



05-23

## Glen Ellyn School District 41

Dr. Jack Barshinger, Superintendent

### MINUTES BOARD OF EDUCATION REGULAR MEETING MARCH 21, 2005 - 7:30 P.M. DISTRICT 41 ADMINISTRATION CENTER MARY J. LUGINBILL BOARD ROOM

**BOARD OF EDUCATION LISTENING POST:** Board members DiFabio and Marcheschi were available between 7:00 and 7:30 during the Listening Post to provide an opportunity for informal conversation between residents and the Board.

**I. CALL TO ORDER:** President Vivoda called the meeting to order at 7:30 p.m.

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL:** Members present: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda.

**IV. CONTINUOUS IMPROVEMENT IN TEACHING AND LEARNING**

- Dr. John Correll, Assistant Superintendent for Teaching, Learning and Accountability, spoke briefly about the rationale for renaming this segment of the Board meeting to align with the District's Strategic Focus which emphasizes continuous improvement in teaching and learning. Future presentations will showcase student learning.
- Carol Barsotti, Instructional Technology Specialist introduced Lincoln teacher, Terry Dutton's fourth graders and gave a short overview of the District's 3<sup>rd</sup>-4<sup>th</sup> Grade Keyboarding Program. The program, funded through the generosity of the PEP Foundation, allows the third and fourth grade students to take home portable keyboards, known as Smartwriters to practice their keyboarding skills. Following Mrs. Barsotti's presentation, students provided a short demonstration and training for Board members on how to use Smartwriters.

Board member and PEP liaison, John Ruckstaetter, expressed his gratitude to D41 parents, and others who have generously donated to the PEP Foundation. PEP is also housing resources for two playgrounds in this district.

Mrs. Barsotti announced that the PEP Foundation is contributing \$500 to the technology showcase being held on April 13<sup>th</sup> at Glenn West Lake Middle School in Lombard. The showcase will feature students from all the Glenbard area schools, grades K-12, demonstrating their use of 21<sup>st</sup> century technologies in the schools.

**V. PUBLIC PARTICIPATION:** There was no public participation.

- VI. CONSENT AGENDA:** *The March 21, 2005 Personnel Report was removed from the Consent Agenda and moved into Action Items, A2.*
- A. Teaching, Learning and Accountability. No action.
  - 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. Ben Franklin Storm Drainage Improvements (\$ Attachment 10)
    11. D41 Self Funded Insurance Program (\$ Attachment 11)
    12. D41 Life Insurance Program (\$ Attachment 12)
  - D. Other Matters:
 

Approval of February 28, 2005 Board of Education Regular Meeting and Closed Session Minutes; March 14, 2005 Board Policy Committee Meeting Minutes; February 7, 2005 Parent-Teacher Advisory Committee Meeting Minutes

*Mr. DiFabio moved and Mr. Snodell seconded to approve to approve the actions and accept the recommendations of Section VI, Consent Agenda as amended. 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. Program Plan: Dr. Correll and Dr. Ludolph provided the board with an overview of the recommended changes to the District's 2005-2006 Program Plan. The proposed plan included the following new positions:
    - Six new teachers (to accommodate increased enrollment)
    - Second Literacy Specialist at Hadley (to help improve reading scores)
    - Staff Development Specialist (this position was approved last year, to be filled this year)
    - Administrative Assistant to the Human Resource Department (to bring outsourced tasks back in-house and to provide clerical support.)
    - Program Transition Facilitator (to coordinate district-wide special education programs.)
    - District Activities Director (.1 part time position that will evaluate the performance of staff in supplemental pay positions)
    - Two night custodians (to assist in the cleaning of extra portable units at Lincoln, Churchill, Forest Glen and Hadley)

*Mrs. McElvain moved and Mr. Ruckstaetter seconded that the Board of Education authorize the superintendent to begin assignment and employment of staff according to the attached 2005-06 Program Plan as presented. On a roll call vote answering Aye: Snodell, DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter and Vivoda. Answering Nay: None. Motion carried.*

(Attachment)

2. The Administration recommended that the Board of Education accept the following personnel actions and recommendations as presented in the March 21, 2005 Personnel Report attached.

(Attachment)

Resignations and Leave Requests

*Mr. DiFabio moved and Mrs. Hoffman seconded to approve the Resignations and Leave Requests as presented on the attached. On a roll call vote answering Aye: Ruckstaetter, Snodell, DiFabio, Hoffman, Marcheschi, McElvain and Vivoda. Answering Nay: None. Motion carried.*

Internal Transfers and Retirements

*Mr. Marcheschi moved and Mrs. McElvain seconded to approve the Internal Transfers and Retirements as presented on the attached. On a roll call vote answering Aye: McElvain, Ruckstaetter, Snodell, DiFabio, Hoffman, Marcheschi and Vivoda. Answering Nay: None. Motion carried.*

The Administration recommended that the Board of Education accept the following personnel actions and recommendations as presented in the March 21, 2005, Recommendations for Employment or Dismissal of Personnel Report attached:

(Attachment)

Re-employment of First Year Full-Time Probationary Teachers

*Mrs. Hoffman moved and Mr. DiFabio seconded to accept the recommendation to re-employ first year full-time probationary teachers for the 2005-2006 school year as presented on the attached. On a roll call vote answering Aye: Marcheschi, McElvain, Ruckstaetter, Snodell, DiFabio, Hoffman and Vivoda.*

Release of First Year Full-Time Probationary Teachers

*Mr. Marcheschi moved and Mr. Snodell seconded to accept the recommendation to release first year full-time probationary teachers at the end of the 2004-2005 school year as presented on the attached. On a roll call vote answering Aye: Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell, DiFabio, Vivoda. Answering Nay: None. Motion carried.*

Re-employment of First Year Part-Time Probationary Teachers

*Mr. Ruckstaetter moved and Mr. Marcheschi seconded to accept the recommendation to re-employ first year part-time probationary teachers for the 2005-2006 school year as presented on the attached. On a roll call vote answering Aye: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda*

Release of First Year Part-Time Probationary Teachers

*Mrs. McElvain moved and Mr. Marcheschi seconded to accept the recommendation to release first year part-time probationary teachers at the end of the 2004-2005 school year as presented on*

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

Re-employment of Second Year Full-time Probationary Teachers  
*Mr. Ruckstaetter moved and Mr. Marcheschi seconded to accept the recommendation to re-employ second year full-time probationary teachers for the 2005-2006 school year as presented on the attached. On a roll call vote answering Aye: Ruckstaetter, Snodell, DiFabio, Hoffman, Marcheschi, McElvain and Vivoda. Answering Nay: None. Motion carried.*

Re-employment of Third Year Full Time Probationary Teachers  
*Mr. DiFabio moved and Mr. Marcheschi seconded to accept the recommendation to re-employ third year full time probationary teachers for the 2005-2006 school year as presented on the attached. On a roll call vote answering Aye: McElvain, Ruckstaetter, Snodell, DiFabio, Hoffman, Marcheschi and Vivoda. Answering Nay: None. Motion carried.*

Re-employment and Tenure for Fourth Year Full-time Probationary Teachers First Employed after January 1, 1998  
*Mr. Ruckstaetter moved and Mr. Marcheschi seconded to accept the recommendation that fourth year full-time probationary teachers first employed after January 1, 1996 be re-employed for the 2005-2006 school year as presented on the attached, and these teachers receive tenure for 2005-2006. On a roll call vote answering Aye: Marcheschi, McElvain, Ruckstaetter, Snodell, DiFabio, Hoffman and Vivoda. Answering Nay: None. Motion carried.*

Release of Fourth Year Full-time Probationary Teachers  
*Mrs. McElvain moved and Mr. Marcheschi seconded to accept the recommendation to release fourth year full-time probationary teachers at the end of the 2004-2005 school year as presented on the attached. On a roll call vote answering Aye: Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell, DiFabio and Vivoda. Answering Nay: None. Motion carried.*

Re-employment of Part-Time Non-tenured Teachers  
*Mrs. Hoffman moved and Mr. DiFabio seconded to accept the recommendation to re-employ part-time, non-tenured teachers for the 2005-2006 school year as presented on the attached. On a roll call vote answering Aye: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell and Vivoda. Answering Nay: None. Motion carried.*

Superintendent's Contract, July 1, 2005 – June 30, 2010  
*Mr. Snodell moved and Mr. DiFabio seconded that the Board of Education adopt the attached resolution approving and authorizing the President and Secretary to sign an agreement with Dr. Barshinger terminating the current contract, July 1, 2003 through June 30, 2006 and to approve and execute a new five-year performance-based contract with Dr. Barshinger July 1, 2005 through June 30, 2010. On a roll call vote answering Aye: Snodell,*

*DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter and Vivoda.  
Answering Nay: None. Motion carried.*

(Attachment)

- B. Policy/Procedures
  - 1. First Reading:
    - a. Revised Job Descriptions
      - i. Administrative
      - ii. GEEA
      - iii. AFSCME
    - b. Revised Board Member Code of Conduct (#2-80E)
    - c. Revised Leave of Absence (#5:250)

*Mr. Marcheschi moved and Mr. Ruckstaetter seconded to approve the first reading of the job descriptions and revised school board policies as presented. Motion carried on a unanimous voice vote.*

(Attachment)

- 2. Second Reading:
  - a. Section 4, Operational Services (New). It was noted that Policy #4:10, Fiscal and Business Management, Paragraph 2 – Budget Planning should be amended to reflect that the Superintendent shall present a tentative budget to the Board, no later than the first regular meeting in May, rather than June. It was also noted that Policy #4:200, Fund Balance Provisos was removed from Section IV for more reflection and discussion and is appropriately noted in the Table of Contents Section.
  - b. Policy #8:25, Sponsorship & Distribution of Materials in Schools Provided by Non-School Related Facilities
  - c. Policy #8:25AP, Administrative Procedure for Sponsorship and Distribution of Materials in Schools Provided by Non-School Related Entities

President Vivoda thanked Policy Committee members for their diligence during the lengthy review process of the District's school board policies and procedures.

*Mr. Ruckstaetter moved and Mrs. Hoffman seconded to approve and adopt the second reading of the above school board policies as amended. Motion carried on a unanimous voice vote.*

(Attachment)

- C. Finance, Facilities and Operations
  - 1. Portable Classroom Bid (\$ Attachment 13)

Based on the successful completion of the on-site inspection of the "like new" portable classroom units proposed for Churchill and Franklin schools on Friday, March 18, 2005, and in and consultation with FGM Architects, the Administration recommended that the Board of Education:

    - a. Approve a 5-year lease for the portable classroom units (two new and two "like new" units at an annual cost of \$254,364). Details

of this proposal are outlined in the in the Blended Option attached.

- b. Authorize the Administration to execute the lease agreements with Innovative Modular Solutions, pending legal review and comment.

Discussion ensued regarding the advantages of leasing “new” and “like new” portable classroom units vs. purchasing used units. Dr. Barshinger explained that this is a departure from past practice, but the cost differential between “like new” and used is not substantial. Also, the used two-rooms that are available are substantially older--approximately 1997 models--and the age in this instance could have a detrimental impact. The proposed lease agreement includes subcontracting the whole project except for furniture and will not require internal resources to manage the move and refurbishing of used units. A further advantage of leasing is freeing the District from the responsibility of disposing the units when they are no longer which involves associated costs such as marketing, dismantling and storing the units.

President Vivoda recommended that the lease agreement include both a 2-year kick-out clause in the event the portables are no longer needed, and also an extension clause if the event that the portables are needed longer than expected.

Board members Snodell and Ruckstaetter requested additional information on cost differential and disposal and cash flow assumptions between buying vs. leasing.

Dr. Barshinger reported that details have been worked out with the Village regarding the placement of the portables units except for Lincoln School. The Lincoln site is now considered a flood plain, but wasn't at the time of the first portable placement. The two portables will be placed at the West End of Lincoln School. There will also be some tree removal, but it is not because of the portable placement.

*Mr. DiFabio moved and Mrs. Hoffman seconded to approve the Administration's recommendation for a 5-year lease as presented and authorize the Administration to execute lease agreements with Innovative Modular Solutions, pending legal review and comment. On a roll call vote answering Aye: DiFabio, Hoffman, McElvain, Snodell and Vivoda. Answering Nay: Marcheschi, Ruckstaetter. Motion carried.*

## **VIII. BOARD REPORTS**

- A. Committee Reports
  1. Policy Committee: Addressed earlier in the meeting.
  2. Finance Committee: No report
  3. Capital Improvement Committee: No report
- B. Liaison Reports
  1. PTA Liaison Assignments:
    - a. Executive Council: Mrs. Hoffman reported on the meeting she attended earlier in the day. The meeting was well-attended with good discussion. Really have their act together and appreciate all the work. (DiFabio)
    - b. Hadley: No report.

- c. Churchill: Mr. Snodell reported on the Churchill PTA meeting, the focus of which was a board candidates' forum.
- d. Forest Glen: No report.
- e. Franklin: No report.
- f. Lincoln: No report.
- g. Special Education Resource Committee: No report.
- 2. Continuous Improvement Team: No report.
- 3. Learning Leadership Team: No report.

**IX. SUPERINTENDENT'S REPORT**

- A. Architectural Review Process Update: Dr. Barshinger reported that the review team (Barshinger, Hoffman, Correll and Maylath) met earlier in the day and selected three finalists: Concept 3, FGM and Healey Bender. Final interviews are tentatively scheduled for April 11 and 13, 2005.
- B. Park District Collaboration" Dr. Barshinger reported on current discussion with Cory Atwell, Glen Ellyn Park District for building a new fifth and sixth grade school. The first concept involves the construction of two fifth-sixth grade centers and would include the demolition of the existing structure at Main Street property, and replacing it with a combination 450 student school/park district facility, with the understanding that the District would build a second 450-student school on the north side of town. Dr. Barshinger emphasized that this concept is quite different from what has been discussed and/or considered in the past. He added that he has not yet conducted pluses/deltas or a funding proposal for this concept and acknowledged that there could be huge cost implications.

(Attachment)

The second concept was for a 900-student facility on the west end of the Hadley school site.

(Attachment)

Dr. Barshinger reiterated that these are tentative ideas that are being discussed with the Park District as potential possibilities and recommended that the Board authorize him to continue to work with the Park District and his Administration on costs, programmatic issues, etc.

- C. French Textbooks Adoption: Dr. Barshinger gave notice that the French Textbooks for Hadley Junior High School will be on display at the Central Services Office until the April 18, 2005 board meeting. The Administration will recommend Board adoption at their April meeting.

**X. DISCUSSION ITEMS:**

President Vivoda recommended that the Board conduct a special workshop on April 11, 7:00 p.m. for newly elected board members to discuss the board transition and matters such as finances, architectural recommendations and selection, 2005-2006 draft budget, portable lease or purchase options, etc.,

**XI. ANNOUNCEMENT SECTION:**

- A. Upcoming Board meetings:  
April 11, 2005, 7:00 p.m. (Special Board Workshop)

April 18, 2005, 7:30 p.m. (Regular Board Meeting)

April 25, 2005, 7:30 p.m. (Special Board Reorganization Meeting)

**XII. ADJOURNMENT:**

*There being no further business, Mr. DiFabio moved and Mr. Snodell seconded to adjourn the meeting at 9:20 p.m. Motion carried on a unanimous voice vote.*

Recorded: March 21, 2005

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Deborah M. Hoffman, Secretary

Approved: April 18, 2005

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John J. Vivoda, *President*