



05-21

## Glen Ellyn School District 41

Dr. Jack Barshinger, Superintendent

**BOARD OF EDUCATION  
PUBLIC HEARING ON THE PORTABLE CLASSROOMS  
FEBRUARY 28, 2005 - 7:15 P.M.  
DISTRICT 41 ADMINISTRATION CENTER  
MARY J. LUGINBILL BOARD ROOM**

Members of the Hadley 8<sup>th</sup> Grade Student Council, Alex Kummerer, Gemma Miller, Nick Sanders, Falak Anwar, Meghan Foley, Anne Little, Stephanie Kopalski and Carolyn Carson “shadowed” board members during the Public Hearing on Portable Classrooms. With some coaching by Board members, Student Council members conducted the Public Hearing and had an opportunity to experience the rules of order, routine meeting content and other components of a Board of Education meeting.

**I. CALL TO ORDER AND ROLL CALL:**

President Vivoda (shadowed by Alex Kummerer) opened the Public Hearing at 7:15 pm.

**Present for the Board of Education:** DiFabio, Hoffman, Marcheschi, Ruckstaetter, Snodell and Vivoda. Mrs. McElvain entered the hearing at 7:35 p.m.

**Present for Hadley’s Student Council:** Little, Kopalski, Miller, Carson, Anwar, Kummerer. Absent: Foley and Sanders.

**II. DISTRICT 41 PROPOSAL:** Dr. Barshinger reported that the District is proposing the addition of four portable units housing 14 classrooms for the 2005-2006 school year. This brings the total number of portables to eight units housing 26 classrooms. Dr. Barshinger noted that the portable classroom units would house only general education classrooms.

**III. RECOMMENDATIONS OF THE VILLAGE OF GLEN ELLYN:** Assistant Business Manager, Phyllis Hanna reported that a representative from the Village was not available to attend the February 28, 2005 public hearing and therefore, the Village requested that the following letter and the recommendations contained herein be read at the hearing and entered into the official record:

“In accordance with the Intergovernmental Agreement between the Village of Glen Ellyn and School District #41, Village staff has reviewed the District’s request to install portable classrooms at Churchill, Franklin, Forest Glen and Lincoln Schools. The following materials were reviewed as part of this request.

1. Site Plan for Churchill School dated January 14, 2005
2. Site Plan for Forest Glen School dated January 14, 2005

3. Site Plan for Franklin School dated January 14, 2005
4. Site Plan for Lincoln School dated January 14, 2005
5. Timeline dated February 14, 2005
6. Daily Herald Public Hearing Notice
7. Mailing list for Public Hearing Notice sent to surrounding property owners on February 11, 2005
8. Letter sent to surrounding property owners dated February 10, 2005
9. Letter from Michael Renner with Eriksson Engineering Associates, Ltd. dated February 16, 2005.
10. Floor Plan – Deck/Ramp Details dated February 17, 2005.

A review of these materials found that the terms of the Intergovernmental Agreement between the Village of Glen Ellyn and School District 41 have been satisfied. Therefore, the School District may proceed with the February 28, 2005 public hearing regarding this matter. However, a review of these materials also found that the portable classrooms proposed at Churchill and Lincoln Schools are in violation of the Glen Ellyn Zoning Code. Therefore, in order to proceed with the proposed portable classrooms at Churchill and Lincoln Schools, the School District would need to obtain approval of zoning variations from the Village of Glen Ellyn.

Below, please find comments in regard to the proposed portable classrooms at all four school sites.

1. Churchill School

As indicated to you at our meeting on February 28, 2005, Village staff has concerns about the proposed location of the portable classroom at the Churchill School site. This portable unit is proposed to be located in the parking lot in front of the school building. Section 10-5-8© of the Glen Ellyn Zoning Code prohibits off-street parking spaces to be used for anything other than parking. Therefore, the School District must obtain approval of a zoning variation from the Village of Glen Ellyn to locate portable classrooms in this location.

In addition, Village staff believes that locating the proposed portable classrooms and associated fencing and barriers in the planned location would detract from the improvements recently made to this parking lot. It would also reduce the number of available parking spaces for school events. Therefore, Village staff recommends that you consider relocating this portable unit to another location on the site, such as:

- a. Placing the proposed portable classrooms directly north of the existing portable classrooms at the rear of the building and regarding the surrounding area to accommodate such;
- b. Placing a four long row of portable units, rather than a four-square quad, directly north or east of the existing portable units in the rear of the building;
- c. Placing the portable classrooms directly east of the existing portable units and using the parking area directly east of the building as a “temporary” playground. This “temporary” playground area could be blocked off during the school day and the pick-up/drop-off area for the kindergarten children moved to the drive aisle in front of the school; and,
- d. Approaching the Park District about potentially placing the portable units, north of the long driveway leading to the school parking lot and blocking the pick-up/drop-off area as mentioned above.

At our meeting, you agreed to provide Village staff with information about the cost and feasibility of lifting the portable classrooms over the building. We also request that you provide additional information regarding the need for the number of proposed units as reducing the number of proposed portable classrooms to two, could result in additional alternatives for the relocation of the proposed portable classrooms.

2. Lincoln School

The portable classroom at Lincoln School is proposed in a floodplain. Therefore, the School District would need to obtain variations from the following sections of the Glen Ellyn Zoning Code to locate the portable classrooms on this site as proposed:

- a. A variation from Section 10-6-4(C) 1 to allow grading and fill in the floodplain; and
- b. A variation from Section 10-6-4©4 to allow a structure to be located in the floodplain

3. All Sites

In regard to all four school sites, Village staff suggests the following:

- a. That appropriate screening be installed around the proposed classrooms to screen them from the adjacent single-family homes. Such landscaping should include, but not be limited to, evergreen trees with a minimum height of 6 feet to provide year round screening; and
- b. That the portable classrooms be painted a color complimentary to the existing school building.

In addition, please note that any proposed fencing must comply with the maximum height permitted by the Zoning Code and should be shown on the proposed site plans. Likewise, any associated lighting must be completed shielded on the top and sides and direct light in a downward direction as required by the Zoning Code."

#### **IV. PUBLIC INPUT**

Student Council/Board Members:

Q: Last year, the portables at Churchill were not ready for the start of school. What has changed to assure parents and students that portables will be ready?

A: The process will begin earlier in the year to ensure that the portables will be ready for the start of school.

Q: What percentage of students will be housed in portables next year?

A: Approximately 18%, or 650 students.

Q: What problems continue when we add portable classrooms?

A: When portable classrooms are added, we add classroom space, but not core space like bathrooms or libraries. This puts pressure on the infrastructure.

Q: How long will we need to use these portables?

A: Until we have some sort of permanent solution.

Q: At Churchill, how many parking spaces will be lost?

- A: Eight.
- Q: What will be done to ensure safety and security?  
A: All the portables are equipped with the same safety and security systems and emergency systems as regular classrooms including Internet access, video surveillance and recorded so that the front office can see what's going on. This information is archived for 30 days.
- Q: How are you going to prevent kids from throwing objects at the portables?  
A: That issue is the responsibility of the building administrator.
- Q: If the purchase of portables is not approved, what are the class sizes?  
A: Without the 12 portables classrooms we currently have, our minimum class size would be 28 in Kindergarten and approximately 30 in the other grades. Without adding 14 portable classrooms, primary classrooms would have approximately 28 students.
- Q: Will all schools have the same number of students? If not, will boundaries need to change?  
A: Fitting portable classrooms into the limited space at Churchill and Lincoln Schools will be very difficult. If we are successful, we know that we cannot house any more students at those sites. Consequently, boundary changes will be required in order to revamp the school attendance areas.
- Q: With the larger number of employees at each school is there enough parking? If not, what accommodations are being considered?  
A: Churchill School currently meets the requirement for parking space accommodations. Parking is part of the renovation proposal for new facilities.
- Q: Why the huge rush now for getting portable classrooms in place? Didn't we see this coming?  
A: Because current enrollment is higher than our projections and due to special programs required by the state (e.g. special bilingual classes).
- Q: What happens when portables are no longer needed?  
A: The District will put out bid specifications for the purchase and/or lease of the units.
- Q: Since it takes students more time to get to the portables, will they be allowed more time for breaks?  
A: There is a much greater concern than the inconvenience; it is the loss of instructional time. We cannot make up those instructional minutes and can't get them back.
- Q: Will the additional school be considered an intermediate school as a middle school or junior high?  
A: This has not been determined yet.

District 41 Resident, Andrea Bare

Mrs. Bare acknowledged that the portable classrooms are not the best long-term solution, but commended Dr. Barshinger, the Board and the Administration for providing the good management and security for the best possible short-term solution.

District 41 Resident, Amy Levin

Mrs. Levin wanted to make sure that teachers have the resources they need in addition to the added classroom space. Dr. Barshinger reported that we currently have adequate resources, but the Board will revisit this matter in March.

Other Participation:

Q: Is the proposed location at Lincoln final?

A: Dr. Barshinger explained that 65% of the Lincoln site is currently in the flood plain. The District will continue to investigate, but may have to consider another site for placement of the portable classrooms.

Q: What is the radius of the video surveillance for the portable classrooms?

A: It is a series of two or three shots that are monitored via a direct route from the front office to the portable classrooms units.

Q: At what point can students no longer be accommodated?

A: Bathroom capacity seems to pose the first challenge, particularly at Churchill. The District is currently in compliance with fire and safety code requirements.

Q: Since ROE performs the inspection and issues the permit, is Village approval required?

A: Not typically, however District 41 has an Intergovernmental Agreement that needs to be considered.

Q: Why is the proposed placement for the portable classroom at Forest Glen further west than the existing one?

A: It has to do with the easement of the school.

Q: Does the District have a facilities plan for constructing a new building? If so, has a site been selected?

A: In November 2004, the Board approved a recommendation to change the District's educational program model to four K-4 elementary schools, one 5-6 intermediate school and one 7-8 grade junior high school. The District currently owns property at Spalding and the Main street facility and continues to investigate possible land acquisition for constructing a new building.

Q: Has any thought been given to putting a new backstop on the Southwest corner at Forest Glen?

A: No, but we certainly could look into it.

**V. ADJOURNMENT:** There being no further comments, the Public Hearing was closed at 8:00 p.m.

## MINUTES

### BOARD OF EDUCATION REGULAR MEETING FEBRUARY 28, 2005 DISTRICT 41 ADMINISTRATION CENTER MARY J. LUGINBILL BOARD ROOM

**BOARD OF EDUCATION LISTENING POST:** Board members Vivoda and Hoffman were available from 7:00 7:15 pm during the Listening Post to provide an opportunity for informal conversation between residents and the Board

**I. CALL TO ORDER:** President Vivoda called the regular meeting to order at 8:08 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. ELL Program Planning: Director of Grants and Programs, Lillie Abbott and members of the Bilingual staff gave a presentation on our current ELL program and future plans. Highlights of the presentation included:
- Since 1998, District 41's ELL population has grown from 70 to 272 students.
  - The growing ELL population has implications for space and staffing.
  - Illinois law requires schools to provide bilingual classes when 20 or more students in a building share a common first language.
  - No Child Left Behind says that if all students do not show adequate yearly progress (AYP), a school could face sanctions.
  - Currently, Churchill School has Spanish, Vietnamese and Urdu bilingual classes and Lincoln has one Spanish bilingual class.
  - In addition to its Spanish bilingual class, Lincoln School has enrolled over 20 African refugee students who have had no formal education.
- B. Facilities Alternative Site Studies: Dr. Barshinger provided a report of the study conducted of the former Main Street School facility and the Omni Store on North Avenue, two buildings that the Administration has reviewed as long-range solutions for the District's overcrowding. Dr. Barshinger reported that a team of architects and engineers assessed both building sites. The Main Street facility, located at the southwest corner of Main Street and Hill in Glen Ellyn, was found to have numerous deficiencies, would cost the District approximately \$4.3 million in renovations, and would only provide a third of the needed classrooms. The former Omni store located on the southwest corner of Bloomingdale Road and North Avenue in Glendale Heights was withdrawn from the market shortly after the assessment team completed its evaluation.

The Board requested that this information be compiled into a written report and posted on the District's web page.

A copy of Dr. Barshinger's presentation is attached.

District 41 residents, Rob Herbold and Kurt Buchholz, a former Glen Ellyn Park District board member encouraged the Board to be open-minded as they presented a proposal to tear down the Glen Ellyn Park District's Main Street facility and construct a joint facility that would house both a District 41 school and a recreation center. Mr. Buchholz estimated the cost of the project to be approximately 13-14 million dollars. He added that the plan would not increase taxes and suggested that the Park District has agreed to consider the proposal for splitting the costs with District 41. Dr. Barshinger stated that discussions with

the Park District and other intergovernmental agencies have been ongoing and he will continue to collaborate with on solutions to address mutual needs.

Facilities Task Force member, Andrea Bare, expressed interest in the Main Street plan and stressed that while the idea of considering the Main Street facility came up during the facilities public forums, the Task Force was never asked to evaluate the site.

Board member, John Marcheschi explained that while the Main Street facility was among a number of concepts that was mentioned during the public forums, it did not receive sufficient support to become part of the Task Force's work.

Task Force member Danae Marcus stated that the Board and Facilities Task Force members put in hours of work during many meetings and felt that community members should respect their hard work and unwavering commitment.

## **V. PUBLIC PARTICIPATION**

Michael Lynch of DuPage County presented the Board with a letter and a levy analysis sheet related to the "phase-in" of District 41's 2001 referendum. Mr. Lynch implied that the tax increases resulting from the five-year "phase-in" were not discussed, deliberated and voted upon in open session by the District 41 Board and therefore, unauthorized. The Board assured Mr. Lynch that the District has been in compliance with the referendum approved tax increase, that the Board did discuss "phase-in" during the tax levy process, and that the "phase in" is perfectly legal under the Property Tax Limitation Law. The Board thanked Mr. Lynch for his presentation. A copy of Mr. Lynch's presentation is attached.

## **VI. CONSENT AGENDA**

- A. Teaching, Learning and Accountability
  1. Personnel Report (Attachment)
  2. Calculators for Grades 4 & 5: The Administration recommended that the Board approve the addition of the purchase of a TI-15 calculator to the 4<sup>th</sup> and 5<sup>th</sup> grade registration form.
- B. Policy & Procedures – 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. 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. Appointment of Auditors: The Administration recommended Board approval to retain William F. Gurrie as the District's auditors for fiscal year 2004-2005 and approve the fee set at \$25,700. (\$ Attachment 10)
  11. Hadley Asbestos Project: The Administration recommended that the Board approve the award of bid in the amount of \$125,516 and adopt the resolution and application for a building permit for the 2005 Asbestos Abatement and Restoration Work at Hadley Junior High School as reflected in the attached. (\$ Attachment 11)
  12. Authorization to Bid for Provision & Installation of Portable Classroom Units at Lincoln, Franklin, Churchill and Forest Glen:

The Administration recommended that the Board authorize the Administration to go to bid for the provision and installation of portable classrooms units at Lincoln, Franklin, Churchill, and Forest Glen Schools and to approve the Application for Approval for Use of New Temporary Facility for each school. (\$ Attachment 12)

- D. Other Matters
  - 1. Board of Education Regular and Special Meeting Minutes
    - a. January 24, 2005 Regular (as amended)
    - b. January 24, 2005 Closed Session
    - c. February 7, 2005 Special
  - 2. Board Committee Minutes
    - a. Capital Improvement Meeting 2-2-05
    - b. Joint Policy/Finance Meeting: 2-7-05
    - c. Parent-Teacher Advisory Meeting: 11-29-04 & 1-24-05

*Mr. DiFabio moved and Mr. Snodell seconded to approve to approve the actions and accept the amended 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 action
- B. Policy/Procedures (Appendix A)
  - First Reading:
    - 1. Section 4, Operational Services (New)
    - 2. Policy #8: 25
      - Advertising and Distributing Materials in Schools Provided by Non-School Related Facilities
    - 3. Policy #8: 25AP
      - Administrative Procedure – Advertising and Distributing Materials in Schools Provided by Non-School Related Entities

*Mr. Marcheschi moved and Mrs. McElvain seconded to approve the first reading of the above policies. Motion carried on a unanimous voice vote.*

- C. Finance, Facilities and Operations
  - 1. Employee Insurance Program Medical/Prescription, Dental, Life & Long-Term Disability for the period April 1, '05 through March 31, '06: The Administration and the Insurance Committee recommended that the Board terminate the Stop Loss policy with Highmark Insurance Company as of March 31, 2005. Additional recommendations regarding the remaining components of the self-insured plan along with the Life and Long Term Disability Insurance Plan renewals will be presented to the Board at their March 21, 2005 meeting.

*Mr. DiFabio moved and Mrs. Hoffman seconded to approve the above recommendation as presented. Motion carried on a unanimous voice vote.*

## **VIII. BOARD REPORTS**

- A. Committee Reports
  - 1. Policy Committee: Mr. DiFabio reported on the February 7, 2005 Joint Policy/Finance Committee Meeting. Its purpose was to provide committee members with an opportunity to have a joint review of Section 4, Operational Services. Mr. DiFabio reported that the Policy Committee continues to meet with Dr. Barshinger to review and update board policies and procedures. It was this

Board's goal to complete this review process within a year, and the Committee is very close. Sections 6 & 7 remain.

2. Finance Committee: No report
  3. Capital Improvement Committee: Mr. DiFabio reported on the February 2, 2005 meeting. There has been a good flow of work and scheduling for capital improvement projects. Summer staff scheduling is at 80%. Also, the District has begun to allocate money each year for maintenance items. The Committee should have an outline plan available for the Board to review within the next 60-70 days.
- B. Liaison Reports
1. PTA Liaison Assignments:
    - a. Executive Council: Mr. DiFabio reported on the PTA Executive Council meeting held earlier in the day. It was a good meeting and the Council discussed many of the same topics being discussed at the this Board meeting.
    - b. Hadley: Mr. Vivoda attended Hadley's PTA meeting in Mr. Ruckstaetter's absence. Mr. Vivoda reported on what he called a "very business like" meeting. Hadley's PTA continues to make enormous accomplishments. Fundraising and making money continues to be a challenge.
    - c. Churchill: Mr. Snodell reported on Churchill's PTA meeting and activities. The focus was "Meet the Candidates Night" and an update on the Board activities.
    - d. Forest Glen: No report.
    - e. Franklin: No report.
    - f. Lincoln: Mrs. Hoffman reported on the Lincoln's PTA meeting and activities. The focus of Lincoln's meeting was also on "Meet the Candidates" and an update on Board activities.
    - g. Special Education Resource Committee: Mr. Vivoda reported that there was no official meeting.
  2. Continuous Improvement Team: Mr. Vivoda reported that the team is moving forward and will present its goals to the Board of Education before the 2005-2006 school year.
  3. Learning Leadership Team: Mrs. McElvain reported that the team is focused on alignment and foreign language adoption. Also, the Science Committee is reforming and headed toward curriculum adoption and KRSPS. Literacy, PE and Math are active.

#### **IX. SUPERINTENDENT'S REPORT**

- A. Flex Days Update: The first Flex Day Program was conducted on Saturday, February 19, 2005 and was attended by both Dr. Barshinger and Churchill principal Karen Stebel.
- B. School Calendars: The 2005-2006 and 2006-2007 school calendars are still in negotiations. Glenbard High School District #87 and the feeder districts have agreed to approve calendars for two years in running.
- C. Superintendent's 360 Evaluation: The Superintendent's 360 Evaluation will be compiled in an electronic survey format and will be sent to key stakeholders.
- D. Architectural Review Process Update: When the compilation of the information is complete, the superintendent will set a date to screen architects.

#### **X. DISCUSSION ITEMS: None.**

#### **XI. ANNOUNCEMENT SECTION:**

- A. Monday, March 21, 2005, Regular Board Meeting.

**XII. ADJOURN TO CLOSED SESSION:** *At 10:10 p.m., Mr. DiFabio moved and Mr. Ruckstaetter 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. Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).
- C. 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).
- D. 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).

**XIII. ADJOURN CLOSED SESSION AND RETURN TO OPEN SESSION:** *Mr. DiFabio moved and Mrs. McElvain seconded to adjourn the closed meeting and return to open session at 11:07 p.m. On a roll call vote answering "Aye", DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering "Nay", None. Motion carried.*

**XIV. ACTION FROM CLOSED SESSION:** *Mr. Marcheschi moved and Mr. DiFabio seconded to approve and execute the amendment to the principal, J. Douglas Craig's contract as presented. On a roll call vote answering "Yea": DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering "Nay", None. Motion carried.*

**XIII. ADJOURNMENT:** *There being no further business, Mr. Marcheschi moved and Mr. DiFabio seconded to adjourn the Regular Meeting of the Board of Education at 11:10 p.m. Motion carried on a unanimous voice vote.*

Recorded: February 28, 2005

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Deborah M. Hoffman, Secretary

Approved: March 21, 2005

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John J. Vivoda, *President*