



Glen Ellyn School District 41: Ignite Passion. Inspire Excellence. Imagine Possibilities.

**MINUTES  
GLEN ELLYN SCHOOL DISTRICT 41  
FINANCE AND FACILITIES COMMITTEE MEETING**

**NOVEMBER 23, 2015  
6:00 PM**

**CENTRAL SERVICES OFFICES,  
793 NORTH MAIN STREET, GLEN  
ELLYN, ILLINOIS**

**Present:** Committee members Kurt Buchholz, Patrick Escalante, Joe Bochenski, Board members Erica Nelson, Dean Elger, Stephanie Clark arrived at 6:43, Drew Ellis arrived at 7:16, Superintendent Paul Gordon, Interim Assistant Superintendent Rebecca Allard, Director of Buildings and Grounds Dave Scarmardo, Assistant Superintendent Laurie Campbell, Chief Communication Officer Erika Krehbiel arrived at 6:05 p.m. and Recording Secretary Carolyn Gust.

The meeting was called to order at 6:00 p.m.

**I. Public Comment**

Resident Jeff Cooper commented on the board's previous discussion on the practice of TRS contributions of administrators.

**II. Review and approval of minutes from November 9, 2015, meeting**

The minutes were reviewed and approved and will be posted to the district website.

**III. Class Size Targets 2016-2017**

Ms. Campbell presented the class size target information to the committee. One of the first steps in the staffing plan for the 2016-2017 school year is to identify class size targets. The proposed class size targets are:

- 20-22 students per class in grades K-1 (Level I)
- 22-25 students per class in Grades 2-3 (Level II)
- 25-27 students per class in grades 4-5 (Level III)
- 26-28 students per class in grades 6-8
- 22 students for Dual Language Program classes (This target will be reviewed for a possible range rather than maximum as stated in the board report.)

Targets are reviewed with consideration given to, but not a guarantee of, adding staff in the following situations:

- The academic performance of a grade level at a particular school is significantly below the norm for the district. Class sizes across a grade level rise to at least an average of two students above the grade level target.
- Class sizes for all AM sections or PM sections of Kindergarten rise to at least an average of two students above the grade level target.

If a recommendation for additional staff is required, the administration would bring a

recommendation to the board for approval. This information will be presented to the Board of Education for discussion at the December 14, 2015, meeting.

**IV. Capital Project - Lockers and Cubbies for Ben Franklin and Forest Glen**

Mr. Scarmardo presented the information regarding the locker replacement with cubbies to the committee. In a prior board meeting, the board requested that the administration remove the existing locker maintenance costs from the 2016/2017 capital projects budget. The board wanted to explore replacing the lockers rather than maintaining them as they are at the end of their life expectancy.

Initial costs were high so Mr. Scarmardo met with the distributor, walked and measured both building and estimated costs are as follows:

Forest Glen: Remove/replace 253 metal lockers with cubbies	\$44,650
Ben Franklin: Remove/replace 104 metal lockers with 121 cubbies	\$24,345
Total	\$68,995

The increased number of cubbies at Ben Franklin (17) is due to the reduction of space necessary when replacing a locker of 15 inches to a standard 12 inch storage cubbie.

This information will be presented for discussion to the Board of Education at the December 14, 2015, board meeting.

**V. Student Fees 2016-2017**

Dr. Gordon reported the student fee information was presented at a previous meeting and the fees are being presented again with the added technology fee per committee request.

Student fees have remained unchanged for 7 or 8 years. The new technology fee will cover the complete cost of the insurance on all student Chromebooks. Mr. Buchholz expressed concern about adding a technology fees rather than reducing the district budget to make up the cost of the Chromebook insurance.

General discussion was had regarding student fees and the committee agreed to move this forward to the full Board of Education for discussion at the December 14, 2015, board meeting.

**VI. TRS Administrator Compensation**

At the October 26 and November 9 meetings, board members shared their perspectives on the district practice of making TRS payments on behalf of district administrators. Following these discussions there was consensus to move the topic back to the finance committee to create a proposal for full board consideration and possible action. Committee and board members discussed the various options previously presented and how those options can be applied to both current and new administrators. Ms. Clark noted that before deciding on what type of benefit should be applied, she felt there should be a full board vote on whether or not the majority of the board wanted to continue the TRS benefit. Committee members agreed and will ask that the item be placed on the agenda at the December 14, 2015, meeting.

**VII. Items for Consideration for Future Agenda**

No discussion held.

**VIII. Upcoming Meetings**

A. December 14, 2015, Finance and Facilities Committee Meeting, Central Services Office,  
6:30 PM

**IX. Adjourn**

The meeting adjourned at 7:28 p.m.