



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

## MINUTES

### BOARD OF EDUCATION SPECIAL BOARD ORIENTATION WORKSHOP MEETING MAY 11, 2015, 2015

CENTRAL SERVICES OFFICE  
793 N MAIN ST  
GLEN ELLYN ILLINOIS

#### **Call to Order**

Board President Erica Nelson called the May 11, 2015 Special Board of Education Meeting to order at 6:31 p.m.

#### **Roll Call**

Upon the roll being called the following members answered present Stephanie Clark, Dean Elger, Kurt Buchholz and Erica Nelson. Joe Bochenski arrived at 6:33 pm and Drew Ellis arrived at 6:39 pm. Patrick Escalante was not in attendance.

#### **Public Participation**

Resident Jeff Cooper commented on "Item B" listed under discussion of tonight's regular meeting. Mr. Cooper asked for clarification of who asked the District attorney for an opinion and the cost associated with access to closed session audio tapes. Mr. Cooper also commented on the TRS contribution of administrators.

#### **New Board Member Orientation**

President Nelson and Dr. Gordon conducted a brief and informal workshop discussion related to the orientation activities of new Board members.

**Board Member Roles and Responsibilities:** Dr. Gordon provided a brief review of roles and responsibilities related to board policy, the relationship between the Board and Superintendent, and the board meeting process.

**Board Committee and Liaison Assignments:** Board President Erica Nelson reviewed the following 2015-2016 Committee and Liaison Assignments. It was noted that Joe Bochenski would serve as the Chairman of the Finance Committee and Dean Elger as Chairman of the Policy Committee.

- Policy Committee: Dean Elger/Stephanie Clark
- Finance & Facilities Committee: Joe Bochenski, Patrick Escalante, Kurt Buchholz
- Team 21: Patrick Escalante
- Continuous Improvement Team (CIT): Erica Nelson
- Partnership for Educational Progress (PEP): Drew Ellis
- Student Wellness Committee: Joe Bochenski
- Illinois Association of School Boards (IASB): Open
- Legislative Education Network of DuPage (LEND) Erica Nelson
- Supplemental Pay Committee: Erica Nelson

- PTA's Liaisons:

2015-2016 Assignments	August-November	December-February	March-June
PTA Executive Council	Kurt Buchholz	Drew Ellis	Dean Elger
D41 Special Ed Support Group	Erica Nelson	Kurt Buchholz	Drew Ellis
Abraham Lincoln	Stephanie Clark	Erica Nelson	Kurt Buchholz
Benjamin Franklin	Joe Bochenski	Stephanie Clark	Erica Nelson
Churchill	Patrick Escalante	Joe Bochenski	Stephanie Clark
Forest Glen	Dean Elger	Patrick Escalante	Joe Bochenski
Hadley	Drew Ellis	Dean Elger	Patrick Escalante

Mrs. Nelson noted that in addition to the committee assignments she has asked Mr. Buchholz to work with her during May and June to develop the framework associated with identifying board goals for the 2015-2016 school year. Their work will serve as the starting point for the larger full board conversation of board goals in August.

Mrs. Clark asked for clarification on the assignment of members to multiple committees and for the rationale behind a three member Finance committee. Mrs. Nelson shared her perspective on the assignments and provided information on the change in structure several years ago when the committee was expanded from two to three members.

Communication protocol and confidentiality: Dr. Gordon discussed the norms associated with communication and confidentiality. Specifically discussed were District 41 Board email accounts and email processes and protocol. Dr. Gordon noted that all District 41 Board emails are monitor by Chief Communications Officer Erika Krehbiel and Executive Assistant Nancy Mogk and requested that he be copied on all communication between Board members and District staff. Dr. Gordon encouraged members to review the Single Point of Contact process noting that this process allows for consistent and timely responses to requests.

Dr. Gordon also reviewed the legalities of email communication as it relates to the Open Meetings Act and cautioned Board members about having email and text conversations with more than one Board member at a time. Dr. Gordon also stressed the importance of confidentiality and shared some examples of what might be considered confidential communication between him and the Board.

Board President's meeting: Weekly meetings with Dr. Gordon, Erika Krehbiel and the Board president will be held on Tuesday mornings, 7:15 a.m. to review Board meeting agendas and other pertinent topics. One additional Board member may attend the meeting and Board members were invited to sign up for future meetings. Due to some scheduling conflicts in the next several weeks, the days and times will be adjusted. Mrs. Nelson will have a schedule of dates and time available to board members in the next few days.

Long Range Plan (LRP)/Model overview: Dr. Gordon provided a brief overview of the Model and LRP. He shared a draft calendar of planned Board Meeting presentations as they relate to normal routine board business matters and programmatic updates.

Organizational structure: Dr. Gordon provided members with a brief review of the organization structure of the administration and provided members with copies of the GEEA and AFSCME collective bargaining agreements.

**Adjournment**

*Board member Elger moved and Buchholz seconded to adjourn the May 11, 2015 Special Board Orientation Workshop meeting at 7:17 pm. Motion carried on a unanimous voice vote.*

Respectfully submitted,

Nancy Mogk, Board Recording Secretary

  
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Erica Nelson, Board President

  
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Dean Elger, Board Secretary

Minutes approved: May 26, 2015