

**Glen Ellyn School District 41****MINUTES****BOARD OF EDUCATION REGULAR MEETING
NOVEMBER 15, 2004 - 7:30 P.M.
DISTRICT 41 ADMINISTRATION CENTER
MARY J. LUGINBILL BOARD ROOM****7:00 p.m. BOARD OF EDUCATION LISTENING POST & STAFF RECEPTION**

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

7:30 pm REGULAR MEETING

- I. **CALL TO ORDER:** President Vivoda called the November 15, 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: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda.
- IV. **SPECIAL PRESENTATIONS & REPORTS**
 - A. Strategic Plan Review: Dinah Bryant reviewed the Strategic Focus (approved by the Board at their October 18, 2004 meeting) and the Strategic Plan valued initiatives. The Strategic Plan aligns with the District's vision "Exceptional Learning in a Respectful and Supportive Environment" and will set the direction for the District as it moves forward. The initiatives are categorized into three groups: culture, 1-3 year priorities and 3-5 year priorities. The Board stressed that the cultural initiatives are lifelong and that everything stems from an organization's culture. The board is expected to take action regarding the Strategic Plan later in the meeting.
 - B. Critical Friends Visit Update: The board heard an update from Dinah Bryant regarding the District's Critical Friends Visit, November 2-5, 2004. The Critical Friends Assessment Team, a trained team of educators from other districts, assessed our district-level systems for Leadership, Planning, Results, Human Resources, Student-Stakeholder Focus and Process Development. The District will receive a written report from the team in approximately one week and is looking forward to the direction it will provide to us with regard to our improvement efforts. Once available, the District will communicate the report results.
 - C. Facilities Task Force Final Report: On behalf of the Facilities Task Force Committee, Julie Worthen, John Correll and Jeanette Kreuz presented highlights of the Task Force Committee's two-part advisory recommendation: build a 5-6th grade school and renovate all five of the existing District 41 schools. Total estimated cost is \$29.3 million. The district owns the five-acre Spalding site, but the estimate does not include acquisition costs should additional land be needed. FGM stated that the Spalding site could accommodate the new school but green space would be tight.

The recommendation will be considered by the board when making a decision at its December 13, 2004 meeting to address the overcrowding at the buildings. A copy of the full report is attached to these minutes.

While the board and administration agreed that this recommendation could meet District needs for up to twenty years, they questioned whether an April 5, 2004 referendum would put D41 in conflict with Glenbard District 87 referendum and whether there would be sufficient time to build a compelling story that the community would be willing to support.

Board President John Vivoda noted that regardless of whether the district passed a referendum in April, 2005 or waited until March, 2006, it would be possible to open a building for the 2007-2008 school year because due to the peculiarities of election law, the money would accrue to the district at the same time in both scenarios. To make the later timeline work, the district would have to spend money up front for architectural plans and bid documents. President Vivoda outlined the questions the board will consider at the December 13, 2004 meeting: Whether to go for referendum and if so, on what date; whether to spend district funds in advance of a passed referendum and how much would be necessary.

- D. Preliminary 2005-2006 Program Planning: Dr. Barshinger reported that he is already working with the Administration to look at the 2005-2006 Program Plan. It is likely that we will need six new teachers and six to ten more portable classrooms next year if we are to maintain current class sizes. In order to proceed with the program plan, Dr. Barshinger asked the board if they want to continue their current targets on class size. The current model Dr. Barshinger is working with is class sizes of 20-23 for grades K through 2, 23-25 for grades 3 through 5 and a maximum of 28 for grades 6 through 8. Provided there is enough money in the budget, the Board would like to continue its current targets on class size. Dr. Barshinger replied that the money is available it is a matter of realigning of the capital improvement projects.
- E. Preliminary Levy Plan: The District's Truth in Taxation Hearing will be held on Monday, December 13, 2004 at 7:15 p.m. in the Central Services Board Room. The Board heard an overview of the District's preliminary plan and the expected levy request. Highlights of the presentation included:
- The levy is determined by the EAV in the District, the tax cap, and the 2000 referendum which is currently being phased in;
 - The tax cap allows an increase over the previous year's receipts of the CPI (1.9% for this year's levy). It was noted that new construction is exempt from the cap
 - The County Clerk will not levy over the amount the tax cap allows and will not increase the levy if we "under-levy". Since the levy is due before we know what our EAV is, it's impossible to know what the amount of money to which we are entitled. That is the reason why District 41 has historically "over-levied". While the public notice for levy will show an increase of 29.66%, we actually expect a total dollar increased to be approximately 12.21%.

V. PUBLIC PARTICIPATION

There was no formal participation, but the board provided the audience with an opportunity to express their view(s) on the timing of a referendum and probability of it being supported by District 41 taxpayers.

VI. CONSENT AGENDA

- A. Teaching, Learning and Accountability
 - 1. Personnel Report (Attachment)
 - 2. 2004-2005 Program Plan Change for Lincoln
- B. Policy/Procedures
- C. Finance, Facilities and Operations (*\$ denotes financial attachments*)
 - 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. Establish Date & Time for Truth in Taxation Hearing \$ Attachment 10
 - 11. Resolution of Levy Intent \$ Attachment 11
- D. Other Matters
 - 1. Board Meeting Minutes:
 - a. October 18, 2004 Regular Meeting and Closed Session
 - b. October 29, 2004 Special Meeting and Closed Session
 - c. November 3, 2004 Special Meeting
 - 2. Board Committee Minutes
 - a. October 25 & November 1, 2004 Parent-Teacher Advisory Meetings
 - b. October 15, November 5 & 9, 2004 Finance Committee Meetings
 - c. November 5, 2004 Capital Improvement Committee Meeting

Mr. DiFabio moved and Mr. Marcheschi seconded 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
 - 1. Approval of Strategic Plan (Attachment)

Mr. Snodell moved and Mr. DiFabio seconded to approve the Strategic Plan as presented earlier in the meeting. Motion carried on unanimous voice vote.

(Attachment)

- B. Policy/Procedures
 - 1. Reschedule April 11, 2004 regularly scheduled board meeting:

Mrs. McElvain moved and Mrs. Hoffman seconded to reschedule the April 11, 2004 regular meeting to the April 18, 2004, 7:30 p.m. at Central Services, 793 North Main Street, Glen Ellyn. Motion carried on a unanimous voice vote.

VIII. BOARD REPORTS

- A. Committee Reports
 - 1. Policy Committee: The Committee met on November 12, 2004 to review drafts of Board Policy Sections 4, 8 and miscellaneous policy revisions to Sections 2, 3 and 5. Miscellaneous revisions to Sections 2, 3 and 5 will be presented to the board at their December 13, 2004 board meeting. At that time, the board also hopes to have a discussion about its future direction

with regard to policy. The Committee will continue its review of Sections 4 and 8 and is hopeful that the review of the district's core policies will be completed prior to the April 5, 2005 school board election.

2. Finance Committee: The Finance Committee has met twice with PMA Financial Network to review financial models that will incorporate capital improvements costs and facilities planning for the district. PMA will present this information at the November 29, 2004 facilities workshop.
 3. Capital Improvement Committee: The Committee reported that they have made progress on the Capital Development Plan, but are still not where they want to be. They continue to assess the capital development process and are currently reviewing the preliminary budget. The December 6, 2004 levy workshop will include the District's capital development and financial plans. The proposed levy request is tied very directly to our plans for the 2005-2006 budget.
- B. Liaison Reports
1. PTA Liaison Assignments:
 - a. Executive Council: Mr. DiFabio reported highlights of the meeting:
 - PTA Council officers met with other officers.
 - There was discussion on the District's facilities issue and the possibility of D41 and D87 going out to referendum at the same time.
 - Discussion about conducting a background check on all volunteers. The Board asked Dr. Barshinger to get legal counsel's advice on this issue.
 - b. Hadley. No report was given.
 - c. Churchill: Mr. Snodell reported highlights of the meeting:
 - Fairly intense level of interest on the District's facilities issue.
 - They are at ground zero on whatever what happens with growth.
 - d. Forest Glen: Mrs. McElvain reported that the last meeting was a parent program and there will be another meeting tomorrow morning.
 - e. Franklin: No report was given.
 - f. Lincoln: Mrs. Hoffman reported highlights of the meeting:
 - Very good meeting
 - Ran a "what do the specialists do in school" meeting. Followed by a District 87 presentation about the referendum which was well received.
 - g. Special Education Resource Committee: No report was given
 2. Continuous Improvement Team: Mr. Vivoda reported that the first meeting is Thursday, November 18, 2004 at 4:00 p.m.
 3. Learning Leadership Team: Mrs. McElvain reported highlights of the meeting:
 - Recovered and met for the first time this school year on November 11, 2004
 - Some processes in place
 - Excellent presentation from the Science Committee on the pilot they developed for curriculum development and for drafting the KRSP (Knowledge, Reason, Skills, Product)

IX. SUPERINTENDENT'S REPORT

- A. School Report Cards: Dr. Barshinger reported that we have not yet received the school report card data. Discussion ensued regarding the appropriateness of putting an explanation on our website as to why this information is not available, and also considering the possibility of aligning our school improvement efforts more with local vs. State assessments in light of the lateness of the testing results. This is an item that the Learning Leadership Team should look at more closely.

- B. Expedite Notification System. Dr. Barshinger reported that the Expedite Notification system is a very timely method of district-wide notification. The District ran a test of the system with Central Services employees on Saturday, November 13, 2004 and reported that within 20 minutes approximately 65 people were successfully notified. The District is ready to implement the system the next time a district-wide notification is warranted.

X. DISCUSSION ITEMS

- A. Review of Process Plan for Portable Classroom Installation: Jeanette has met with the process team, Susan Miller and Dinah Bryant to make sure that in the future we have on-time delivery of our portable classrooms. Dr. Barshinger and Jeanette Kreuz traced the process breakdown back to the summer work of adding the second portable at Hadley and flip flopping the units for Churchill and Hadley. Discussion ensued about the fact that all of our buildings should be ADA compliant and are not yet and how the process can be improved to make us compliant. Dr. Barshinger said that in reviewing the process, the two biggest components are plan ahead scheduling and moving the delivery time up and less use of internal staff on portable installations.
- B. 2003-2004 Comprehensive Annual Financial Report (CAFR): The CAFR contains a myriad of information in one place and services as a great resource and historical piece. The CAFR can be used as a research tool in our endeavor towards continuous improvement with regard the District's finances.
- C. Facilities Timeline Revision (discussed earlier)

XI. ANNOUNCEMENT SECTION

- A. Upcoming Board Meetings
- November 29, 2004 – Facilities
 - December 6, 2004 Levy Workshop
 - December 13, 2004 Regular Meeting (This meeting will be preceded by a Truth in Taxation Hearing at 7:15)

XII. ADJOURN TO CLOSED SESSION

At 10:45 p.m. Mr. DiFabio moved and Mrs. McElvain 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. 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).
- C. 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).

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

XIII. ADJOURN CLOSED SESSION: *Mrs. McElvain moved and Mr. Marcheschi seconded to return to adjourn to closed session and return to open meeting at*

11:30 p.m. On a roll call vote answering Aye: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.

XIV. ACTION ITEM: PERSONNEL

Separation Agreement and General Release: Mr. Marcheschi moved and Mr. DiFabio seconded to approve the attached Separation Agreement and General Release dated November 15, 2004 between Glen Ellyn School District No. 41 Board of Education and Dale Dorman as recommended by the Superintendent and to authorize the board president or vice president and board secretary to sign said agreement. On a roll call vote answering Aye: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.

(Attachment)

XV. ADJOURNMENT There being no further business, Mr. Snodell moved and Mr. Ruckstaetter seconded to adjourn the special meeting of the Board of Education at 11:35 p.m. Motion carried on a unanimous voice vote.

Recorded: November 15, 2004

Deborah M. Hoffman, Secretary

Approved: December 13, 2004

John J. Vivoda, *President*