

**MINUTES  
GLEN ELLYN SCHOOL DISTRICT 41  
BOARD OF EDUCATION  
SPECIAL MEETING  
AUGUST 22-23, 2003**

The special meeting of the Board of Education of Glen Ellyn School District 41 was held on Friday, August 22, 2003 and Saturday, August 23, 2003.

On Friday, August 22, 2003, the Board conducted a tour of the District 41 buildings. Board members met at Lincoln School at 8:15 a.m. The meeting was called to order at 8:22 a.m.

**ROLL CALL**

Members present were Willie DiFabio, Debbie Hoffman, John Marcheschi, Carol McElvain, John Ruckstaetter, Walt Snodell and John Vivoda.

The board reviewed the following items:

- Building readiness for the start of school
- Capital Improvement work items
- Global building operation, safety, student movement, bus unload and loading, parent drop off and pick up issues, staff parking and other topics germane to building operations.

*At 4:00 p.m., Mrs. Hoffman moved and Mr. DiFabio seconded to adjourn the special meeting of the Board of Education and reconvene the meeting on Saturday, August 23, 2003, 8:00 a.m. at the Cantigny Club House, 27W270 Mack Road, Wheaton, Illinois. On a roll call vote answering Aye: DiFabio, Hoffman, Marcheschi, McElvain, Ruckstaetter, Snodell, Vivoda. Answering Nay: None. Motion carried.*

The special reconvened meeting of the Board of Education of School District 41 was held on Saturday, August 23, 2003 at the Cantigny Club House, 27W270 Mack Road, Wheaton, Illinois. The meeting began at 8:20 a.m.

**ROLL CALL**

Members present were Willie DiFabio, Debbie Hoffman, John Marcheschi, Carol McElvain, John Ruckstaetter, Walt Snodell and John Vivoda.

**DISCUSSION ITEMS**

- I. Capital Improvement Plan
  - A. Status Report of Current Plan
  - B. Process Report for development of new plan
  - C. Next steps
  
- I. Communications
  - A. Review of Communication Strategies
  - B. Open Meetings Act
    - i. Overview
    - ii. Policy and Procedures
  - A. Board of Education Email
    - i. Procedures and System Use
    - ii. Open Meetings Act Implications

- I. Board Committee Structure
  - A. Review Committee Purpose Statements  
Modifications and/or Recommendations

**PUBLIC PARTICIPATION**

None.

**ADJOURN TO CLOSED SESSION**

*At 1:15 p.m. Mrs. Hoffman moved and Mrs. McElvain seconded to adjourn to closed session for the following reasons:*

- Collective negotiating matters between the school district and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees
- Information regarding appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the school district.

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

**RETURN TO OPEN SESSION**

*At 3:16 p.m. Mr. Snodell moved and Mrs. McElvain seconded to adjourn closed session and return to open session. On a roll call vote answering Aye: Mr. DiFabio, Mrs. Hoffman, Mr. Marcheschi, Mrs. McElvain, Mr. Ruckstaetter, Mr. Snodell and Mr. Vivoda. Answering Nay: None. Motion carried.*

**ADJOURN SPECIAL MEETING**

*There being no further business, Mr. Marcheschi moved and Mrs. Hoffman seconded to adjourn the special meeting of the Board of Education at 3:17 p.m. On a roll call vote answering Aye: Mr. DiFabio, Mrs. Hoffman, Mr. Marcheschi, Mrs. McElvain, Mr. Ruckstaetter, Mr. Snodell and Mr. Vivoda. Answering Nay: None. Motion carried.*

Recorded: August 22-23, 2003

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Deborah M. Hoffman, *Secretary*

Approved: September 22, 2003

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John J. Vivoda, *President*