
 - Second Reading and Adoption:
 - 1. Section 8, Community Relations (New) (Policy No. 8:25AP was pulled for discussion)
 - 2. 2:220 School Board - School Board Meeting Procedures (*Revised*)
 - 3. 2:220-E1 School Board - Board Treatment of Closed Meeting Verbatim Records and Minutes (*Revised*)
 - 4. 3:30-AP General School Administration – Organizational Chart for Administration (*Revised*)
 - 5. 3:40AP General School Administration – Superintendent's Evaluation Timeline (*New*)
 - 6. 5:30AP2 General Personnel – Investigations (*Revised*)
 - 7. 5:35AP1 General Personnel – Fair Labor Standards Act Exemptions (*Revised*)
 - 8. 5:130 General Personnel – Assignment and Rotation of Staff (*New*)

Mrs. McElvain moved and Mrs. Hoffman seconded to approve the second reading and adopt the above policies as amended. Motion carried on a unanimous voice vote.

- C. Finance, Facilities and Operations
 - 1. Insurance Consultant: Dr. Barshinger reported that the Board of Education expressed a need to conduct a routine external review of the administration of our self-funded Health Insurance Program. To that end, Dr. Barshinger interviewed four potential candidates and recommended board approval to enter into a contractual agreement with Rick Davis, Principal of TCBS Consulting to conduct an independent review of the District's self-funded health insurance program as outlined in the attached proposal at a fee not to exceed \$5,000. The review will be conducted within the next thirty days and prior to the District's April 1, 2005 renewal. (Attachment)

Mr. Ruckstaetter moved and Mr. Snodell seconded to authorize Dr. Barshinger to enter into an agreement with Rick Davis, TCBS Consulting as outlined in the attached proposal. On a roll call vote answering Aye: Ruckstaetter, Snodell, DiFabio, Hoffman, Marcheschi, McElvain and Vivoda. Answering Nay: None. Motion carried.

VIII. BOARD REPORTS

- A. Committee Reports
 - 1. Policy & Finance Committees: Mr. DiFabio reported on the January 18, 2005 Joint Policy/Finance Meeting. He provided an overview of the philosophical discussion that took place on such items and the

budgetary process and timeline, and fund balance provisos. Mr. Vivoda added that the policy review has been a 15-month process and that Mr. DiFabio and Ms. McElvain are to be commended for their hard work. Not since the late 80's or early 90's have our policies been reviewed and aligned with school code and state and federal laws. Mr. Vivoda felt that it was one of the best meetings he has attended. The next meeting will be held on February 7, 2005, 4:30 p.m.

2. Capital Improvement Committee. No report.

B. Liaison Reports

1. PTA Liaison Assignments:

- a. Executive Council: Mr. DiFabio reported that the meeting was a prelude for tonight's Board meeting in terms of issues and items that were discussed. He added that the PTA continues to go strong and is forging ahead to put things in place for next year.
 - b. Hadley: No report.
 - c. Churchill: No report.
 - d. Forest Glen: Mr. DiFabio reported that the meeting went well. One of the meeting highlights was a "Meet and Greet Board Candidates." Among the items discussed were roles and responsibilities of board members. The PTA Committee is going strong and involved in lots of activity.
 - e. Franklin: Mr. Marcheschi reported that there was a large attendance at the last meeting. Dr. Barshinger was a guest speaker. One topic was WatchDOGS. There seems to be a misconception of the WatchDOGS main focus. The program is intended to increase parental involvement, which leads to higher student achievement. Also discussed were recent letters to the editors that contained erroneous information. Mr. Marcheschi suggested that the Board reevaluate how it addresses incorrect information that is printed by various newspapers. The Board asked if Julie Worthen would facilitate a discussion at the next Board meeting about ways the Board can respond.
 - f. Lincoln: Mrs. Hoffman reported that it was a good meeting. A discussion took place about the refugees that have recently enrolled at Lincoln School. Representatives from World Relief were present to answer questions. Also discussed were the number of ESL and Bilingual children that are in our district schools.
 - g. Special Education Resource Committee: Mr. Vivoda reported on a very invigorating meeting. He expressed disappointment in the fact that there did not appear to be parental involvement in the IEP. He also reported that WatchDOGS participation was nearly non-existent.
2. Continuous Improvement Team: Mr. Vivoda reported that as a part of his continuous improvement, he shadowed a teacher for the day—and a great day it was!
3. Learning Leadership Team: Dr. Correll reported that the democratic process that is being followed by the Learning Leadership Team. He added that while it is not an easy one, the committee is making progress.

IX. SUPERINTENDENT'S REPORT

- A. Dr. Barshinger provided the Board with an update on the Requests for Qualifications from area architectural firms. The process was closed on

January 24, 2005. We sent out approximately 15 requests to companies that are on the District's bid list. We will screen the paper copies and then conduct a face-to-face screening (policy requires at least 3 people be involved). The screening will take place sometime in the month of February. The Board discussed how to get a better understanding of what the community wants. Mr. Vivoda asked whether the District should conduct a survey of the community. Dr. Barshinger asked the Board what additional information it will need in addition to the architectural qualifications to make a decision on how to proceed.

The Board suggested that a training session (perhaps a candidate workshop) be conducted for new board members and community members that would provide the rationale for spending money for an accelerated construction process for a referendum that might not take place. The Board said that the new board and community will want to know how much this will process would cost. It was also suggested that we take a survey of the community to see if there is an interest on the part of the community at large in supporting a referendum. The Board discussed the importance in educating the parents and public as to why a referendum is imperative. The Board asked Dr. Barshinger to come up with an action plan that includes communication plan to the public. The Board unanimously agreed to proceed with the architectural process.

X. DISCUSSION ITEMS

Dr. Barshinger reported on the following items:

- A. Marquardt District 15: Dr. Loren May of District 15 in Glendale Heights has asked District 41 to enter into an intergovernmental agreement with No Child Left Behind Act (NCLB) to offer Hadley Junior High School as a school of choice to their students. Dr. Barshinger is preparing a response denying their request, as the district does not have space to accommodate additional students.
- B. Portable Classroom Placements: Dr. Barshinger reported that we are working on portable placements, bids and processes. Current specifications are calling for 4-room portables at Franklin, Lincoln and Churchill and 2-room at Forest Glen. Bids should be available in March.
- C. 2005-2006 School Calendar. The calendar is in a holding pattern pending on the outcome of current negotiations regarding SIP Days. Glenbard High School 87 has agreed to begin working on calendars two years in advance. Dr. Barshinger hopes to present the 2005-2006 and 2006-2007 calendars to the Board at their March or April meeting.
- D. Board Candidate Workshop: A Board Candidate Workshop has been scheduled for February 7, 2005, 6:30 p.m. at the Central Services Office.

XI. ANNOUNCEMENT SECTION

- A. Upcoming Board meetings
 - February 7, 2005 – 6:30 p.m. – Candidates Workshop

XII. ADJOURN TO CLOSED SESSION

At 10:25 p.m., Mrs. Hoffman moved and Mr. DiFabio 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.

- B. Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes. 5 ILCS 120/2(c)(11).*
- C. Discussion of lawfully closed meeting minutes, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21).*
- D. The purchase or lease of real property for the use of the District, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5 ILCS 120/2(c)(5).*

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

XIII. ADJOURN CLOSED SESSION AND RETURN TO OPEN MEETING

At 10:59 p.m., Mr. DiFabio moved and Mr. Marcheschi seconded to adjourn closed session and return to the open meeting. On a roll call vote answering Aye: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.

XIV. ACTION

- A. Semi-annual review of closed meeting minutes. (Attachment)
Mr. Snodell moved and Mrs. McElvain seconded to release the closed session minutes for public inspection as outlined on the attached. Motion carried on a unanimous voice vote.*

XV. DISCUSSION

Board president John Vivoda, announced that he would recuse himself from participating in the face-to-face screening of architectural firms since he is on the April 5, 2005 election ballot. He recommended that Board Secretary, Debbie Hoffman serve in his place.

XVI. ADJOURNMENT

There being no further business, Mrs. Hoffman moved and Mr. Ruckstaetter seconded to adjourn the Regular Meeting of the Board at 11:09 p.m. On a roll call vote answering Aye: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.

Recorded: January 24, 2005

Deborah M. Hoffman, Secretary

Approved: February 28, 2005

John J. Vivoda, *President*