

**MINUTES
GLEN ELLYN SCHOOL DISTRICT 41
BOARD OF EDUCATION
REGULAR MEETING
MARCH 17, 2003**

The regular meeting of the Board of Education of Glen Ellyn School District 41 was held on Monday, March 17, 2003, at the District 41 Administration Center, 793 North Main Street, Glen Ellyn, Illinois.

ROLL CALL

Board president, Mrs. Schmidt, called the meeting to order at 7:30 p.m. with the Pledge of Allegiance. Members of the Board in attendance: Mr. DiFabio, Mrs. Hoffman, Mrs. Kinn, Mr. Ruckstaetter, Mr. Snodell, Mr. Vivoda and Mrs. Schmidt

Also present were Superintendent Dr. Pi Irwin, Assistant Superintendent for Finance and Operations, Jeanette Kreuz; Assistant Superintendent for Curriculum and Instruction, Dr. Terry Crandall; Assistant Superintendent for Special Services, Terry Martin, Community Relations Director, Julie Worthen, GEEA president, Wayne Wittenberg, AFSCME president, Kathy Maxon, recording secretary, Maureen Stecker, board candidates, Julie Fullerton, John Marcheshi, Carol McElvain, and Jim Bourke.

RECOGNITION OF VISITORS

Mrs. Schmidt welcomed visitors to the Board of Education Meeting. She stated that the 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.

Mrs. Schmidt stated that the Board seeks and welcomes public input as it conducts the business of District 41. Board meetings are public meetings in that they are held in public and are open to the public. In order to assure that the Board conducts its business without interruption, comments on non-agenda items are made during the Public Participation portion of the meeting and are limited to three minutes. Anyone wishing to address the Board was asked to complete a form and submit it to recording secretary, Maureen Stecker.

SUPERINTENDENT'S REPORT

Recognition

Hadley's eighth grade boys' basketball team and coaches were recognized for their undefeated record (16-0) in conference play for the second year in a row in the West Suburban Junior High School Conference (WSMSAC) and a combined record of 25-2. The team and coach, Tom Lofgren were presented with certificates to recognize their athletic accomplishments and were also recognized for their academic accomplishments. Hadley principal, Dr. Marilyn Finesilver Ludolph was also acknowledged for her maintaining the balance between athletics, academics and music at the school.

BOARD REPORTS, REQUESTS, & REPRESENTATIVES TO OTHER AGENCIES

Mrs. Hoffman reported that the Hadley Symphonic Band received a Division I rating at the Illinois Grade School Music Association District Contest which qualifies it to perform and compete at the State Contest on April 26th. The Hadley Junior High Concert Choir, String Orchestra and Symphonic Band each received a rating of first at the district contest hosted by the Illinois Grade School Music Association. Each ensemble now advances to state competition, to be held on Saturday, April 26.

Mrs. Kinn reported on the following:

- 1) PTA Council Executive Board that is serving this year will remain for next year.
- 2) Legislative Breakfast is scheduled for September 13, 2003, 8-10 a.m., Hadley LLC. The Breakfast will be hosted by District 41 only.
- 3) League of Women Voters will undertake a study next year, co-chaired by Lee Crumbaugh and Cleo Burtis regarding their position on local school issues.

Mr. DiFabio attended Hadley PTA and Forest Glen PTA meetings. There were questions as to when ADA's will be implemented.

Mr. Ruckstaetter reported on PEP meeting. PEP Mini Grant Fair will be held on April 10, 2003, 5-7 p.m. at Glenside Middle School in Glendale Heights.

PUBLIC PARTICIPATION

Mrs. Schmidt stated that during the public participation portion of the meeting, comments to the Board should be made on non-agenda items and will be limited to three minutes.

There was no public comment.

ACTION ITEMS

The employment items were pulled from the agenda for discussion during closed session.

Consent Agenda

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

- Minutes of the February 24 regular meeting and closed session; March 3 special meeting and closed session. The minutes will be posted on www.d41.org within five business days of approval.
- February Bills and Payroll.

Mrs. Kinn made a motion that was seconded by Mr DiFabio to approve the consent agenda as presented. On a roll call vote answering Aye: DiFabio, Hoffman, Kinn, Ruckstaetter, Snodell, Vivoda and Schmidt. Answering Nay: None. Motion carried.

Authorization to Adjust the 2002 Levy within the Property Tax Limitation Act

The Administration recommended that the Board authorize the Superintendent or her designee to adjust the levy by the agreed upon parameters and to file the levy adjustment on behalf of the Board. This is the District's final opportunity to adjust the distribution of revenue among district funds. The Administration will file the adjusted levy with the county clerk. The levy amount, which was approved on December 16, 2002, remains unchanged.

Mrs. Hoffman made a motion that was seconded by Mr. Ruckstaetter to authorize the Superintendent or her designee to adjust the levy. Motion carried on a unanimous voice vote.

Appointment of Auditor

The Administration solicited quotes from fifteen firms. The Administration recommended that the Board retain William F. Gurrie & Co., as auditors for fiscal year 2002-2003 and approve the associated costs and fees.

Mr. Snodell made a motion that was seconded by Mrs. Kinn to retain the auditors, William F. Gurrie & Co. and associated fees for fiscal year 2002-2003. On a roll call vote answering Aye: Snodell, Vivoda, DiFabio, Hoffman, Kinn, Ruckstaetter and Schmidt. Answering Nay: None. Motion carried.

Purchase of Cafeteria Equipment Bid

The Administration recommended Board approval to replace the worn-out cafeteria equipment at Hadley. The District sought bids from seventeen vendors, received six bids. The Administration is recommended that the Board approve the purchase of cafeteria equipment from the low bidder as presented.

Mr. DiFabio made a motion that was seconded by Mrs. Hoffman to approve the purchase of cafeteria equipment as presented. On a roll call vote answering Aye: Ruckstaetter, Snodell, Vivoda, DiFabio, Hoffman, Kinn and Schmidt. Answering Nay: None. Motion carried.

Employee Benefits: Self-Funded Insurance Program

The Administration recommended that the Board approve the renewal of the current medical and dental plan for the period 4-1-03 through 3-31-04. Due to a healthy 2002, District 41 employees will receive the same benefits at no increase in premium. The Administration recommended that the Board of Education approve the renewal as follows:

- Maintain the Specific and Aggregate Stop Loss Coverage with Highmark Life Insurance Company from April 1, 2003 through March 31, 2004. The Specific Stop Loss Coverage is at the rate of \$19.37 per single covered employee per month and \$52.22 per covered dependent per month. The Aggregate Stop Loss Coverage is at the rate of \$5.10 per covered life.
- Maintain the specific stop loss deductible of \$100,000.
- Maintain Benefit Systems & Services, Inc. as the Third Party Administrator at the same rates as last year (\$10.25 medical, \$1.20 dental per employee per month.)
- Maintain Hines & Associates as the Utilization Review Provider at a rate of \$1.60 per employee per month (no increase)
- Maintain Serv-U as the Prescription Drug Administrator at a rate of \$0.95 per employee per month (no increase)
- Maintain Private Healthcare Systems (PHCS) as the District's preferred provider organization at the rate of \$7.00 per employee per month until September 1, 2003 at which time rates will be subject to change. PHCS continues to provide a competitive level of hospital and physician discounts.
- Set the established reserve at 20% of the attachment point liability for the plan year.
- Fund the Self-Funded Medical Plan to the attachment point liability at 20% of expected claims plus fixed costs (\$2,931,385.)
- Continuation of waived deductible for AFSCME employees through June 30, 2004.
- Maintain the current cost structure for the 2003-2004 plan year.

AFSCME president, Kathy Maxon, GEEA president, Wayne Wittenberg and board member, John Ruckstaetter were acknowledged for their work as members of the Insurance Committee.

Mrs. Kinn made a motion that was seconded by Mr. Ruckstaetter to approve the recommendations for the self-funded insurance plan as presented. On a roll call vote answering Aye: Kinn, Ruckstaetter, Snodell, Vivoda, DiFabio, Hoffman and Schmidt. Answering Nay: None. Motion carried.

Employee Benefits: Life Insurance Program

The Administration recommended that the Board approve the renewal rate with GE Group Life Assurance Co. in the amount of \$.20/\$1000 for Life Insurance and \$.02/\$1000 for Accidental Death & Dismemberment for the period 4-1-03 through 3-31-04.

Mrs. Kinn made a motion that was seconded by Mrs. Hoffman to approve the renewal rate with GE Group Life Assurance Co. as presented. On a roll call vote Answering Aye: DiFabio, Hoffman, Kinn, Ruckstaetter, Snodell, Vivoda and Schmidt. Answering Nay: None. Motion carried.

Exemption of Health Insurance Plan from the Health Insurance Portability and Accountability Act (HIPAA)

The Administration recommended that the Board adopt the resolution to exempt District 41 from HIPAA requirements. This continues the current District 41 insurance practice and will not affect employees who are already covered by the plan.

Mr. Vivoda made a motion that was seconded by Mr. DiFabio to adopt the resolution to exempt District 41 from HIPAA Requirements. On a roll call vote answering Aye: Hoffman, Kinn, Ruckstaetter, Snodell, Vivoda, DiFabio and Schmidt. Answering Nay: None. Motion carried.

Policy on Psychotropic/Psychostimulant Medication

New legislation requires school districts to adopt and implement a policy that states that students whose doctors recommend psychotropic/psychostimulant medication will not be subject to disciplinary measures due to their parents' refusal to authorize the medications. This policy is required by law and in no way changes existing District 41 with regard to discipline, which has always been based on the best interests of the students. This item was presented to the Board at the February 24, 2003 meeting for discussion and questions. The Administration recommended adoption of the policy as presented.

Mr. Snodell made a motion that was seconded by Mr. Ruckstaetter to adopt and implement the policy as presented. Motion carried on a unanimous voice vote.

Disposal of Surplus Property

The Administration recommended that the Board approve the disposal of surplus equipment that has been identified as no longer needed for school purposes as presented on the attached.

Mr. Snodell made a motion that was seconded by Hoffman to approve the disposal of surplus equipment as presented. On a roll call vote answering Aye: Snodell, Vivoda, DiFabio, Hoffman, Kinn, Ruckstaetter and Schmidt. Answering Nay: None. Motion carried.

DISCUSSION ITEMS

Education Funding Advisory Board (EFAB)

The Education Funding Advisory Board (EFAB), appointed by the Governor, studied the ways in which schools are funded in Illinois for approximately two years. This past spring EFAB released its recommendations to improve school funding in Illinois.

Based on its recommendations, HB 208/SB23 have been introduced for consideration by the General Assembly during this legislative session. Several EFAB recommendations are not included in HB 208/SB23. However, the major recommendations are included, as follows:

- Increases in the foundation level
- Reduction in property taxes for educational purposes
- Eliminations of several tax levies
- Increases in income tax and broadening of sales taxes

This item was presented to the Board for discussion and to seek Board direction for District 41's position on HB208/23 and the EFAB recommendations. The following documents regarding HB208/SB23 and the EFAB recommendations were distributed to board members for their review to prepare them for discussion.

- LEND Position Paper
- IASB Position Statements
- Alliance Position Statements

LEND believes that the EFAB recommendations fall short in terms of a statewide school funding plan. LEND is meeting on March 25, 2003 and the Administration asked the Board to determine its support for the LEND Position Paper.

As legislative liaison, Mr. Vivoda was asked to give his perspective. Mr. Vivoda feels that the LEND position statement is the most practical position to support. Superintendent Irwin added that LEND's viewpoint does represent the viewpoint across the state and she would agree with Mr. Vivoda's recommendations.

The Board concurred that it opposes the recent EFAB recommendation to change the state funding formula for education for three reasons:

- Exchanges a stable funding source (property tax) for unstable sources such as income and sales tax
- Would result in a significant revenue loss for District 41 and other districts
- Does not tie funding to the cost of living differences across the state

The board consensus was to support the LEND position.

Draft Policy: Cellular Phones – First Reading

Recent legislation allows the use or possession of cellular radio telecommunication devices by students while in any school building or on any school property. Previous law prohibited the use of cell phones by students at any time while on school grounds without expressed permission of the school board.

This item was presented to the Board for discussion and questions.

Board members asked how this issue is handled and enforced at the buildings. Hadley principal, Dr. Finesilver spoke to the issue and stated that she is not aware of any misuse at the junior high level. Cell phones are not generally used by staff at Hadley and in fact do not operate very well in the building.

This policy will be presented to the Board at their April regular meeting for board approval.

Board Policy Review

Policy Committee members, Willie DiFabio and Judy Kinn along with Dr. Irwin made the following recommendations to the Board Policies and Procedures Manual:

- Change the Philosophy (created in the 1980's) and replace with Board Vision
- Continue the review of the policy manual section by section to get the policy book up to date.
- Begin the process of reviewing the policy book every two years.

The Policy Review Committee noted that they anticipate very few policy changes, more procedural changes.

Vandalism Report

The attached monthly Vandalism Report was included in the meeting materials.

(Exhibit)

Enrollment Report

The attached monthly Enrollment Report was included in the meeting materials.

(Exhibit)

FOIA Report

The attached monthly report on Freedom of Information (FOIA) requests was included in the meeting materials.

(Exhibit)

CORRESPONDENCE

The Board Correspondence folder was distributed.

ANNOUNCEMENTS

Mr. DiFabio made a motion that was seconded by Mr. Vivoda to set April 7, 2003, 7:30 p.m. as a special meeting date for the Board of Education to canvass the April 1, 2003 school board election and conduct its organizational meeting. Motion carried on a unanimous voice vote.

OTHER BUSINESS

None.

FUTURE AGENDA ITEMS

None.

ADJOURN TO CLOSED SESSION

At 8:35 p.m., Mr. Snodell made a motion that was seconded by Mrs. Hoffman to adjourn to closed session for consideration of information regarding appointment, employment, discipline, performance, or dismissal of an employee, for sale or lease of property, for possible litigation, or to consider collective negotiating matters. On a roll call vote answering Aye: Kinn, Ruckstaetter, Snodell, Vivoda, DiFabio, Hoffman, and Schmidt. Answering Nay: None. Motion carried.

RETURN TO OPEN SESSION

At 11:20 p.m., Mr. Snodell made a motion that was seconded by Mrs. Hoffman to adjourn closed session and return to open session. On a roll call vote answering Aye: DiFabio, Hoffman, Kinn, Ruckstaetter, Snodell, Vivoda and Schmidt. Answering Nay: None. Motion carried.

ACTION ITEMS

Employment

The Administration recommended approval of the following employment items:

Reduction in Force 03-04

Each spring, the school district is required by law to provide notice to personnel for whom there may not be a position the following year, even though staffing plans are not finalized.

First Year Full-time Probationary Teachers: The Administration recommended that the following full-time teachers be re-employed for 2003-2004.

Linda Anderson
Linda Benigno
Lynn Bruno
Kathleen Rhoads
Kimberly Coniglio
Cheryl Fitch
Carrie Gutknecht
Ryan Hall
Jennifer Hatfield
Heather Heskin
Melinda Keller
Allyson Kellner
Kimberly Krupicka

Rebecca Morrissey
Andrew Peterson
Maranda Ringler
Rose Schoening
Jane Schwartz
Teresa Shea
Hilary Shumate
Susan Wagner
Mary Elste
Kristen Mitchell
Molly Risberg
Mirela Pajcini

Mr Snodell made a motion that was seconded by Mr. Ruckstaetter to approve the re-employment of first year full time probationary teachers as listed above. On a roll call vote answering Aye: Kinn, Ruckstaetter, Snodell, Vivoda, DiFabio, Hoffman and Schmidt. Answering Nay: None. Motion carried

First Year Full-time Probationary Teachers: The Administration recommended that the Board of Education approve the attached Resolution Authorizing Notice of Non-Renewal of First Year Probationary Teachers.

(Exhibit)

Mrs. Kinn made a motion that was seconded by Mr. Vivoda to approve the release of first year full time probationary teachers as listed on the attached Resolution. On a roll call vote answering Aye: Hoffman, Kinn, Ruckstaetter, Snodell, Vivoda, DiFabio and Schmidt. Answering Nay: None. Motion carried.

Second Year Full-time Probationary Teachers: The Administration recommended that the following full-time probationary teachers be re-employed for the 2003-2004 school year.

Christopher Abbott
Sarah Adrian
Arlyne Beedle
Julie Nicolai
Jackie Carapella
Amy Carr
Susan Cekay
Patricia Corwin
Casey DePaepe
Elizabeth Moravec
Heather Sanchez
Joan Doyle
Karen Enns
Dawn Farral
Kathryn Floyd
Cathy Gerlach
Luis Gonzalez
Cheryl Hagerty
Julie Kennelly
Mariola Kosinski

Jowayne Kostner
Kim LaCosse
Vicki Lafontaine
Patricia Lehnhardt
Karen Lundgren
Christen Miller
Tina Milnes
Katherina Mirmingos
Antonietta Morrone
Mary Jane Murphy
Vanetta Murphy
Kathleen Neville
Sarah Nordensten
Janis Pfister
Rebecca Rieth
Laurel Robinson
Judy Roller
Linda Schweikhofer
Emily Shepherd
Kyle Sieck

Jessica Warfel
Samuel Szajkovic
Susan Thomas
Wendee Thompson
Gretchen Trybus

Julie Wenzlaff
Roberta Wheatley
Heather Wilson
Melanie Zolnier

Mr Ruckstaetter made a motion that was seconded by Mr. Snodell to approve the re-employment of second year full time probationary teachers as listed above. On a roll call vote answering Aye: DiFabio, Hoffman, Kinn, Ruckstaetter, Snodell, Vivoda and Schmidt. Answering Nay: None. Motion carried.

Second Year Probationary Teachers: The Administration recommended that the Board approve the attached Resolution Authorizing Notice of Non-Renewal of Second-Year Probationary Teachers

(Exhibit)

Mrs. Hoffman made a motion that was seconded by Mr. Snodell to approve the release of second year full time probationary teachers as listed on the attached Resolution. On a roll call vote answering Aye: Vivoda, DiFabio, Hoffman, Kinn, Ruckstaetter, Snodell and Schmidt. Answering Nay: None. Motion carried.

Third Year Full-time Probationary Teachers first employed after January 1, 1998: The Administration recommended that the following full-time teachers be re-employed for 2003-2004.

Denise Capenigro
Lucy Dallman
Scott Dixon
Hilde Elg
Heather Kostal

Peggy Linkman
Jennifer Mueller
Debra Rausch
Emmah Welsh
Kayla Wheeler

Mr Snodell made a motion that was seconded by Mrs. Kinn to approve the re-employment of third year full time probationary teachers as listed above. On a roll call vote answering Aye: Snodell, Vivoda, DiFabio, Hoffman, Kinn, Ruckstaetter and Schmidt. Answering Nay: None. Motion carried.

Fourth Year Probationary Teachers: The Administration recommended that the following full-time teachers be re-employed and receive tenure for 2003-2004.

Claudia Root
Patricia Harte Naus
Nancy Taylor
Heather Beaman
Penelope Kreitzer
Adam Andres
Amy Bishop
Megan DeBora
Heather Farrar

Linda Hayward
Carolyn Roegner
James Smith
Sandy Stomberski
Cecelia White
Karen Swade
Deanna Zipp
Priscilla Witte
Beth Still

Mr Ruckstaetter made a motion that was seconded by Mrs. Kinn to approve the re-employment and tenure of fourth year full time probationary teachers as listed above. On a roll call vote answering Aye: Ruckstaetter, Snodell, Vivoda, DiFabio, Hoffman, Kinn and Schmidt. Answering Nay: None. Motion carried.

Part-time Non-Tenured Teachers: The Administration recommended that the Board approve the attached Resolution Authorizing Notice of Non-Renewal of Part-Time Non-Tenured Teachers.

(Exhibit)

Mrs. Kinn made a motion that was seconded by Mrs. Hoffman to approve the release of part-time non-tenured teachers as listed on the attached Resolution. On a roll call vote answering Aye: Kinn, Ruckstaetter, Snodell, Vivoda, DiFabio, Hoffman and Schmidt. Answering Nay: None. Motion carried.

Part-time Non-Tenured Teachers: It is recommended that the following part-time, non-tenured teachers be re-employed for 2002-2003.

Robert Clink
Michelle Katz
Peggy Zitzer

Mr Ruckstaetter made a motion that was seconded by Mrs. Hoffman to approve the re-employment of part time non-tenured teachers as listed above. On a roll call vote answering Aye: Hoffman, Kinn, Ruckstaetter, Snodell, Vivoda, DiFabio and Schmidt. Answering Nay: None. Motion carried.

Educational Support Personnel: The Administration recommended that the Board approve the attached Resolution Authorizing the Dismissal of Educational Support Personnel.

(Exhibit)

Mrs. Hoffman made a motion that was seconded by Mr. Vivoda to approve the release of educational support staff as listed on the attached Resolution. On a roll call vote answering Aye: DiFabio, Hoffman, Kinn, Ruckstaetter, Snodell, Vivoda and Schmidt. Answering Nay: None. Motion carried.

Retirements

The following certified staff has submitted intents to retire from District 41 at the end of the 2003-2004 school year. The list also indicates the number of years of continued service to the district at the time of retirement.

Cheryl Wittler	34 years
Sally Nunemaker	27 years
John Herrity	31 years
Becky Miller	26 years
Michael Dorich	35 years
Thomas Blackwell	35 years
Kathryn Jerz	18 years

The Administration recommended the Board of Education accept the retirements of the above named individuals as presented.

Mrs. Kinn made a motion that was seconded by Mr. Ruckstaetter to approve the retirements as presented above. On a roll call vote answering Aye: DiFabio, Hoffman, Kinn, Ruckstaetter, Snodell, Vivoda and Schmidt. Answering Nay: None. Motion carried.

Resignations

Intents to resign have been received from the following teachers:

Dawn Duesler, Lincoln
Kathleen McNeill, Hadley
Nancy Richard, Forest Glen
Stacy Slater, Hadley
Mary Ellen Schmidt, Hadley

The Administration recommended the Board of Education accept the resignations of the above named individuals as presented.

Mr. Vivoda made a motion that was seconded by Mrs. Hoffman to accept the resignations as presented. On a roll call vote answering Aye: Vivoda, DiFabio, Hoffman, Kinn, Ruckstaetter, Snodell and Schmidt. Answering Nay: None. Motion carried.

Leaves of Absence

Denise Agger, Kim Smith

The above leave requests are for personal and family reasons. The Administration recommended that the Board accept these leaves of absence as presented.

Mr. Vivoda made a motion that was seconded by Mr. Ruckstaetter to approve the above leave requests as presented. On a roll call vote answering Aye: Snodell, Vivoda, DiFabio, Hoffman, Kinn, Ruckstaetter and Schmidt. Answering Nay: None. Motion carried.

Job Share Requests

Article 8.8 of the GEEA contract states:

"A job-sharing leave may be granted to a tenured teacher at the discretion of the Board of Education. The goal of the job-sharing arrangement is to provide benefits to all parties involved, teachers, the children, and District No. 41. To aid in reaching this goal, it is appropriate that all parties to a job-sharing arrangement have a common understanding of their rights and responsibilities as defined in Board procedures."

Accordingly, the following tenured teachers are requesting a job-sharing leave of absence for the 2003-2004 school year.

Laurie Swatek, teacher at Lincoln (tenured)
Amy Wagner, teacher at Lincoln (tenured)

Cathy Pinski, teacher at Lincoln (tenured)
Lynna Hildner, teacher at Lincoln (non tenured)

The administration recommended that the Board of Education approve the job share leaves of absence for the 2003-2004 school year as presented.

Mr. Ruckstaetter made a motion that was seconded by Mr. Snodell to approve the job share leaves as presented. On a roll call vote answering Aye: Ruckstaetter, Snodell, Vivoda, DiFabio, Hoffman, Kinn and Schmidt. Answering Nay: None. Motion carried.

AJOURN REGULAR MEETING

There being no further business, Mr. Snodell made a motion that was seconded by Mrs. Hoffman to adjourn the Regular Meeting of the Board of Education at 11:45 p.m. On a roll call vote answering Aye: Vivoda, DiFabio, Hoffman, Kinn, Ruckstaetter, Snodell and Schmidt. Answering Nay: None. Motion carried.

Recorded: March 17, 2003

Willie DiFabio, *Secretary*

Approved: April 21, 2003

Kathleen B. Schmidt, *President*