



Glen Ellyn School District 41

Dr. Ann K. Riebock, Superintendent

MINUTES

**REGULAR MEETING
BOARD OF EDUCATION
GLEN ELLYN DISTRICT 41
DISTRICT 41 ADMINISTRATION CENTER
793 N. MAIN ST., GLEN ELLYN, IL 60137
MONDAY, NOVEMBER 13, 2006, 7:30 P.M.
BOARD OF EDUCATION REGULAR MEETING**

- I. Call to Order:** President Vivoda called the meeting to order at 7:30 p.m.
- II. Pledge of Allegiance:** President Vivoda led in the Pledge of Allegiance and welcomed meeting attendees.
- III. Roll Call:** Members present were Kevin Cosgrove, Terra Howard, Debbie Hoffman, John Kenwood, Carol McElvain and John Vivoda.
- IV. Public Participation:** President Vivoda asked if there were any requests from the public to address the Board. There was no public participation
- V. Presentations and Reports**
 - A. Five-year financial projections:** Scott Smith and Mike Frances of PMA Financial Network, Inc. gave a presentation via PowerPoint on the District's five-year financial projections and planning program. Scott Smith explained that the program model being presented is built on certain assumptions and the development of a historical file (four years of audited Annual Financial Reports, unaudited FY2006 ending balances, current budget, tax levy/extensions, EAV, maximum tax rates, enrollment, class sizes and compensation and benefits). Highlights of the presentation included a review of:
 - Revenues and Revenue Assumptions
 - Expenditures and Expenditure Assumptions
 - Enrollment Assumptions
 - Staffing Assumptions
 - General Fund Balances excluding early taxes
 - Aggregate Fund Balances excluding early taxes

A copy of the complete presentation is attached.

(Attachment)

Following PMA's presentation the Board's discussion focused primarily on the projected deficit for the ensuing years, the future of the District's financial health and what factors will impact that health.

- Change in General State Aid status from Alternate Formula to Flat grant
- The impact of potential legislative changes (i.e. pre-school for all, all day kindergarten, funding formula changes).
- Significant increases in salary and benefits
- Growth in the state's pension problems

Dr. Riebock thanked Scott Smith and Mike Frances for the presentation and for their ongoing efforts to educate the Board and the District on its financial health.

B. Focus Group Discussion for Assistant Superintendent for Finance, Facilities and Operations: Director of HR, Laurie Campbell and Part-time Interim Assistant Superintendents, Ed Kula and Tom Swenson reported that the District has begun the search process for the Assistant Superintendent for Finance, Facilities and Operations for the 2007-2008 school year. One of the first steps in this process is to gather information from various stakeholder groups about desired characteristics for the position, anticipated issues that will be faced, and other general information related to the search. The Board was selected as the first focus group to discuss the criteria for this position. Below is a reflection of the Board's responses to the slate of questions that will be used during the focus group meetings.

1. What professional experiences will benefit the successful candidate for this position?
 - Prefer multiple years of financial management experience balanced across the educational and business arenas
 - Ability to hit the ground running
 - Ability to quickly analyze our environment
 - FFO skills and strengths that will compliment those of the superintendent
 - Ability to look for greater efficiencies within the system
 - Creative and innovative thinking within a school district setting

2. Envision the ideal candidate for this position. What personal qualities or traits should that candidate possess?
 - Team player; works well with all colleagues and stakeholders
 - Ability to make difficult decisions
 - Excellent communication skills
 - Transparent in communication
 - Professional level presentation skills
 - Articulate, particularly in translating school finance into lay persons terms
 - Non-complacent: someone who aspires for more
 - Seeks to continuously improve

- Meets challenges "head on"
 - Learner-centered and fiscally responsible
 - Creative
 - Innovative
 - Trustworthy
 - Collaborative
3. What issues/problems/challenges will require the attention of the Assistant Superintendent in the first few months here at District 41?
- The impact of 5-year, long-range financial projections
 - Understanding and analyzing the current financial situation
 - Ability to communicate the value of our system to taxpayers and other stakeholders
 - Assist the newly organized Board in understanding the value of our system
 - Rising health care costs and insurance benefits
 - Developing a plan to foster financial trust with community
 - Enrollment analysis and space planning
 - Referendum issues
 - Facilities management
4. What mid-range (two to five years) issues/problems/challenges will the successful candidate need to confront in this District?
- Refer to answers in question #3 – they overlap.
5. What weight would you assign to "years of experience in a similar position" compared to other criteria for this position in District 41?
- Refer to answers in questions #1 and #2 above
6. In your opinion, what processes/activities are critical to the search and selection of the best candidate for this position?
- Networking and recruiting of existing, high-performing individuals
 - Community involvement with the final decision resting at the District level

VI. Approval of Consent Agenda

- A. Teaching, Learning and Accountability
1. Personnel Report (Attachment)
- B. Finance, Facilities and Operations (*\$ denotes financial attachment*)
1. Interim Paid Bills (Attachment)
- C. Other Matters
1. Board Regular & Special Meeting Minutes
 - October 30, 2006 Regular & Closed Meeting

John Kenwood moved and Kevin Cosgrove seconded to approve the actions and recommendations contained in Section V, Consent Agenda. On a roll call vote

*answering Aye: Cosgrove, Howard, Hoffman, Kenwood, McElvain and Vivoda.
Answering Nay: None. Motion carried.*

VII. Upcoming Meetings

- November 17 -19, 2006 – Triple I Board Conference
- November 27, 2006 – Regular Board Meeting

VIII. Superintendent's Report: Dr. Riebock reported on the following items:

- A. American Education Week: Dr. Riebock noted that November 12 marks the beginning of American Education Week and expressed her appreciation to all staff who have contributed to creating an environment that is learner-centered.
- B. Boundary Advisory Committee: Dr. Riebock provided an update on the November 9 meeting. She explained that the Committee has been thorough in their research and recognizes the complexities of this issue. Last week, they worked in teams to review the data that has been presented to date and began to create different scenarios for possible school attendance boundary adjustments for the 2007-2008 school year. The Committee is nearing the end of their work and this Thursday they will be finalizing their rationale and criteria for the preliminary recommendations that will be discussed with the public at the November 30 meeting. Since this is a community forum and not a board meeting, the Board's role will be as community members and listeners. The Committee will present its recommendation to the Board of Education on December 18, 2006 at the regular Board of Education meeting.

IX. Discussion Items

- A. High Achieving Students: The Board engaged in a philosophical discussion about "high achieving students." Dr. Riebock referred to the Board's work during their August retreat which included a discussion where the Board directed Dr. Riebock to develop two-year and five-year plans that focus on the District's commitment to student achievement, financial health and public engagement. During the context of that discussion the Board entered into a conversation about student learning and as one of their goals, charged themselves with defining a high achieving student. The purpose of this meeting segment was to begin that discussion.

The Board began their discussion at a strategic level referring to the District's Vision of "Exceptional Learning in a Respectful and Supportive Environment". The following is a reflection of their thoughts and discussion:

- Consider that there are three components of exceptional learning (emotional, curricular and environmental)
- Maintain a core curriculum
- Understand the curriculum more deeply rather than trying to get through it; the process is as important as the answer
- Integrate subject curriculums
- Create a learning environment that is child-centered and recognizes that high achievement may look different for each child

- Focus on individual goal setting (foster a greater understanding of how children learn and express themselves and recognize that it can be different for each child)
- Set the bar and create an environment that provides opportunities to teachers and children for an exceptional learning environment (students can recognize the higher bar and accept responsibility for their own learning)
- Create an environment that fosters deep learners and provides opportunities for students to think about their learning and make connections; to be motivated, creative, curious and explore learning

Next Steps: President John Vivoda asked the Board to consider "charging" the District's Continuous Improvement Team (CIT) with developing a formalized description that incorporates the substance of their discussion and desired characteristics of high achieving students and exceptional learning. It was the consensus of the Board that this would be a good first step. The Board can expect to see a draft document from CIT early next year. Dr. Riebock further suggested that CIT connect the Board's charge regarding high achieving students with her two-year plan.

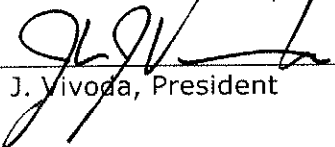
X. Public Participation: President Vivoda asked if there were any requests from the public to address the Board. There was no public participation at this time.

XI. Adjourn Regular Meeting: *Terra Howard moved and Debbie Hoffman seconded to adjourn the regularly scheduled meeting at 9:32 p.m. Motion carried on a unanimous voice vote..*

Recorded: November 13, 2006


Deborah M. Hoffman, Secretary

Approved: November 27, 2006


John J. Vivoda, President



Glen Ellyn School District 41

Glen Ellyn School District 41

Financial Planning Program

Presented by:

PMA Financial Network, Inc.

November 13, 2006



Financial Planning Program

Data Elements

- Develop History File
 - Four Years of Audited Annual Financial Reports
 - Unaudited FY2006 Ending Balances
 - Current Budget
 - Tax Levy / Extensions
 - Equalized Assessed Valuation
 - Maximum Tax Rates
 - Enrollment
 - Class Sizes
 - Compensation and Benefits Provided

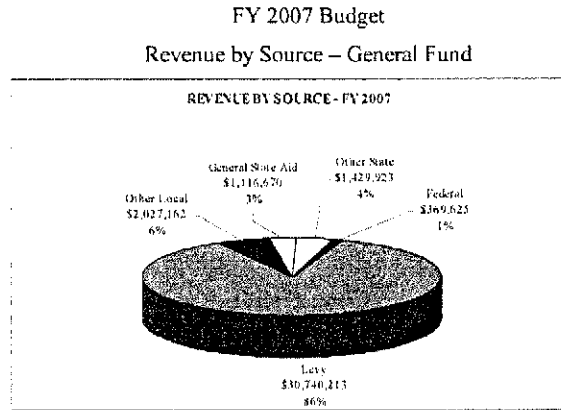
Glen Ellyn School District 41

All assumptions provided by District



Financial Planning Program

Revenues



Source: District 2007 Budget

Glen Ellyn School District 41

All assumptions provided by District



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Financial Planning Program

Revenue Assumptions

■ Local Revenue

- Equalized Assessed Valuation (EAV) Growth
 - 2006 Levy and future years = 7.5% to 8.0% EAV growth
 - Existing EAV Growth – 6.5% each year
 - New Growth - \$17 million each year
- Consumer Price Index (CPI)
 - Levy 2006 = 3.4% (actual)
 - Levy 2007 = 3.4% (projected)
 - Levy 2008 and future years = 3.0% (projected)

Glen Ellyn School District 41

All assumptions provided by District



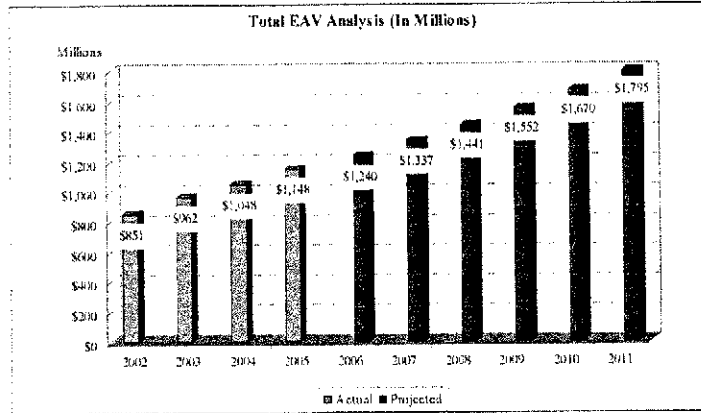
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Revenue Assumptions



Source: District Projections

Glen Ellyn School District 41

All assumptions provided by District



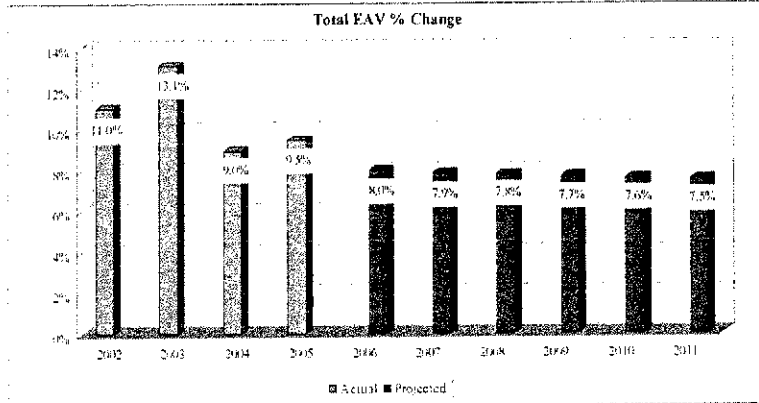
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Revenue Assumptions



Source: District Projections

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All assumptions provided by District



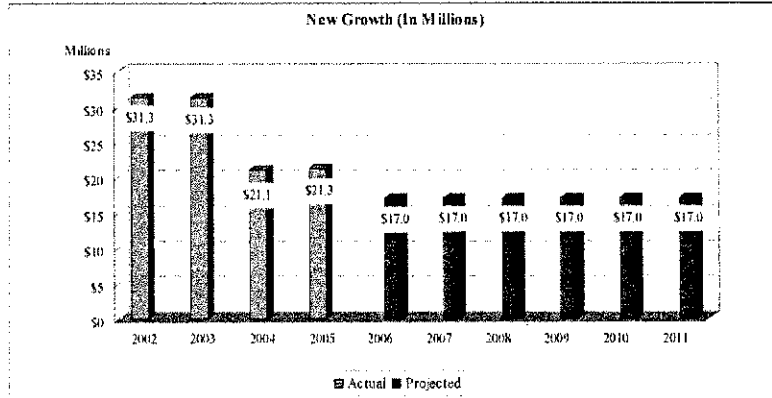
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Revenue Assumptions



Source: District Projections

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All assumptions provided by District



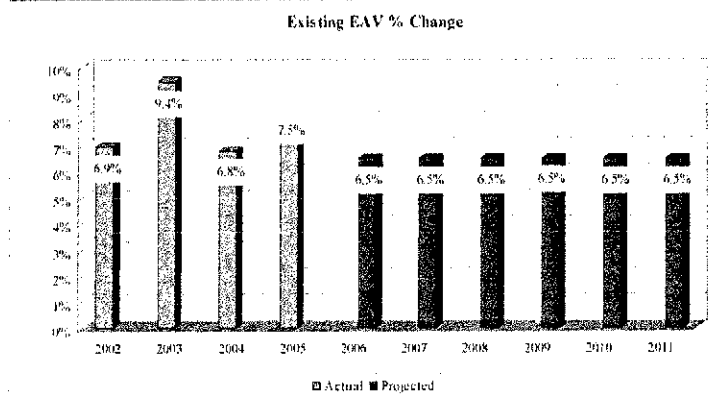
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Revenue Assumptions



Source: District Projections

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All assumptions provided by District



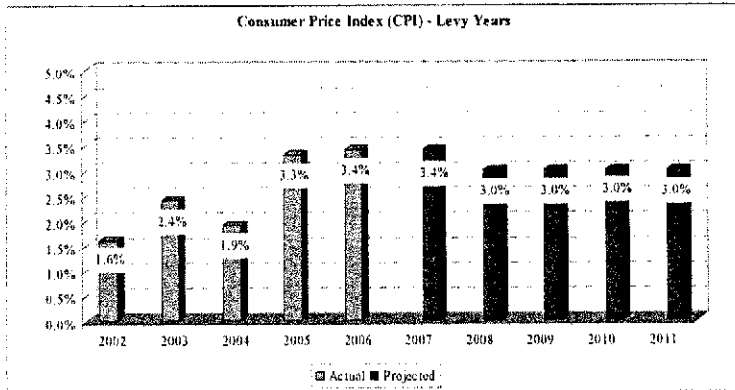
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Revenue Assumptions



Source: District Projections

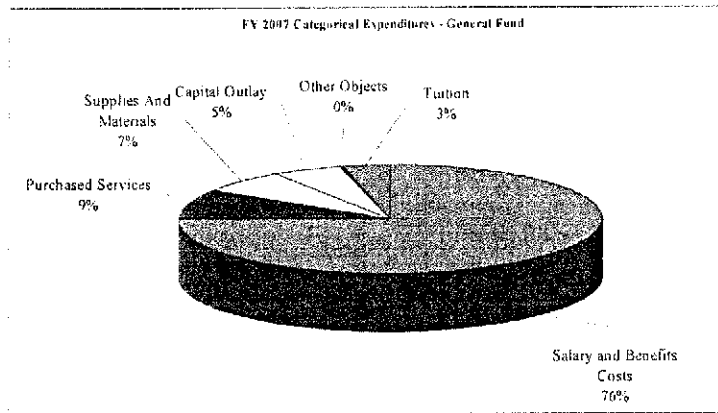
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All assumptions provided by District



Financial Planning Program

Expenditures



Source: District 2007 Budget

Glen Ellyn School District 41

All assumptions provided by District



Financial Planning Program

District Expenditure Assumptions

- Expenditures
 - Salaries for FY2008 and future years
 - Teachers = Base increase (CPI) plus step increase (varies)
 - Other Instructional and Support staff = 4.5% annual increase
 - Health Benefits
 - 15% increase – FY2008
 - 14% increase – FY2009
 - 13% increase – FY2010
 - 12% increase – FY2011 and FY2012
 - Dental Benefits = 5% each year
 - Purchased Services, Supplies, Capital Outlay, Other Objects, Tuition
 - CPI increase each year for FY2008 and future years

Glen Ellyn School District 41

All assumptions provided by District

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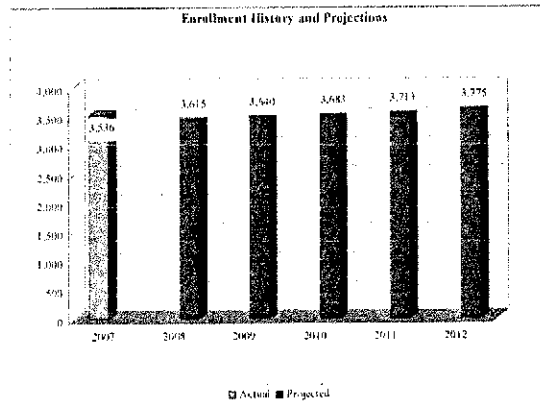
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District Enrollment Assumptions



Source: District Projections

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Financial Planning Program

District Staffing Assumptions – Staff Neutral

	FTE	Retirees	Replaced Retirees	(Enrollment) New Teachers
FY - 2007	264.5	11		
FY - 2008	264.5	4	11	0
FY - 2009	264.5	4	4	0
FY - 2010	264.5	4	4	0
FY - 2011	264.5	4	4	0
FY - 2012	264.5	4	4	0

"Staff neutral" is assumed for the projection. However, based on the enrollment projection, if class sizes were to remain the same as current, the following staff would need to be added each year...

	New Teachers
FY - 2008	4
FY - 2009	1
FY - 2010	2
FY - 2011	1
FY - 2012	3

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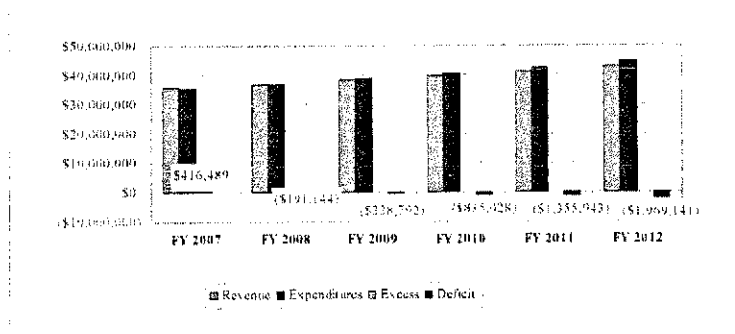
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Financial Planning Program

General Fund – Excluding Early Taxes

Revenue vs. Expenditures Analysis



Glen Ellyn School District 41

All assumptions provided by District

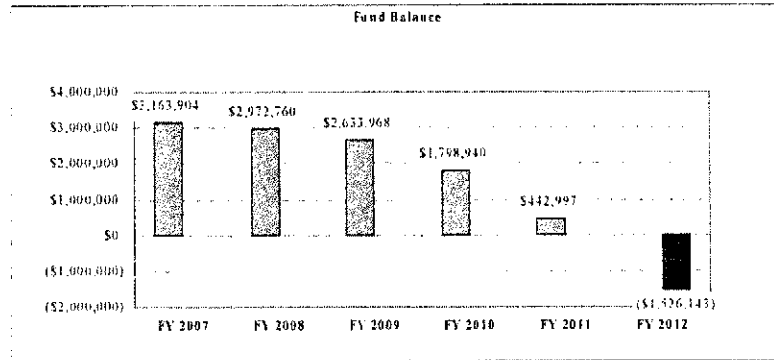
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Financial Planning Program General Fund – Excluding Early Taxes



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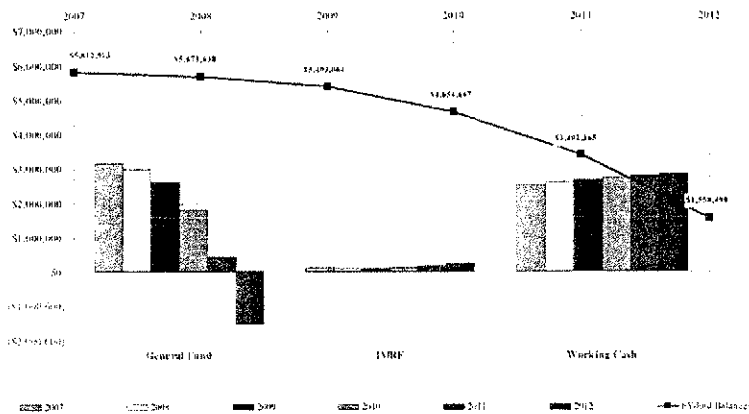
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Financial Planning Program Aggregate Fund Balances – Excluding Early Taxes



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**Glen Ellyn District #41
Board Report**

Date: November 13, 2006

Title: Personnel Report

Contact: Ann Riebock

Resignations:

The following staff have submitted letters of resignation

Name	School	Position	Reason	Effective Date
Meredith Carter	Hadley	Special Ed Aide	Resignation	10/20/2006

Leave Requests:

The following staff have requested a leave of absence

Name	School	Position	Reason	Effective Date
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Employment Recommendations:

Name	School/Position	Placement/Salary
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Internal Transfers:

Name	School/Position	to	School/Position
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Retirements:

Name	School/Position	Date
-------------	------------------------	-------------

Recalls:

Name	School/Position
-------------	------------------------

Dismissals:

Name	Position	Reason
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Strategic Initiative: Hire and retain only the highest quality teaching and administrative staff.

Appointments:

Name	Assignment	Reason
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Recommended Motion:

It is recommended that the Board accept these personnel actions as presented

Strategic Initiative: Hire and retain only the highest quality teaching and administrative staff.

INTERIM PAID BILLS
10/13/06 - 10/31/06

<u>FUND</u>	<u>TOTAL BILLS PAID</u>
General Fund	\$225,693.91
Bond & Interest	0.00
B & I Debt Service Grant	0.00
IMRF	28,473.14
Life Safety	0.00
S & C Cap Imp	0.00
97 Project Fund	0.00
Working Cash	0.00
SUB-TOTAL	\$254,167.05
Self-Insurance	13,441.80
Insurance	0.00
TOTAL	\$267,608.85