



Dr. Jack Barshinger, Superintendent

**MINUTES
BOARD OF EDUCATION
GLEN ELLYN SCHOOL DISTRICT 41
AUGUST 3, 2005
SPECIAL MEETING
DISTRICT 41 ADMINISTRATION CENTER
MARY J. LUGINBILL BOARD ROOM**

1. Call to Order and Roll Call: President Vivoda called the special meeting to order at 6:08 p.m. Board members present: Kevin Cosgrove, Terra Howard, Debbie Hoffman, John Kenwood, John Marcheschi, Carol McElvain and John Vivoda.
2. Functional Leadership Assessment Survey by Dr. Larry Baskin: The Board heard a report from Dr. Larry Baskin on the results of the Functional Leadership Assessment Survey. The Functional Leadership Survey is a pilot survey that is designed to assist Boards of Education in providing effective and efficient leadership and sustain higher levels of performance in three imperatives areas: Student Learning, Customer Satisfaction and Resource Utilization. The survey results and conclusions reported by Dr. Baskin are based on a perception study that was completed on line by seven board members, and an equal number of randomly selected individuals from constituent groups including administrators, teachers and parents. The report is based on a total of twenty-seven respondents: seven board members, seven administrators, seven teachers and six parents. This assessment tool measures the culture of an organization against the strategies used and attempts to obtain two readings in each product: 1) perception of overall board performance and, 2) value that the board places on these prompts.

Conclusions:

Survey prompts indicate:

- Both board members and teachers present clear evidence of a perceived need for subsequent attention to include the initiation, evaluation and reengineering of monitoring vehicles and systems leading to sound decision-making and assessment of results.
- Board members and teachers perceive that there is a greater need for collaboration in establishing, monitoring and evaluating key school district operations within each imperative area.
- Need for role clarification within the school district. In particular, there is a perception that the Board has become too involved in school district operational matters.

- Board members present evidence of a need for specific system development in areas such as information systems for decision-making, holding the school district accountable for results and reporting to the community on building usage.

Next Steps:

Dr. Baskin said that District 41 enjoys a well-earned reputation for quality instruction and high student achievement and encouraged the Board to:

- In order to maximize educational profit year after year, the Board of Education should engage the Administration and key constituent groups and focus efforts around the three school district imperatives: learning, customer satisfaction and resource utilization. Goals and objectives should be framed to ensure measurable results.
- School Improvement Plans should align with District goals and objectives in the three imperative areas.
- In order to realize organizational profit and determine measurable gains in the three school district imperatives, the Board should engage in development activities that address such topics as: three organizational imperatives, six key functions of the Board of Education, motivation through cognitive dissonance, systems thinking, leadership through collaboration, Negotiation and conflict management, projecting and preparing for the future, measuring performance and assessing potential for change and success.

Further Considerations:

Dr. Baskin also encouraged the Board to consider the following questions in its assessment of this report and possible next steps:

1. Is this "as good as it gets" in District 41 or can we do better when it comes to our leadership and organizational culture?
2. What adjustments or changes might the Board consider in its key leadership functions to activate and sustain a high performing organizational culture with regard to the three imperatives?
3. Determine its legacy

On behalf of the Functional Leadership Institute, himself and Dr. Cesare Caldarelli, Dr. Baskin thanked the Board of Education and Superintendent Jack Barshinger for this opportunity to pilot the Functional Leadership Survey.

3. Personnel Report: *Debbie Hoffman moved and Kevin Cosgrove seconded to approve the attached Personnel Report dated August 3, 2005 as presented. On a roll call vote answering Aye: Cosgrove, Kenwood, Howard, Hoffman, Marcheschi, McElvain and Vivoda. Answering Nay: None. Motion carried.*
4. Accounts Payable Items:
 - a. Innovative Modular Solutions (IMS): At the March 16, 2005 Board meeting, the Board of Education authorized the Administration to execute a lease with Innovative Modular Solutions (IMS) for the portable classrooms and installation of those classrooms. At that time, IMS was not able to offer the district a financing option on the installation costs. The District is currently negotiating a lease agreement with Municipal Asset Management, a Colorado firm with whom IMS has worked before. In the interim, IMS has submitted invoices to the district for installation costs to date, totaling \$468,096.30. Until the agreement with Municipal Asset Management is finalized, the district is obliged to reimburse IMS the amount of \$468,096.30 to ensure that installation work continues and the project is completed on schedule. The lease with Municipal Asset Management will be presented to the Board for their approval at the August 22, 2005 Board Meeting. Municipal Asset Management would

then reimburse the money paid to IMS by the district once the lease is approved by the Board of Education. The Administration recommends that the Board of Education approve the payment of the invoices to Innovative Modular Solutions in the amount of \$468,096.30.

- b. Sigalos & Associates: During the course of the construction projects over the summer, the District determined that an additional wall would be needed at Lincoln School to create hallway space. This wall was not a part of the projects' initial bid specifications. Therefore, FGM requested that Sigalos & Associates, the Construction Manager on the CSO Renovations project, complete the work. The Administration recommended that the Board of Education approve the payment of \$5,669.00 to Sigalos & Associates for the completion of the Corridor Wall at Lincoln School project as described above.

Terra Costa Howard moved and Debbie Hoffman seconded to approve the payments to Innovative Modular in the amount of \$468,096.30 and Sigalos & Associates in the amount of \$5,669.00 as presented above. On a roll call vote answering Aye: McElvain, Cosgrove, Kenwood, Howard, Hoffman, Marcheschi and Vivoda. Answering Nay: None. Motion carried.

5. Adjourn to Closed Session to discuss: At 7:21 p.m. Carol McElvain moved and Terra Costa Howard seconded to adjourn to closed session to discuss:

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1), as amended by P.A. 93-0057.
- The purchase or lease of real property for the use of the District, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5 ILCS 120/2(c)(5).

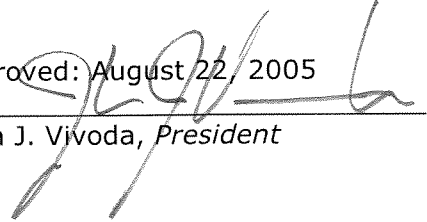
On a roll call vote answering Aye: Marcheschi, McElvain, Cosgrove, Kenwood, Howard, Hoffman and Vivoda. Answering Nay: None. Motion carried.

6. Return to Open Session: Terra Costa Howard moved and John Marcheschi seconded to adjourn the closed session and return to open session at 10:46 p.m. Motion carried on a unanimous voice vote.
7. There being no further business, Carol McElvain moved and Kevin Cosgrove seconded to adjourn the special meeting at 10:47 p.m. Motion carried on a unanimous voice vote.

Recorded: August 3, 2005


Deborah M. Hoffman, Secretary

Approved: August 22, 2005


John J. Vivoda, President

**Glen Ellyn Elementary District #41
Board Report**

Date: August 3, 2005

Title: Personnel Report

Contact: Jack K. Barshinger

Resignations:

The following staff have submitted letters of resignation

<u>Name</u>	<u>School</u>	<u>Position</u>	<u>Reason</u>	<u>Effective Date</u>
Kim Gorrill	Franklin	Special Ed Aide	Moving to Tenn.	6-03-2005
Kerry Santoro	Lincoln	ELL tutor	Certified position	6-03-2005
Jennifer Mazza	Franklin	Special Ed Aide	Student teaching	6-03-2005
Jackie Grove	Hadley	Math teacher	Another position	6-03-2005
Christopher Boyko	Central Services	Asst. Director/B & G	Another position	8-12-2005
Jessica Lagos	Churchill	4 th grade	Moving to Ind.	6-03-2005

Leave Requests:

The following staff have requested a leave of absence

<u>Name</u>	<u>School</u>	<u>Position</u>	<u>Reason</u>	<u>Effective Date</u>
Antonietta Birdsell	Franklin	3 rd Grade	FMLA-pregnancy	Apr. 9/25/05

Employment Recommendations:

<u>Name</u>	<u>School/Position</u>	<u>Placement/Salary</u>
Elizabeth Marquez	Churchill/Bilingual Spanish	BA, step 1/\$36,538.00
Elizabeth Pearce	Itinerant Resource teacher	MA, step 1/\$40,922.00
Jeanne Chmelik	Lincoln/Math Specialist	MA, step 8/\$53,711.00
Tammy Frank	Hadley/Asst. Girls Softball	Supplemental schedule
Danielle Kase	CSO/Administrative Asst. HR/Sub caller	\$17.00 per hour/\$29,962.50 prorated

Internal Transfers:

Name _____ School/Position _____ to _____ School/Position _____

Retirements:

Name _____ School/Position _____ Date _____

Recalls:

Name _____ School/Position _____

Dismissals:

Name _____ Position _____ Reason _____

Appointments:

Name _____ Assignment _____ Reason _____

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.