



Glen Ellyn School District 41

Dr. Ann K. Riebock, Superintendent

**MINUTES
BOARD OF EDUCATION REGULAR MEETING
MAY 5, 2008
7:30 P.M.
DISTRICT 41 ADMINISTRATION CENTER
793 NORTH MAIN STREET
GLEN ELLYN, ILLINOIS**

Call to Order

Board President, Terra Costa Howard called the May 5, 2008 Regular Meeting of the Board of Education to order at 7:37 p.m.

Pledge of Allegiance

Board Vice President John Kenwood led in the Pledge of Allegiance and welcomed meeting attendees.

Electronic Participation in Board Meeting

Prior to roll call, Board President, Terra Howard indicated that Board member, Bob Solak was unable to attend the meeting in person due to out-of-town business related to his employment. According to District 41 Policy, a Board member may participate electronically in the meeting if notification has been provided 24 hours in advance of the meeting and the reasons for the absence are in accordance with the policy. Mr. Solak notified the District's Recording Secretary, Maureen Stecker on May 2, 2008 that he would not be physically present at the meeting, but would like to participate in the meeting electronically. Mrs. Howard said that both notification and reason were in accordance with District 41 Policy and asked for a motion to approve Mr. Solak's electronic participation in the Board meeting.

Nelson moved and Kenwood seconded to approve Bob Solak's electronic participation in the May 5, 2008 Regular Board of Education Meeting. On a roll call vote answering "Aye": Cosgrove, Kenwood, Vivoda, Nelson, Vondrak and Howard; answering "Nay": None. Motion carried.

Roll Call

Upon the roll being called, the following answered present: Bob Solak, Kevin Cosgrove, John Kenwood, John Vivoda, Erica Nelson, Steve Vondrak and Terra Howard.

Public Participation

There were no members of the public present who wished to address the Board.

Presentations and Reports

There were no presentations or reports given.

Superintendent's Report

A. Enrollment Update: Superintendent Dr. Ann Riebock reported that current enrollment through April 30, 2008 is 3,595. A copy of the report is attached.

(Attachment)

Board Reports

Terra Howard reported on her attendance at the CIT meeting. Topics of discussion included updates on the District Scorecard, Harris Survey status and the Parent Involvement Committee.

Discussion Items

Hadley Junior High Portable Classroom Recommendation: The Board resumed its discussion from the April 28, 2008 meeting on whether to approve the Administration's attached recommendation for a six-classroom portable unit at Hadley Junior High School. The Administration is recommending a three-year lease for a six-classroom portable, for a one-time all-inclusive cost of \$525,00 and an annual lease cost of \$54,950, for a total cost of \$689,850 over a three-year period.

Dr. Riebock reported that since the Board's discussion on April 28, 2008, a public hearing has been scheduled for May 19, 2008, 7:15 p.m. at the District's Central Services Office and that the required notification of the hearing has been made.

Dr. Riebock provided clarification for questions raised during the April 28, 2008 meeting, including:

- Hadley PODS are currently not being considered as teaching space.
- Rationale for location choice of the six portable classrooms. The site south of the current portable location was not chosen because it was determined that entering and exiting the additional 120-150 students through a single doorway space would not be considered safe passage and because a variance related to utility issues would be required.
- PDSA compiled by the HNH groups did not identify a need for additional portable classrooms because this is a decision that should be made by the Administration, not the HNH groups.
- A scheduling projection for Hadley extending through the 2009-2010 school year is not possible at this time primarily because of our inability to determine what core extension classes would look like.
- What does a typical day look like for a language arts teacher or other teachers traveling around the building? The administration created the attached 2008-2009 Space Comparison T-chart to illustrate what happens with six additional portable rooms.

Additional discussion focused on helping the Board to understand why the portables are needed and how they will improve the instructional environment at Hadley. It was noted that the need for the extra space is not based on student enrollment numbers, but based on programmatic needs including an uninterrupted literacy block and classroom space to add academic support for 2008-2009 school year. Highlights of the discussion are listed below in bulleted format:

- Without portables, the room utilization of the building will be at 91%, rather than the recommended 78%. Even with six portables, the utilization still exceeds the recommendation but can be lowered to 80%.
- Can the District make an incremental purchase? Two, four, six or eight over a period of time. Space utilization analysis and cost analysis will be conducted for zero portables, two, and four portables respectively.
- The question was asked about whether we should build an addition rather than leasing portables. Since the Master Facilities Plan has not been developed, a recommendation to just add classrooms would not take into consideration a permanent solution for the infrastructure challenges as well.
- Another question was raised about whether or not the District should hold on adding portables until the entire Hadley New Horizons project and recommendations are complete.
- Adding portables at this time relates to the need to provide uninterrupted blocks for the Language Arts and provide programmatic space for a new ENL classroom and for Academic Support classes.

Next Steps: Dr. Riebock asked the Board for clarification regarding the Administration's work between now and the public hearing on May 19, 2008. The Board affirmed its desire for a calculation identifying the minimum number of portables needed to provide uninterrupted language arts blocks and for a cost analysis and schedule analysis for adding two or four portable classrooms.

Mr. Solak asked for an additional analysis by FGM relative to the costs for a permanent solution vs. adding six temporary portable classrooms. Dr. Riebock suggested that the Board define "permanent solution" and have a larger conversation relative to the District's Master Facilities Plan. It was determined that an additional analysis by FGM was not needed at this time.

(Attachment)

Action Items

- A. Consent Agenda: Board President Howard asked if there were any items that Board members wished to remove from the Consent Agenda.

Mr. Solak, who participated in the meeting electronically due to out of town business travel, asked that new items in blue (May 5, 2008 Personnel Report and corrected Minutes for the open session of the April 28, 2008 Board meeting) be pulled from the Consent Agenda to be considered separately. Hearing no other requests,

Cosgrove moved and Nelson seconded to approve the actions and recommendations in the amended Consent Agenda as described below. On a roll call vote answering "Aye": Vondrak, Solak, Cosgrove, Kenwood, Vivoda, Nelson and Howard; answering "Nay": None. Motion carried.

1. Finance, Facilities and Operations
 - (a) Interim Paid Bills April (Attachment)
2. Other Matters
 - (a) Board Regular & Special Meeting Minutes
 - April 28, 2008 Closed Session
3. Supplemental Pay Committee Recommendation (Attachment)

B. Personnel Report – May 5, 2008 (Attachment)

Vivoda moved and Cosgrove seconded to approve the May 5, 2008 Personnel Report as presented on the attached. On a roll call vote answering "Aye": Nelson, Vondrak, Cosgrove, Kenwood, Vivoda and Howard; answering "Nay": None. Mr. Solak abstained from the vote. Motion carried.

C. Corrected Minutes of the open session of the April 28, 2008 Board of Education Regular Meeting.

Kenwood moved and Nelson seconded to approve the corrected minutes of the open session of the April 28, 2008 Board of Education Regular Meeting Minutes. On a roll call vote answering "Aye": Kenwood, Vivoda, Nelson, Vondrak, Cosgrove and Howard; answering "Nay": None. Mr. Solak abstained from the vote. Motion carried.

D. Superintendent's Recommendation(s)
(a) 2008-2009 School Board Calendar of Regular Meetings (Attachment)

At the April 28, 2008 Board meeting, a recommendation was made for the Board to consider changing its schedule of regular meetings from the second and fourth to the first and third Monday of the each month. The attached calendar reflects this change, except where there is a Monday holiday. That occurs in the months of September, January and February. The administration recommended that the Board of Education approve the 2008-2009 schedule of regular meetings as presented on the attached.

Vivoda moved and Nelson seconded to approve the 2008-2009 School Board Calendar of regularly scheduled meetings as presented on the attached. On a roll call vote answering "Aye": Cosgrove, Kenwood, Vivoda, Nelson, Vondrak, Solak and Howard; answering "Nay": None. Motion carried.

(b) Printer Replacement Program Recommendation (Attachment)

The District currently has 325 printers used in classrooms and offices throughout the District. These printers include models from various manufacturers. During the fall of 2007 the Administration began looking at potential options to replace the printers currently used in the District with a goal of creating a replacement for all printers every five years. The replacement program can be phased in over a two-year timeframe that to reflect the expiration of the current lease agreements and to align with the long-range financial plan. This two-year process will help to refresh our printers throughout the District and is a part of the Technology Department's Age and Obsolescence Plan.

This item was first presented to the Board of Education on April 28, 2008 for its review and consideration. At that time Dr. Riebock stated that she and members of the Board had received an email inquiry very late in the afternoon on April 28 from one of the vendors on the bid list and that she would provide the Board with answers to the questions asked prior to a request for action to approve this recommendation on May 5, 2008. Since that time, Dr. Riebock provided the Board with her response to the vendor's questions and the Administration recommended that the Board approve the attached proposal, which includes the purchase of 200- HP P2015dn and 17 - HP 4250n printers from Victorin Business Machines. The Administration also recommends that the Board of Education

approve a five year Fair Market Lease with American Capital Financing to finance this purchase in the amount of \$23,536.70/year. Phase II of this recommendation will be presented during FY09.

Vivoda moved and Cosgrove seconded to approve the printer replacement program recommendation as presented. On a roll call vote answering "Aye": Solak, Cosgrove, Kenwood, Vivoda, Nelson, Vondrak and Howard; answering "Nay": None. Motion carried.

Upcoming Meetings

The Board discussed the following schedule of upcoming meetings:

- May 7, 2008 Board of Education Special Workshop Meeting, Vision Project Planning, 5:30-8:30 p.m., Forest Glen School
- May 19, 2008 Board of Education Regular Meeting, 7:30 p.m., Central Services Office, 793 North Main Street, Glen Ellyn, Illinois
- May 28, 2008 Board of Education Special Meeting, Vision Project, 6-9:30 p.m., Lake Ellyn Boat House.
- June 9, 2008 Board of Education Regular Workshop Meeting, Vision Project, 6-9:30 p.m., Lake Ellyn Boat House

Due to scheduling conflicts the Board agreed to cancel the May 7, 2008 special board meeting and to set a new meeting date for May 14, 2008. The May 14, 2008 meeting will be held at the District's Central Services Office, provided meeting space is available.


Public Participation


- Jim Burke asked the Board to reconsider the terminology currently being used to describe the Language Arts (LA) Block at Hadley.
- Danae Marcus urged the Board to consider what is best for students and teachers and how we can best support learning in the District 41 as it contemplates next steps regarding the District's space issues. She reminded the Board that the community did not support the last referendum and felt that it would be difficult to gain community support for a building addition at Hadley.

Adjournment

There being no further business Vivoda moved and Kenwood seconded to adjourn the May 5, 2008 Regular Meeting of the Board of Education at 9:22 p.m. On a roll call vote answering "Aye": Nelson, Vondrak, Solak, Cosgrove, Kenwood, Vivoda and Howard; answering "Nay": None. Motion carried.

Respectfully submitted,
Maureen Stecker, Recording Secretary


Terra Costa Howard,
President, Board of Education


Erica Nelson
Secretary, Board of Education

Minutes approved May 19, 2008

Glen Ellyn School District 41
 Monthly Enrollment Report Summary
 April 30, 2008

School	Grade	Total Enrollment	Enrollment/section					Self Contained Spec Ed
Abraham Lincoln	K	83	16	17	16	17	17	
	1	109	22	22	22	21	22	
	2	116	20	19	20	19	18	20
	3	111	21	22	23	23	22	
	4	101	27	24	25	25		
	5	102	25	26	25	26		
	EC	17						17
Total Enrollment:		639						
March 30th Enrollment		630						

Benjamin Franklin	K	90	22	24	20	24		
	1	125	22	21	21	21	20	20
	2	87	21	22	22	22		
	3	95	23	24	24	24		
	4	98	25	25	24	24		
	5	90	22	24	22	22		
	Pre-K	76						73
Total Enrollment:		661						
March 30th Enrollment		660						

Churchill	K	99	25	25	24	25		
	1	73	18	18	19	18		
	2	105	21	21	21	21	21	
	3	102	20	20	21	20	21	
	4	100	20	20	20	20	20	
	5	87	22	21	22	22		
Total Enrollment:		566						
March 30th Enrollment		564						

Forest Glen	K	68	17	17	18	16		
	1	96	20	19	20	20	17	
	2	76	20	19	19	18		
	3	95	23	25	23	23		1
	4	95	22	24	23	24		2
	5	98	24	23	24	23		4
	EC	36						35
Total Enrollment:		564						
March 30th Enrollment		567						

Hadley		Enrollment/Team						
Hadley	6	385	127	121	127			10
	7	384	126	124	124			10
	8	396	132	125	130			9
Total Enrollment		1,165						
March 30th Enrollment		1,162						

District Total	Current	Mar-08	
Pre-K	76	73	Self-Contained Special Education Special Education: Lincoln: ECE (Early Childhood Education) Forest Glen: ECE, GIP (Guided Program of Instruction) Hadley: MIP, GIP, ED (Emotional Disorders)
EC	53	51	
K	340	338	
1	403	402	
2	384	384	
3	403	401	
4	394	395	
5	377	377	
6	385	383	
7	384	383	
8	396	396	
Grand Total	3,595	3,583	

Note: Shaded areas indicate children who are in mobile classrooms.

Glen Ellyn School District #41 Board Report

Date: May 5, 2008
Title: Hadley Junior High Portable Classroom Recommendation
Contact: Dr. Ann Riebock, Superintendent

Long-Range Plan Focus: The request for additional facilities supports the Goal #1 of the Long-Range Plan.

Goal #1: Develop a 5-year plan to improve student learning and achievement.

Target #1: Students will use and understand a variety of literacy strategies across content areas and classroom materials will be available for students to have a rigorous literacy experience.

Discussion: Classroom instruction, program offerings and facility use are interconnected. Over the course of this year, the administration has been evaluating whether Hadley can meet its instructional goals within the space that it has. The District has gathered both qualitative and quantitative data, including a space utilization assessment by Amy Yurko of BrainSpaces. While Hadley has had space issues for years, recent instructional developments have brought the issue to a point where the administration feels an additional six portable classrooms are needed. This request will not solve all Hadley's space issues, but will allow the school to better meet the needs outlined below. This is a conservative request, but the Hadley staff has conducted test-fit schedules to ensure that it can make improvements with six additional portable classrooms.

Why six more classrooms are needed:

Hadley Junior High has been undergoing an organizational review and change process (Hadley New Horizons) this current school year with expected implementation of program change recommendations to begin in 2008 and continue through the 2009-2010 school year. Hadley has also begun implementing the District's new balanced literacy curriculum, a research-based approach founded on best practices. Each of these initiatives has intensified the need for additional space at Hadley. The current and expected space need is documented in the recent BrainSpaces space utilization report.

Balanced Literacy: In 2007-8, the District began implementing a balanced literacy framework which calls for a workshop format and uninterrupted blocks of instruction. This does not affect space in the elementary schools, but at Hadley, it does. Currently, many LA teachers not only are traveling from room to room but traveling in mid-block. This breaks up the instruction and erodes the workshop format on which it depends. Access to the supporting materials that are crucial to the effective delivery of the LA block is difficult for those teachers and students who must pack up their room and move during the course of the day. Some improvement can be achieved with scheduling changes, but additional classrooms will provide needed flexibility in scheduling teachers to minimize teachers

sharing rooms and provide for each student to receive their LA instruction in a single block of time from one teacher.

Hadley New Horizons recommendations: Beginning the 2008-2009 school year, Hadley will implement some of the Hadley New Horizons Program review recommendations. Next year, students performing below grade level will be provided Academic Support in place of Large Group; the following year, an additional change is being considered that would provide core enrichment offerings instead of Large Group to students who are at or above grade level performance. Large Group is now offered in an assortment of classrooms, the library, and other non-instructional spaces. The changes proposed will require additional classroom space. Again, some challenges can be met by adjusting the schedule, but test fits show that more classrooms are needed.

Portable Classroom Lease and Installation Information: The portables will be leased from IMS, a dealer with which the District has conducted business for previous portable classrooms. The estimated costs for the portables, landscaping, stairs, and ramps are included as an attachment. Also included in the cost summary attachment are contingency fees, architectural fees, additional electric needs and charges, and the total furnishings including technology that will be needed. A site plan, which is included, has been submitted to the village and approved with recommendations for ramping and landscaping that are included in the cost summary.

Recommendation: It is recommended that the Board of Education approve the installation of six portable classrooms at Hadley Junior High for use beginning in the 2008-2009 school year for a total, one-time cost of \$525,000.00 with an annual renewal cost of \$54,950.00.

This proposal is currently before the Board for discussion with a request for adoption at its May 19, 2008 Board of Education meeting.

Reasons to support the portable proposal

1. ***Building Utilization***— The Brainspaces report stated that Hadley's present building utilization is 79% at 8th grade, 90% at 7th grade and 87% for 6th grade, which exceeds the target utilization rate of 78%. Without added space next year, we calculate our building utilization to be 89%. With the addition of 6 classrooms, our building utilization drops to 81%, much more consistent with the target of 78%.
2. ***Shared classrooms***—When teachers share classrooms, it impacts instruction, the learning environment, their ability to assist students beyond the class period, and limits their ability to prepare the classroom in ways that support best instructional practices. In language arts, teachers who share classrooms cannot move all the reading and instructional resources from room to room, so some students do not get access to the same materials as do others. In foreign language classrooms, teachers cannot display materials that reinforce vocabulary, cultural or other important concepts because the room is used by teachers in other content areas who have similar needs. Other content areas can be similarly affected. At present we have 25 instances of shared classrooms. By adding 6 classrooms, this number would be reduced to 12. There would be no sharing across grade levels or content areas which would directly address the issue stated above for language arts and foreign language classes.
3. ***Inadequate classrooms***—At present, we use the cafeteria for four periods a day for large group. While this is adequate for a study hall setting, the more structured academic support and guided study classes we have planned for next year will need classrooms. We use Pod B for five periods a day. It houses a 7th grade gifted LA class and 3 sections of exploratory class. It is a very limited space and not conducive to either program which presently uses it. Room 176 is a very small room, and even though it used for small group special education instruction it is not adequate instructional space. Many of our foreign language classes are held in two undersized rooms that share a moveable wall. The rooms limit movement and the kind of activity that can be planned. The areas can be distracting as well due to noise issues.
4. ***Team meeting and planning areas***—At present, teachers who share classrooms have to leave their rooms for their personal plan time because another teacher is using the room. This limits their ability to prepare the classroom and work in the area in which they teach. With no additional space next year, not only would this situation continue but there would be situations in which some teams would not have places to meet. With the addition of 6 classrooms, all teams would have a designated place to meet to discuss the needs of students. Teachers would be able to spend their personal plan time each day in the space in which they teach.

	Purchased in 2008-09	3-Year Payment Plan		3-Year Lease Program		3-Year Payment Plan-10 Life		10-Year Lease Program		Recommended 3-Year Lease Program-Install. Pd Upfront	
		Annual Costs	Total Costs	Annual Costs	Total Costs	Annual Costs	Total Costs	Annual Costs	Total Costs	Annual Costs	Total Costs
Modular Unit	\$315,000	\$115,000	\$345,000	\$54,950	\$164,850	\$115,000	\$345,000		\$500,850	\$54,950	\$164,850
Installation Costs - Approximate	\$300,000	\$110,000	\$330,000	\$110,000	\$330,000	\$110,000	\$330,000	\$110,000	\$330,000		\$300,000
Total Unit and Installation Costs	\$615,000	\$225,000	\$675,000	\$164,950	\$494,850	\$225,000	\$675,000		\$830,850		\$464,850
Other one-time installation costs to be paid by District in 2008-09	\$225,000		\$225,000		\$225,000		\$225,000		\$225,000		\$225,000
Total	\$835,000		\$900,000		\$719,850		\$900,000		\$1,055,850		\$689,850
Disposal Revenue/Cost											
Resale Value (A)			\$80,000		\$0		\$0		\$0		\$0
Est. Cost of Removal (B)			\$40,000		\$40,000		\$40,000		\$40,000		\$40,000
Site Remediation			\$10,000		\$10,000		\$10,000		\$10,000		\$10,000
			\$870,000		\$769,850		\$950,000		\$1,105,850		\$739,850

All information included in this spreadsheet are estimates provided by IMS.

(A) Resale value is dependent upon age and condition of buildings. Buildings approaching 10 years of life have little if any resale value.

(B) Cost of removal is the responsibility of the district under lease or purchase options.

Recommendation: Enter into three year lease with IMS. Installation cost of approximately \$300,000 to be paid at the time of installation. Total first year cost will approximate \$579,950 (\$54,950 + \$525,000) as identified in Superintendents Report.

Administration recommends paying installation cost out of normal operating funds as the funds are available this fiscal year. This would allow the Developer Donation Fund to remain intact and continue to produce interest revenue for future use.

Advantages Lease vs. Purchase: District 41 already owns 14 modular classrooms.

Alleviates temporary space concerns until Master Facility Review has been completed.

District can renew leases as needed and require updated models as existing units age.

Operating cost increase as units age.

Difficult to sell units as they age.

INTERIM PAID BILLS
4/15/08 - 4/30/08

<u>FUND</u>	<u>TOTAL BILLS PAID</u>
General Fund	\$758,109.82
Bond & Interest	0.00
B & I Debt Service Grant	0.00
IMRF	80,834.44
Life Safety	0.00
S & C Cap Imp	0.00
97 Project Fund	0.00
Working Cash	0.00
SUB-TOTAL	\$838,944.26
Self-Insurance	1,217.60
Insurance	0.00
TOTAL	\$840,161.86

Glen Ellyn School District #41 Board Report

Date: May 5, 2008
Title: Supplemental Pay Committee Recommendation
Contact: Laurie Campbell/Director of Human Resources

Long-Range Plan Focus: Not applicable

Discussion: Article XVII of the 2004-2008 Teachers' Agreement with the Glen Ellyn Education Association addresses Supplemental Pay for teachers. Included in this article is the establishment of a Supplemental Pay Committee that is charged to meet at least tri-annually. This committee consists of representation from administration, teacher, GEEA leadership, and the Board of Education. This group is responsible for reviewing existing supplemental pay positions and new proposals for supplemental pay. Recommendations from this committee are brought forth to GEEA and to the Board of Education for approval. Included in this recommendation are dollar amounts based on the 2007-08 Supplemental Pay Schedule. The 2008-09 rates have not yet been determined.

The Supplemental Pay Committee met on March 26, 2008. We are recommending funding for the following four proposals for the 2008-09 School Year:

- **Moving Environmental Club at Hadley from a Group IV to a Group V Activity** –The Environmental (Evergreen) Club is currently a Group IV activity. The sponsors have submitted application to supplemental pay to move this activity from Group IV (40-74 contact hours) to Group V (39 or less contact hours) because the number of student contact hours for the club is reduced. Based upon their proposal, we feel this is an appropriate move. This activity has two sponsors to be paid at the Group V stipend.
- **Student Leadership Team at Churchill** - The Student Leadership Team (SLT) is a leadership and service organization at Churchill. The SLT members assist with PTA projects, serve as role models for the student body, and work with community agencies to serve others. The program is currently offered at Churchill. The existence of the SLT has increased student involvement and ownership at Churchill. The sponsors of this activity will split a Group V stipend.
- **Additional Cheerleading Coach at Hadley** – The Cheerleading Program at Hadley is growing – more students are participating and sponsors want to begin to take the squad to competition. Currently there is only one sponsor position listed in the Teachers' Agreement. For safety purpose and growth, we would like to add an additional sponsor – one for seventh grade and one for eighth grade. This is a Group II activity.
- **Elementary Band/Orchestra at Churchill, Franklin, Lincoln and Forest Glen-** Currently the Hadley band, Hadley orchestra, Hadley music, and elementary music teachers receive a stipend that covers rehearsals and performances outside of the school day. A proposal from the elementary instrumental music teachers was submitted to the committee requesting compensation for rehearsal and performance time that occur outside of the school day. In order to be equitable and based upon

the amount of student contact hours required for rehearsals/performances, the committee felt that the three elementary instrumental music teachers should each receive a Group V stipend.

Recommendation: The administration recommends that the Board accept the following changes to supplemental pay structure beginning with the 2008-09 school year:

Activity	Number of Stipends	Supplemental Pay Group Rate	Total Cost
Environmental Club	2	Group V (\$496)	\$992
Student Leadership Team	1	Group V (\$496)	\$496
Cheerleading Stipend	1	Group II (\$1588)	\$1588
Elementary Band/Orchestra	3	Group V (\$496)	\$1488
TOTAL			\$4564

Glen Ellyn School District #41 Board Report

Date: May 5, 2008
Title: Personnel Report-Preliminary
Contact: Laura Campbell, Director of Human Resources

Long-Range Plan Focus: The recommendations contained in this Personnel Report support Goal #1, Target 6 of the Superintendent's five and two year plans: We will recruit, hire, support and retain high quality staff.

Discussion: The District 41 Administrative Team has begun hiring for the 2008-09 school year. This personnel report contains recommendations for the 2008-2009 school year. Because we are still in the midst of negotiating with the Glen Ellyn Education Association, exact salary information is not available yet. We do know the lane and step placement for our new staff and this is included in the report.

Employment Recommendations

<u>Name</u>	<u>School</u>	<u>Position</u>	<u>Placement/Salary</u>	<u>Effective Date</u>
Heather Buccola	Lincoln	2 nd Grade	MA, step 13/TBD*	2008-09 school year

**Salary to be determined once 2008-09 teacher salary schedule has been negotiated.*

Internal Transfers

<u>Name</u>	<u>School/Position</u>	<u>to</u>	<u>School/Position</u>	<u>Effective Date</u>
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Recommendation:

It is recommended that the Board accept the actions included in this Personnel Report as presented.

DRAFT

**Glen Ellyn School District 41
School Board Calendar
2008-2009
Regularly Scheduled Meetings**

NOTICE IS HEREBY GIVEN that the Board of Education, Glen Ellyn School District 41, DuPage County, Illinois has established the following dates and times for their regular meetings for the 2008-2009 school year. All meetings will be held at the District 41 Administration Center, in the Board Room, 793 N. Main Street, Glen Ellyn Illinois unless otherwise noted.

July, 2008

No July Meeting is Currently Scheduled

August 4, 2008	7:30 pm	Regular Meeting	Administration Center
August 18, 2008	7:30 pm	Regular Meeting	Administration Center
September 15, 2008	7:30 pm	Regular Meeting	Administration Center
October 6, 2008	7:30 pm	Regular Meeting	Administration Center
October 20, 2008	7:30 pm	Regular Meeting	Administration Center
November 3, 2008	7:30 pm	Regular Meeting	Administration Center
November 17, 2008	7:30 pm	Regular Meeting	Administration Center
December 1, 2008	7:30 pm	Regular Meeting	Administration Center
December 15, 2008	7:30 pm	Regular Meeting	Administration Center
January 12, 2009	7:30 pm	Regular Meeting	Administration Center
February 2, 2009	7:30 pm	Regular Meeting	Administration Center
March 2, 2009	7:30 pm	Regular Meeting	Administration Center
March 16, 2009	7:30 pm	Regular Meeting	Administration Center
April 6, 2009	7:30 pm	Regular Meeting	Administration Center
April 20, 2009	7:30 pm	Regular Meeting	Administration Center
May 4, 2009	7:30 pm	Regular Meeting	Administration Center
May 18, 2009	7:30 pm	Regular Meeting	Administration Center
June 1, 2009	7:30 pm	Regular Meeting	Administration Center
June 15, 2009	7:30 pm	Regular Meeting	Administration Center

Glen Ellyn School District #41 Board Report

Date: May 5, 2008

Title: Printer Replacement Program Recommendation

Contact: Mike Wood - Director of Technology &
Phyllis A. Hanna Director of Finance and Operations

Long-Range Plan Focus:

This recommendation provides for alignment with Goal #2, Target #3 of the Superintendent's 5 year plan:

Technology planning will meet short and long – term organizational needs in context with industry trends in order to support the educational needs of the District.

Discussion:

The District currently has 325 printers used in classrooms and offices throughout the District. These printers include models from various manufacturers with the majority of them being Hewlett Packard and Kyocera. Of the 325 printers, the district owns 120, which are approximately 6 – 10 years old; the remaining 205 printers are leased. The Fair Market Value leases for these printers were initiated in 2005 for 85 Kyocera printers and in 2006 for 120 Kyocera printers. The 2005 lease matures in August 2008. Due to the age of these leased printers and the overall performance of them during the lease term, the Administration is not recommending purchasing them when the lease expires.

During the Fall of 2007 the Administration began looking at potential options to replace the printers currently used in the District with a goal of creating a replacement for all printers every five years. It was determined a phase-in plan must be developed to accommodate the expiration of separate lease agreements and the overall costs. To accomplish a single replacement cycle, the Administration contacted two vendors for model recommendations based on our use and pricing for those models using a 5-year Fair Market Value Lease. The vendors included Des Plaines Office Products which is the current vendor supporting the Kyocera printers/leases and Victorin Business Machines, which is the vendor that currently supports the computers and servers used in the District. Both vendors supplied the Administration with models to use (the Okidata 4400B and a Hewlett Packard P2015dn) on a demonstration basis. The Administration determined the Hewlett Packard model best met the needs of the District based on the printer's overall foot print size, its performance and reliability.

The replacement program can be phased in over a two-year timeframe that to reflect the expiration of the current lease agreements and to align with the long-range financial plan. The Tech Team recommends that the Fair Market Lease concept better meets the needs of the District as the hardware would then be refreshed every 5 years thus reducing long-term support issues with aging equipment.

Phase I of the replacement program will replace the 85 Kyocera printers, which has a lease ending in August 2008. Additionally it replaces the 120 District-owned printers and adds 12

more printers. This replacement program of 217 printers includes 200 classroom-based Hewlett Packard models, P2015dn plus 17 Hewlett Packard 4250n for office and office areas.

The District is currently paying \$20,833.50/year for the lease for 85 Kyocera printers that mature in August 2008. The costs for the Phase I replacement program is listed below with the administration's recommendation following:

Vendor	Brand	Model #'s	Total # Units	Annual Lease Costs	Total Lease Costs	Per Unit Lease Costs
Victorin	HP	2015/4250	217	23,536.70	117,683.50	542.32
DesPlaines	Okidata	4400	200	27,720.00	138,600.00	693.00
DesPlaines	HP/Okidata	2015/5500/8800	372	95,928.00	479,640.00	1,289.35

Recommendation:

The administration recommends that the District purchase 200- HP P2015dn and 17 - HP 4250n printers from Victorin Business Machines. The Administration also recommends that the Board of Education approve a 5-Year Fair Market Lease with American Capital Financing to finance this purchase in the amount of \$23,536.70/year. Phase II of this recommendation will be presented during FY09.