



11-10

Glen Ellyn School District 41

Dr. Ann K. Riebock, Superintendent

AGENDA

GLEN ELLYN SCHOOL DISTRICT 41
BOARD OF EDUCATION REGULAR MEETING
JANUARY 3, 2011
7:15 P.M.
CENTRAL SERVICES OFFICE
793 NORTH MAIN STREET
GLEN ELLYN, ILLINOIS

- | | | |
|--------------|---|--------------|
| I. | Call to Order | |
| II. | Pledge of Allegiance | |
| III. | Roll Call | |
| IV. | Public Participation | |
| V. | Recognition | |
| VI. | Presentations, Reports and Initiative Updates | |
| | A. Elementary Interventions in District 41 | Attachment 1 |
| VII. | Superintendent's Report | |
| | A. Enrollment | Attachment 2 |
| VIII. | Board Reports | |
| IX. | Discussion Items | |
| | A. Innovative Modular Solutions Lease Renewal | Attachment 3 |
| | B. Resolution Authorizing Intervention in Proceedings before the State Of Illinois Property Tax Appeal Board | Attachment 4 |
| | C. Board Process for Discussion and Decision-making | |
| | D. Acceptable Uses of Accumulated Fund Balances | |
| X. | Action Items | |
| | A. Consent Agenda | |
| | 1. Human Resources | |
| | (a) Personnel Report | Handout |
| | • Employment Recommendations | |
| | 2. Finance Facilities and Operations | Attachment 5 |
| | (a) Treasurer's Report | |

- (b) Investment Schedule
 - (c) Monthly Revenue/Expenditure Summary Report
 - (d) Summary of Bills & Payroll
 - (e) School District Payment Order
 - (f) Vandalism/Damage Report
 - (g) Disposal of Surplus Property
 - (h) 2010-2011 FOIA Report
3. Other Matters
- (a) Board Regular & Special Meeting Minutes
 - December 6, 2010 Public Hearing, Regular Meeting and Closed Session Minutes
 - (b) CASE Board Meeting Action Items

Attachment 6
Attachment 7

XI. Upcoming Meetings

- January 18, 2011 Board of Education Regular Meeting, Churchill School
- February 7, 2011 Board of Education Regular Meeting, Central Services Office

XII. Other

XIII. Public Participation

XIV. Adjourn to Closed Session

XV. Return to Open Session

XVI. Adjournment

Glen Ellyn School District #41 Board Report

Date: January 3, 2011

Title: Elementary Interventions in District 41

Contact: Karen Carlson, Assistant Superintendent for Teaching, Learning, and Accountability

Long-Range Plan Focus: Goal #1, Target #2: Data will drive decision-making at every level of the organization beginning with students.

The target includes:

- We make strategic use of key system and external benchmark data to meet the needs of students, staff, stakeholders and programs.

Discussion: Differentiated instruction occurs within each classroom to meet the needs of most learners, typically, 80 - 85% of the students within a given classroom. However a percentage of students need a more specific response than classroom differentiation and we meet those needs in a variety of ways.

Reading Improvement Services, Response to Intervention, and Summer School illustrate how students with more significant needs receive additional academic support.

Reading Improvement Services: A program evaluation of reading improvement services was completed in the spring of 2007. Based on the results of the evaluation, adjustments were made to the identification of students, use of materials, and progress monitoring tools. Each elementary school has three reading assistants. Originally, services were offered to students in grades K – 3 only and the Jumpstart program was utilized. In order to better align with our curriculum and common assessment tool (Fountas & Pinnell Benchmark Assessment System), we are now using the Leveled Literacy Intervention (LLI) program. We have seen positive results in bringing students to grade level in a shorter period of time. In addition, we have expanded the services to include students in grades K – 5 using Pre-A and Guided Reading Plus groups. LLI is releasing a Spanish version this spring that we are hoping will better meet the needs of our Bilingual Spanish students requiring interventions.

Literacy Specialists at each of the buildings assist with the data analysis to move students in and out of the program. We also look at the data from a district perspective to ensure the success of the intervention. We will continue to monitor the data and make adjustments accordingly.

Response to Intervention (RtI): RtI is a general education initiative and was federally mandated to begin in the 2010/2011 school year. Broadly speaking, there are two components to RtI. The first is to provide interventions to students as soon as they begin to struggle (below the 30%) and secondly, show evidence that steps have been taken in the RtI (intervention) process before a child can be placed in Special Education. A work group commissioned as a result of our special education program evaluation developed our RtI

procedures and forms that have been utilized this year. In the reorganization of our assistant principals, a single administrator works with each elementary building to assist in the problem-solving process and the implementation of intervention strategies.

Summer School: Prior to the summer of 2010, District 41 sent students to the College of DuPage (COD) Summer School Program. In order to create greater alignment with our curriculum through the selection of materials, identification process, staff selection, and monitoring of student data, District 41 elected to host its own program in the summer of 2010. Pre- and post-data was reviewed from this past summer and participating staff was asked for feedback regarding the first year implementation. Adjustments to the student selection process, location/time logistics, and timeline for staffing and parent notification will be implemented in the summer of 2011 as a result of the data collected this fall.

Next Steps: We will continue to monitor student data from the various approaches to intervention, as well as track performance trends in order to determine which programs have the greatest impact on improving student learning over time.

Recommendation: This report is for informational purposes only.

Glen Ellyn School District 41
 Monthly Enrollment Report Summary
 December 17, 2010

| School | Grade | Total Enrollment | Enrollment/section | | | | | Self Contained Spec Ed |
|-------------------|-------|------------------|--------------------|-----------|-----------|-----------|-----------|------------------------|
| | | | | | | | | |
| Abraham Lincoln | K | 101 | 19 | 22 | 18 | 22 | 20 | |
| | 1 | 90 | 22 | 23 | 22 | 23 | 3** | |
| | 2 | 112 | 22 | 23 | 22 | 23 | 22 | |
| | 3 | 94 | 24 | 24 | 22 | 24 | | |
| | 4 | 109 | 23 | 22 | 23 | 21 | 20 | |
| | 5 | 107 | 22 | 23 | 19 | 22 | 21 | |
| Total Enrollment: | | 613 | | | | | | |
| November 30 | | 615 | | | | | | |

**Self-Contained Newcomer Program

| | | | | | | | | | |
|-------------------|---|-----|-----------|-----------|-----------|-----------|----|--|---|
| Benjamin Franklin | K | 70 | 22 | 23 | 21 | | | | 4 |
| | 1 | 95 | 24 | 23 | 23 | 23 | | | 2 |
| | 2 | 110 | 23 | 19 | 22 | 21 | 22 | | 3 |
| | 3 | 91 | 23 | 21 | 22 | 22 | | | 3 |
| | 4 | 130 | 25 | 26 | 25 | 26 | 25 | | 3 |
| | 5 | 91 | 21 | 21 | 22 | 22 | | | 5 |
| Total Enrollment: | | 587 | | | | | | | |
| November 30 | | 585 | | | | | | | |

| | | | | | | | | | |
|-------------------|---|-----|-----------|-----------|-----------|-----------|----|----|--|
| Churchill | K | 83 | 20 | 22 | 20 | 21 | | | |
| | 1 | 123 | 21 | 21 | 22 | 21 | 16 | 22 | |
| | 2 | 117 | 20 | 20 | 19 | 21 | 20 | 17 | |
| | 3 | 97 | 21 | 14 | 20 | 21 | 21 | | |
| | 4 | 69 | 22 | 23 | 24 | | | | |
| | 5 | 114 | 23 | 23 | 22 | 23 | 23 | | |
| PreK/EC | | 76 | | | | | | | |
| Total Enrollment: | | 679 | | | | | | | |
| November 30 | | 680 | | | | | | | |

| | | | | | | | | | |
|-------------------|---|-----|-----------|-----------|----|----|--|--|---|
| Forest Glen | K | 69 | 23 | 23 | 23 | | | | |
| | 1 | 85 | 22 | 20 | 20 | 23 | | | |
| | 2 | 79 | 20 | 20 | 19 | 20 | | | |
| | 3 | 78 | 24 | 27 | 27 | | | | |
| | 4 | 105 | 27 | 26 | 26 | 26 | | | |
| | 5 | 79 | 24 | 24 | 25 | | | | 6 |
| PreK/EC | | 53 | | | | | | | |
| Total Enrollment: | | 548 | | | | | | | |
| November 30 | | 549 | | | | | | | |

| Hadley | Grade | Total Enrollment | Enrollment/Team | | | | | Self Contained Spec Ed |
|------------------|-------|------------------|-----------------|--|--|--|--|------------------------|
| | | | | | | | | |
| Hadley | 6 | 414 | | | | | | 6 |
| | 7 | 407 | | | | | | 2 |
| | 8 | 379 | | | | | | 4 |
| Total Enrollment | | 1,200 | | | | | | |
| November 30 | 1201 | 1,202 | | | | | | |

PORTABLES 1-4 HOUSE 7TH AND 8TH GRADE MATH
 PORTABLES 5-10 HOUSE 8TH GRADE LANGUAGE ARTS

| District Total | Current | Nov 30 2010 |
|----------------|---------|-------------|
| EC/Pre-K | 129 | 125 |
| K | 323 | 323 |
| 1 | 393 | 398 |
| 2 | 418 | 417 |
| 3 | 360 | 362 |
| 4 | 413 | 412 |
| 5 | 391 | 392 |
| 6 | 414 | 414 |
| 7 | 407 | 407 |
| 8 | 379 | 380 |
| Grand Total | 3,627 | 3,630 |

Special Education:
 Churchill: PreK/EC
 Franklin: MIP
 Forest Glen: PreK/EC, GIP (Guided Program of Instruction)
 Hadley: MIP, GIP, ED (Emotional Disorders)

Note: Shaded and bold numbers indicate children who are in mobile classrooms.

Glen Ellyn School District #41 Board Report

Date: January 3, 2011

Title: Innovative Modular Solutions Lease Renewal

Contact: Bob Ciserella, Assistant Superintendent – Finance, Facilities and Operations

Long-Range Plan Focus:

This recommendation provides for alignment with Goal #2, Target #1 of the Superintendent's Three-Five Year Plan.

Five-year plan will demonstrate resource stability, long-range planning and fiscal responsibility, and address physical space needs.

Discussion:

District 41 has 32 modular classrooms in use throughout the District. Twenty (20) of these units are leased from Innovative Modular Solutions (IMS) under 5 separate leases. The original leases were for a three-year term beginning in August 2005 and were renewed in 2008 for an additional three-year term. The proposed agreement is again calling for a three-year term expiring on July 31, 2014 with annual lease payments of:

| | | |
|---------------|---------------------|-----------------|
| • Lincoln | 4 classrooms | \$24,300 |
| • Churchill | 4 classrooms | \$23,800 |
| • Franklin | 4 classrooms | \$22,950 |
| • Forest Glen | 2 classrooms | \$12,250 |
| • Hadley | <u>6 classrooms</u> | <u>\$54,950</u> |
| | 20 | \$138,250 |

Based on current enrollment trends, special program requirements and curriculum delivery models in place, the administration anticipates the continued need for these leased units. The continued use of these leased units will allow the District to maintain current class sizes and also allow for flexibility if the enrollment patterns change.

The District concluded a Master Facility Study in March of 2009 which included a review of the continued use of these units along with other issues that impact District facilities. The Finance and Facilities Committee is expected to make a Master Facilities recommendation to the Board of Education in January of 2011. Given the current status of the Master Facility Study, language has been added to the proposed lease agreements which provide the District the right to "opt out" of the final year of the proposed leases by providing IMS with proper notice by December 31, 2012. The addition of the "opt out" language affords the district flexibility should a plan be created eliminating the need for portable classrooms beyond July 31, 2013.

In the event the District decides to remove a leased unit, current estimates show the average cost per site is \$36,500. This estimate does not include costs that are not directly involved in preparing the units for transportation back to IMS. These additional items include, but are not limited to, the following: removal of the piers, site restoration, and disconnection of low voltage wiring and alarm systems. These items would need to be contracted by the District separately. The costs for removal are subject to change each year; therefore, this \$36,500 is an estimated budget cost.

Recommendation:

The administration recommends that the Finance Committee approve a three-year lease extension in the amount of \$138,250 per year for a total of \$414,750 with Innovative Modular Solutions for the modular classrooms at Abraham Lincoln, Benjamin Franklin, Churchill, Forest Glen and Hadley Junior High. This matter will be presented to the Board of Education for approval at the January 18, 2011, meeting.



Innovative Modular Solutions
 297 East South Frontage Road, Suite B
 Bolingbrook, Illinois 60440
 Telephone: 630-972-0500
 Fax: 630-972-0555

November 29, 2010

Glen Ellyn School District 41
 793 Main Street
 Glen Ellyn, IL 60137

RE: Expired Lease Number: L30236
 Unit Number: 30235-38
 Location of Unit: Churchill Elementary

Dear Bob:

Your modular building lease with Innovative Modular Solutions is set to expire. Per our discussion, here is a 3-year renewal option. Please place a "✓" mark by accepting that line item. For a lease renewal, sign this renewal letter as an authorized agent for your organization. The terms and conditions of your current Lease Agreement will continue to apply.

Please renew our lease as indicated below.

| Lease Term | ("✓") | Number of Years | Annual Lease Rate* |
|----------------------|-------|-----------------|--------------------|
| Expiration 7/31/2014 | _____ | 3 | \$23,800.00 |

**Effective from the current expiration date of 7/31/2011. The school reserves the right to opt out of this renewal after 2 years. If so, they will do so without any penalty. If the school does not formally notify IMS of the exercising of this option by 12/31/2012, they will commit to the full renewal period of 3 years.*

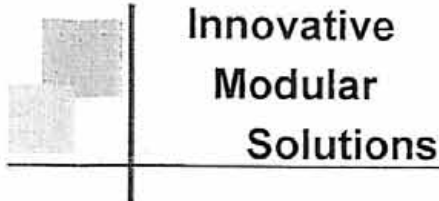
Authorized signature X _____

Please Print Name and Title _____

Please respond within **thirty (30) days** so that we may best serve your needs.

You may return this letter by fax, mail, or phone to: Innovative Modular Solutions
 297 East South Frontage Rd,
 Suite B
 Bolingbrook, IL 60440
 (630) 972-0500 (Phone)
 (630) 972-0555 (Fax)

Thank you for your continued business with Innovative Modular Solutions.



*Innovative Modular Solutions
297 East South Frontage Road, Suite B
Bolingbrook, Illinois 60440
Telephone: 630-972-0500
Fax: 630-972-0555*

November 29, 2010

Glen Ellyn School District 41
793 Main Street
Glen Ellyn, IL 60137

RE: Expired Lease Number: L30698
Unit Number: 30698-99
Location of Unit: Forest Glen Elementary

Dear Bob:

Your modular building lease with Innovative Modular Solutions is set to expire. Per our discussion, here is a 3-year renewal option. Please place a "✓" mark by accepting that line item. For a lease renewal, sign this renewal letter as an authorized agent for your organization. The terms and conditions of your current Lease Agreement will continue to apply.

Please renew our lease as indicated below.

| Lease Term | ("✓") | Number of Years | Annual Lease Rate* |
|----------------------|-------|-----------------|--------------------|
| Expiration 7/31/2014 | _____ | 3 | \$12,250.00 |

**Effective from the current expiration date of 7/31/2011. The school reserves the right to opt out of this renewal after 2 years. If so, they will do so without any penalty. If the school does not formally notify IMS of the exercising of this option by 12/31/2012, they will commit to the full renewal period of 3 years.*

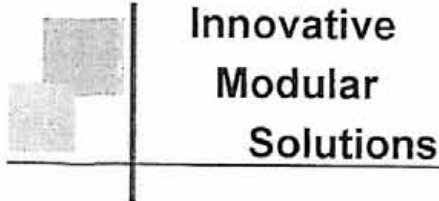
Authorized signature X _____

Please Print Name and Title _____

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 Fax: 630-972-0555

November 29, 2010

Glen Ellyn School District 41
 793 Main Street
 Glen Ellyn, IL 60137

RE: Expired Lease Number: L30232
 Unit Number: 30231-34
 Location of Unit: Franklin Elementary

Dear Bob:

Your modular building lease with Innovative Modular Solutions is set to expire. Per our discussion, here is a 3-year renewal option. Please place a "✓" mark by accepting that line item. For a lease renewal, sign this renewal letter as an authorized agent for your organization. The terms and conditions of your current Lease Agreement will continue to apply.

Please renew our lease as indicated below.

| Lease Term | ("✓") | Number of Years | Annual Lease Rate* |
|----------------------|-------|-----------------|--------------------|
| Expiration 7/31/2014 | ___ | 3 | \$22,950.00 |

**Effective from the current expiration date of 7/31/2011. The school reserves the right to opt out of this renewal after 2 years. If so, they will do so without any penalty. If the school does not formally notify IMS of the exercising of this option by 12/31/2012, they will commit to the full renewal period of 3 years.*

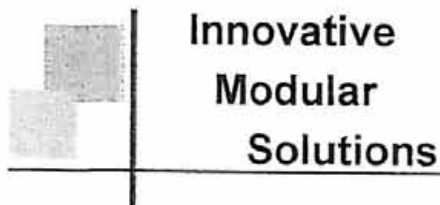
Authorized signature X _____

Please Print Name and Title _____

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 Suite B
 Bolingbrook, IL 60440
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Thank you for your continued business with Innovative Modular Solutions.



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Bolingbrook, Illinois 60440
Telephone: 630-972-0500
Fax: 630-972-0555*

November 29, 2010

Glen Ellyn School District 41
793 Main Street
Glen Ellyn, IL 60137

RE: Expired Lease Number: L30836
Unit Numbers: 30836-42
Location of Units: Hadley JH

Dear Bob:

Your modular building lease with Innovative Modular Solutions is set to expire. Per our discussion, here is a 3-year renewal option. Please place a "✓" mark by accepting that line item. For a lease renewal, sign this renewal letter as an authorized agent for your organization. The terms and conditions of your current Lease Agreement will continue to apply.

Please renew our lease as indicated below.

| Lease Term | ("✓") | Number of Years | Annual Lease Rate* |
|----------------------|-------|-----------------|--------------------|
| Expiration 7/31/2014 | _____ | 3 | \$54,950.00 |

**Effective from the current expiration date of 7/31/2011. The school reserves the right to opt out of this renewal after 2 years. If so, they will do so without any penalty. If the school does not formally notify IMS of the exercising of this option by 12/31/2012, they will commit to the full renewal period of 3 years.*

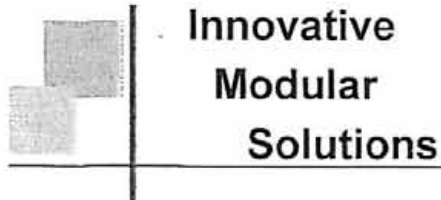
Authorized signature X _____

Please Print Name and Title _____

Please respond within **thirty (30) days** so that we may best serve your needs.

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 297 East South Frontage Road, Suite B
 Bolingbrook, Illinois 60440
 Telephone: 630-972-0500
 Fax: 630-972-0555

November 29, 2010

Glen Ellyn School District 41
 793 Main Street
 Glen Ellyn, IL 60137

RE: Expired Lease Number: L30700
 Unit Number: 30700-03
 Location of Unit: Lincoln Elementary

Dear Bob:

Your modular building lease with Innovative Modular Solutions is set to expire. Per our discussion, here is a 3-year renewal option. Please place a "✓" mark by accepting that line item. For a lease renewal, sign this renewal letter as an authorized agent for your organization. The terms and conditions of your current Lease Agreement will continue to apply.

Please renew our lease as indicated below.

| Lease Term | ("✓") | Number of Years | Annual Lease Rate* |
|----------------------|--------------------------|-----------------|--------------------|
| Expiration 7/31/2014 | <input type="checkbox"/> | 3 | \$24,300.00 |

**Effective from the current expiration date of 7/31/2011. The school reserves the right to opt out of this renewal after 2 years. If so, they will do so without any penalty. If the school does not formally notify IMS of the exercising of this option by 12/31/2012, they will commit to the full renewal period of 3 years.*

Authorized signature X _____

Please Print Name and Title _____

Please respond within **thirty (30) days** so that we may best serve your needs.

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 297 East South Frontage Rd,
 Suite B
 Bolingbrook, IL 60440
 (630) 972-0500 (Phone)
 (630) 972-0555 (Fax)

Thank you for your continued business with Innovative Modular Solutions.

Glen Ellyn School District #41 Board Report

Date: January 3, 2011

Title: Resolution Authorizing Intervention in Proceedings before the State of Illinois Property Tax Appeal Board

Contact: Bob Ciserella, Assistant Superintendent - Finance, Facilities & Operations

Long-Range Plan Focus: This recommendation provides alignment with Goal #2, Target #1 of the Superintendent's Five-Year Plan;

Target #1 – Five-year financial plan will demonstrate resource stability, long-range planning and fiscal responsibility, and address physical space needs.

Discussion: Franczek Radelet P.C., Attorney's at Law, has represented School District 41 in property tax matters for a number of years. Recently, District 41 has received notice that owners of two pieces of commercial property have appealed their 2008 valuation determinations from the DuPage County Board of Review to the State of Illinois Property Tax Appeals Board, PTAB. As part of the submittal process, District attorneys require a board resolution authorizing them to intervene on the district's behalf. This agreement authorizes Franczek Radelet to intervene in appeal proceedings in all 2008-2011 assessment appeals filed at PTAB for which the Board receives notification from the DuPage County Board of Review.

Recommendation: The administration recommends that the Board of Education approves the extension of the existing agreement between the law firm of Franczek Radelet and School District 41 to intervene and defend itself on matters that have been appealed from the DuPage County Assessor's Office to the State of Illinois Property Tax Appeals Board.

**Resolution Authorizing Intervention
in Proceedings before the
State of Illinois Property Tax Appeal Board**

Whereas, an owner or manager of a parcel or parcels of real property located within the boundaries of the State of Illinois has the right to file an appeal challenging the assessed value of the parcel or parcels of real property with the State of Illinois Property Tax Appeal Board (“PTAB”); and

Whereas, an appeal before the PTAB seeks a reduction in the assessed value of the parcel or parcels; and

Whereas, a reduction granted by the PTAB in the assessed value of a parcel or parcels located within the boundaries of Glen Ellyn School District No. 41 will lead to the issuance of a real estate tax refund from the Board of Education of Glen Ellyn School District No. 41 (the “Board”); and

Whereas, a taxing district has the right to intervene in proceedings before the PTAB in order to protect the taxing district’s revenue interest in the assessed value of a parcel or parcels; and

Whereas, the time period during which a taxing district may intervene is 60 days after the taxing district’s receipt, from the local county Board of Review, of notice of the filing of an appeal by an owner or manager of a parcel or parcels of real property; and

Whereas, the Board has determined that it is necessary, desirable, advantageous, and in the public interest to defend the Board’s real property tax base by intervening in PTAB appeals filed on parcels within the boundaries of the Board.

NOW THEREFORE, BE IT HEREBY RESOLVED, by the Board of Education of Glen Ellyn School District No. 41, DuPage County, Illinois, as follows:

1. The Board finds that all of the recitals contained above are true and correct, and that the same are hereby incorporated herein by reference.
2. The Board hereby authorizes Franczek Radelet P.C., as its legal representative, to: a) file a Request to Intervene in Appeal Proceedings in all 2008-11 assessment appeals filed at the PTAB for which the Board receives notice from the local county Board of Review, and b) represent the Board’s interests in those proceedings.
3. All motions and resolutions or parts thereof in conflict with the provisions of this Resolution are, to the extent of such conflict, hereby repealed.
4. If any section, paragraph, clause, or provision of this Resolution shall be held invalid, the invalidity of such section, paragraph, clause, or provision shall not affect any of the other sections, paragraphs, clauses, or provisions of this Resolution.

5. This Resolution shall be in full force and effect upon its adoption.

After a full and complete discussion thereof, Member _____ moved that the foregoing Resolution be adopted and Member _____ seconded the motion. The President directed the Secretary to call the roll for a vote upon the motion to adopt this Resolution. Upon a roll call vote taken, the Board of Education voted as follows:

AYES: _____

NAYS: _____

Abstaining: _____

PRESENT: _____

Absent from Meeting: _____

The President declared the motion carried and the Resolution duly adopted.

Dated: _____

By: _____
President, Board of Education

ATTEST:

Secretary, Board of Education

**Finance, Facilities
and Operations
Financial
Attachments**

**Board Meeting
January 3, 2011**

Glen Ellyn School District 41

**Period Ending:
November 30, 2010**

Draft Until Approved

**Finance, Facilities, and Operations
Consent Agenda Items**

January 3, 2011

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- (g) Disposal of Surplus Property
- (h) 2010-2011 FOIA Report

Glen Ellyn School District 41
Treasurer's Report

| November 2010 | | | | | | | | | | | |
|--|----------------------------|-------------------------|------------------------|------------------------|---------------------------------------|---------------------------------------|-------------------------|------------------------|------------------------|--------------------------------------|-------------------------------|
| FUND | FUND BALANCE 10/31/2010 | CASH BAL. 10/31/2010 | REVENUE | EXPENDITURES | INVESTMENTS (Increase) Decrease | LIABILITIES (Increase) Decrease | CASH BAL. 11/30/2010 | INVESTMENTS AT COST | CASH + INVESTMENTS | LIABILITIES - RECEIVABLE (YTD) | FUND BALANCE 11/30/2010 |
| Education | 28,837,986.48 | \$ 172,386.07 | \$ 1,041,074.07 | \$ 2,753,425.35 | \$ 1,846,073.38 | \$ 724,080.74 | 1,030,188.91 | \$26,348,886.02 | \$27,379,074.93 | \$ 253,439.73 | 27,125,635.20 |
| Self-Insurance Dental | 76,662.80 | 76,662.80 | 25,865.14 | 16,003.71 | - | - | 86,524.23 | - | 86,524.23 | - | 86,524.23 |
| Operations and Maintenance | 5,424,231.41 | 308,446.76 | 57,827.48 | 183,720.76 | (167,787.48) | - | 14,766.00 | 5,283,572.13 | 5,298,338.13 | - | 5,298,338.13 |
| Debt Service | 2,964,936.37 | 285.97 | 53,202.65 | - | (53,202.65) | - | 285.97 | 3,017,853.05 | 3,018,139.02 | - | 3,018,139.02 |
| Transportation | 848,708.81 | 172.39 | 90,371.23 | 235,723.91 | 145,591.37 | - | 411.08 | 702,945.05 | 703,356.13 | - | 703,356.13 |
| Municipal Retirement/Social Security | 1,004,930.20 | 97.12 | 19,726.44 | 87,757.15 | 69,273.56 | (1,009.59) | 330.38 | 936,472.12 | 936,802.50 | (96.99) | 936,899.49 |
| S&C Life Safety | - | - | - | - | - | - | - | - | - | - | - |
| Capital Projects | 199,758.89 | 115.94 | 6.24 | - | (6.24) | - | 115.94 | 199,649.19 | 199,765.13 | - | 199,765.13 |
| Working Cash | 3,234,565.95 | 7,444.60 | 55.25 | - | (7,455.25) | - | 44.60 | 3,234,576.60 | 3,234,621.20 | - | 3,234,621.20 |
| Tort | 2,173.68 | 73.48 | 28.33 | - | (28.33) | - | 73.48 | 2,128.53 | 2,202.01 | - | 2,202.01 |
| Totals | \$42,593,954.59 | \$ 565,665.13 | \$ 1,288,156.83 | \$ 3,276,630.88 | \$ 1,832,458.36 | \$ 723,071.15 | \$ 1,132,740.59 | \$39,726,082.69 | \$40,858,823.28 | \$ 253,342.74 | \$40,605,480.54 |

"DRAFT UNTIL APPROVED"

November 2010

| Identifier | Certificate # | Issue Date | Maturity Date | #of Days | Amount | Rate | Interest | Type |
|---|---------------|------------|---------------|----------|----------------------|---------------|------------------|------|
| Education Fund | | | | | | | | |
| P415 | 156123 | 09/15/10 | 01/28/11 | 135 | 249,800.00 | 0.178% | 164.47 | CD |
| P416 | 156120-2 | 09/15/10 | 02/24/11 | 162 | 659,400.00 | 0.251% | 397.71 | CD |
| P417 | 157004-8 | 10/04/10 | 03/14/11 | 161 | 1,000,000.00 | 0.220% | 999.88 | CD |
| P405 | 151455-6 | 06/15/10 | 04/14/11 | 303 | 2,500,000.00 | 0.310% | 6,586.96 | CD |
| P418 | 158474 | 11/30/10 | 04/14/11 | 135 | 200,000.00 | 0.120% | 90.74 | CD |
| P406 | 150633-8 | 06/02/10 | 04/28/11 | 330 | 999,500.00 | 0.480% | 4,345.51 | CD |
| P407 | 150622-32 | 06/02/10 | 05/12/11 | 344 | 2,600,000.00 | 0.510% | 12,652.14 | CD |
| P408 | 150621 | 06/02/10 | 05/31/11 | 363 | 1,010,000.00 | 0.543% | 5,455.36 | CD |
| P409 | 150620 | 06/02/10 | 06/02/11 | 365 | 1,926,000.00 | 0.543% | 10,460.83 | CD |
| P419 | 158466-473 | 11/30/10 | 06/14/11 | 196 | 1,197,098.00 | 0.150% | 990.58 | CD |
| P410 | 151451-4 | 06/15/10 | 06/15/11 | 365 | 2,000,000.00 | 0.500% | 10,018.76 | CD |
| P420 | 158460-65 | 11/30/10 | 06/29/11 | 211 | 700,000.00 | 0.180% | 752.17 | CD |
| P412 | 155216-20 | 09/01/10 | 09/01/11 | 365 | 2,000,000.00 | 0.310% | 7,723.91 | CD |
| P413 | 155214-5 | 09/01/10 | 09/14/11 | 378 | 1,000,000.00 | 0.310% | 3,309.80 | CD |
| P411 | 150619 | 06/02/10 | 09/15/11 | 470 | 1,197,000.00 | 0.621% | 9,538.82 | CD |
| IPTIP | | | | | 433,109.84 | | | |
| ISDLAF | | | | | 6,676,978.18 | | | |
| Total Education Fund: | | | | | 26,348,886.02 | 0.348% | 73,487.64 | |
| Operations and Maintenance Fund | | | | | | | | |
| P414 | 15521 | 09/01/10 | 01/20/11 | 141 | 200,000.00 | 0.230% | 177.70 | CD |
| P417 | 157004-8 | 10/04/10 | 03/14/11 | 161 | 300,000.00 | 0.220% | 300.01 | CD |
| P406 | 150633-8 | 06/02/10 | 04/28/11 | 330 | 301,200.00 | 0.480% | 1,304.32 | CD |
| P408 | 150621 | 06/02/10 | 05/31/11 | 363 | 300,000.00 | 0.543% | 1,620.58 | CD |
| P413 | 155214-5 | 09/01/10 | 09/14/11 | 378 | 400,000.00 | 0.310% | 1,323.83 | CD |
| P411 | 150619 | 06/02/10 | 09/15/11 | 470 | 45,000.00 | 0.621% | 242.06 | CD |
| IPTIP | | | | | 637,634.92 | | | |
| ISDLAF | | | | | 3,099,737.21 | | | |
| Total Operations and Maintenance Fund: | | | | | 5,283,572.13 | 0.357% | 4,968.50 | |
| Debt Service Fund | | | | | | | | |
| P411 | 150619 | 06/02/10 | 09/15/11 | 470 | 56,000.00 | 0.621% | 302.48 | CD |
| IPTIP | | | | | 164,602.67 | | | |
| ISDLAF | | | | | 2,797,250.38 | | | |
| Total Debt Service Fund: | | | | | 3,017,853.05 | 0.621% | 302.48 | |
| Transportation Fund | | | | | | | | |
| IPTIP | | | | | 24.24 | | | |
| ISDLAF | | | | | 702,920.81 | | | |
| Total Transportation Fund: | | | | | 702,945.05 | 0.000% | - | |
| Municipal Retirement/Social Security Fund | | | | | | | | |
| P416 | 156120-2 | 09/15/10 | 02/24/11 | 162 | 90,000.00 | 0.251% | 54.29 | CD |
| P406 | 150633-8 | 06/02/10 | 04/28/11 | 330 | 90,000.00 | 0.480% | 391.48 | CD |
| P408 | 150621 | 06/02/10 | 05/31/11 | 363 | 90,000.00 | 0.543% | 486.25 | CD |
| P409 | 150620 | 06/02/10 | 06/02/11 | 365 | 74,000.00 | 0.543% | 407.92 | CD |
| IPTIP | | | | | 118,008.07 | | | |
| ISDLAF | | | | | 474,464.05 | | | |
| Total Municipal Retirement/Social Security Fund: | | | | | 936,472.12 | 0.454% | 1,339.94 | |
| Capital Improvements Fund | | | | | | | | |
| G405 | 50016574 | 09/20/10 | 09/20/11 | 365 | 100,000.00 | 1.850% | 1,850.00 | CD |
| IPTIP | | | | | 1,320.83 | | | |

November 2010

| Identifier | Certificate # | Issue Date | Maturity Date | #of Days | Amount | Rate | Interest | Type |
|--|---------------|------------|---------------|----------|----------------------|---------------|-------------------|------|
| ISDLAF | | | | | 98,328.36 | | | |
| Total Capital Improvements Fund: | | | | | 199,649.19 | 1.850% | 1,850.00 | |
| Working Cash | | | | | | | | |
| G386 | 50016574 | 01/29/10 | 01/29/11 | 365 | 1,200,000.00 | 1.100% | 13,200.00 | CD |
| P411 | 150619 | 09/15/10 | 06/02/11 | 470 | 702,000.00 | 0.621% | 5,594.20 | CD |
| G405 | 50016574 | 09/20/10 | 09/20/11 | 365 | 900,000.00 | 1.850% | 16,650.00 | CD |
| IPTIP | | | | | 4,741.02 | | | |
| ISDLAF | | | | | 427,835.58 | | | |
| Total Working Cash fund: | | | | | 3,234,576.60 | 1.190% | 35,444.20 | |
| TORT Fund | | | | | | | | |
| IPTIP | | | | | - | | | |
| ISDLAF | | | | | 2,128.53 | | | |
| Total Tort Fund: | | | | | 2,128.53 | | | |
| Total Current Operating Funds Investments | | | | | 39,726,082.69 | | | |
| Total Investment Interest Due | | | | | | | 117,392.76 | |

| | | |
|-------------------------------|------------------|--------|
| Average Portfolio Yield | | 0.47% |
| IPTIP Monthly Average Rate | Account Balances | |
| ISDLAF Monthly Average Rates: | 1,359,441.59 | 0.155% |
| Liquid Class | 1,548,979.53 | 0.020% |
| Max Class | 12,730,663.57 | 0.07% |

Note: C in the "Identifier" column denotes Community Bank
G in the "Identifier" column denotes Glen Ellyn Bank & Trust
M in the "Identifier" column denotes MB Financial Bank
P in the "Identifier" column denotes PMA/ISDLAF

Note: CD in the "Type" column denotes Certificate of Deposit
CP in the "Type" column denotes Commercial Paper
TN in the "Type" column denotes Treasury Notes
FHLB in the "Type" column denotes Federal Home Loan Bank Note
FNMA in the "Type" column denotes Federal Natl Mortgage Assn Note
FHLMC in the "Type" column denotes Federal Home Loan Mortgage Corporation Note

**Glen Ellyn School District 41**

Finance, Facilities & Operations

**Monthly Revenue/Expenditure Summary Report Overview
November 2010****Revenues**

Overall district revenues are approximately 1.34% greater than last year for the same fiscal period. Year to date, Corporate Personal Property Taxes, CPPRT, and federal funds are substantially greater than the same period of last year.

Expenditures

Expenditures are less than last year's amount by .19% for the same fiscal period.

Scorecard Summary

The administration has reviewed the criteria established during the Scorecard development process and feels significant progress has been made in aligning budgeted and actual financial results. However, the administration continues to be concerned with the lack of state financing and the resulting effect on the district's financial condition.

Glen Ellyn School District 41, 793 N. Main St., Glen Ellyn, IL 60137

Phone 630.790.6400 Fax 630.790.1867 www.d41.org

**Glen Ellyn District 41
Monthly Revenue/Expenditure Summary Report**

November 2010

Revenues

| Function | Category | MTD Received | YTD Received | | Revenue Budget | To Be Received | YTD % Received | Prior Year % Rec'd |
|------------------------------|--------------------------|---------------------|----------------------|----------|----------------------|----------------------|----------------|--------------------|
| 1100 | Property Taxes | 763,785.70 | 20,081,575.61 | | 39,387,238.00 | 19,305,662.39 | 50.98% | 52.08% |
| 1200 | Personal Property Taxes | - | 385,724.25 | | 870,000.00 | 484,275.75 | 44.34% | 29.66% |
| 1300 | Tuition | 256,533.00 | 259,058.00 | | 231,750.00 | (27,308.00) | 111.78% | 109.34% |
| 1400 | Field Trip/Bus Fees | - | 861.50 | | 25,500.00 | 24,638.50 | 3.38% | 23.05% |
| 1500 | Interest Earnings | 3,985.19 | 123,941.98 | | 245,750.00 | 121,808.02 | 50.43% | 30.23% |
| 1600 | Food Services | 14,399.85 | 79,758.08 | | 202,600.00 | 122,841.92 | 39.37% | 35.11% |
| 1700 | Student Fees | 3,164.91 | 348,251.80 | | 423,000.00 | 74,748.20 | 82.33% | 86.16% |
| 1900 | Donations/Misc Revenue | 40.00 | 43,312.86 | | 187,700.00 | 144,387.14 | 23.08% | 61.94% |
| 3000 | Unrestricted State Funds | 120,240.96 | 480,963.84 | | 1,013,720.00 | 532,756.16 | 47.45% | 33.24% |
| 3100 | Restricted State Funds | 81,131.20 | 1,035,518.62 | | 1,907,159.00 | 871,640.38 | 54.30% | 43.83% |
| 4000 | Federal Funds | 19,010.88 | 622,870.05 | | 949,943.00 | 327,072.95 | 65.57% | 16.84% |
| 7000 | Fund Transfers | - | 116,272.24 | | 116,273.00 | 0.76 | 100.00% | 0.00% |
| Grand Total All Funds | | 1,262,291.69 | 23,578,108.83 | - | 45,560,633.00 | 21,982,524.17 | 51.75% | 50.41% |

Expenditures

| Object | | MTD Expended | YTD Expended | YTD Encumbrances | Expenditure Budget | Budget Available | YTD % Expended | Prior Year % Exp'd |
|------------------------------|-----------------------------|---------------------|----------------------|-------------------|----------------------|----------------------|----------------|--------------------|
| 100 | Salaries | 2,258,475.74 | 7,412,659.73 | - | 26,271,451.00 | 18,858,791.27 | 28.22% | 28.09% |
| 200 | Benefits | 410,836.63 | 1,556,372.93 | - | 5,456,672.00 | 3,900,299.07 | 28.52% | 30.51% |
| 300 | Purchased Services | 385,349.50 | 1,841,761.00 | 104,873.41 | 3,957,744.00 | 2,011,109.59 | 46.54% | 44.80% |
| 400 | Supplies/Materials | 132,387.40 | 751,851.14 | 166,608.10 | 2,273,279.00 | 1,354,819.76 | 33.07% | 37.40% |
| 500 | Capital Outlay | 16,308.88 | 1,144,542.76 | 265,088.68 | 2,021,177.00 | 611,545.56 | 56.63% | 53.26% |
| 600 | Dues & Fees | 3,626.84 | 27,999.45 | - | 66,970.00 | 38,970.55 | 41.81% | 51.82% |
| 600 | Principal/Interest Payments | | 254,750.00 | | 2,609,500.00 | 2,354,750.00 | 9.76% | 11.24% |
| 600 | Tuition | 53,642.18 | 782,665.37 | | 1,579,511.00 | 796,845.63 | 49.55% | 49.24% |
| | Fund Transfers | - | 116,272.24 | | 116,273.00 | 0.76 | 100.00% | 0.00% |
| Grand Total All Funds | | 3,260,627.17 | 13,888,874.62 | 536,570.19 | 44,352,577.00 | 29,927,132.19 | 31.31% | 31.50% |

Glen Ellyn School District 41
Monthly Summary of Bills and Payroll

November, 2010

| <u>FUND</u> | <u>OTHER EXPENDITURES</u> | <u>GROSS PAYROLL</u> | <u>TOTAL EXPENDITURES</u> |
|--------------------------------------|-------------------------------|------------------------------|-------------------------------|
| Education | \$489,058.35 | \$2,264,367.00 | \$2,753,425.35 |
| Self-Insurance Dental | \$16,003.71 | 0.00 | 16,003.71 |
| Operations & Maintenance | \$183,720.76 | 0.00 | 183,720.76 |
| Debt Service | \$0.00 | 0.00 | 0.00 |
| Transportation | \$235,723.91 | 0.00 | 235,723.91 |
| Municipal Retirement/Social Security | \$87,757.15 | 0.00 | 87,757.15 |
| Capital Projects | \$0.00 | 0.00 | 0.00 |
| Working Cash | \$0.00 | 0.00 | 0.00 |
| Tort | \$0.00 | 0.00 | 0.00 |
| TOTAL | <u><u>\$1,012,263.88</u></u> | <u><u>\$2,264,367.00</u></u> | <u><u>\$3,276,630.88</u></u> |



Glen Ellyn School District 41

Robert J. Ciserella, Assistant Superintendent for Finance, Facilities & Operations

School District Payment Order

The Treasurer, Robert J. Ciserella, of Glen Ellyn School District 41 in DuPage County, shall pay to the order of the attached list of vendors the sum of \$1,312,180.47 for November Accounts Payable and Payroll Liability checks and \$429,031.66 for December Interim Account Payable and checks.

This order authorizes the Treasurer to pay Board-approved bills before the meeting minutes are officially approved.

By order of the School Board of Glen Ellyn District 41.

Order Date: January 3, 2011

President

Secretary

Glen Ellyn School District 41, 793 N. Main St., Glen Ellyn, IL 60137

Phone 630.790.6400 Fax 630.790.1867 www.d41.org

| CHECK NUMBER | VENDOR | CHECK DATE | CHE AMOUNT | TYP |
|-----------------|-------------------------------------|---------------|---------------|-----|
| 8223 | INSECT LORE | 11/15/2010 | -117.59 | V |
| 8335 | APLAC | 11/15/2010 | 86.46 | R |
| 8336 | AFSCME | 11/15/2010 | 1,650.41 | R |
| 8337 | AMERIPRISE FINANCIAL | 11/15/2010 | 250.00 | R |
| 8338 | DUPAGE CREDIT UNION | 11/15/2010 | 2,075.00 | R |
| 8339 | FIDELITY INVESTMENTS | 11/15/2010 | 3,059.66 | R |
| 8340 | FORTUNATO, KNOBBE, DAVENPORT & ARNO | 11/15/2010 | 41.18 | R |
| 8341 | GLEN ELLYN EDUCATION ASSN | 11/15/2010 | 16,175.86 | R |
| 8342 | GLEN STEARNS CHAPTER 13 TRUSTEE | 11/15/2010 | 407.50 | R |
| 8343 | GREAT AMERICAN LIFE INS | 11/15/2010 | 1,330.00 | R |
| 8344 | JAY K LEVY & ASSOCIATES | 11/15/2010 | 69.23 | R |
| 8345 | LINCOLN INVESTMENT PLANNING | 11/15/2010 | 1,520.00 | R |
| 8346 | SDU | 11/15/2010 | 300.00 | R |
| 8347 | ACCARDI, DAVID | 11/12/2010 | 35.00 | R |
| 8348 | ALARCON, LILI | 11/12/2010 | 600.00 | R |
| 8349 | AT&T | 11/12/2010 | 6,664.13 | R |
| 8350 | AT&T INTERNET SERV | 11/12/2010 | 1,050.00 | R |
| 8351 | CULLIGAN WATER CONDITIONING | 11/12/2010 | 106.00 | R |
| 8352 | DAVELIS, CRAIG | 11/12/2010 | 35.00 | R |
| 8353 | GURDAX, TONY | 11/12/2010 | 35.00 | R |
| 8354 | ICE MOUNTAIN SPRING WATER | 11/12/2010 | 61.20 | R |
| 8355 | ILL DIR EMPLOY SEC | 11/12/2010 | 8,253.00 | R |
| 8356 | ILLINOIS STATE POLICE | 11/12/2010 | 34.25 | R |
| 8357 | KONICA MINOLTA BUSINESS SYSTEMS | 11/12/2010 | 4,951.52 | R |
| 8358 | NORTHERN ILLINOIS GAS | 11/12/2010 | 1,603.43 | R |
| 8359 | NORTHERN ILLINOIS GAS | 11/12/2010 | 164.11 | R |
| 8360 | SAMPLES, KIRK | 11/12/2010 | 68.01 | R |
| 8361 | SCULLY, SUSAN | 11/12/2010 | 57.26 | R |
| 8362 | SHANNON, KATY | 11/12/2010 | 13.00 | R |
| 8363 | VANGUARD ENERGY SERVICES LLC | 11/12/2010 | 5,042.38 | R |
| 8364 | VERIZON WIRELESS | 11/12/2010 | 2,047.59 | S |
| 8365 | PILUT, MARK | 11/16/2010 | 250.00 | R |
| 8366 | SMITH, DANA | 11/16/2010 | 250.00 | R |
| 8367 | ACUTE CARE EDUCATION SYSTEMS | 11/18/2010 | 60.00 | R |
| 8368 | AJMERI, MUBEENA | 11/18/2010 | 18.75 | R |
| 8369 | ALARCON, LILI | 11/18/2010 | 587.50 | R |
| 8370 | AMERICAN SCIENCE & SURPLUS | 11/18/2010 | 34.45 | R |
| 8371 | AMERICAN TAXI DISPATCH | 11/18/2010 | 685.50 | R |
| 8372 | AMLINGS | 11/18/2010 | 45.99 | R |
| 8373 | ANDERSON PEST CONTROL | 11/18/2010 | 416.00 | R |
| 8374 | ANDERSON'S BOOKFAIR CO | 11/18/2010 | 96.34 | R |
| 8375 | ANDERSON, EDWIN | 11/18/2010 | 9,000.00 | R |
| 8376 | ANSI INC OF IL | 11/18/2010 | 40.00 | R |
| 8377 | ARAMARK CORP | 11/18/2010 | 31,265.38 | R |
| 8378 | ARMERUST PLUMBING INC | 11/18/2010 | 1,850.00 | R |
| 8379 | ARTELT, KEITH | 11/18/2010 | 4,800.00 | R |
| 8380 | AT&T LONG DISTANCE | 11/18/2010 | 70.98 | R |
| 8381 | BAKER TILLY VIRCHOW KRAUSE | 11/18/2010 | 6,000.00 | R |
| 8382 | BIRDSSELL, ANTONIETTA | 11/18/2010 | 179.22 | R |
| 8383 | BLUE CROSS/BLUE SHIELD | 11/18/2010 | 16,003.71 | R |
| 8384 | BOUND TO STAY BOUND BOOKS | 11/18/2010 | 1,374.18 | R |
| 8385 | BRITTON, HEATHER | 11/18/2010 | 682.50 | R |
| 8386 | BUIKEMAS ACE HARDWARE | 11/18/2010 | 35.47 | R |
| 8387 | C ACITELLI HEATING & PIPING | 11/18/2010 | 1,413.88 | R |
| 8388 | CAMELOT SCHOOL LLC | 11/18/2010 | 7,533.00 | R |
| 8389 | CAMPBELL, ARLENE | 11/18/2010 | 32.84 | R |

| CHECK NUMBER | VENDOR | CHECK DATE | CHE AMOUNT | TYP |
|-----------------|-------------------------------------|---------------|---------------|-----|
| 8390 | CARE OF TREES | 11/18/2010 | 4,750.00 | R |
| 8391 | CAROLINA BIOLOGICAL SUPPLY | 11/18/2010 | 1,259.69 | R |
| 8392 | CHICAGO EDUCATION PROJECT | 11/18/2010 | 5,742.56 | R |
| 8393 | CHMELIK, JEANNE | 11/18/2010 | 84.05 | R |
| 8394 | CHOICE LITERACY | 11/18/2010 | 396.00 | R |
| 8395 | COMMONWEALTH EDISON | 11/18/2010 | 106.75 | R |
| 8396 | CONVERGIENT TECHNOLOGIES | 11/18/2010 | 665.00 | R |
| 8397 | COONEY, FRANK CO INC | 11/18/2010 | 96.45 | R |
| 8398 | COUNTRYSIDE WELDING INC | 11/18/2010 | 144.00 | R |
| 8399 | CRISIS PREVENTION INST INC | 11/18/2010 | 279.18 | R |
| 8400 | DAILY HERALD | 11/18/2010 | 43.00 | R |
| 8401 | DAVELIS, CRAIG | 11/18/2010 | 35.00 | R |
| 8402 | DEPENDABLE BUILDING SERVICES | 11/18/2010 | 233.75 | R |
| 8403 | DEVELOPMENTAL STUDIES CENTER | 11/18/2010 | 191.84 | R |
| 8404 | DUPAGE SECURITY SOLUTIONS INC | 11/18/2010 | 607.30 | R |
| 8405 | EATON CORP | 11/18/2010 | 4,393.00 | R |
| 8406 | ELIM CHRISTIAN SERVICES | 11/18/2010 | 4,804.72 | R |
| 8407 | FGM ARCHITECTS-ENGINEERS | 11/18/2010 | 6,476.99 | R |
| 8408 | FITNESS FINDERS | 11/18/2010 | 114.04 | R |
| 8409 | FOLLETT LIBRARY RESOURCES | 11/18/2010 | 115.86 | R |
| 8410 | FOREST HEIGHTS LODGE | 11/18/2010 | 8,765.25 | R |
| 8411 | FOX VALLEY FIRE & SAFETY | 11/18/2010 | 197.55 | R |
| 8412 | FRANCZEK RADELET & ROSE | 11/18/2010 | 5,004.08 | R |
| 8413 | GLEN ELLYN PARK DISTRICT | 11/18/2010 | 1,768.50 | R |
| 8414 | GLENOAKS THERAPEUTIC DAY SCHL | 11/18/2010 | 6,548.40 | R |
| 8415 | GRAPHICS PLUS INC | 11/18/2010 | 346.00 | R |
| 8416 | GREAT LAKES SERVICE | 11/18/2010 | 201.00 | R |
| 8417 | H-O-H CHEMICALS INC | 11/18/2010 | 3,702.37 | R |
| 8418 | HEARTLAND BUSINESS SYSTEMS | 11/18/2010 | 20,500.00 | R |
| 8419 | HEINEMANN WORKSHOPS | 11/18/2010 | 836.00 | R |
| 8420 | HEINEMANN | 11/18/2010 | 2,223.82 | R |
| 8421 | HOUGHTON MIFFLIN RECEIVABLES CO LLC | 11/18/2010 | 4,123.52 | R |
| 8422 | ILLINOIS PRINCIPALS ASSN | 11/18/2010 | 0.00 | C |
| 8423 | ILLINOIS PRINCIPALS ASSN | 11/18/2010 | 1,225.00 | R |
| 8424 | ILLINOIS STATE POLICE | 11/18/2010 | 1,000.00 | R |
| 8425 | INSECT LORE | 11/18/2010 | 866.69 | R |
| 8426 | IVERSON PUBLISHING | 11/18/2010 | 452.10 | R |
| 8427 | JUVENILE DIABETES RESEARCH FOUNDATI | 11/18/2010 | 50.00 | R |
| 8428 | KOREAN TRANSLATION NETWORK | 11/18/2010 | 150.00 | R |
| 8429 | KRANZ | 11/18/2010 | 256.34 | R |
| 8430 | LAIDLAW TRANSIT | 11/18/2010 | 95,057.35 | R |
| 8431 | LAKESHORE LEARNING MATERIALS | 11/18/2010 | 180.46 | R |
| 8432 | LECTORUM PUBLICATIONS | 11/18/2010 | 25.91 | R |
| 8433 | LEGO EDUCATION | 11/18/2010 | 117.59 | R |
| 8434 | LIBRARY SKILLS INC | 11/18/2010 | 139.32 | R |
| 8435 | LIBRARY VIDEO CO | 11/18/2010 | 449.00 | R |
| 8436 | LITTLE FRIENDS INC | 11/18/2010 | 4,653.72 | R |
| 8437 | LOCKWOOD DAIRY | 11/18/2010 | 2,447.64 | R |
| 8438 | LUSCOMBE MUSIC | 11/18/2010 | 200.00 | R |
| 8439 | MC MASTER-CARR SUPPLY CO | 11/18/2010 | 57.97 | R |
| 8440 | METRO PROFESSIONAL PRODUCTS | 11/18/2010 | 5,810.55 | R |
| 8441 | MINKUS, GAIL | 11/18/2010 | 1,260.00 | R |
| 8442 | MOGK, NANCY | 11/18/2010 | 10.00 | R |
| 8443 | NEW HOPE ACADEMY | 11/18/2010 | 7,989.93 | R |
| 8444 | NORTHERN AV INC | 11/18/2010 | 229.27 | R |
| 8445 | NWEA | 11/18/2010 | 100.00 | R |

| CHECK NUMBER | VENDOR | CHECK DATE | CHE AMOUNT | TYP |
|-----------------|-------------------------------------|---------------|---------------|-----|
| 8446 | OFFICE DEPOT | 11/18/2010 | 0.00 | C |
| 8447 | OFFICE DEPOT | 11/18/2010 | 1,929.71 | R |
| 8448 | OLIVE GROVE LANDSCAPING INC | 11/18/2010 | 4,100.00 | R |
| 8449 | PALADIUM ENTERPRISES | 11/18/2010 | 1,500.00 | R |
| 8450 | PEPPERS, KEVIN | 11/18/2010 | 35.00 | R |
| 8450 | PEPPERS, KEVIN | 11/23/2010 | -35.00 | V |
| 8451 | PREMIER | 11/18/2010 | 684.80 | R |
| 8451 | PREMIER | 11/23/2010 | -684.80 | V |
| 8452 | PYONE, CHO | 11/18/2010 | 437.50 | R |
| 8453 | QUINLAN & FABISH MUSIC | 11/18/2010 | 177.06 | R |
| 8454 | REALLY GOOD STUFF INC | 11/18/2010 | 85.26 | R |
| 8455 | RENTAL MAX LLC | 11/18/2010 | 245.91 | R |
| 8456 | ROSCOE CO | 11/18/2010 | 837.56 | R |
| 8457 | ROSELLE MUSIC | 11/18/2010 | 85.00 | R |
| 8458 | SASED | 11/18/2010 | 100.00 | R |
| 8459 | SASED-ILLINOIS PBIS NETWORK | 11/18/2010 | 325.00 | R |
| 8460 | SCHAEFER, BILL | 11/18/2010 | 35.00 | R |
| 8461 | SCHOLASTIC INC | 11/18/2010 | 23.04 | R |
| 8462 | SCHOLASTIC MAGAZINES | 11/18/2010 | 121.00 | R |
| 8463 | SCHOOL SPECIALTY | 11/18/2010 | 0.00 | C |
| 8464 | SCHOOL SPECIALTY | 11/18/2010 | 3,581.68 | R |
| 8465 | SEPTRAN INC | 11/18/2010 | 41,609.76 | R |
| 8466 | SIMPLEX TIME RECORDER CO | 11/18/2010 | 434.25 | R |
| 8467 | SIMS RECYCLING | 11/18/2010 | 265.00 | R |
| 8468 | SKYWARD INC | 11/18/2010 | 1,450.00 | R |
| 8469 | SOARING EAGLE ACADEMY | 11/18/2010 | 7,604.60 | R |
| 8470 | SOUND INC | 11/18/2010 | 206.50 | R |
| 8471 | SRA/MCGRAW HILL | 11/18/2010 | 729.68 | R |
| 8472 | TCI | 11/18/2010 | 299.75 | R |
| 8473 | TEACHERS DISCOVERY | 11/18/2010 | 36.85 | R |
| 8474 | TIGERDIRECT.COM | 11/18/2010 | 272.15 | R |
| 8475 | TRI-ANGLE SCREEN PRINT | 11/18/2010 | 250.00 | R |
| 8476 | UNISOURCE GREAT LAKES | 11/18/2010 | 5,031.00 | R |
| 8477 | UNITED RADIO COMMUNICATIONS | 11/18/2010 | 310.00 | R |
| 8478 | US MARKERBOARD | 11/18/2010 | 159.81 | R |
| 8479 | VILLA PARK ELECTRIC SUPPLY | 11/18/2010 | 102.41 | R |
| 8480 | VILLAGE OF GLEN ELLYN | 11/18/2010 | 72.50 | R |
| 8481 | VOLPE, MARIEL | 11/18/2010 | 50.00 | R |
| 8482 | WATSON, ROB | 11/18/2010 | 35.00 | R |
| 8483 | WEBSTER MCGRATH & AHLBERG | 11/18/2010 | 1,500.00 | R |
| 8484 | WEST CHICAGO ELEMENTARY SCHOOLS | 11/18/2010 | 775.00 | R |
| 8485 | AFLAC | 11/30/2010 | 86.46 | R |
| 8486 | AFSCME | 11/30/2010 | 1,682.28 | R |
| 8487 | AMERIPRISE FINANCIAL | 11/30/2010 | 250.00 | R |
| 8488 | DUPAGE CREDIT UNION | 11/30/2010 | 2,075.00 | R |
| 8489 | FIDELITY INVESTMENTS | 11/30/2010 | 3,058.90 | R |
| 8490 | FORTUNATO, KNOBBE, DAVENPORT & ARNO | 11/30/2010 | 41.18 | R |
| 8491 | GLEN ELLYN EDUCATION ASSN | 11/30/2010 | 16,146.19 | R |
| 8492 | GLEN STEARNS CHAPTER 13 TRUSTEE | 11/30/2010 | 407.50 | R |
| 8493 | GREAT AMERICAN LIFE INS | 11/30/2010 | 1,330.00 | R |
| 8494 | JAY K LEVY & ASSOCIATES | 11/30/2010 | 69.23 | R |
| 8495 | LINCOLN INVESTMENT PLANNING | 11/30/2010 | 1,620.00 | R |
| 8496 | SDU | 11/30/2010 | 300.00 | R |
| 8497 | UNITED STATES TREASURY | 11/30/2010 | 60.42 | R |
| 8498 | AGGER, DENISE | 11/24/2010 | 120.81 | R |
| 8499 | ALARCON, LILI | 11/24/2010 | 775.00 | R |

| CHECK NUMBER | VENDOR | CHECK DATE | CHE AMOUNT | TYP |
|-----------------|-------------------------------------|---------------|---------------|-----|
| 8500 | ALEMIS, GEORGIA | 11/24/2010 | 64.89 | R |
| 8501 | ASSESS FOR SUCCESS CONSULTING INC | 11/24/2010 | 1,450.00 | R |
| 8502 | BMO MASTERCARD | 11/24/2010 | 0.00 | C |
| 8503 | BMO MASTERCARD | 11/24/2010 | 0.00 | C |
| 8504 | BMO MASTERCARD | 11/24/2010 | 0.00 | C |
| 8505 | BMO MASTERCARD | 11/24/2010 | 0.00 | C |
| 8506 | BMO MASTERCARD | 11/24/2010 | 0.00 | C |
| 8507 | BMO MASTERCARD | 11/24/2010 | 0.00 | C |
| 8508 | BMO MASTERCARD | 11/24/2010 | 15,195.30 | R |
| 8509 | BRIDGES FOR LANGUAGE, TRNG & STAFFI | 11/24/2010 | 308.40 | R |
| 8510 | CAWIEZEL, PAT | 11/24/2010 | 35.00 | R |
| 8511 | CENTER, THE | 11/24/2010 | 160.00 | R |
| 8512 | CHA, SUNGKI | 11/24/2010 | 150.00 | R |
| 8513 | CPI QUALIFIED PLAN CONSULTANTS INC | 11/24/2010 | 43.50 | R |
| 8514 | DONATO, ANTONIO | 11/24/2010 | 460.00 | R |
| 8515 | ENGSTROM, VANESSA | 11/24/2010 | 625.00 | R |
| 8516 | EQUAL OPPORTUNITY COUNCIL | 11/24/2010 | 995.00 | R |
| 8517 | GUMDROP BOOKS | 11/24/2010 | 992.77 | R |
| 8518 | HEINEMANN | 11/24/2010 | 33.00 | R |
| 8519 | ICE MOUNTAIN SPRING WATER | 11/24/2010 | 701.01 | R |
| 8520 | IDENTITRONICS | 11/24/2010 | 458.13 | R |
| 8521 | ILLINOIS ASSN OF SCH BOARDS | 11/24/2010 | 20.00 | R |
| 8522 | KHATTAB, FALASTIN | 11/24/2010 | 25.00 | R |
| 8523 | KRAUSE, DON | 11/24/2010 | 70.00 | R |
| 8524 | LAIDLAW TRANSIT | 11/24/2010 | 97,997.78 | R |
| 8525 | MACGILL & CO, WM V | 11/24/2010 | 179.56 | R |
| 8526 | OFFICE DEPOT | 11/24/2010 | 640.62 | R |
| 8527 | PELLETIER, JEROME | 11/24/2010 | 35.00 | R |
| 8528 | PEPPERS, BOB | 11/24/2010 | 35.00 | R |
| 8529 | PEPPERS, PAT | 11/24/2010 | 35.00 | R |
| 8530 | PREMIER | 11/24/2010 | 603.44 | R |
| 8531 | ROSCOE CO | 11/24/2010 | 158.62 | R |
| 8532 | ROSELLE MUSIC | 11/24/2010 | 170.00 | R |
| 8533 | SCHOLASTIC EDUCATION | 11/24/2010 | 22,944.50 | R |
| 8534 | SCULLY, SUSAN | 11/24/2010 | 81.03 | R |
| 8535 | SOUND INC | 11/24/2010 | 371.50 | R |
| 8536 | SRA/MCGRAW HILL | 11/24/2010 | 780.82 | R |
| 8537 | TIGERDIRECT.COM | 11/24/2010 | 207.23 | R |
| 8538 | WATSON, ROB | 11/24/2010 | 35.00 | R |
| 201000182 | AXA EQUITABLE LIFE INS CO | 11/15/2010 | 11,427.33 | W |
| 201000183 | CERIDIAN BENEFITS SVCS | 11/15/2010 | 6,386.32 | W |
| 201000185 | ILLINOIS DEPT OF REVENUE | 10/29/2010 | 28,085.39 | W |
| 201000186 | INTERNAL REV SERVICE | 10/29/2010 | 168,324.42 | W |
| 201000187 | T H I S | 10/29/2010 | 14,556.73 | W |
| 201000188 | TEACHERS RETIREMENT SYSTEM | 10/29/2010 | 94,855.10 | W |
| 201000190 | V A L I C | 11/15/2010 | 6,267.32 | W |
| 201000192 | ILLINOIS DEPT OF REVENUE | 11/15/2010 | 439.24 | W |
| 201000193 | INTERNAL REV SERVICE | 11/15/2010 | 1,473.06 | W |
| 201000194 | T H I S | 11/15/2010 | 415.73 | W |
| 201000195 | TEACHERS RETIREMENT SYSTEM | 11/15/2010 | 2,693.94 | W |
| 201000196 | UNUM LIFE INSURANCE | 11/16/2010 | 2,242.44 | W |
| 201000197 | RELIANCE STANDARD LIFE | 11/16/2010 | 312.50 | W |
| 201000198 | AXA EQUITABLE LIFE INS CO | 11/30/2010 | 11,627.33 | W |
| 201000199 | CERIDIAN BENEFITS SVCS | 11/30/2010 | 6,386.32 | W |
| 201000200 | ILL MUNICIPAL RETIREMENT FUND | 11/15/2010 | 54,161.72 | W |
| 201000201 | ILLINOIS DEPT OF REVENUE | 11/30/2010 | 27,423.62 | W |

| CHECK NUMBER | VENDOR | CHECK DATE | CHE AMOUNT | TYP |
|-------------------|----------------------------|---------------|---------------|-----|
| 201000202 | INTERNAL REV SERVICE | 11/30/2010 | 165,351.75 | W |
| 201000203 | T H I S | 11/30/2010 | 14,176.56 | W |
| 201000204 | TEACHERS RETIREMENT SYSTEM | 11/30/2010 | 92,364.49 | W |
| 201000206 | V A L I C | 11/30/2010 | 6,267.32 | W |
| 201000207 | AXA EQUITABLE LIFE INS CO | 11/30/2010 | 200.00 | W |
| Totals for checks | | | 1,312,180.47 | |

FUND SUMMARY

| FUND | DESCRIPTION | BALANCE SHEET | REVENUE | EXPENSE | TOTAL |
|------|--------------------------------|---------------|---------|------------|--------------|
| 10 | Education Fund | 680,764.35 | 13.00 | 213,484.68 | 894,262.03 |
| 11 | Self-Insured Medical/Dental Fu | 0.00 | 0.00 | 1,451.57 | 1,451.57 |
| 13 | Fully Insured Medical Program | 0.00 | 0.00 | 0.00 | 0.00 |
| 20 | Operations & Maintenance Fund | 0.00 | 0.00 | 91,976.22 | 91,976.22 |
| 40 | Transportation Fund | 0.00 | 0.00 | 235,723.91 | 235,723.91 |
| 50 | IMRF/Social Security Fund | 88,766.74 | 0.00 | 0.00 | 88,766.74 |
| *** | Fund Summary Totals *** | 769,531.09 | 13.00 | 542,636.38 | 1,312,180.47 |

***** End of report *****

| CHECK NUMBER | VENDOR | CHECK DATE | AMOUNT | CHE TYP |
|-----------------|---------------------------------|---------------|------------|------------|
| 8428 | KOREAN TRANSLATION NETWORK | 12/13/2010 | -150.00 | V |
| 8539 | ACUTE CARE EDUCATION SYSTEMS | 12/01/2010 | 60.00 | R |
| 8540 | AMEREN ENERGY MARKETING | 12/01/2010 | 31,448.96 | R |
| 8541 | AT&T | 12/01/2010 | 1,477.03 | R |
| 8542 | BANC OF AMERICA LEASING | 12/01/2010 | 5,615.47 | R |
| 8543 | CERIDIAN FLEX FEE | 12/01/2010 | 402.11 | R |
| 8544 | EDUCATIONAL BENEFIT COOP | 12/01/2010 | 354,570.64 | R |
| 8545 | KONICA MINOLTA PREMIER FINANCE | 12/01/2010 | 1,242.07 | R |
| 8546 | PUBLIC STORAGE | 12/01/2010 | 477.00 | R |
| 8547 | RICOH | 12/01/2010 | 530.20 | R |
| 8548 | RIEBOCK, ANN K | 12/01/2010 | 20.00 | R |
| 8549 | SAM'S CLUB | 12/01/2010 | 486.42 | R |
| 8550 | VERIZON WIRELESS | 12/01/2010 | 145.85 | R |
| 8551 | WASTE MANAGEMENT WEST | 12/01/2010 | 2,607.70 | R |
| 8556 | AT&T | 12/09/2010 | 1,580.76 | R |
| 8557 | BARRETT, KIMBERLY | 12/09/2010 | 152.00 | R |
| 8558 | BRITTON, HEATHER | 12/09/2010 | 525.00 | R |
| 8559 | DOWNERS GROVE NORTH FINE ARTS | 12/09/2010 | 50.00 | R |
| 8560 | GLEN ELLYN DIST#41 PETTY CASH | 12/09/2010 | 76.95 | R |
| 8561 | HOWARD, TERRA | 12/09/2010 | 252.03 | R |
| 8562 | ILLINOIS MATHEMATICS LEAGUE | 12/09/2010 | 30.00 | R |
| 8563 | KHATTAB, FALASTIN | 12/09/2010 | 25.00 | R |
| 8564 | KONICA MINOLTA BUSINESS SYSTEMS | 12/09/2010 | 1,079.85 | R |
| 8565 | MINKUS, GAIL | 12/09/2010 | 1,170.00 | R |
| 8566 | NORTHERN ILLINOIS UNIVERSITY | 12/09/2010 | 450.00 | R |
| 8567 | PAW, EHKU | 12/09/2010 | 25.00 | R |
| 8568 | ROUDEBUSH NELSON, AMANDA | 12/09/2010 | 337.28 | R |
| 8569 | SAFARI VIDEO NETWORK | 12/09/2010 | 1,000.00 | R |
| 8570 | STOUT, STACEY | 12/09/2010 | 152.00 | R |
| 8571 | UIC OFFICE OF CAREER SERVICES | 12/09/2010 | 125.00 | R |
| 8572 | VILLAGE OF GLEN ELLYN | 12/09/2010 | 3,656.69 | R |
| 8573 | WHEELER, KAYLA | 12/09/2010 | 44.15 | R |
| 8574 | EISENHOWER WRESTLING | 12/10/2010 | 266.00 | R |
| 8575 | HAWTHORN DISTRICT 73 | 12/10/2010 | 200.00 | R |
| 8576 | JAY STREAM MIDDLE SCHOOL | 12/10/2010 | 300.00 | R |
| 8577 | KONICA MINOLTA BUSINESS SYSTEMS | 12/10/2010 | 3,871.67 | R |
| 8578 | LAW, JENNIFER | 12/10/2010 | 7.12 | R |
| 8579 | NAPERVILLE CENTRAL HIGH SCL | 12/10/2010 | 210.00 | R |
| 8580 | NORTHERN ILLINOIS GAS | 12/10/2010 | 2,439.72 | R |
| 8581 | SCULLY, SUSAN | 12/10/2010 | 63.96 | R |
| 8582 | SIECK, KYLE | 12/10/2010 | 139.10 | R |
| 8583 | VERIZON WIRELESS | 12/10/2010 | 2,018.81 | R |
| 8584 | WELSH, EMMAH | 12/10/2010 | 50.00 | R |
| 201000213 | EFLEX GROUP | 12/01/2010 | 610.03 | W |
| 201000218 | EFLEX GROUP | 12/01/2010 | 437.34 | W |
| 201000228 | T H I S | 12/06/2010 | 8,752.75 | W |

Totals for checks 429,031.66

FUND SUMMARY

| <u>FUND</u> | <u>DESCRIPTION</u> | <u>BALANCE SHEET</u> | <u>REVENUE</u> | <u>EXPENSE</u> | <u>TOTAL</u> |
|-----------------------------|-------------------------------|----------------------|----------------|----------------|--------------|
| 10 | Education Fund | 356,020.12 | 0.00 | 27,141.26 | 383,161.38 |
| 20 | Operations & Maintenance Fund | 0.00 | 0.00 | 45,870.28 | 45,870.28 |
| *** Fund Summary Totals *** | | 356,020.12 | 0.00 | 73,011.54 | 429,031.66 |

***** End of report *****

**November 2010
Vandalism Report**

| Date of Occurrence | Facility | Nature of Vandalism | Initial response | Action Taken to Repair/Replace |
|---------------------------|-----------------|----------------------------|-------------------------|---------------------------------------|
| | | Nothing to Report | | |

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

Date: January 3, 2011
Title: Disposal of Surplus Property
Contact: Bob Ciserella – Assistant Superintendent Finance, Facilities & Operations

Long-Range Plan Focus: This recommendation is not applicable to the Superintendent's Five-Year Plan. However, the Assistant Superintendent for FFO is responsible for reporting the disposition of surplus property.

Discussion:
See attached spreadsheet for listing of assets for disposal.

Recommendation:
The administration recommends approval of the resolution of disposal of surplus property.

RESOLUTION FOR THE DISPOSAL
OF SURPLUS PERSONAL PROPERTY

WHEREAS, the Board of Education of Glen Ellyn School District 41, DuPage County, Illinois, declares that there is surplus personal property in the School District; and

WHEREAS, such property is described in the attached document; and

WHEREAS, this personal property is no longer needed for school purposes and/or is not functioning; and

NOW, THEREFORE, Be It Resolved, by the Board of Education, as follows:

1. That the Superintendent is hereby authorized to properly dispose of the property listed on the attachment.

ADOPTED this 3rd day of January, 2011, by roll call vote as follows:

YES _____

NO _____

ABSENT _____

Board of Education, Glen Ellyn School
District, DuPage County, Illinois

President

ATTEST:

Secretary

Assets for Disposal
December 2010

| Asset # | Current Location | Originating School Site | Description (Make, Model, etc.) | Serial Number | Qty. | Working Order | Obsolete Y/N? | Disposal, Donation, or Sale |
|---------|------------------|-------------------------|---------------------------------|---------------|------|---------------|---------------|-----------------------------|
| 00211 | CSO Storeroom | HA | Compaq Evo 1020 Laptop | 9X31LDLZH0D0 | 1 | N | Y | Disposal |
| 02114 | CSO Storeroom | HA | Compaq Evo 1020 Laptop | 9X31LDLZH0DG | 1 | N | Y | Disposal |
| | CSO Storeroom | CH | Toshiba Docking Station | 34015567 | 1 | Y | Y | Disposal |
| | CSO Storeroom | AL | APC 350 UPS | 3B0723X49081 | 1 | N | Y | Disposal |
| 003041 | CSO Storeroom | HA | HP 9010 Laptop | 2UA422P17P | 1 | N | Y | Disposal |
| | CSO Storeroom | CH | Cisco 7950 VOIP Phone | INM0B11187U | 1 | N | N | Disposal |
| 004547 | CSO Storeroom | HA | NEC VT580 Projector | 5Z0227IFE | 1 | N | N | Disposal |
| | CSO Storeroom | AL | ELMO TT02S | 119188 | 1 | N | N | Disposal |
| | CSO Storeroom | HA | HP 1740 Monitor | CNK5220FP3 | 1 | N | N | Disposal |
| | CSO Storeroom | FG | HP 1740 Monitor | CNK5220DKY | 1 | N | N | Disposal |
| | CSO Storeroom | CH | HP 1740 Monitor | CNK5220FZ3 | 1 | N | N | Disposal |
| | CSO Storeroom | CSO | Xyren Cold Laminator | 032504 | 1 | N | Y | Disposal |
| | CSO Storeroom | HA | Sony TRV280 Handicam | 350114 | 1 | N | Y | Disposal |
| 004079 | CSO Storeroom | HA | Toshiba TLP S41 Projector | 92220201 | 1 | N | N | Disposal |

| Reporting Period | Date Received | Date of Response | Request Summary |
|------------------|---------------|--|--|
| June | | | None Received |
| July | 7/8/2010 | 7/13/2010 | Illinois Central School Bus requested the following: "1. Copies of all detailed transportation invoices from May 2010, both regular education and special education. 2. Copies of your last bid form from your current vendor. 3. Copies of your current transportation contract. 4. Copies of any extension of your contract." |
| | 07/22/10 | 08/11/10 | Champion Energy Services requested the following: "Glen Ellyn School District 41's electric utility bills for accounts 0299119038, 0471113103, 0845141013, 2289079038, 6409604008, 7079221003, 7163213006, 7163214003, 7585480009, & 8171145009 for the months of May 2010, June 2010, and July 2010. I am requesting copies of both the Ameren bill for electricity supply and the ComEd bill for electric delivery along with a copy of the contract which was awarded to Ameren & the IEC for your 2010 power supply." |
| August | 8/16/2010 | 8/16/2010 | Champion Energy Services requested the following: "Based upon my original FOIA request (attached) I'd still like to get copies of your July 2010 bills which would have been billed to you in August." |
| September | 09/03/10 | 09/08/10 | Illinois Paper & Copier Co. requested the following: Current copier and/or printer lease and maintenance contracts. |
| | 09/10/10 | 9/13/2010 Agreed extension of time; and 9/30/2010 Partial answer; Fully complied 10/4/10 | Marie Newman requested via e-mail the following with reference to Board Highlights for Sept. 7, 2010, Satisfaction Survey results: ...the open response aggregates. ...various board member's reactions... |
| | 09/14/10 | 10/07/10 | Champion Energy Services requested the following: "Per my earlier request. I'm interested in reviewing the district's electricity bills for July 2010." |
| | 09/27/10 | 10/07/10 | Champion Energy Services requested the following: "Glen Ellyn School District 41's electric utility bills for accounts 0299119038, 0471113103, 0845141013, 2289079038, 6409604008, 7079221003, 7163213006, 7163214003, 7585480009, & 8171145009 for the month of August 2010. I am requesting copies of both the Ameren bill for electricity supply and the ComEd bill for electric delivery along with a copy of the contract which was awarded to Ameren & the IEC for your 2010 power supply." |
| October | 10/26/2010 | 10/28/2010 | Bob Buck from Neopost requested the following: "1. A copy of the original purchase order or warrant issued to purchase, lease or rent the mail equipment from the school district to Vendor Pitney Bowes. Or 2. A copy of the vendor agreement issued to purchase, lease or rent the mail equipment from the vendor Pitney Bowes to the school district." |

Glen Ellyn District #41
2010-2011 FOIA Report

| Reporting Period | Date Received | Date of Response | Request Summary |
|------------------|---------------|------------------|--|
| November | 11/30/10 | 12/06/10 | <p>Scott O'Connell of Downers Grove requested:</p> <p>REQUEST No. 1: "This F.O.I.A. request is for all legal opinions - labeled "Formal", "Informal", "Memorandum" or some other title - issued by the ISBE since 1963 that mention either the tax levy (Section 17-2.11) and/or the bond proceeds (Section 17-2.11a) of the fire prevention and safety statute(s). The requested opinions may address the usage of "surplus life safety monies" in general that have accumulated as the result of either the "Nickel Levy" (17-2.11(j)) of a Bond Issuance (17-2.11(r)). Or, the requested opinions may address the issue of what is or is not a "violation". Or, the opinion(s) may discuss whether or not the levy and/or bond authority may be used for asbestos removal via the Tort Fund."</p> <p>REQUEST No. 2: "In addition, this F.O.I.A. request is for all legal opinions - labeled "Formal", "Informal", "Memorandum" or some other title - issued by the ISBE since 1963 that address the issue of whether a school district can substitute a new "violation" for an existing "violation" that had already been approved by the ISBE and ordered repaired by ROE. In other words, does the District need to complete the first set of "violations" in their entirety or can they unilaterally decide not to repair one or more of the "violations" and substitute a "newly" approved violation in its place? The issue is can bonds be sold or taxes levied for a list of identified projects be used for other projects that are substituted for the original projects with the intent being the original projects will not be completed or will be completed after the "newly" approved violations are repaired?"</p> <p>REQUEST No. 3: "In addition, this F.O.I.A. request is for all legal opinions - labeled "Formal", "Informal", "Memorandum" or some other title - issued by the ISBE since 1963 that address the issue of whether or not all of the code violation repairs need to be "accomplished and paid for in full" before any new projects can be undertaken with the original tax proceeds (levy and/or bonds). The issue is can taxes raised and/or bonds sold for a list of identified projects be used for other projects before all of the original projects have been accomplished and paid for in full?"</p> <p>REQUEST No. 4: And finally, this F.O.I.A. request is for all legal opinions - labeled "Formal", "Informal", "Memorandum" or some other title - issued by the ISBE since 1963 that address the issue of whether or not the District has the authority to levy and/or issue bonds under either Section 17-2.11 or Section 17-2.11a at an amount equal to the "estimate" for the repair instead of the "actual" contracted amount when the estimated cost to effectuate the repairs is greater than the actual cost contained within a board-approved contract. The issue is when taxes are levied and/or bonds sold for a list of identified projects, must the District utilize a known, actual contracted cost when levying taxes or issuing bonds instead of the prior estimate when the estimate is greater than the known contracted cost? For example, if after 1) both the ROE and ISBE have reviewed the reasonableness of the "estimates" of the licensed architect/engineer (ISBE Forms 35-48 and 35-76) per statutory direction (Section 17-2.11), 2) both the ROE and ISBE have approved the "estimates" as being reasonable and 3) both the ROE and ISBE have approved the use of Fire Prevention and Safety funding in repairing the violations, the Board of Education approves an actual contract for the "violation" project at a cost less than the "estimate", does the Board of Education have the statutory authority to levy taxes and/or issue bonds in an amount that exceeds the "actual" known contracted cost for the project knowing full well that there will be a surplus of idle funds remaining when the project(s) is completed?"</p> |

December 6, 2010

VIA REGULAR US MAIL & ELECTRONIC MAIL

Mr. Scott O'Connell
5140 Grand Ave
Downers Grove, IL 60515
Email: scott.scotto@yahoo.com

RE: Response to *Illinois Freedom of Information Act* Request

Dear Mr. O'Connell:

The enclosed information is in response to your correspondence dated October 4, 2010, and received in our offices on November 30, 2010, in which you request the following under the *Illinois Freedom of Information Act* (FOIA). The District's response to your request is as follows:

REQUEST No. 1: "This F.O.I.A. request is for all legal opinions – labeled "Formal", "Informal", "Memorandum" or some other title – issued by the ISBE since 1963 that mention either the tax levy (Section 17-2.11) and/or the bond proceeds (Section 17-2.11a) of the fire prevention and safety statute(s). The requested opinions may address the usage of "surplus life safety monies" in general that have accumulated as the result of either the "Nickel Levy" (17-2.11(j)) of a Bond Issuance (17-2.11(r)). Or, the requested opinions may address the issue of what is or is not a "violation". Or, the opinion(s) may discuss whether or not the levy and/or bond authority may be used for asbestos removal via the Tort Fund."

RESPONSE: There are no documents responsive to your request.

REQUEST No. 2: "In addition, this F.O.I.A. request is for all legal opinions – labeled "Formal", "Informal", "Memorandum" or some other title – issued by the ISBE since 1963 that address the issue of whether a school district can **substitute** a new "violation" for an existing "violation" that had already been approved by the ISBE and ordered repaired by ROE. In other words, does the District need to complete the first set of "violations" in their entirety or can they unilaterally decide **not** to repair one or more of the "violations" and substitute a "newly" approved violation in its place? ***The issue is can bonds be sold or taxes levied for a list of identified projects be used for other projects that are substituted for the original***

projects with the intent being the original projects will not be completed or will be completed after the "newly" approved violations are repaired?"

RESPONSE: There are no documents responsive to your request. Furthermore, to the extent that your request poses questions to the District, your request is not proper. The District is not required to answer questions under FOIA. See *Kenyon v Garrels*, 184 Ill.App.3d 28 (4th Dist., 1989).

REQUEST No. 3: "In addition, this F.O.I.A. request is for all legal opinions – labeled "Formal", "Informal", "Memorandum" or some other title – issued by the ISBE since 1963 that address the issue of whether or not all of the code violation repairs need to be "accomplished and paid for in full" before any new projects can be undertaken with the original tax proceeds (levy and/or bonds). ***The issue is can taxes raised and/or bonds sold for a list of identified projects be used for other projects before all of the original projects have been accomplished and paid for in full?"***

RESPONSE: There are no documents responsive to your request. Furthermore, to the extent that your request poses questions to the District, your request is not proper. The District is not required to answer questions under FOIA. See *Kenyon v Garrels*, 184 Ill.App.3d 28 (4th Dist., 1989).

REQUEST No. 4: "And finally, this F.O.I.A. request is for all legal opinions – labeled "Formal", "Informal", "Memorandum" or some other title – issued by the ISBE since 1963 that address the issue of whether or not the District has the authority to levy and/or issue bonds under either Section 17-2.11 or Section 17-2.11a at an amount equal to the "estimate" for the repair instead of the "actual" contracted amount when the estimated cost to effectuate the repairs is greater than the actual cost contained within a board-approved contract. ***The issue is when taxes are levied and/or bonds sold for a list of identified projects, must the District utilize a known, actual contracted cost when levying taxes or issuing bonds instead of the prior estimate when the estimate is greater than the known contracted cost?*** For example, if after 1) both the ROE and ISBE have reviewed the reasonableness of the "estimates" of the licensed architect/engineer (ISBE Forms 35-48 and 35-76) per statutory direction (Section 17-2.11), 2) both the ROE and ISBE have approved the "estimates" as being reasonable and 3) both the ROE and ISBE have approved the use of Fire Prevention and Safety funding in repairing the violations, the Board of Education approves an actual contract for the "violation" project at a cost less than the "estimate", does the Board of Education have the statutory authority to levy taxes and/or issue bonds in an amount that exceeds the "actual" known contracted cost for the project knowing full well that there will be a surplus of idle funds remaining when the project(s) is completed?"

Mr. Scott O'Connell

December 6, 2010

Page 3 of 3

RESPONSE: There are no documents responsive to your request. Furthermore, to the extent that your request poses questions to the District, your request is not proper. The District is not required to answer questions under FOIA. See *Kenyon v Garrels*, 184 Ill.App.3d 28 (4th Dist., 1989).

Sincerely,

Robert J. Ciserella

Assistant Superintendent for Finance, Facilities & Operations
Freedom of Information Act Officer

cc: Dr. Ann Riebock, Superintendent



Glen Ellyn School District 41

Dr. Ann K. Riebock, Superintendent

MINUTES

GLEN ELLYN SCHOOL DISTRICT 41

**TRUTH IN TAXATION PUBLIC HEARING
2010 TAX LEVY
AND
BOARD OF EDUCATION REGULAR MEETING
DECEMBER 6, 2010
7:15 P.M.
CENTRAL SERVICES OFFICE
793 NORTH MAIN STREET
GLEN ELLYN, ILLINOIS**

TRUTH IN TAXATION PUBLIC HEARING: 2010 TAX LEVY

Call to Order

Board President Steve Vondrak called the Truth in Taxation Public hearing on the 2010 Tax Levy to order at 7:15 p.m.

Public Comment

Mr. Vondrak noted that on November 1, 2010, the Board of Education of Glen Ellyn School District 41 adopted a Resolution of Levy Intent for the 2010 Tax Levy. Notice of a December 6, 2010 Truth in Taxation hearing was advertised on November 25, 2010 in GateHouse Media Suburban Newspapers (d/b/a Suburban Life Publications), a newspaper of general circulation in DuPage County covering the communities of Glen Ellyn, Wheaton, Carol Stream, Lombard and Glendale Heights and the tentative levy was placed on display. To date, the district has received the following comments regarding the tentative levy.

Resident, Georgiana Carlson, 436 Carlton Avenue, Glen Ellyn, contacted Assistant Superintendent Robert Ciserella on November 23, 2010 expressing her frustration with the continuing rise in her property taxes and stated that since 2002 she has seen her taxes almost double. Mr. Ciserella explained the levy process to Mrs. Carlson and advised her that the district would be holding a public hearing on December 6, 2010 at 7:15 p.m., at which time public comment will be taken.

Mr. Vondrak asked if there were any members of the public who wish to comment on the 2010 proposed tax levy and noted that the Board will take action on the matter during its regularly scheduled meeting which follows the hearing. Hearing no further comments, the Truth in Taxation hearing was closed at 7:17 p.m.

BOARD OF EDUCATION REGULAR MEETING

Call to Order

The Board of Education Regular meeting was called to order at 7:17 p.m.

Pledge of Allegiance

Board member John Kenwood led in the recital of the Pledge of Allegiance.

Electronic Participation

Mr. Vondrak stated that Board Vice President Bob Solak and Board Secretary Erica Nelson were not able to attend the meeting in person due to employment-related obligations. In accordance with District 41 policy, Mr. Solak and Mrs. Nelson notified Mrs. Stecker that they would not be physically present for the Board meeting, but would like to participate in the meeting by phone.

Howard moved and Ellis seconded to approve Mr. Solak and Mrs. Nelson's participation in the December 6, 2010 Regular Board meeting by phone. On a roll call vote answering "Aye": Howard, Ellis, Smith, Kenwood and Vondrak; answering "Nay": None. Motion carried.

Roll Call

Upon the roll being called, the following members answered present: Drew Ellis, John Kenwood, Erica Nelson, Dan Smith, Terra Howard, Bob Solak and Steve Vondrak.

Public Participation

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

Presentations, Reports and Initiative Updates

- A. Auditor's Presentation of the Comprehensive Annual Financial Report (CAFR): Kay Nees and Nick Calvaliere, representatives of Baker Tilly presented the Board with an overview of the District's 2009-2010 Comprehensive Annual Financial Report (CAFR). The auditors commended the Finance Office, noting that staff members were well-prepared for the audit work and that the department has developed strong financial processes and continues to improve, despite the reduction in staff. Also noted was the district's healthy reserves and the fact that fund balances have remained stable, particularly in light of the current economic conditions and uncertainty regarding state funding.

The Board noted that despite the challenges of limited staff, the district continues to make improvements year after year relative to its audited books and that while the district's internal controls continue to improve, it is difficult to adequately divide the internal control responsibilities within the organization due to the district's limited staff. Dr. Riebock and the Board thanked Ms. Nees and Mr. Calvaliere for their presentation and for providing the Board with clarification to its questions. Dr. Riebock and the Board also commended the auditors and staff for doing an excellent job on the audit.

A PDF of the CAFR and Management Letters will be available on the district's website.

Superintendent's Report

Superintendent Dr. Ann Riebock reported on the following items:

- A. Enrollment Update: Enrollment through November 30, 2010 is 3,630 and remains stable. Dr. Riebock noted that the attached report reflects the addition of two newcomer students at Hadley who formerly attended Lincoln.

- B. Long-Range Plan (LRP) Renewal Update: Dr. Riebock said that the Continuous Improvement Team (CIT) continues to be involved in the next steps planning and renewal of the LRP and has reviewed the feedback from approximately 15 focus groups. The renewal plan has more specificity and will focus on learner characteristics, 21st century learning skills and technology integration. The LRP renewal will be discussed at the next CIT meeting on December 16 and Dr. Riebock hopes to present the renewal plan to the Board sometime in January 2011.

Board Reports

- Mrs. Howard was unable to attend the Learning Leadership Team (LLT) meeting. Discussion items included the curriculum and review cycle and the subject matter of what is being taught. Mrs. Howard also reported on community outreach program and noted the large increase in number of families that need our support. While community outreach was able to do more this year, there are still families in need and any support would be greatly appreciated. Mrs. Nelson thanked the Central Office staff who took on more families this year; Julie Worthen for coordinating the effort; and, the community in general for helping over 500 families. Mrs. Nelson extended a special thanks to her co-chair, Margaret Gibson, for the number of hours she has devoted to this effort.
- Mr. Kenwood attended orchestra at Glenbard West.
- Mr. Vondrak attended choral concert last Friday.
- Mr. Smith distributed the IASB Resolutions Committee final summary report.
- Board members Smith, Howard, Vondrak, Nelson reported on their attendance of various sessions at Triple I Conference. Dr. Riebock asked members to forward conference materials to her so that she can prepare a resource binder for board members.
- Mrs. Nelson reported on her November 18 attendance at a League of Women's Voter's (LWV) panel session. The theme of panel participants was an analysis of the strategies being employed by our governor and legislature to move the state forward. The session was held at the Glen Ellyn Civic Center and attended by approximately 35 members of the community. Mrs. Nelson also reported that a board representative will not be available to attend the December 17 SERC meeting, but that she will provide a report at the next regularly scheduled Board meeting.
- Mr. Solak provided an update on the Finance Committee and noted that an update of the of the Master Facilities Plan (MFP) can be gleaned from the minutes of the November 22, 2010 Finance meeting. Mr. Solak also reminded Board members of their assignment prior to the next Finance Committee meeting which has been scheduled for Monday, December 13, 2010, 6 p.m. at the Center Services Office and encouraged Board members to attend.
- Mr. Ellis attended the PEP meeting with Julie Worthen which was focused on preparing materials for the annual PEP pledge mailing.

Discussion Items

There were no items scheduled.

Action Items

- A. Consent Agenda: Mr. Vondrak asked if there were any items Board members would like removed from the Consent Agenda to be considered separately. Hearing no requests,

Mr. Ellis moved and Mrs. Howard seconded to approve the actions and recommendations of the Consent Agenda as presented and listed below. On a roll call vote answering "Aye": Ellis, Smith, Kenwood, Nelson, Howard, Solak and Vondrak; answering "Nay": None. Motion carried.

1. Human Resources

- (a) Personnel Report
 - Leave Requests
 - Internal Transfers
- 2. Other Matters
 - (a) Board Regular & Special Meeting Minutes
 - November 15, 2010 Regular Meeting
 - (b) CASE Board Meeting Action Items

Superintendent's Recommendations

- A. Resolution to Adopt the 2010 Tax Levy: Mr. Vondrak reported that the Board adopted a Resolution of Levy Intent regarding the 2010 tax levy at its November 1, 2010 Regular meeting. Notice of the proposed property tax increase and a public hearing which was held earlier this evening was advertised on November 25, 2010 in GateHouse Media Suburban Newspapers (d/b/a Suburban Life Publications), a newspaper of general circulation in DuPage County covering the communities of Glen Ellyn, Wheaton, Carol Stream, Lombard and Glendale Heights.

The estimated total property taxes to be levied for the year 2010 are \$41,464,963, which represents a 5.29% increase over the previous year's total extension. The District actually expects to receive an increase of 3.58% under the Property Tax Limitation Act. The increase is based on a CPI increase of 2.7% and estimated new construction of \$15,000,000.

The total District 41 taxes per \$100,000 of fair market value (EAV = \$33,333) are estimated to be \$960.43.

Mrs. Howard moved and Mrs. Nelson seconded to approve the Administration's recommendation that the Board of Education adopt the Certificate of Tax Levy and the Tax Levy Resolution as presented and that the Board authorize it to implement the levy strategy presented by the Administration to make necessary adjustments to calculations prepared by the DuPage County Clerk.

A discussion ensued following a request by Mr. Kenwood to have a Board discussion about the relationship between the district's fund balances and the levy request. Given current economic conditions, Mr. Kenwood suggested that the district's fund balances be used for part or all of tax levy. It was noted by some Board members that while it is a worthwhile philosophical conversation for the Board to have, the timing of the discussion in the levy process was not appropriate. Dr. Riebock reminded the Board that at its direction, the district intentionally under spent last year so it would have additional resources in order to prepare for anticipated financial circumstances that the district could face in the future (i.e. lack of state funding, etc.) Board members noted that the Administrative team has done due diligence in preparing the levy and finding a balance to safeguard students and programs, while being conscientious of the community and tax payers.

Mr. Smith thanked Bob Ciserella for answering a number of questions he had regarding the levy extension and noted his interest in developing a zero-based budgeting approach and in further developing the district's two-year budgeting plan. Mr. Smith concurred with Mr. Solak that he would like further discussion regarding an appropriate fund balance amount. Additionally, Mr. Smith noted that he has received questions from community members regarding the district's levy process and supported Mr. Kenwood's interest in using district reserves for all or part of the levy.

Dr. Riebock indicated that the Administrative team built various contingencies in budgeting plan in order to prepare for the potential loss of state funding and revenue. The Board talked about how the Administration estimates what it needs and only levying for that amount. Dr. Riebock suggested that the dollar amount that is being requested and what the district anticipates it will receive represents about a one percent difference.

Mr. Kenwood noted that he was not commenting on the District being fiscally responsible or whether the process in place is appropriate, but on the current economic conditions. Dr. Riebock suggested that the Board may wish to have further conversations regarding future levies but to take action on this proposal. Board president Steve Vondrak called the question and asked for a roll call vote.

On a roll call vote answering "Aye": Nelson, Howard, Ellis, Vondrak; answering "Nay": Smith, Kenwood, Solak. Motion carried.

Upcoming Meetings

Upcoming meetings of the Board of Education include:

- January 3, 2011 Board of Education Regular Meeting, 7:30 p.m., Central Services Office
- January 18, 2011 Board of Education Regular Meeting, Churchill School

Other

There were no other matters brought before the Board for discussion.

Public Participation

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

Adjourn to Closed Session

At 9:15 p.m. Mr. Ellis moved and Mrs. Howard seconded to adjourn to closed session to discuss:

- *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.*
- *The placement of individual students in special education programs and other matters relating to individual students.*

On a roll call vote answering "Aye": Kenwood, Nelson, Howard, Solak, Ellis, Smith and Vondrak; answering "Nay": None. Motion carried.

Return to Open Session

The Board returned to open session at 10:00 p.m.

Action Item

- A. Disposition of Student Residency Matter: After the Board's consideration of the November 19, 2010 report of hearing officer, Mark Metzger, regarding the residency of student Tristan Trieu, *John Kenwood moved and Drew Ellis seconded to:*
- 1) *Uphold the findings and determination of hearing officer Mark Metzger, that the student is not now, and has not been during the 2010-2011 school term, a resident of Glen Ellyn School District 41 and that the Board may charge tuition for the 2010-2011 school term;*

2) *Under the unique circumstances of this case, to waive the collection of tuition for the 2010-2011 school term.*

On a roll call vote answering "Aye": Smith, Kenwood, Howard, Ellis, Nelson, Solak and Vondrak; answering "Nay": None. Motion carried.

Adjournment

There being no further business, Mr. Ellis moved and Mrs. Howards seconded to adjourn the Regular Meeting of the Board of Education at 10:05 p.m. Motion carried on a unanimous voice vote.

Respectfully submitted,

Maureen Stecker, Recording Secretary

Steve Vondrak, Board President

Erica Nelson
Secretary, Board of Education

Minutes approved: January 3, 2011

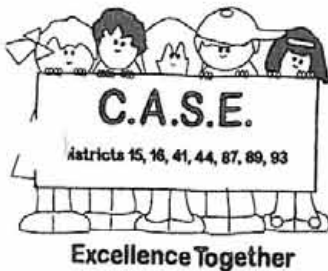
December 17, 2010 C.A.S.E. Board Meeting Action Items

The Board approved the following items:

- Minutes of the November 12, 2010 Regular Session;
- November and December Accounts Payable and Payrolls;
- Estimated December and January Accounts Payable and Payrolls;
- Treasurer's Reports September, October and November
- Employment of Catherine Rogers, Sarah Kowall and Kerrie Wiedman;
- Increase in hours for Ben Jeffrey;
- FY 2010 Audited Financial Statements and Supplementary Financial Information;
- FY 2012 Budget Assumptions and Timelines
- C.A.S.E. Extended School Year 2010 Summary Report and 2011 Proposal;
- A leave of absence for Jamie Robitaille from March 14 – June 1, 2011;
- Job Description for Business Manager Position

Other Action Items

- Approval of FY 2010 Audited Financial Statements & Supplementary Financial Information
- Approval of FY 2012 Budget Assumptions and Timelines
- Approval of C.A.S.E. Extended School Year Program Summary and Proposal
- Approval of Jamie Robitaille Request for Leave of Absence
- Approval of Job Description for Business Office Manager Position



COOPERATIVE ASSOCIATION for SPECIAL EDUCATION

22W600 Butterfield Road
Glen Ellyn IL 60137-6957

Voice or TTY (630) 942-5600
FAX (630) 942-5601

Jim T. Nelson
Executive Director

Board Meeting Minutes Friday, November 12, 2010

The October business meeting of the Cooperative Association for Special Education Executive Board was held on Friday, November 12, 2010, at C.A.S.E. The meeting was called to order at 9:15 a.m. and the following roll call was taken:

- District #15 – Dr. May, Superintendent
- District #16 – Ms. Victoria Tabbert, Superintendent
- District #41 – Dr. Ann Riebock, Superintendent - Absent
- District #44 – Dr. James Blanche, Superintendent
- District #87 – Dr. Michael Meissen, Superintendent
- District #93 – Dr. William Shields, Superintendent - Arrival 9:26 a.m.
- District #89 – Dr. John Perdue, Superintendent and Chairperson

OTHERS PRESENT/VISITORS

- Jim T. Nelson, C.A.S.E. Executive Director
- Diane Pisowicz, C.A.S.E.
- Deborah Marszalik, C.A.S.E.
- Maureen Quirk, C.A.S.E. Education Association

CONSENT AGENDA

Dr. Riebock moved and Dr. Blanche seconded a motion to approve the consent agenda consisting of the following:

- Approval of Minutes of October 22, 2010 Regular
- Approval of November Accounts Payable and Payrolls
- Approval of Estimated November and December Accounts Payable and Payrolls
- Approval of increase in hours for Stacy Struebing, assigned to District 89 and Glenwood, at a salary of MA Step 9, \$65,187.00 prorated to \$17,672.92 at .20 FTE, 52 days, to .30 FTE, 128 days; and increase in hours for Elizabeth Molitor, assigned to District 89, at a salary of BA Step 10, \$56,552.00 prorated to \$44,487.57 at .7 FTE, 24 days and .8 FTE, 156 days. This position is necessary in order to meet IEP requirements.
- Resignation of Kelly Harrison, 1:1 Program Assistant at Glenbard East, effective November 12, 2010.

Discussion: None

Roll Call: Dr. Riebock, Yes
 Dr. Blanche, Yes
 Dr. Meissen, Yes
 Dr. Shields, Yes
 Dr. Perdue, Yes

MOTION CARRIED

It is the mission of CASE to collaborate as educational advocates for children with special needs in order to provide appropriate and high quality educational programs and services.

ITEMS FOR INFORMATION, DISCUSSION AND/OR FUTURE BOARD APPROVAL

Internal Audit

Mr. Nelson suggested a C.A.S.E. audit of accounting systems and human resources procedures. He feels it would be of assistance to C.A.S.E. to be more cost efficient and add a fresh perspective regarding current procedures and practices. Estimated cost would be \$18,000.00. Mr. Nelson will write a proposal, including cost and would then be put out for proposals.

Increase of Staff in Business Office

Discussion of Business Manager position and credentials in regards to hiring. Start date would be July 1, 2011. Mr. Nelson will provide formal job position description for approval at next Board Meeting.

DIRECTOR'S REPORT

Second Annual DuPage ROE RtI Showcase

Mr. Nelson stated on April 15, 2011, the ROE, in conjunction with district and cooperative representatives from DuPage County, will showcase teams and individuals that are successfully implementing innovative school improvement practices consistent with the RtI framework on any level of implementation from beginner to proficient.

Infinitec

Mr. Nelson reported that C.A.S.E. membership in the Infinitec Coalition has provided significant savings in software and assistive technology and has seen a substantial increase in staff utilizing the coalition.

There being no further business, Dr. Meissen moved and Ms. Tabbert seconded a motion to adjourn at 9:40 a.m.

MOTION CARRIED ON A VOICE VOTE

Other Business

The next regular meeting of the C.A.S.E. Board of Directors will be held on Friday, December 17 at 9:00 a.m. in the District 89 Board Room.

Respectfully submitted,

Deborah Marszalik, Acting Recording Secretary

John S. Perdue, Ed.D., Chairperson

COOPERATIVE ASSOCIATION
FOR
SPECIAL EDUCATION

Glen Ellyn, Illinois

C.A.S.E.

CHECK REGISTER AND PAYROLLS
FOR December, 2010

Reviewed and approved,



Chairperson
C.A.S.E. Board of Directors

12-17-10

Date

PAYROLL SUMMARY

| | |
|--------------------------|---------------------|
| NOVEMBER 15, 2010 | 505,523.06 |
| DECEMBER 1, 2010 | 504,994.73 |
| DECEMBER 15, 2010 | 512,259.45 |
| PROJECTED | |
| DECEMBER 17, 2010 | 550,000.00 |
| JANUARY 14, 2010 | 550,000.00 |
| TOTAL | 2,622,777.24 |

A/P Check Register

Printed: 12/3/2010 11:34 AM
CASE

| Vendor # | Vendor Name | Batch # | Check Date | Check # | Total |
|----------|---|---------|------------|---------|---------------------|
| 03370 | Illinois Municipal Retirement Fund | 105 | 11/30/2010 | 105 | |
| 03334 | Il Dept Revenue | 103 | 11/15/2010 | 205 | 36,208.47 |
| | *** Voided Check(s) *** | | 11/15/2010 | 207 | 12,517.37 |
| | | | | | 0.00 |
| 50205 | Internal Revenue Service | 103 | 11/15/2010 | 206 | |
| 12037 | Teachers Health Insurance Security | 104 | 11/15/2010 | 208 | 82,410.38 |
| 08060 | Teachers Retirement System | 104 | 11/15/2010 | 209 | 5,842.48 |
| 651507 | IATP | 9323 | 10/22/2010 | 119079 | 38,382.69 |
| 651474 | Kelly Rebecca | 9323 | 10/22/2010 | 119084 | (600.00) |
| 12122 | Pisowicz, Diane | 25 | 11/09/2010 | 119310 | (162.00) |
| 50532 | Arnold, William | 99 | 11/12/2010 | 119311 | 137.92 |
| 50004 | CASE Education Association Dues | 99 | 11/12/2010 | 119312 | 300.00 |
| 09278 | DuPage Credit Union | 99 | 11/12/2010 | 119313 | 4,187.86 |
| 651035 | ILCCBD Treasurer | 99 | 11/12/2010 | 119314 | 3,375.00 |
| 50496 | Illinois NCPERS | 99 | 11/12/2010 | 119315 | 80.00 |
| 650867 | Illinois Student Assistance Commission | 99 | 11/12/2010 | 119316 | 56.00 |
| 651289 | Marilyn O. Marshall | 99 | 11/12/2010 | 119317 | 349.16 |
| 651300 | MG Trust Co. LLC | 99 | 11/12/2010 | 119318 | 262.50 |
| 651067 | Minnesota Child Support Payment Center | 99 | 11/12/2010 | 119319 | 12,865.96 |
| | | | | | 240.00 |
| 13451 | Phillips Flowers And Gifts | 99 | 11/12/2010 | 119320 | |
| 651023 | Sharkey, Tricia | 99 | 11/12/2010 | 119321 | 52.95 |
| 50590 | SLJ Properties, L.L.C. | 99 | 11/12/2010 | 119322 | 298.80 |
| 50086 | State Disbursement Unit | 99 | 11/12/2010 | 119323 | 3,875.00 |
| 651179 | Total Broker Benefits | 99 | 11/12/2010 | 119324 | 1,107.24 |
| 651197 | Total Broker Benefits | 99 | 11/12/2010 | 119325 | 169.70 |
| 50744 | NICOR | 33 | 11/22/2010 | 119326 | 2,533.16 |
| 12122 | Pisowicz, Diane | 33 | 11/22/2010 | 119327 | 124.06 |
| 651556 | Soren Bennick Production Inc. | 33 | 11/22/2010 | 119328 | 193.19 |
| 651555 | Illinois Transition Conference | 34 | 11/22/2010 | 119329 | 295.55 |
| 650284 | Kelly, Leslie | 34 | 11/22/2010 | 119330 | 600.00 |
| 50237 | Advanced Telecommunications of Illinois, Inc. | 92 | 11/23/2010 | 119331 | 162.00 |
| | | | | | 11,507.50 |
| 00222 | American Express | 92 | 11/23/2010 | 119332 | |
| 651550 | Ark Therapeutic Services Inc. | 92 | 11/23/2010 | 119333 | 339.73 |
| 14803 | Arnold, Penelope | 92 | 11/23/2010 | 119334 | 127.50 |
| 50532 | Arnold, William | 92 | 11/23/2010 | 119335 | 150.00 |
| 651369 | CPI Qualified Plan Consultants, Inc. | 92 | 11/23/2010 | 119336 | 100.00 |
| 651558 | Globalcom Inc. | 92 | 11/23/2010 | 119337 | 12.00 |
| 50709 | Positive Promotions | 92 | 11/23/2010 | 119338 | 1,328.07 |
| 16461 | Purchase Power | 92 | 11/23/2010 | 119339 | 1,051.20 |
| 50497 | Sams Club | 92 | 11/23/2010 | 119340 | 353.90 |
| 14959 | Wilson Language Training Copr | 92 | 11/23/2010 | 119341 | 40.10 |
| 650247 | Educational Benefit Cooperative | 106 | 11/30/2010 | 119342 | 4,000.00 |
| | | | | | 17,876.06 |
| | | | | | <u>Report Total</u> |
| | | | | | <u>\$242,751.50</u> |

Specialized Data Systems, Inc.

D:\TS\case\SDSv8\Finance\Swf_AP08.RPT

A/P Check Register

Printed: 12/15/2010 9:35 AM
CASE

| Vendor # | Vendor Name | Batch # | Check Date | Check # | Total |
|----------|--|---------|------------|---------|------------|
| 03334 | Il Dept Revenue | 101 | 12/01/2010 | 100 | 12,500.98 |
| | *** Voided Check(s) *** | | 12/01/2010 | 102 | 0.00 |
| 50205 | Internal Revenue Service | 101 | 12/01/2010 | 101 | 81,653.74 |
| 12037 | Teachers Health Insurance Security | 102 | 12/01/2010 | 103 | 5,846.28 |
| 08060 | Teachers Retirement System | 102 | 12/01/2010 | 104 | 37,992.83 |
| 651506 | ALEKS Corporation | 98 | 12/01/2010 | 119343 | 7,665.00 |
| 14027 | AT & T | 98 | 12/01/2010 | 119344 | 763.27 |
| 50004 | CASE Education Association Dues | 98 | 12/01/2010 | 119345 | 4,220.41 |
| 12266 | District #16 | 98 | 12/01/2010 | 119346 | 43,772.00 |
| 13077 | District #41 | 98 | 12/01/2010 | 119347 | 27,688.00 |
| 12480 | District #44 | 98 | 12/01/2010 | 119348 | 517,340.00 |
| 50735 | District #87 Berkley | 98 | 12/01/2010 | 119349 | 148,338.00 |
| 12671 | District #89 | 98 | 12/01/2010 | 119350 | 3,372.71 |
| 09278 | DuPage Credit Union | 98 | 12/01/2010 | 119351 | 3,375.00 |
| 650247 | Educational Benefit Cooperative | 98 | 12/01/2010 | 119352 | 150,175.66 |
| 651558 | Globalcom Inc. | 98 | 12/01/2010 | 119353 | 450.48 |
| 651480 | Hinckley Springs | 98 | 12/01/2010 | 119354 | 79.90 |
| 50496 | Illinois NCPERS | 98 | 12/01/2010 | 119355 | 56.00 |
| 650867 | Illinois Student Assistance Commission | 98 | 12/01/2010 | 119356 | 349.16 |
| 651087 | Kryzak, Linda | 98 | 12/01/2010 | 119357 | 150.00 |
| 651289 | Marilyn O. Marshall | 98 | 12/01/2010 | 119358 | 262.50 |
| 651300 | MG Trust Co. LLC | 98 | 12/01/2010 | 119359 | 12,865.96 |
| 651067 | Minnesota Child Support Payment Center | 98 | 12/01/2010 | 119360 | 240.00 |
| 650751 | Nelson, Leah | 98 | 12/01/2010 | 119361 | 199.50 |
| 650484 | Purchase Advantage Card | 98 | 12/01/2010 | 119362 | 107.23 |
| 650598 | Reliance Standard | 98 | 12/01/2010 | 119363 | 1,960.36 |
| 50497 | Sams Club | 98 | 12/01/2010 | 119364 | 135.49 |
| 50086 | State Disbursement Unit | 98 | 12/01/2010 | 119365 | 1,107.24 |
| 651197 | Total Broker Benefits | 98 | 12/01/2010 | 119366 | 2,533.16 |
| 50181 | United Parcel Service | 98 | 12/01/2010 | 119367 | 44.24 |
| 16075 | Verizon Wireless | 98 | 12/01/2010 | 119368 | 315.91 |
| 50718 | Waste Management | 98 | 12/01/2010 | 119369 | 78.07 |
| 12452 | District #87-Glenbard High Schools | 97 | 12/02/2010 | 119370 | 148,338.00 |
| 50532 | Arnold, William | 96 | 12/10/2010 | 119371 | 100.00 |
| 14027 | AT & T | 96 | 12/10/2010 | 119372 | 271.75 |
| 50703 | ComEd | 96 | 12/10/2010 | 119373 | 272.61 |
| 650724 | FlagHouse | 96 | 12/10/2010 | 119374 | 1,009.06 |
| 651558 | Globalcom Inc. | 96 | 12/10/2010 | 119375 | 470.74 |
| 50701 | Nelson, James | 96 | 12/10/2010 | 119376 | 174.99 |
| 16461 | Purchase Power | 96 | 12/10/2010 | 119377 | 133.49 |
| 650196 | Sertoma Speech & Hearing Center | 96 | 12/10/2010 | 119378 | 6,895.00 |
| 00222 | American Express | 95 | 12/13/2010 | 119379 | 220.46 |
| 651529 | AG Bell Listening and Spoken Language Workshop | 93 | 12/13/2010 | 119380 | 250.00 |
| 651557 | A+ Educators | 121710 | 12/17/2010 | 119381 | 448.00 |
| 651553 | AATP | 121710 | 12/17/2010 | 119382 | 95.00 |
| 650494 | Aavex Technology Corporation | 121710 | 12/17/2010 | 119383 | 10,893.78 |
| 651121 | Academic Communication Associates | 121710 | 12/17/2010 | 119384 | 31.50 |
| 50837 | Accutech Services | 121710 | 12/17/2010 | 119385 | 252.00 |
| 650509 | Advanced Keyboard Technologies | 121710 | 12/17/2010 | 119386 | 446.16 |
| 651361 | Adventist GlenOaks TDS | 121710 | 12/17/2010 | 119387 | 1,560.00 |
| 650425 | AJS Publications | 121710 | 12/17/2010 | 119388 | 160.95 |
| 14969 | AMBUTECH | 121710 | 12/17/2010 | 119389 | 75.40 |
| 651443 | Apple Inc. | 121710 | 12/17/2010 | 119390 | 3,214.80 |
| 51178 | ATIA Registration | 121710 | 12/17/2010 | 119391 | 950.00 |
| 651563 | August, Ashley | 121710 | 12/17/2010 | 119392 | 129.00 |

Specialized Data Systems, Inc.

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A/P Check Register

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| 651013 | Avila, Etta | 121710 | 12/17/2010 | 119395 | 149.95 |
| 651576 | Barker, Jayna | 121710 | 12/17/2010 | 119396 | 226.85 |
| 50055 | Bauer, Laura | 121710 | 12/17/2010 | 119397 | 13.90 |
| 15038 | Bertels, Elizabeth | 121710 | 12/17/2010 | 119398 | 86.65 |
| 650474 | Briscoe, Eric | 121710 | 12/17/2010 | 119399 | 21.98 |
| 651565 | Bryan, Sarah | 121710 | 12/17/2010 | 119400 | 147.60 |
| 651566 | Buckley, Jennifer | 121710 | 12/17/2010 | 119401 | 76.17 |
| 12739 | Bureau of Education & Research | 121710 | 12/17/2010 | 119402 | 50.00 |
| 650647 | Burns, Michelle | 121710 | 12/17/2010 | 119403 | 645.00 |
| 651014 | CareerStaff Unlimited | 121710 | 12/17/2010 | 119404 | 176.00 |
| 13076 | Colley, Diane | 121710 | 12/17/2010 | 119405 | 2,538.00 |
| 651468 | Constructive Play Things | 121710 | 12/17/2010 | 119406 | 371.40 |
| 12348 | Costello, Paula | 121710 | 12/17/2010 | 119407 | 209.52 |
| 50390 | Cotter, Linda | 121710 | 12/17/2010 | 119408 | 1,102.59 |
| 50402 | Cross Country Education | 121710 | 12/17/2010 | 119409 | 226.30 |
| 651567 | Crowe, Claudia | 121710 | 12/17/2010 | 119410 | 189.00 |
| 651561 | Curricu-la-la-la | 121710 | 12/17/2010 | 119411 | 48.00 |
| 651568 | Davit, Christine | 121710 | 12/17/2010 | 119412 | 92.95 |
| 651577 | DE LAGE LANDEN | 121710 | 12/17/2010 | 119413 | 193.09 |
| 13466 | District #15 | 121710 | 12/17/2010 | 119414 | 826.00 |
| 12266 | District #16 | 121710 | 12/17/2010 | 119415 | 8,899.01 |
| 13077 | District #41 | 121710 | 12/17/2010 | 119416 | 7,507.08 |
| 12480 | District #44 | 121710 | 12/17/2010 | 119417 | 4,519.34 |
| 12452 | District #87-Glenbard High Schools | 121710 | 12/17/2010 | 119418 | 217,716.66 |
| 12671 | District #89 | 121710 | 12/17/2010 | 119419 | 19,502.47 |
| 13081 | District #93 | 121710 | 12/17/2010 | 119420 | 434.70 |
| 50192 | Domanico Psychological Services | 121710 | 12/17/2010 | 119421 | 405.14 |
| 50077 | Don Johnston Inc. | 121710 | 12/17/2010 | 119422 | 975.00 |
| 650798 | Douglas, Michael | 121710 | 12/17/2010 | 119423 | 90.39 |
| 650462 | DuPage County Health Dept. | 121710 | 12/17/2010 | 119424 | 133.20 |
| 651252 | DynaVox Mayer-Johnson | 121710 | 12/17/2010 | 119425 | 190.00 |
| 16498 | Enabling Devices | 121710 | 12/17/2010 | 119426 | 378.00 |
| 650870 | Fair, Deborah | 121710 | 12/17/2010 | 119427 | 345.90 |
| 651499 | Fields, Debbie | 121710 | 12/17/2010 | 119428 | 5,100.00 |
| 50239 | Free Spirit Publishing | 121710 | 12/17/2010 | 119429 | 270.00 |
| 650674 | Gagen, Kelly | 121710 | 12/17/2010 | 119430 | 142.84 |
| 651569 | Gonzales, Mary | 121710 | 12/17/2010 | 119431 | 251.55 |
| 651021 | Good, Jill | 121710 | 12/17/2010 | 119432 | 25.00 |
| 15618 | Graham, Kara | 121710 | 12/17/2010 | 119433 | 292.80 |
| 15704 | Granrath, Christine | 121710 | 12/17/2010 | 119434 | 72.90 |
| 02840 | Hawthorne Ed Ser Inc | 121710 | 12/17/2010 | 119435 | 59.46 |
| 50442 | Health Ed | 121710 | 12/17/2010 | 119436 | 684.50 |
| 50707 | Hillock, Hope | 121710 | 12/17/2010 | 119437 | 507.00 |
| 12361 | Hollowed, Barbara | 121710 | 12/17/2010 | 119438 | 176.00 |
| 651559 | HP Public Sector Sales | 121710 | 12/17/2010 | 119439 | 100.00 |
| 14258 | Hubbell, Linnea | 121710 | 12/17/2010 | 119440 | 330.98 |
| 650719 | IAER | 121710 | 12/17/2010 | 119441 | 84.30 |
| 16006 | IMAGETEC L.P. | 121710 | 12/17/2010 | 119442 | 1,880.00 |
| 50270 | Jedrzejek, Linda | 121710 | 12/17/2010 | 119443 | 184.99 |
| 13285 | Kalkes, Anastasia | 121710 | 12/17/2010 | 119444 | 1,536.00 |
| 650284 | Kelly, Leslie | 121710 | 12/17/2010 | 119445 | 56.50 |
| 651570 | King, Peggy | 121710 | 12/17/2010 | 119446 | 183.00 |
| 651441 | Kirby, Lori | 121710 | 12/17/2010 | 119447 | 340.71 |
| 0453 | Knowles-Porn, Terra | 121710 | 12/17/2010 | 119448 | 50.00 |
| 651571 | Kraus, Ruth | 121710 | 12/17/2010 | 119449 | 386.90 |
| | | | | | 5,175.00 |

Specialized Data Systems, Inc.

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A/P Check Register

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| 650446 | Lauer, Jill | 121710 | 12/17/2010 | 119452 | 17.75 |
| 12182 | Layer, Barbara A | 121710 | 12/17/2010 | 119453 | 98.55 |
| 650709 | Liebenow, Cathy | 121710 | 12/17/2010 | 119454 | 103.15 |
| 651350 | LinguiSystems Inc. | 121710 | 12/17/2010 | 119455 | 630.00 |
| 651536 | Lopez, Melissa | 121710 | 12/17/2010 | 119456 | 323.60 |
| 651498 | Loquercio, Lori | 121710 | 12/17/2010 | 119457 | 39.83 |
| 13617 | LRP Publications | 121710 | 12/17/2010 | 119458 | 472.50 |
| 651387 | Luif, Jaci | 121710 | 12/17/2010 | 119459 | 222.00 |
| 50358 | Luka, Pam | 121710 | 12/17/2010 | 119460 | 20.43 |
| 14888 | Marco Products | 121710 | 12/17/2010 | 119461 | 395.00 |
| 650402 | Matczak, Lynne | 121710 | 12/17/2010 | 119462 | 89.98 |
| 12748 | Mathieson Moyski-Celer | 121710 | 12/17/2010 | 119463 | 224.05 |
| 650286 | Maupin, Sherri | 121710 | 12/17/2010 | 119464 | 3,866.00 |
| 12184 | May, Mary F | 121710 | 12/17/2010 | 119465 | 123.27 |
| 650872 | Mayer-Johnson | 121710 | 12/17/2010 | 119466 | 304.25 |
| 50066 | McCoy, Denise | 121710 | 12/17/2010 | 119467 | 3,108.00 |
| 650505 | McGivern, Cindy | 121710 | 12/17/2010 | 119468 | 174.05 |
| 650926 | McGowan, Renee | 121710 | 12/17/2010 | 119469 | 34.00 |
| 650577 | McGraw-Hill Companies | 121710 | 12/17/2010 | 119470 | 231.57 |
| 651551 | MedExSupply Medical Supplies | 121710 | 12/17/2010 | 119471 | 1,963.06 |
| 650802 | Megow, Karla | 121710 | 12/17/2010 | 119472 | 99.56 |
| 651240 | Mina, Robin | 121710 | 12/17/2010 | 119473 | 394.21 |
| 650989 | Mola, Carol | 121710 | 12/17/2010 | 119474 | 346.20 |
| 650726 | Multi-Health Systems, Inc. | 121710 | 12/17/2010 | 119475 | 185.08 |
| 651483 | National Geographic School | 121710 | 12/17/2010 | 119476 | 114.00 |
| 651560 | National Rehab Serv | 121710 | 12/17/2010 | 119477 | 56.48 |
| 50045 | NCS Pearson Inc. | 121710 | 12/17/2010 | 119478 | 304.88 |
| 650567 | Netrix | 121710 | 12/17/2010 | 119479 | 592.35 |
| 650850 | Northern Illinois Round Table | 121710 | 12/17/2010 | 119480 | 19,240.00 |
| 50838 | Office Max | 121710 | 12/17/2010 | 119481 | 60.00 |
| 651572 | Orbegoso, Rosemary | 121710 | 12/17/2010 | 119482 | 551.02 |
| 12299 | Oriental Trading Co Inc | 121710 | 12/17/2010 | 119483 | 133.20 |
| 15593 | Oriental Trading Company | 121710 | 12/17/2010 | 119484 | 389.66 |
| 650581 | Oticon Inc-FM Service Center | 121710 | 12/17/2010 | 119485 | 128.84 |
| 651163 | Pacchiano, Debra Mary | 121710 | 12/17/2010 | 119486 | 1,388.00 |
| 06403 | Palos Sports Inc | 121710 | 12/17/2010 | 119487 | 2,200.00 |
| 651573 | Parker, Suzanne | 121710 | 12/17/2010 | 119488 | 2,716.18 |
| 50534 | PESI LLC | 121710 | 12/17/2010 | 119489 | 40.51 |
| | *** Voided Check(s) *** | | 12/17/2010 | 119491 | 179.00 |
| | | | | 119492 | 0.00 |
| 50552 | Phonak, LLC | 121710 | 12/17/2010 | 119490 | |
| 12190 | Polinski, Lisa | 121710 | 12/17/2010 | 119493 | 24,758.87 |
| 650721 | Prentke Romich Company | 121710 | 12/17/2010 | 119494 | 331.90 |
| 16247 | Pro-ED | 121710 | 12/17/2010 | 119495 | 1,190.74 |
| | *** Voided Check(s) *** | | 12/17/2010 | 119497 | 1,103.30 |
| | | | | | 0.00 |
| 06857 | Quill Corp | 121710 | 12/17/2010 | 119496 | |
| 14573 | R & G Consultants | 121710 | 12/17/2010 | 119498 | 3,633.69 |
| 13428 | Rahn, Nancee | 121710 | 12/17/2010 | 119499 | 4,876.59 |
| 651359 | Ramirez, Julie | 121710 | 12/17/2010 | 119500 | 32.00 |
| 651552 | Readings for the Blind & Disleexic | 121710 | 12/17/2010 | 119501 | 53.77 |
| 651574 | Riemenschneider, Melissa | 121710 | 12/17/2010 | 119502 | 350.00 |
| 16488 | Riverside Publishing | 121710 | 12/17/2010 | 119503 | 15.14 |
| 51575 | Sanders, Sue | 121710 | 12/17/2010 | 119504 | 227.70 |
| J7478 | SASED | 121710 | 12/17/2010 | 119505 | 232.00 |
| 651578 | Schaffnit, Lindsay | 121710 | 12/17/2010 | 119506 | 950.00 |
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Specialized Data Systems, Inc.

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A/P Check Register

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| 15540 | School Health | 121710 | 12/17/2010 | 119508 | 137.83 |
| | *** Voided Check(s) *** | | 12/17/2010 | 119510 | 0.00 |
| 15451 | School Specialty Inc. | 121710 | 12/17/2010 | 119509 | 1,541.05 |
| 12958 | Schwepe | 121710 | 12/17/2010 | 119511 | 175.54 |
| 650776 | Segatti, Julie | 121710 | 12/17/2010 | 119512 | 61.95 |
| 15502 | Sego, Arita | 121710 | 12/17/2010 | 119513 | 686.61 |
| 651023 | Sharkey, Tricia | 121710 | 12/17/2010 | 119514 | 149.20 |
| 14815 | Smith, Melinda | 121710 | 12/17/2010 | 119515 | 245.40 |
| 651540 | Social Thinking | 121710 | 12/17/2010 | 119516 | 278.10 |
| 50432 | Sodexo, Inc. & Affiliates | 121710 | 12/17/2010 | 119517 | 1,122.50 |
| 651354 | Speech Corner | 121710 | 12/17/2010 | 119518 | 137.91 |
| 16203 | Sraga Hauser, LLC | 121710 | 12/17/2010 | 119519 | 546.00 |
| 15739 | SSCIP | 121710 | 12/17/2010 | 119520 | 2,601.00 |
| 651260 | Sticken, Eric | 121710 | 12/17/2010 | 119521 | 296.00 |
| 650937 | Suburban Life Publications | 121710 | 12/17/2010 | 119522 | 868.52 |
| 650720 | Summit Professional Education | 121710 | 12/17/2010 | 119523 | 179.00 |
| 651276 | Super Duper Publications | 121710 | 12/17/2010 | 119524 | 977.32 |
| 50454 | Taraska, Kathleen | 121710 | 12/17/2010 | 119525 | 150.00 |
| 651009 | Tenacious Cleaning Service, Inc. | 121710 | 12/17/2010 | 119526 | 7,360.00 |
| 650508 | The Center/IRC | 121710 | 12/17/2010 | 119527 | 100.00 |
| 50802 | The Comprehensive Group | 121710 | 12/17/2010 | 119528 | 16,440.00 |
| 50201 | Therapy Shoppe | 121710 | 12/17/2010 | 119529 | 185.82 |
| 651400 | Think Social Publishing, Inc. | 121710 | 12/17/2010 | 119530 | 176.29 |
| 650706 | Tiger Direct | 121710 | 12/17/2010 | 119531 | 185.95 |
| 651254 | Time Timer | 121710 | 12/17/2010 | 119532 | 240.00 |
| 13089 | Trantowski, Mary | 121710 | 12/17/2010 | 119533 | 74.55 |
| 650614 | UCP Infinitec | 121710 | 12/17/2010 | 119534 | 400.00 |
| 50181 | United Parcel Service | 121710 | 12/17/2010 | 119535 | 219.81 |
| 651513 | US Toy | 121710 | 12/17/2010 | 119536 | 58.50 |
| 650458 | Varitronics | 121710 | 12/17/2010 | 119537 | 620.62 |
| 50456 | Von de Bur, Maureen | 121710 | 12/17/2010 | 119538 | 238.35 |
| 13751 | Westone | 121710 | 12/17/2010 | 119539 | 44.70 |
| 14959 | Wilson Language Training Copr | 121710 | 12/17/2010 | 119540 | 86.90 |
| 651274 | Woodlake Technologies, Inc. | 121710 | 12/17/2010 | 119541 | 2,986.00 |
| 651126 | Yeager, Abigail | 121710 | 12/17/2010 | 119542 | 67.45 |
| 50046 | Youthlight, Inc | 121710 | 12/17/2010 | 119543 | 110.99 |
| Report Total | | | | | <u>\$1,647,456.51</u> |

Cooperative Association for Special Education

Treasurer's Report for the month of September, 2010

Cash, Investment and Book Balances

Book Balance:

| | | |
|----------------------------|----|--------------|
| General Fund Balance - SDS | \$ | 1,916,881.16 |
|----------------------------|----|--------------|

| | | |
|------------------------|----|--------------|
| ISDLAF Liquid Accounts | \$ | 1,616,437.23 |
|------------------------|----|--------------|

Investment Balance:

| | | |
|--------------------|----|------------|
| ISDLAF Max Account | \$ | 300,093.93 |
|--------------------|----|------------|

| | | |
|------------|----|--------|
| Petty Cash | \$ | 350.00 |
|------------|----|--------|

| | | |
|--------------------|-----------|---------------------|
| Total Funds | \$ | 1,916,881.16 |
|--------------------|-----------|---------------------|



Signature of Treasurer

Prepared by Diane Pisowicz 12/14/2010

Cooperative Association for Special Education

Treasurer's Report for the month of October, 2010

Cash, Investment and Book Balances

Book Balance:

| | | |
|----------------------------|----|--------------|
| General Fund Balance - SDS | \$ | 3,075,876.76 |
|----------------------------|----|--------------|


| | | |
|------------------------|----|--------------|
| ISDLAF Liquid Accounts | \$ | 1,275,386.90 |
|------------------------|----|--------------|

Investment Balance:

| | | |
|--------------------|----|--------------|
| ISDLAF Max Account | \$ | 1,800,139.86 |
|--------------------|----|--------------|

| | | |
|------------|----|--------|
| Petty Cash | \$ | 350.00 |
|------------|----|--------|

| | | |
|--------------------|-----------|---------------------|
| Total Funds | \$ | 3,075,876.76 |
|--------------------|-----------|---------------------|



 Signature of Treasurer

Prepared by Diane Pisowicz 12/7/2010

Cooperative Association for Special Education

Treasurer's Report for the month of November, 2010

Cash, Investment and Book Balances

Book Balance:

| | | |
|----------------------------|----|--------------|
| General Fund Balance - SDS | \$ | 2,569,297.55 |
|----------------------------|----|--------------|

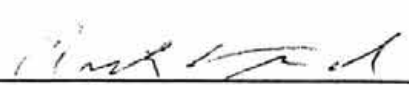
| | | |
|------------------------|----|------------|
| ISDLAF Liquid Accounts | \$ | 768,703.68 |
|------------------------|----|------------|

Investment Balance:

| | | |
|--------------------|----|--------------|
| ISDLAF Max Account | \$ | 1,800,243.87 |
|--------------------|----|--------------|

| | | |
|------------|----|--------|
| Petty Cash | \$ | 350.00 |
|------------|----|--------|

| | | |
|--------------------|-----------|---------------------|
| Total Funds | \$ | 2,569,297.55 |
|--------------------|-----------|---------------------|



 Signature of Treasurer

Prepared by Diane Pisowicz 12/7/2010

2010 C.A.S.E. Extended School Year (ESY) Program Summary

The purpose of the C.A.S.E. Extended School Year Program (ESY) is to provide special education and related services for students with a range of disabilities from the seven C.A.S.E. member school districts. ESY services are intended to provide for the maintenance of a student's acquired skills and knowledge accrued during the school year. This includes both academic and functional life skills. Eligibility for services is determined by a student's IEP team.

The 2010 ESY Program was housed by District 89 at Park View Elementary School from June 30 through July 28. Approximately 260 students attended the C.A.S.E. ESY Program. This year there were four double sessions of Early Childhood and one session of Structured Early Childhood. There were nine Guided Classrooms serving K-12, seven Modified Classrooms serving K-12, four Assisted Classrooms serving K-12 and two classrooms for students with Emotional/Behavioral Disorders. The Transition Apartment Program was housed in Lombard and served ten students. The ESY program hours were 8:30 a.m.-11:30 a.m. for students K-12 and the Structured Early Childhood Program. Staff hours were 8:00-12:00. Early Childhood held two sessions, one from 8:30 a.m. to 10:30 a.m. and the other session from 10:30 a.m.-12:30 a.m. Early Childhood staff hours were 8:00-1:00. Transportation was provided by Septran.

Each classroom teacher provided instruction based on their student's IEP goals and objectives. Occupational therapy, physical therapy, speech and language therapy, adapted physical education, social work and direct instruction services were provided to students individually or in small groups. Students in the Guided and Assisted Programs participated in one community trip.

Recreation and leisure activities were provided by NEDSRA Special Recreation Association staff during a weekly classroom activity, one field trip per classroom (Morton Arboretum or DuPage County Fair) and one all-school activity (skits/outside activities). This year the theme was "Underwater Adventures." A presentation by DuPage County Forest Preserve was provided to all classrooms which included a lesson and hands-on craft project. On the last day of ESY, each class performed theme based skits for parents. Students also participated in music and art activities outside following their performances.

A new component was added to the 2009 C.A.S.E. ESY Program and continued in ESY 2010. The DuPage County Health Department offered dental screenings, sealants and fluoride treatments to all ESY participants. In addition, the dentists working with DuPage County Health Department took x-rays, filled cavities and made referrals to other dentists if restorative work was indicated. These services were provided at no cost to the families.

A parent survey was distributed during the final week of ESY. On a scale of 1-5 (5 being best) 100% of the parents indicated they were very satisfied-satisfied (4 or 5) with the CASE ESY 2010 program. Comments included appreciating the frequent parent-teacher communication, hosting the "Meet and Great the Teacher Day" and the focus on academics and IEP goals. Suggestions included having more communication between the ESY teacher and the student's school year teacher, more homework, additional activities such as music therapy, gardening and swimming, and receiving information about transportation drop off/pick up prior to the start of ESY. Parent comments/suggestions will be used in planning the 2011 Extended School Year Program.

Staff surveys were completed during the final week. Certified teachers replied that having additional instructional and curricular materials available would be helpful. In addition, staff would like C.A.S.E. to hire additional OT/PT staff, have greater access to OT/PT equipment, and provide additional sensory materials and alternative rooms for students with challenging behaviors. Teachers would also like to see in-service training for classroom aides and first year ESY teachers prior to the start of ESY. Comments will be considered in planning the 2011 Extended School Year Program.

2011 C.A.S.E. EXTENDED SCHOOL YEAR (ESY) PROGRAM PROPOSAL

A. Program Objective

To provide an effective instructional program that will facilitate the maintenance of a student's acquired skills and knowledge consistent with each student's Individual Education Plan.

B. Eligibility

Only students meeting C.A.S.E. Extended School Year (ESY) criteria may be considered for eligibility in the C.A.S.E. ESY program. Final eligibility decisions are made at the district level by the local building IEP Teams in collaboration with parents.

C. Proposed Programs

| | |
|-----------------------------------|--------------------|
| Early Childhood Special Education | (Age Range 3 – 6) |
| Modified | (Age Range 6 – 21) |
| Guided | (Age Range 6 – 21) |
| Assisted | (Age Range 6 – 21) |
| Behavioral Disorders | (Age Range 6 – 18) |
| Learning Disabilities | (Age Range 6 – 14) |

D. Size and Location of Programs

The C.A.S.E. ESY classes are projected to be located in Queen Bee District #16 Pheasant Ridge School, 43 E. Stevenson Drive, Glendale Heights, IL 60139, requiring approximately 25 classrooms. Additional classes will be held at the Transition Apartment. Current projections indicate approximately 530 students will be eligible and 300 will actually enroll in the 2011 ESY Program.

E. Staff Projections

Staff projections are based on enrollment of 300 students.

| | |
|----|--|
| 1 | Extended School Year Coordinator |
| 1 | Transportation/Activity Coordinator |
| 1 | Secretary |
| 27 | Teachers |
| 5 | Early Childhood |
| 9 | Modified |
| 6 | Guided |
| 4 | Assisted |
| 2 | Behavior Disorders/Learning Disabilities (1 BD/ED) |
| 1 | Transition Apartment Teacher |
| 1 | Vocational Coordinators |
| 1 | Job Coach |
| 4 | Speech/Language Therapists |
| 3 | OT |
| 2 | PT |
| 2 | Adapted Physical Education |
| 3 | Social Workers |
| 1 | Nurse |
| 57 | Program Assistants |

F. Dates and Hours

Dates for the ESY program will be June 29 through July 27 (20 days). School will be closed on July 4, 2011. Certified staff and aides will work 21 days plus one additional day (4 hours) on June 28 for set up and Teacher Meet and Greet. Early childhood hours will be 8:30 – 10:30 a.m. and 10:30 – 12:30 p.m. School aged student hours will be 8:30 – 11:30 a.m.

G. Salaries

Salaries (hourly) for the 2011 ESY program are projected to be as follows:

| | |
|------------|----------------------------|
| \$250/day | Administrator |
| \$31.47/hr | Teachers |
| \$10.60/hr | Secretary |
| \$31.47/hr | Psychologists |
| \$31.47/hr | Social Workers |
| \$31.47/hr | Speech/Language Clinicians |
| \$31.47/hr | School Nurse |
| \$36.41/hr | Occupational Therapists |
| \$36.41/hr | Physical Therapists |
| \$10.60/hr | Program Assistants |

**2011 C.A.S.E.
EXTENDED SCHOOL YEAR PROJECT BUDGET**

EXPENDITURES

| | |
|--|------------------|
| Supervision..... | \$ 9,000 |
| Certified/Licensed Staff | \$122,000 |
| Educational Support Salaries..... | \$68,000 |
| FICA/Medicare..... | \$13,000 |
| District Fees/Rent, Custodial/Utilities..... | \$10,000 |
| Field Trips | \$16,000 |
| Supplies & Materials..... | \$ 6,000 |
| Travel | \$ 100 |
| Equipment Rental..... | \$ 1,500 |
| Contractual Services..... | \$5,000 |
| TOTAL..... | \$250,600 |

REVENUE

| | |
|------------------------------------|-----------------|
| Personnel Reimbursement | |
| Certified Staff..... | \$36,000 |
| Educational Support Personnel..... | \$15,000 |
| TOTAL..... | \$51,000 |

| | |
|--|------------------|
| NET COST | \$199,600 |
| 2010 NET COST PER STUDENT | \$609 |
| 2011 PROJECTED COST PER STUDENT | \$615 |

Jamie M. Robitaille
192 Willey Street
Gilberts, IL 60136

December 5, 2010

RECEIVED

DEC 08 2010

Jim Nelson
Executive Director of Special Education
Cooperative Association for Special Education
22W600 Butterfield Road
Glen Ellyn, IL 60137

Dear Jim,

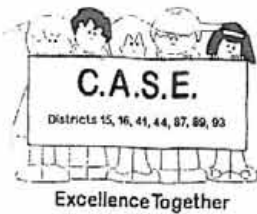
This is a letter to request an unpaid leave of absence to care for our newborn daughter. I would like to commence the leave on March 14, 2011 until June 1, 2011. I intend to return to full-time employment in August for the following 2011-2012 school term. If possible, I would like to remain in the current position assigned to District #41, Forest Glen Elementary School for the next school year. With the consent of the insurance carrier, I would request to maintain my insurance benefits by making timely payments of all premiums to the Business Office. Thank you in advance for your support and understanding. Please let me know if you need any additional information or have any questions at this time.

Sincerely,



Jamie M. Robitaille

COOPERATIVE ASSOCIATION for SPECIAL EDUCATION



22W600 Butterfield Road
Glen Ellyn IL 60137

Voice or TTY (630) 942-5600
FAX (630) 942-5601

Jim T. Nelson
Executive Director

JOB DESCRIPTION

TITLE: Business Manager

QUALIFICATIONS:

1. Master's Degree in Education, Business Management, or Accounting
2. Valid certification (Type 75) as a Chief School Business Official
3. Minimum of four years of successful experience in the school system
4. Alternative qualifications as the Board may find appropriate and acceptable

REPORTS TO: Executive Director

SUPERVISES

1. Business Office Staff
2. Payroll Office Staff

JOB GOAL: To assist the Executive Director in the daily operations of the Cooperative in such a way that financial and personnel resources are directed toward providing the best possible Special Education programs and services.

PERFORMANCE RESPONSIBILITIES:

1. Administer and coordinate all fiscal services of C.A.S.E. by developing, facilitating, and supervising programs of payroll, accounting, grant management and budget control.
2. Coordinate, facilitate, and monitor all purchases, invoicing and expenditures.
3. Monitor payroll contracts, processing, and reporting including the auditing of 403b and 457 plans, and review the production of annual W2's and 1099's.
4. Coordinate the review and maintenance of ongoing internal controls as well as the SDS Finance System.
5. Monitor finance and operations for Glenwood and CIS locations.
6. Monitor compliance with current regulations and reporting for TRS and IMRF.
7. Write and/or facilitate applications, amendments, and Maintenance of Effort for C.A.S.E. grants.
8. Monitor all grant expenditures and reporting in keeping with current regulations.
9. Develop a C.A.S.E. Annual Report of Fiscal Activities.
10. Monitor and manage insurance programs and risk management.
11. Monitor and manage property and equipment inventory records and reporting.
12. Calculate and prepare documentation for Personnel Reimbursement claims.

13. Prepare bidding documents and notices; advise Executive Director regarding bid outcomes.
14. Advise the executive director regarding policy and administrative regulations related to business and transportation operations.
15. Develop and prepare drafts of the tentative budget for consideration.
16. Prepare the adopted annual budget and facilitate its being placed on display by the administrative district and filed with ISBE as required by law.
17. Evaluate all education support personnel staff assigned to the business and payroll offices.
18. Provide leadership to the Board's bargaining team for negotiating with the C.A.S.E. Education Association.
19. Serve as a resource person to all educational support personnel regarding all C.A.S.E. fiscal services.
20. Provide a monthly Treasurer's Report for the Executive Director and the C.A.S.E. Board.
21. Serve as liaison with auditors and provide all required data.
22. Coordinate contractual agreements procuring transportation, and monitor the preparation of all transportation reports and claims.
23. Prepare and monitor applications and reporting for the Medicaid Outreach and Fee for Service Programs.
24. Develop and supervise procedures necessary for the implementation of federal and state laws regarding record storage and destruction.
25. Assist in the recruitment, screening, hiring, assigning, and evaluation of education support personnel.
26. Participate on internal committees and/or act as C.A.S.E. representative for outside committees as assigned.
27. Assume other responsibilities as assigned by the Executive Director.

TERMS OF EMPLOYMENT: Twelve (12) months.

SALARY: To be established by the Board.

EVALUATION: Performance of this job will be evaluated annually by the Executive Director based upon established criteria and procedures for administrative evaluations.

Revised 12/10

It is the mission of CASE to collaborate as educational advocates for children with special needs in order to provide appropriate and high quality educational programs and services.