



Glen Ellyn School District 41

A K-8 district serving parts of Carol Stream, Glendale Heights, Glen Ellyn, Lombard, Wheaton

Dr. Ann K. Riebock, Superintendent

MINUTES

GLEN ELLYN SCHOOL DISTRICT 41 BOARD OF EDUCATION REGULAR MEETING NOVEMBER 28, 2011 - 7:30 PM

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

Call to Order

The Board of Education meeting was called to order at 7:33 p.m.

Pledge of Allegiance

Mr. Ellis led in the recital of the Pledge of Allegiance.

Electronic Participation

Board member Steve Vondrak was not able to attend the meeting in person due to an employment-related obligation. In accordance with district policy, Mr. Vondrak notified the superintendent's office that he would not be physically present for the board meeting, but would like to participate in the meeting by phone.

Mr. Smith moved and Mr. Ellis seconded to approve Mr. Vondrak's electronic participation in the board meeting. On a roll call vote answering "Aye": Black, Ellis, Smith and Nelson; answering "Nay": None. Motion carried.

Roll Call

Present: Dan Smith, Jr., Sam Black, Drew Ellis, Erica Nelson and Steve Vondrak (who participated by phone) John Kenwood arrived at 7:39 p.m. and Terra Costa Howard at 8:42 p.m.

Public Participation

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

Presentations, Reports and Initiative Updates

Benchmarking Presentation: Dr. Clayton Graham of Advantage Analytics, LLC and adjunct professor for DePaul University presented his data analysis of the district's financial and academic performance relative to 37 other benchmark districts and the State of Illinois overall. Dr. Riebock noted that a team of district administrators and board members selected a group of high-performing school districts for benchmarking using the criteria of academics, enrollment, demographics and geographic proximity. Dr. Graham's report addressed the following questions about District 41:

Are we competing effectively academically? Are we financially sound and controlled? Are we providing value for the tax collar? Are we meeting expectations?

Overall, the data shows that the district has strong financial system and is exceeding expectations. The following are highlights of the outcomes of the data analysis for the District:

- Ranks 42nd in the state, or the top 6% of the 780 elementary and unit districts in the state (in the aggregate); by subject and grade level, the district is performing within the top 16% to 4.5% of the state in all areas and about the average of the benchmark districts. Dr. Graham noted that generally, the longer students are in a system, the better they perform.
- Exceeds expectations based on demographic composition: Dr. Graham reported that in general students are greatly exceeding expectations given the demographic makeup of the district noting that there are only two districts in the state with comparable diversity whose English Language Learning population is performing better than it does in District 41
- Overall, there is room for improvement in science and in sixth and seventh grades
- The district is in sound financial shape; with high student performance and low per pupil expenditures, revenue and expenditures are leading benchmark averages

Dr. Graham acknowledged the district's courageous undertaking of the project and Dr. Riebock expressed her gratitude to Dr. Graham for the data which will serve as a starting point upon which the district can build and improve.

Action Items

- A. Consent Agenda: Mrs. Nelson asked if there were any items Board members would like removed from the consent agenda. Hearing none,

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

1. Human Resources
 - a. Personnel Report (Attached)
 1. Employment Recommendations
 2. Leaves of Absence
2. Finance, Facilities & Operations (Attached)
 - a. Treasurer's Report
 - b. Investment Schedule
 - c. Monthly Revenue/Expenditure Summary Report
 - d. Summary of Bills and Payroll
 - e. School District Payment Order
 - f. Vandalism/Damage Report
 - g. Disposal of Surplus Property
 - h. 2011-2012 FOIA Report
3. Other Matters
 - a. Board Meeting Minutes
 1. November 14, 2011 Regular Meeting

B. Superintendent's Recommendations

1. School Improvement (SIP) Plans: Dr. Riebock noted that all the SIP plans have literacy and math goals. However, since Churchill School is in "choice" status, its plan must be specific to the subgroups that have not made adequate yearly progress (AYP) and is targeted to those subgroups more specifically. Churchill's goals are focused on achievement with special emphasis on English Language Learners (ELL) and all other subgroups that did not make AYP.

Mr. Ellis moved and Mr. Black seconded to approve Churchill's SIP plan and accept all other district 41 school SIP Plans. On a roll call vote answering "Aye": Black, Ellis, Smith, Kenwood, Vondrak and Nelson; answering "Nay": None. Motion carried.

2. 2012 Hadley Parking Lot and Storm Water Project: After consideration of the two options (5a and 15) and alternate C1, the Administration recommended that the Board of Education approve

its going to go out to bid for the Hadley parking lot reconstruction option 5a, with underground storm water detention and Alternate C-1. Estimated cost associated with option 5a is \$893,000 and alternate C-1 is \$175,000. The project would add parking spaces, improve traffic flow and safety, rectify storm water and water storage and rectify storm water run-off.

Dr. Riebock noted that examination of a dual process to develop an additional bid option for 15 would increase the cost by approximately \$45,000. She further noted some people have been unintentionally left with the impression that acceleration of this project would guarantee cost savings to the district and clarified that the initial thought was a possible opportunity for savings if the district and village bidding coincided.

Mr. Kenwood said that while he understands the importance of the project, he struggles with the cost and questions whether it should be a priority at this time as compared to other initiatives such as 21st Century Learning and the Common Core. Mrs. Nelson said that she shared Mr. Kenwood's concerns but emphasized the importance of moving forward with the bid process and noted that approving the bid process did not mean that the project itself would be approved. Mr. Smith felt that there is benefit to bidding both options and expressed an interest in bidding the Hadley project without underground storm water detention and allocating the costs savings to another project. Other board members expressed reservations with the scope and costs of the project compared to other uses for the money, but supported moving forward with the bid process.

Dr. Riebock noted that the project is needed and will need to be completed within the next three years. She added that delaying it could mean that it will cost the district more money in the end. The administration feels that this recommendation meets the interest of various groups involved with Master Facility work, site work and capital project development.

Mrs. Nelson moved and Mr. Black seconded to approve the Administration's recommendation as presented. On a roll call vote answering "Aye": Black, Ellis, Kenwood, Vondrak, Howard and Nelson; answering "Nay": Smith. Motion carried.

3. Board Policy Revisions - Second Reading and Adoption: At its November 14, 2011 meeting, the board discussed the administration's recommendation to approve and adopt the policy and procedures revisions to Section 8, School Board policies and/or procedures as well as policies 6:50 – School Wellness and Policy 7:230 – Misconduct by Students with Disabilities.

Mr. Ellis moved and Mr. Black seconded to approve the administration's recommendation to adopt the board policies and procedures as presented. On a roll call vote answering "Aye": Ellis, Smith, Kenwood, Vondrak, Howard, Black and Nelson; answering "Nay": None. Motion carried.

Superintendent's Report

Superintendent Dr. Ann Riebock reported on the following matters:

- A. Kudos to buildings and grounds staff who worked through the Thanksgiving holiday weekend in order to complete the set up for the district's eight model 21st century classrooms Teachers sent pictures and their reflections on the new classrooms that the administration will share with the board at a future meeting. Dr. Riebock noted that the district will plan opportunities for parents and community members to view the model classrooms sometime in the near future.
- B. Dr. Riebock asked the Board for permission to change rearrange the agenda and adjourn to close session earlier than scheduled to discuss litigation matters. It was noted that the board would resume the remainder of its business upon returning to open session.

Adjourn to Closed Session

At 9:03 Mr. Kenwood moved and Mr. Smith seconded to adjourn to closed session to discuss:

- A. *Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes.*

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

Return to Open Session

The board returned to open session at 9:56 p.m.

Board Reports

- A. Mr. Black reported on his attendance at the IASB Resolutions Committee during the Triple I conference in November and distributed his summary report to board members and place on file at the Central Services Office.
- B. Mr. Ellis reported on an earlier discussion during the Finance Committee meeting relative to revisions to the district's fiscal philosophy administrative procedure. He noted some additional revisions that were discussed regarding the language around fund balance percentages. The Board determined that the revised administrative procedure would be placed on the December 12, 2011 meeting agenda for a second reading and adoption. Board members were asked to review the documents and submit comments and/or further revisions to Dr. Riebock by December 11.
- C. Mr. Kenwood reported on the following:
1. Foreign Language Task Force meeting. The meeting included a discussion on the pros and cons of the models and schools visited. One model was a dual language program where two languages are taught with a goal of achieving proficiency in both languages by 6th grade. The second model was more traditional (e.g. foreign language is taught in a classroom, five days per week).
 2. PTA Executive Council meeting which included a discussion on the Hadley Parking Lot project.
- D. Mr. Smith reported on the following:
1. He and Mrs. Nelson have completed their planning relative to the board's communication goal and distributed a summary to the board for feedback. The next step is developing action items.
 2. Attendance to a session during Triple I hosted by another school district that was focused on communication.
- E. Erica Nelson reported on the following:
1. Forest Glen PTA meeting. Discussion included a presentation by Jenny Geiges and Mary Hornacek on PBIS and the strategies used to implement this tool in the schools and a presentation by Mary Hornacek on the changes to MAP assessment through the NWEA.
 2. CIT meeting which included guest Cinda Klincka, IEA President and included presentation from the school BLT's on their school improvement plans.

Discussion Items

2011 Levy: At its November 14, 2011 regular meeting, the board heard a presentation on the administration's recommendation for the 2011 levy. The levy recommendation for 2011 is a 3.69% increase over the previous year's extension. The District actually expects an increase of 2.59% under the Property Tax Limitation Act. This increase is based on a CPI of 1.5% and an estimate of new construction of \$15,000,000. Dr. Riebock explained that this is another opportunity for the board to discuss the levy proposal and ask unanswered questions prior to the December 12, 2011 public hearing. Dr. Riebock and Mr. Ciserella presented scenarios and the financial implications of levying less than the maximum allowed by law and abating some amount prior to the tax bills being finalized.

Board discussion focused on maintaining the levy request and abating a portion, or all of the Bond and Interest Levy, \$2, 727,800, as a good faith gesture to the taxpayers. It was the consensus of the board to support this action. In the interim period until the December 12 Levy hearing and subsequent to approval of the levy, the administration will investigate the steps necessary to follow in order for the board to make a final recommendation and take action on the matter.

Upcoming Meetings

- A. December 12, 2011, Public Hearing and Regular Meeting, 7:15 p.m. Central Services Office;
- B. January 9, 2012 Regular Board Meeting, 7:30 p.m., Benjamin Franklin School

Other

There were no other matters considered by the board.

Public Participation

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

Adjourn to Closed Session

At 10:55 p.m. Kenwood moved and Ellis seconded to adjourn to closed session to discuss:

- A. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity.*
- B. 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.*
- C. Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes*

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

Return to Open Session

The board returned to open session at 11:30 p.m.

Action on Employment Matter

Mr. Kenwood moved and Mr. Vondrak seconded to approve the retirement recommendation discussed by the board in closed session. On a roll call vote answering "Aye" Ellis, Nelson, Howard, and Vondrak; answering "Nay": Smith, Black and Kenwood. Motion carried.

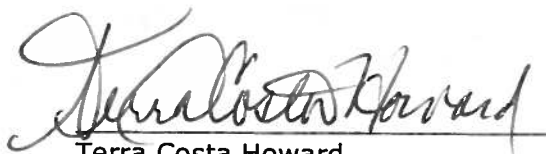
Adjournment

There being no further business, Mr. Black moved and Mr. Ellis seconded to adjourn the meeting at 11:31 p.m. Motion carried on a unanimous voice

Respectfully submitted,

Maureen Stecker, Recording Secretary

Erica Nelson, Board President


Terra Costa Howard
Secretary, Board of Education

Minutes approved: December 12, 2011

Glen Ellyn School District #41 Board Report

Date: November 28, 2011
Title: Personnel Report – Preliminary
Contact: Laurie Campbell, Director of Human Resources

Long-Range Plan Focus: The recommendations contained in this Personnel Report support Goal #2, Development of Human Capital, of the Superintendent's Long-Range Plan.

Employment Recommendations:

Name	School	Position	Placement /Salary	Effective Date
Brian Leadaman	Hadley	7 th Grade Boys Basketball Asst. Coach	Group III, step 1/\$1,462.00	2011-2012 school term

Recommendation:

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

Glen Ellyn School District 41
Monthly Treasurer's Report
October 2011

FUND	FUND BALANCE 9/30/2011	CASH BAL. 9/30/2011	REVENUE	EXPENDITURES	INVESTMENTS (Increase) Decrease	LIABILITIES (Increase) Decrease	CASH BAL. 10/31/2011	INVESTMENTS AT COST	CASH + INVESTMENTS	LIABILITIES - RECEIVABLE (YTD)	FUND BALANCE 10/31/2011
Education	35,631,456.33	\$ 254,488.95	\$ 917,824.11	#####	\$ 2,163,015.33	\$ 2,915.15	117,857.99	\$ 32,653,556.75	\$ 32,771,414.74	\$ (557,554.15)	33,328,968.89
Self- Insurance Dental	89,171.01	89,171.01	122,500.00	-	-	-	211,671.01	-	211,671.01	-	211,671.01
Operations and Maintenance	5,796,722.51	546.06	35,115.88	219,540.61	364,884.12	-	181,005.45	5,431,292.33	5,612,297.78	-	5,612,297.78
Debt Service	3,042,131.65	153,486.30	32,283.70	-	(47,283.70)	-	138,486.30	2,935,929.05	3,074,415.35	-	3,074,415.35
Transportati on	900,080.69	515,260.20	9,712.04	142,256.68	5,287.96	-	388,003.52	767,532.53	1,155,536.05	388,000.00	767,536.05
Municipal Retirement/ Social Security	1,200,622.00	462.37	13,001.92	95,727.13	82,498.08	-	235.24	1,117,687.40	1,117,922.64	25.85	1,117,896.79
S&C Life Safety	-	-	-	-	-	-	-	-	-	-	-
Capital Projects	141,904.02	105,675.79	-	-	-	-	105,675.79	36,228.23	141,904.02	-	141,904.02
Working Cash	3,271,494.71	304,669.87	16.83	-	(283,016.83)	-	21,669.87	3,249,841.67	3,271,511.54	-	3,271,511.54
Tort	3,564.55	73.48	16.83	-	(16.83)	-	73.48	3,507.90	3,581.38	-	3,581.38
Totals	\$50,077,147.47	\$ 1,423,804.03	\$ 1,130,471.31	#####	\$ 2,285,368.13	\$ 2,915.15	\$ 1,164,678.65	\$ 46,195,575.86	\$ 47,360,254.51	\$ (169,528.30)	\$ 47,529,782.81

**Glen Ellyn District 41
Investment Schedule
October 2011**

Identifier	Certificate #	Issue Date	Maturity Date	#of Days	Amount	Rate	Interest	Type
Education Fund								
PMA	168403	09/23/11	11/22/11	60	2,920,000.00	0.070%	336.00	CD
PMA	168081	09/16/11	01/20/12	126	2,420,000.00	0.080%	575.88	CD
PMA	167527	09/01/11	01/30/12	151	100,000.00	0.130%	53.78	CD
PMA	168085	09/16/11	02/17/12	154	1,820,000.00	0.090%	693.00	CD
PMA	165710	06/17/11	03/13/12	270	1,900,000.00	0.190%	2,675.29	CD
PMA	165180	06/17/11	04/04/12	292	2,800,000.00	0.201%	4,505.25	CD
PMA	165163	06/17/11	05/03/12	321	1,300,000.00	0.221%	2,525.39	CD
PMA	164118-23	06/01/11	05/30/12	364	1,495,800.00	0.252%	3,758.22	CD
PMA	164655	06/09/11	06/07/12	364	4,500,000.00	0.300%	13,463.02	CD
PMA	24395	06/08/11	06/08/12	366	248,121.04	0.551%	1,370.89	CD
PMA	164959	06/16/11	06/12/12	362	2,400,000.00	0.250%	7,180.28	CD
PMA	167984	09/15/11	06/14/12	273	120,000.00	0.140%	125.66	CD
PMA	164875-6	06/15/11	06/28/12	379	391,300.00	0.250%	1,023.20	CD
PMA	24382	06/08/11	07/09/12	397	248,538.23	0.300%	810.98	CD
PMA	164871-4	06/15/11	08/22/12	434	800,000.00	0.330%	3,210.59	CD
PMA	24369	06/03/11	09/04/12	459	248,153.05	0.801%	2,499.61	CD
IPTIP					462,981.45			
ISDLAF					8,478,662.98			
Total Education Fund:					32,653,556.75	0.316%	43,148.38	
Operations and Maintenance Fund								
PMA	168403	09/23/11	11/22/11	60	500,000.00	0.070%	57.54	CD
PMA	168081	09/16/11	01/20/12	126	500,000.00	0.080%	119.00	CD
PMA	165710	06/17/11	03/13/12	270	1,000,000.00	0.190%	1,407.88	CD
PMA	165180	06/17/11	04/04/12	292	1,000,000.00	0.201%	1,609.37	CD
PMA	165163	06/17/11	05/03/12	321	1,000,000.00	0.221%	1,942.74	CD
PMA	164113-7	06/01/11	06/28/12	393	1,100,000.00	0.456%	4,338.56	
IPTIP	IPTIP				187,805.67			
ISDLAF	ISDLAF				143,486.66			
Total Operations and Maintenance Fund:					5,431,292.33	0.203%	9,298.55	
Debt Service Fund								
PMA	167599	09/02/11	01/26/12	146	1,000,000.00	0.100%	400.00	CD
PMA	167985-6,2	09/15/11	03/21/12	188	897,659.07	0.130%	268.69	CD
IPTIP					164,670.98			
ISDLAF					873,599.00			
Total Debt Service Fund:					2,935,929.05	0.115%	668.69	
Transportation Fund								
IPTIP					-			
ISDLAF					767,532.53			
Total Transportation Fund:					767,532.53	0.000%	-	
Municipal Retirement/Social Security Fund								
PMA	168403	09/23/11	11/22/11	60	180,000.00	0.070%	20.71	CD

PMA	168081	09/16/11	01/20/12	126	180,000.00	0.080%	42.84	CD
PMA	168085	09/16/11	02/17/12	154	180,000.00	0.090%	68.54	CD
PMA	167984	09/15/11	06/14/12	273	180,000.00	0.140%	188.48	CD
IPTIP					123,575.98			
ISDLAF					274,111.42			

Total Municipal Retirement/Social Security	1,117,687.40	0.000%	-
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Capital Improvements Fund

IPTIP					1,321.17			
ISDLAF					34,907.06			
Total Capital Improvements Fund:	36,228.23	0.000%	-					

Working Cash

WBT	50016574	01/29/11	01/29/12	365	1,213,145.53	0.680%	8,249.39	CD
WBT		09/20/11			1,000,000.00		-	MM
IPTIP					4,742.30			
ISDLAF					1,031,953.84			
Total Working Cash fund:	3,249,841.67	0.680%	8,249.39					

TORT Fund

IPTIP					-			
ISDLAF					3,507.90			
Total Tort Fund:	3,507.90		-					

Total Current Operating Funds Investment	46,195,575.86
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Total Investment Interest Due	61,365.01
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Average Portfolio Yield	0.046%
Account Balances	
IPTIP Monthly Average Rate	945,097.55 0.070%
ISDLAF Monthly Average Rates:	
Liquid Class	1,928,891.56 0.010%
Max Class	9,463,085.58 0.040%

Note: CB in the "Identifier" column denotes Community Bank
 GEBT in the "Identifier" column denotes Glen Ellyn Bank & Trust
 MB in the "Identifier" column denotes MB Financial Bank
 PMA in the "Identifier" column denotes PMA/ISDLAF
 WBT in the "Identifier" column denotes Wheaton Bank & Trust

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
 MM in the "Type" column denotes Money Market Account



Glen Ellyn School District 41

Finance, Facilities & Operations

Monthly Revenue/Expenditure Summary Report Overview October 2011

Revenues

Overall district revenues are approximately .51% less than last year for the same fiscal period. To date, the district has received \$378,377.82 in General State Aid for the current fiscal year. The state has made it a priority to continue to make GSA payments in a timely manner. However, Restricted State Funds continues to be an area of concern. Of the \$1,263,538.50 received to date, all of these funds are from the 2011 fiscal year. Of this amount the funds received during the months of July and August, \$688,760.53 will be accrued to the 2011 fiscal year. The remainder, \$574,777.97, will be recognized in the current 2012 fiscal year. These funds represent reimbursement for categorical expenditures including special education, TBE/TPI, Pre-K and transportation. Please keep in mind that District 41 maintains its operating books on a cash basis and recognizes its revenues and expenditures when received.

Expenditures

Expenditures are less than last year's amount by .40% 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 timeliness and lack of state financing and the resulting effect on the district's financial condition.

Glen Ellyn District 41 Monthly Revenue/Expenditure Summary Report

October 2011

Revenues									
Function	Category	MTD Received	YTD Received	Revenue Budget	To Be Received	YTD % Received	Prior Year % Rec'd		
1100	Property Taxes	489,459.90	19,385,724.74	40,784,246.00	21,398,521.26	47.53%	49.05%		
1200	Personal Property Taxes	224,625.89	392,791.55	870,000.00	477,208.45	45.15%	44.34%		
1300	Tuition	3,000.00	8,400.00	255,785.00	247,385.00	3.28%	1.09%		
1400	Field Trip/Bus Fees	-	-	25,500.00	25,500.00	0.00%	3.38%		
1500	Interest Earnings	817.70	49,847.77	218,250.00	168,402.23	22.84%	48.81%		
1600	Food Services	14,910.57	72,757.43	109,450.00	36,692.57	66.48%	32.26%		
1700	Student Fees	11,796.62	331,486.60	522,328.00	190,841.40	63.46%	81.58%		
1900	Donations/Misc Revenue	41,221.95	110,073.97	141,400.00	31,326.03	77.85%	23.05%		
3000	Unrestricted State Funds	126,125.94	378,377.82	1,322,000.00	943,622.18	28.62%	35.58%		
3100	Restricted State Funds	37,469.00	1,263,538.50	911,399.00	(352,139.50)	138.64%	50.04%		
4000	Federal Funds	58,543.74	391,716.53	502,090.00	110,373.47	78.02%	75.81%		
7000	Fund Transfers	-	-	275,448.00	275,448.00	0.00%	0.00%		
Grand Total All Funds		1,007,971.31	22,384,714.91	45,937,896.00	23,553,181.09	48.73%	49.24%		

Expenditures									
Object	Category	MTD Expended	YTD Expended	YTD Encumbrances	Expenditure Budget	Budget Available	YTD % Expended	Prior Year % Exp'd	
100	Salaries	2,284,792.10	5,415,161.60	-	27,131,288.00	21,716,126.40	19.96%	19.62%	
200	Benefits	485,054.03	1,224,430.07	-	5,455,253.00	4,230,822.93	22.44%	20.99%	
300	Purchased Services	371,795.34	1,664,380.70	105,863.87	3,934,466.00	2,164,221.43	42.30%	36.80%	
400	Supplies/Materials	163,612.24	577,862.23	222,468.27	2,346,855.00	1,546,524.50	24.62%	27.25%	
500	Capital Outlay	75,416.05	815,370.56	199,500.42	1,596,486.00	581,615.02	51.07%	55.82%	
600	Dues & Fees	4,827.28	25,946.28	-	62,223.00	36,276.72	41.70%	36.39%	
600	Principal/Interest Payments	-	215,784.25	-	2,952,010.00	2,736,225.75	7.31%	9.76%	
600	Tuition	292,338.93	567,269.17	-	1,604,511.00	1,037,241.83	35.35%	46.15%	
	Fund Transfers	-	180,582.65	-	275,000.00	94,417.35	65.67%	0.00%	
Grand Total All Funds		3,677,835.97	10,686,787.51	527,832.56	45,358,092.00	34,143,471.93	23.56%	23.96%	

Glen Ellyn School District 41
Monthly Summary of Bills and Payroll

October, 2011

<u>FUND</u>	<u>OTHER EXPENDITURES</u>	<u>GROSS PAYROLL</u>	<u>TOTAL EXPENDITURES</u>
Education	\$930,695.74	\$2,289,615.81	\$3,220,311.55
Self-Insurance Dental	\$0.00	0.00	0.00
Operations & Maintenance	\$219,540.61	0.00	219,540.61
Debt Service	\$0.00	0.00	0.00
Transportation	\$142,256.68	0.00	142,256.68
Municipal Retirement/Social Security	\$95,727.13	0.00	95,727.13
Capital Projects	\$0.00	0.00	0.00
Working Cash	\$0.00	0.00	0.00
Tort	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	<u><u>\$1,388,220.16</u></u>	<u><u>\$2,289,615.81</u></u>	<u><u>\$3,677,835.97</u></u>



Glen Ellyn School District 41

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

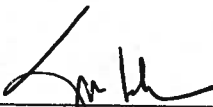
School District Payment Order

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 \$773,632.02 for October Accounts Payable and Payroll Liability checks and the sum of \$1,301,630.78 for November interim Accounts Payable and Payroll Liability checks.

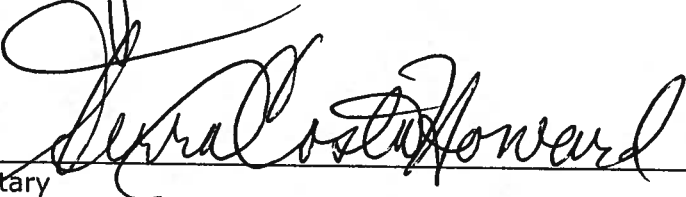
This order authorizes the Treasurer to pay Board-approved bills before the meeting minutes are officially approved.

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

Order Date: November 28, 2011



President



Secretary

CHECK NUMBER	VENDOR	CHECK DATE	CHE AMOUNT	TYP
10972	HORVATH, JENNIFER	10/21/2011	-35.00	V
10976	ILLINOIS CENTRAL SCHOOL BUS	10/27/2011	-77,912.70	V
11038	PUBLIC STORAGE	10/21/2011	32.80	R
11042	AFLAC	10/31/2011	86.46	R
11043	AFSCME	10/31/2011	1,672.49	R
11044	FIDELITY INVESTMENTS	10/31/2011	8,957.76	R
11045	GLEN ELLYN EDUCATION ASSN	10/31/2011	16,547.66	R
11046	GLEN STEARNS CHAPTER 13 TRUSTEE	10/31/2011	407.50	R
11047	GREAT AMERICAN LIFE INS	10/31/2011	530.00	R
11048	LINCOLN INVESTMENT PLANNING	10/31/2011	1,720.00	R
11049	SDU	10/31/2011	300.00	R
11050	SHARON R. KNOBBE, LTD.	10/31/2011	41.18	R
11051	ALARCON, LILI	10/26/2011	50.00	R
11052	AT&T LONG DISTANCE	10/26/2011	256.94	R
11053	BROOKFIELD ZOO	10/26/2011	346.50	R
11054	CENTRAL DUPAGE HOSPITAL	10/26/2011	25.00	R
11055	COMMONWEALTH EDISON	10/26/2011	106.90	R
11056	FALCO, LOU	10/26/2011	35.00	R
11057	GRIEGER, KAREN	10/26/2011	225.38	R
11058	GUST, CAROLYN	10/26/2011	233.07	R
11059	HANSELMANN, JERRY	10/26/2011	35.00	R
11060	LEDERHOUSE, JULIA	10/26/2011	318.82	R
11061	LINDFORS, RON	10/26/2011	105.00	R
11062	MACHE, MATTHEW	10/26/2011	35.00	R
11063	MINKUS, GAIL	10/26/2011	1,140.00	R
11064	MOAKE, JOHN	10/26/2011	35.00	R
11065	PAGE, TOM	10/26/2011	70.00	R
11066	PELLETIER, JEROME	10/26/2011	35.00	R
11067	POLACEK, BARBARA	10/26/2011	32.29	R
11068	SCULLY, SUSAN	10/26/2011	56.43	R
11069	TEAM CLOCK INSTITUTE	10/26/2011	10,000.00	R
11070	WOOD, MICHAEL	10/26/2011	159.12	R
11071	ALARCON, LILI	10/31/2011	137.50	R
11072	ARMBRUST PLUMBING INC	10/31/2011	338.60	R
11073	BMO MASTERCARD	10/31/2011	0.00	C
11074	BMO MASTERCARD	10/31/2011	0.00	C
11075	BMO MASTERCARD	10/31/2011	0.00	C
11076	BMO MASTERCARD	10/31/2011	0.00	C
11077	BMO MASTERCARD	10/31/2011	0.00	C
11078	BMO MASTERCARD	10/31/2011	0.00	C
11079	BMO MASTERCARD	10/31/2011	0.00	C
11080	BMO MASTERCARD	10/31/2011	0.00	C
11081	BMO MASTERCARD	10/31/2011	27,112.12	R
11082	BOUND TO STAY BOUND BOOKS	10/31/2011	185.27	R
11083	C ACITELLI HEATING & PIPING	10/31/2011	3,804.97	R
11084	CAMPBELL, LAURIE	10/31/2011	157.08	R
11085	CONNECTIONS DAY SCHOOL SOUTH CAMPUS	10/31/2011	123.24	R
11086	CORRECT ELECTRIC	10/31/2011	2,433.59	R
11087	COUNTRYSIDE WELDING INC	10/31/2011	535.72	R
11088	DAILY HERALD	10/31/2011	28.80	R
11089	DAVY, KAREN	10/31/2011	25.00	R
11090	DEVELOPMENTAL STUDIES CENTER	10/31/2011	1,912.95	R
11091	DIST #15, MARQUARDT SCL	10/31/2011	178,979.49	R
11092	FGM ARCHITECTS-ENGINEERS	10/31/2011	8,874.00	R
11093	FITNESS FINDERS	10/31/2011	206.99	R
11094	FOLLETT LIBRARY RESOURCES	10/31/2011	1,596.41	R

CHECK NUMBER	VENDOR	CHECK DATE	CHE AMOUNT	TYP
11095	GIANT STEPS	10/31/2011	5,738.86	R
11096	GLENBARD TWP HS DIST #87	10/31/2011	9,108.00	R
11097	GLENOAKS THERAPEUTIC DAY SCHL	10/31/2011	3,390.45	R
11098	HANSON, GAIL	10/31/2011	146.88	R
11099	HEINEMANN	10/31/2011	521.82	R
11100	HEWLETT PACKARD	10/31/2011	2,428.38	R
11101	HOUGHTON MIFFLIN RECEIVABLES CO LLC	10/31/2011	10,674.77	R
11102	ILLINOIS ASSN OF SCH BOARDS	10/31/2011	675.00	R
11103	ILLINOIS CENTRAL SCHOOL BUS	10/31/2011	75,020.08	R
11104	JOAN TRELAND & ASSOCIATES	10/31/2011	369.00	R
11105	KAGAN & GAINES INC	10/31/2011	2,549.15	R
11106	LAKE SHORE LEARNING MATERIALS	10/31/2011	29.95	R
11107	LEARNING A-Z	10/31/2011	6,754.80	R
11108	LOCKWOOD DAIRY	10/31/2011	2,890.95	R
11109	MADE, MICHAEL	10/31/2011	35.00	R
11110	MARQUARDT SCHOOL DISTRICT 15	10/31/2011	607.15	R
11111	MATH PERSPECTIVES	10/31/2011	54.90	R
11112	MCDERMOTT WILL & EMERY	10/31/2011	5,327.90	R
11113	METRO PROFESSIONAL PRODUCTS	10/31/2011	734.71	R
11114	MUSIC & ARTS CENTER	10/31/2011	65.97	R
11115	OFFICE DEPOT	10/31/2011	1,082.32	R
11116	ORIENTAL TRADING CO	10/31/2011	25.78	R
11117	PALOS SPORTS INC	10/31/2011	2,775.42	R
11118	PJ'S CAMERA & PHOTO SERVICE	10/31/2011	24.90	R
11119	QUINLAN & FABISH MUSIC	10/31/2011	2,626.59	R
11120	REALLY GOOD STUFF INC	10/31/2011	646.45	R
11121	SASED	10/31/2011	1,500.00	R
11122	SCHOLASTIC INC	10/31/2011	2,117.48	R
11123	SCHOLASTIC MAGAZINES	10/31/2011	1,023.67	R
11124	SCHOOL SPECIALTY	10/31/2011	0.00	C
11125	SCHOOL SPECIALTY	10/31/2011	2,763.43	R
11126	TCI	10/31/2011	1,414.82	R
11127	TEACHERS DISCOVERY	10/31/2011	36.90	R
11128	TIGERDIRECT.COM	10/31/2011	7,442.77	R
11129	TREETOP PUBLISHING	10/31/2011	52.50	R
11130	WAREHOUSE DIRECT	10/31/2011	3,767.44	R
11131	HEINEMANN WORKSHOPS	10/31/2011	199.00	R
11132	JACKSON JR HIGH	10/31/2011	300.00	R
11133	KHATTAB, FALASTIN	10/31/2011	87.50	R
11134	SKYWARD INC	10/31/2011	1,002.38	R
11135	TIGERDIRECT.COM	10/31/2011	1,197.07	R
11136	WENZLAFF, JULIE	10/31/2011	112.20	R
201100173	AXA EQUITABLE LIFE INS CO	10/31/2011	16,215.62	W
201100174	CERIDIAN BENEFITS SVCS	10/31/2011	5,749.52	W
201100175	ILL MUNICIPAL RETIREMENT FUND	10/14/2011	60,864.25	W
201100176	ILLINOIS DEPT OF REVENUE	10/31/2011	46,371.10	W
201100177	INTERNAL REV SERVICE	10/31/2011	174,757.88	W
201100178	T H I S	10/31/2011	14,542.99	W
201100179	TEACHERS RETIREMENT SYSTEM	10/31/2011	94,765.49	W
201100180	V A L I C	10/31/2011	4,940.33	W
201100181	RELIANCE STANDARD LIFE	10/31/2011	343.37	W
201100182	UNUM LIFE INSURANCE	10/31/2011	2,926.71	W
201100183	VITAL PARTNERSHIPS	10/31/2011	2,732.09	W

Totals for checks 773,632.02

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	Education Fund	383,579.43	-35.00	285,876.32	669,420.75
20	Operations & Maintenance Fund	0.00	0.00	29,835.01	29,835.01
40	Transportation Fund	0.00	0.00	6,215.38	6,215.38
50	IMRF/Social Security Fund	68,160.88	0.00	0.00	68,160.88
***	Fund Summary Totals ***	451,740.31	-35.00	321,926.71	773,632.02

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

CHECK NUMBER	VENDOR	CHECK DATE	CHE AMOUNT	TYP
10190	SUBSCRIPTION SERV OF AMERICA	11/14/2011	-26.00	V
11137	CERIDIAN BENEFITS SVCS	11/02/2011	371.57	R
11138	CPI QUALIFIED PLAN CONSULTANTS INC	11/02/2011	42.25	R
11139	FALCO, LOU	11/02/2011	35.00	R
11140	HORVATH, JENNIFER	11/02/2011	142.50	R
11141	INTEGRYS ENERGY SERVICES INC	11/02/2011	34,883.33	R
11142	ISBE	11/02/2011	883.00	R
11143	LINDFORS, RON	11/02/2011	35.00	R
11144	PUBLIC STORAGE	11/02/2011	423.20	R
11145	SAM'S CLUB	11/02/2011	483.42	R
11146	VILLA PARK OFFICE EQUIP INC	11/02/2011	744.00	R
11147	ADT	11/08/2011	31.16	R
11148	ALARCON, LILI	11/08/2011	37.50	R
11149	AT&T	11/08/2011	2,212.61	R
11150	AT&T	11/08/2011	1,620.85	R
11151	BRITTON, HEATHER	11/08/2011	435.00	R
11152	CHICAGO TRIBUNE	11/08/2011	195.00	R
11153	CLEGG, ELOISE L	11/08/2011	294.90	R
11154	CONRAD, JODI	11/08/2011	250.00	R
11155	CULLIGAN WATER CONDITIONING	11/08/2011	106.00	R
11156	DAVY, KAREN	11/08/2011	200.00	R
11157	FOX RIVER FOODS	11/08/2011	2,516.59	R
11158	HANNA, PHYLLIS	11/08/2011	149.94	R
11159	IAHPERD	11/08/2011	190.00	R
11160	ICE MOUNTAIN SPRING WATER	11/08/2011	933.69	R
11161	ILLINOIS CENTRAL SCHOOL BUS	11/08/2011	3,518.95	R
11162	JOSTENS	11/08/2011	6,519.20	R
11163	KHATTAB, FALASTIN	11/08/2011	37.50	R
11164	KONICA MINOLTA BUSINESS SOLUTIONS	11/08/2011	792.75	R
11165	KONICA MINOLTA PREMIER FINANCE	11/08/2011	1,242.07	R
11166	LEDERHOUSE, JULIA	11/08/2011	733.18	R
11167	MINKUS, GAIL	11/08/2011	1,820.00	R
11168	MUYA, DADIRI	11/08/2011	68.75	R
11169	NORTHERN ILLINOIS GAS	11/08/2011	1,638.05	R
11170	POWDYEL, NIRU	11/08/2011	50.00	R
11171	VERIZON WIRELESS	11/08/2011	2,453.93	S
11172	VILLAGE OF GLEN ELLYN	11/08/2011	4,752.02	R
11173	WASTE MANAGEMENT WEST	11/08/2011	2,716.28	R
11174	UNIVERSAL TAXI DISPATCH	11/08/2011	2,327.00	R
11175	AFLAC	11/15/2011	86.46	R
11176	AFSCME	11/15/2011	1,688.73	R
11177	FIDELITY INVESTMENTS	11/15/2011	8,957.76	R
11178	GLEN ELLYN EDUCATION ASSN	11/15/2011	16,547.66	R
11179	GLEN STEARNS CHAPTER 13 TRUSTEE	11/15/2011	407.50	R
11180	GREAT AMERICAN LIFE INS	11/15/2011	530.00	R
11181	LINCOLN INVESTMENT PLANNING	11/15/2011	1,720.00	R
11182	SDU	11/15/2011	840.00	R
11183	SHARON R. KNOBBE, LTD.	11/15/2011	41.18	R
11184	ANDERSON PEST CONTROL	11/15/2011	276.00	R
11185	ANDRADE, CARRIE	11/15/2011	12.50	R
11186	ARMBRUST PLUMBING INC	11/15/2011	4,890.00	R
11187	AT&T INTERNET SERV	11/15/2011	1,050.00	R
11188	AX IN HAND	11/15/2011	189.00	R
11189	B & F TECHNICAL CODE SERVICES INC	11/15/2011	120.00	R
11190	BAKER TILLY VIRCHOW KRAUSE	11/15/2011	8,000.00	R
11191	BRIDGES FOR LANGUAGE, TRNG & STAFFI	11/15/2011	118.80	R

CHECK NUMBER	VENDOR	CHECK DATE	CHE AMOUNT	TYP
11192	BROAD REACH BOOKS	11/15/2011	554.04	R
11193	C ACITELLI HEATING & PIPING	11/15/2011	3,813.32	R
11194	CARE OF TREES	11/15/2011	3,920.00	R
11195	CARLSON GLASS INC	11/15/2011	311.73	R
11196	CAWIEZEL, PAT	11/15/2011	70.00	R
11197	CENTER, THE	11/15/2011	585.00	R
11198	CISERELLA, BOB	11/15/2011	72.00	R
11199	CONCEPT WIRELESS COMMUNICATIONS INC	11/15/2011	27.50	R
11200	CONCORD MARKETING SOLUTIONS	11/15/2011	776.14	R
11201	CONNECTIONS DAY SCHOOL SOUTH CAMPUS	11/15/2011	3,946.00	R
11202	CONVERGINT TECHNOLOGIES	11/15/2011	330.00	R
11203	CROWTHER ROOF & SHEET METAL	11/15/2011	15,695.00	R
11204	DOWIARZ, RON	11/15/2011	70.00	R
11205	DUPAGE CHILDREN'S MUSEUM	11/15/2011	535.00	R
11206	DUPAGE ROE	11/15/2011	175.00	R
11207	DUPAGE SECURITY SOLUTIONS INC	11/15/2011	1,533.60	R
11208	EDUCATIONAL RESEARCH NEWSLETTER	11/15/2011	204.50	R
11209	ETA/CUISENAIRE	11/15/2011	333.64	R
11210	FEDERAL EXPRESS	11/15/2011	108.70	R
11211	FLAGHOUSE INC	11/15/2011	114.90	R
11212	FOLLETT LIBRARY RESOURCES	11/15/2011	211.41	R
11213	FRANCZEK RADELET & ROSE	11/15/2011	3,316.53	R
11214	GLEN ELLYN PARK DISTRICT	11/15/2011	1,656.00	R
11215	GLENBARD WEST HIGH SCHOOL	11/15/2011	175.00	R
11216	GLENOAKS THERAPEUTIC DAY SCHL	11/15/2011	3,229.00	R
11217	GONZALEZ, MARY	11/15/2011	87.50	R
11218	GRIEGER, KAREN	11/15/2011	54.79	R
11219	HEARTLAND BUSINESS SYSTEMS	11/15/2011	1,060.00	R
11220	HEINEMANN	11/15/2011	301.00	R
11221	HOUGHTON MIFFLIN GREAT SOURCE	11/15/2011	871.50	R
11222	HOUGHTON MIFFLIN RECEIVABLES CO LL	11/15/2011	4,805.52	R
11223	IAGC	11/15/2011	720.00	R
11224	ILLINOIS PRINCIPALS ASSN	11/15/2011	550.00	R
11225	INSTITUTE FOR EDUC DEVELOPMT	11/15/2011	219.00	R
11226	KRANZ	11/15/2011	269.60	R
11227	LAKE-COOK DISTRIBUTORS	11/15/2011	32.93	R
11228	LEDERHOUSE, JULIA	11/15/2011	413.55	R
11229	LEND	11/15/2011	150.00	R
11230	LEWIS, KELLY	11/15/2011	35.55	R
11231	LINCOLNSHIRE PRINTING INC	11/15/2011	251.20	R
11232	LITE CONSTRUCTION	11/15/2011	11,133.28	R
11233	LITTLE FRIENDS INC	11/15/2011	4,477.68	R
11234	LOCKWOOD DAIRY	11/15/2011	2,318.20	R
11235	MAIL N STUFF	11/15/2011	614.79	R
11236	MARQUARDT SCHOOL DISTRICT 15	11/15/2011	37,265.84	R
11237	METRO PROFESSIONAL PRODUCTS	11/15/2011	6,683.53	R
11238	MIDWEST CLINIC	11/15/2011	160.00	R
11239	MOAKE, JOHN	11/15/2011	35.00	R
11240	MOZOCKIE, JULI	11/15/2011	607.39	R
11241	NEW HOPE ACADEMY	11/15/2011	3,527.92	R
11242	NIMCO INC	11/15/2011	499.95	R
11243	OFFICE DEPOT	11/15/2011	1,049.69	R
11244	OLIVE GROVE LANDSCAPING INC	11/15/2011	7,560.00	R
11245	ORIENTAL TRADING CO	11/15/2011	132.98	R
11246	PALOS SPORTS INC	11/15/2011	440.79	R
11247	PEARSON EDUCATION	11/15/2011	185.81	R

CHECK NUMBER	VENDOR	CHECK DATE	CHE AMOUNT	TYP
11248	PEARSON	11/15/2011	3,410.00	R
11249	PELLETIER, JEROME	11/15/2011	35.00	R
11250	PEPPER, J W & SONS	11/15/2011	148.49	R
11251	PITNEY BOWES INC	11/15/2011	193.76	R
11252	POWDYEL, NIRU	11/15/2011	50.00	R
11253	PROFESSIONAL PAVING & CONCRETE	11/15/2011	125.00	R
11254	PYONE, CHO	11/15/2011	1,018.75	R
11255	QUINLAN & FABISH MUSIC	11/15/2011	0.00	C
11256	QUINLAN & FABISH MUSIC	11/15/2011	3,412.55	R
11257	REALLY GOOD STUFF INC	11/15/2011	180.77	R
11258	REV TRAK	11/15/2011	239.32	R
11259	RICOH	11/15/2011	72.00	R
11260	ROSCOE CO	11/15/2011	712.15	R
11261	ROTARY CLUB OF GLEN ELLYN	11/15/2011	147.00	R
11262	SAFARI VIDEO NETWORK	11/15/2011	1,795.00	R
11263	SCHOLASTIC INC	11/15/2011	10,906.22	R
11264	SCHOLASTIC MAGAZINES	11/15/2011	685.13	R
11265	SCHOOL SPECIALTY	11/15/2011	690.30	R
11266	SCHOOLMASTERS SAFETY	11/15/2011	244.53	R
11267	SEPTRAN INC	11/15/2011	44,481.61	R
11268	SHALANKO, JOHN	11/15/2011	105.00	R
11269	SMART APPLE MEDIA	11/15/2011	295.35	R
11270	SOARING EAGLE ACADEMY	11/15/2011	14,862.00	R
11271	SUBSCRIPTION SERV OF AMERICA	11/15/2011	970.19	R
11272	SUBURBAN LIFE PUBLICATIONS	11/15/2011	89.08	R
11273	SUMMIT PROFESSIONAL EDUC	11/15/2011	179.00	R
11274	SUPER DUPER SCHOOL CO	11/15/2011	38.90	R
11275	T.F.H. (USA) LTD	11/15/2011	3,864.00	R
11276	TIGERDIRECT.COM	11/15/2011	84.74	R
11277	UNISOURCE GREAT LAKES	11/15/2011	4,838.00	R
11278	UNITED ANALYTICAL SERV	11/15/2011	2,386.25	R
11279	UNIVERSAL TAXI DISPATCH	11/15/2011	3,105.00	R
11280	US BANCORP EQUIPMENT FINANCE INC	11/15/2011	110.00	S
11281	US BANCORP EQUIPMENT FINANCE INC	11/15/2011	4,734.61	S
11282	VILLAGE OF GLEN ELLYN	11/15/2011	14.50	R
11283	WELLSPRING CLINICAL ASSOCIATES	11/15/2011	80.00	R
11284	WEST MUSIC CO	11/15/2011	10.00	R
11285	WESTERN PSYCHOLOGICAL SERVICES	11/15/2011	683.65	R
11286	XEROX CORP	11/15/2011	312.84	R
11287	YWCA METROPOLITAN CHICAGO	11/15/2011	6,748.50	R
11288	ZEYNALOVA, LALA	11/15/2011	31.25	R
11289	ACUTE CARE EDUCATION SYSTEMS	11/22/2011	65.00	R
11290	BMO MASTERCARD	11/22/2011	0.00	C
11291	BMO MASTERCARD	11/22/2011	0.00	C
11292	BMO MASTERCARD	11/22/2011	0.00	C
11293	BMO MASTERCARD	11/22/2011	0.00	C
11294	BMO MASTERCARD	11/22/2011	0.00	C
11295	BMO MASTERCARD	11/22/2011	0.00	C
11296	BMO MASTERCARD	11/22/2011	0.00	C
11297	BMO MASTERCARD	11/22/2011	0.00	C
11298	BMO MASTERCARD	11/22/2011	28,609.81	R
11299	BOUND TO STAY BOUND BOOKS	11/22/2011	2,173.16	R
11300	BRITTON, HEATHER	11/22/2011	540.00	R
11301	C ACITELLI HEATING & PIPING	11/22/2011	1,363.44	R
11302	CENTER, THE	11/22/2011	4,200.00	R
11303	COMMONWEALTH EDISON	11/22/2011	101.52	R

CHECK NUMBER	VENDOR	CHECK DATE	CHE AMOUNT	TYP
11304	COONEY, FRANK CO INC	11/22/2011	283.16	R
11305	COUNTRYSIDE WELDING INC	11/22/2011	1,046.00	R
11306	DAILY HERALD	11/22/2011	28.80	R
11307	DEVELOPMENTAL STUDIES CENTER	11/22/2011	414.20	R
11308	DOWIARZ, RON	11/22/2011	35.00	R
11309	DUPAGE ROE	11/22/2011	390.00	R
11310	EATON CORP	11/22/2011	4,493.00	R
11311	ELLISON	11/22/2011	227.90	R
11312	FALCO, LOU	11/22/2011	35.00	R
11313	HEINEMANN	11/22/2011	2,164.73	R
11314	HESKIN, HEATHER	11/22/2011	81.32	R
11315	ILLINOIS GRD SCL MUSIC ASSN	11/22/2011	611.00	R
11316	ILLINOIS CENTRAL SCHOOL BUS	11/22/2011	75,661.06	R
11317	INSTITUTE FOR EDUC DEVELOPMT	11/22/2011	219.00	R
11318	KRAUSE, DON	11/22/2011	35.00	R
11319	MCCLELLAND, TOM	11/22/2011	35.00	R
11320	METRO PROFESSIONAL PRODUCTS	11/22/2011	1,218.16	R
11321	MIDWEST CLINIC	11/22/2011	110.00	R
11322	MINKUS, GAIL	11/22/2011	1,200.00	R
11323	MONTGOMERY, BARBIE	11/22/2011	33.89	R
11324	NATIONAL HISTORY BEE	11/22/2011	125.00	R
11325	OFFICE DEPOT	11/22/2011	123.46	R
11326	OLIVE GROVE LANDSCAPING INC	11/22/2011	300.00	R
11327	PALOS SPORTS INC	11/22/2011	55.99	R
11328	PRIMARY CONCEPTS	11/22/2011	257.43	R
11329	PRO-ED	11/22/2011	96.80	R
11330	QUINLAN & FABISH MUSIC	11/22/2011	0.00	C
11331	QUINLAN & FABISH MUSIC	11/22/2011	0.00	C
11332	QUINLAN & FABISH MUSIC	11/22/2011	1,498.90	R
11333	REALLY GOOD STUFF INC	11/22/2011	115.07	R
11334	ROSCOE CO	11/22/2011	177.36	R
11335	SCHOOL SPECIALTY	11/22/2011	0.00	C
11336	SCHOOL SPECIALTY	11/22/2011	6,884.96	R
11337	SIMPLEX TIME RECORDER CO	11/22/2011	497.17	R
11338	STAPLES ADVANTAGE	11/22/2011	514.47	R
11339	TOWER HOBBIES	11/22/2011	114.89	R
11340	WENZLAFF, JULIE	11/22/2011	40.72	R
201100184	EFLEX GROUP	11/02/2011	452.48	W
201100185	EDUCATIONAL BENEFIT COOP	11/02/2011	408,488.59	W
201100186	T H I S	11/02/2011	8,924.65	W
201100187	AXA EQUITABLE LIFE INS CO	11/15/2011	16,490.62	W
201100188	CERIDIAN BENEFITS SVCS	11/15/2011	5,874.52	W
201100190	ILLINOIS DEPT OF REVENUE	11/15/2011	49,680.67	W
201100191	INTERNAL REV SERVICE	11/15/2011	187,901.47	W
201100192	T H I S	11/15/2011	15,566.89	W
201100193	TEACHERS RETIREMENT SYSTEM	11/15/2011	102,195.90	W
201100194	V A L I C	11/15/2011	4,940.33	W
201100195	RELIANCE STANDARD LIFE	11/21/2011	320.27	W
201100196	UNUM LIFE INSURANCE	11/21/2011	2,911.80	W

Totals for checks 1,301,630.78

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	Education Fund	797,148.47	1,025.50	212,601.98	1,010,775.95
20	Operations & Maintenance Fund	0.00	0.00	131,691.76	131,691.76
40	Transportation Fund	0.00	0.00	130,749.62	130,749.62
50	IMRF/Social Security Fund	28,413.45	0.00	0.00	28,413.45
***	Fund Summary Totals ***	825,561.92	1,025.50	475,043.36	1,301,630.78

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

**October 2011
Vandalism Report**

Date of Occurrence	Facility	Nature of Vandalism	Initial response	Action Taken to Repair/Replace
		No vandalism to report		

Glen Ellyn School District #41 Board Report

Date: November 28, 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.

Assets for Disposal November 2011

Printed: 11/23/2011

Asset #	Current Location	Originating School Site	Description (Make, Model, etc.)	Serial Number	Qty.	Working Order	Obsolete Y/N?	Disposal, Donation, or Sale
	AL LLC Office	AL	USB Card Reader	C98021O34002026	1	N	Y	Disposal
	AL LLC Office	AL	AV Cart		1	Y	N	Disposal
	AL LLC Office	AL	Buhl 120 Series Overhead Projector	5170442B060802928	1	Y	N	Disposal
	AL LLC Office	AL	Beige Book Cart		1	N	Y	Disposal
	AL LLC Office	AL	Koss Noise Cancelling Headphones		2	N	Y	Disposal
	AL LLC Office	AL	Tan Cart		1	Y	N	Disposal
	AL LLC Office	AL	Bretford Cart		1	Y	N	Disposal
	AL LLC Office	AL	Caliphone Listening Center Jack		1	Y	N	Disposal
	AL LLC Office	AL	Caliphone Headphones		4	Y	N	Disposal
	AL LLC Office	AL	Wood Finish Overhead Cart		1	Y	N	Disposal
	AL LLC Office	AL	VUTECH Overhead Cart		1	Y	N	Disposal
	AL LLC Office	AL	Schoolmate SC5050 DVD Player/Radio		1	N	N	Disposal
	AL LLC Office	AL	M3M Overhead Projector		1	Y	N	Disposal
	AL LLC Office	AL	Projector Screen		1	N	Y	Disposal
	AL LLC Office	AL	Sharp 8 Viewcam	308321606	1	Y	Y	Donation (SCARCE)
	AL LLC Office	AL	Apollo Eclipse Overhead Projector	971019308	1	Y	N	Disposal
	AL LLC Office	AL	Bretford Cart		1	Y	N	Disposal
	AL LLC Office	AL	Apollo Concept Overhead Projector	517028A02108225	1	Y	N	Disposal
	AL Teachers Lounge	AL	Laptop Cart		1	N	N	Disposal
	AL Teachers Lounge	AL	Bredford Writer Cart		1	Y	N	Disposal
	AL Teachers Lounge	AL	Beige Writer Cart		1	Y	N	Disposal
	CSO Storeroom	BF	Lakeshore CD/Cassette Player	100125	1	N	N	Disposal
003122	CSO Storeroom	HA	HP DV7100 Computer	2UA52703XH	1	N	N	Disposal
003241	CSO Storeroom	HA	HP DV7100 Computer	2UA52703YQ	1	N	N	Disposal
003162	CSO Storeroom	HA	HP DV7100 Computer	2UA5270403	1	N	N	Disposal
005403	CSO Storeroom	HA	HP DV7100 Computer	2UA52703WN	1	N	N	Disposal
001368	CSO Storeroom	HA	HP DV7100 Computer	2UA5270426	1	N	N	Disposal
001423	CSO Storeroom	HA	HP DV7100 Computer	2UA527042C	1	N	N	Disposal
001308	CSO Storeroom	HA	HP DV7100 Computer	2UA52703VT	1	N	N	Disposal
001373	CSO Storeroom	HA	HP DV7100 Computer	2UA52703XC	1	N	N	Disposal
003106	CSO Storeroom	HA	HP DV7100 Computer	2UA5270410	1	N	N	Disposal
	CSO Storeroom	CSO	HP DV7100 Computer	2UA527041Y	1	N	N	Disposal
001222	CSO Storeroom	BF	HP DV7100 Computer	2UA5260GP8	1	N	N	Disposal
001229	CSO Storeroom	BF	HP DV7100 Computer	2UA5260GP9	1	N	N	Disposal
003227	CSO Storeroom	HA	HP DV7100 Computer	2UA52703TS	1	N	N	Disposal
003315	CSO Storeroom	HA	HP DV7100 Computer	2UA527040W	1	N	N	Disposal
003282	CSO Storeroom	FG	HP DV7100 Computer	2UA5260SH1	1	N	N	Disposal
003275	CSO Storeroom	FG	HP DV7100 Computer	2UA5260SHB	1	N	N	Disposal
001270	CSO Storeroom	HA	HP DV7100 Computer	2UA5260GMX	1	N	N	Disposal
003280	CSO Storeroom	HA	HP DV7100 Computer	2UA5260SHH	1	N	N	Disposal
001235	CSO Storeroom	HA	HP DV7100 Computer	2UA5260GNL	1	N	N	Disposal
004667	CSO Storeroom	HA	HP DV7100 Computer	2UA5270407	1	N	N	Disposal
001340	CSO Storeroom	HA	HP DV7100 Computer	2UA52703YG	1	N	N	Disposal
001330	CSO Storeroom	HA	HP DV7100 Computer	2UA52703WY	1	N	N	Disposal
003105	CSO Storeroom	HA	HP DV7100 Computer	2UA52703ZQ	1	N	N	Disposal
001438	CSO Storeroom	HA	HP DV7100 Computer	2UA52703VK	1	N	N	Disposal
001348	CSO Storeroom	HA	HP DV7100 Computer	2UA52703VK	1	N	N	Disposal
	CSO Storeroom	HA	HP DV7100 Computer	2UA52703Y4	1	N	N	Disposal
2265	CSO Storeroom	HA	HP D500 Computer	U210JYFZB255	1	N	Y	Disposal
2271	CSO Storeroom	HA	HP D500 Computer	U210JYFZB286	1	N	Y	Disposal
003048	CSO Storeroom	HA	HP D530 Computer	USU4220F1B	1	N	Y	Disposal
005947	CSO Storeroom	CH	HP D530 Computer	USV42001TG	1	N	Y	Disposal
	CSO Storeroom	CSO	Acer AL1912 Monitor	ETL2302022504018CDED48	1	N	N	Disposal
	CSO Storeroom	HA	HP 1740 Monitor	CNK5220B6L	1	N	N	Disposal
	CSO Storeroom	CSO	Brother Intelifax 4100	U60298E5J273791	1	N	N	Disposal
	CSO Storeroom	CSO	Brother Intelifax 4100	U60298B3J203375	1	N	N	Disposal
	CSO Storeroom	CH	Kodak Easyshare Camera	KCFDH51511102	1	N	N	Disposal
003259	CH MDF	CH	HP DC7100 Computer	2UA5260SFR	1	N	N	Disposal
003258	CH MDF	CH	HP DC7100 Computer	2UA5260SG9	1	N	N	Disposal
003265	CH MDF	CH	HP DC7100 Computer	2UA52703W4	1	N	N	Disposal
003207	CH MDF	CH	HP DC7100 Computer	2UA5260SG0	1	N	N	Disposal
003208	CH MDF	CH	HP DC7100 Computer	2UA5260SGN	1	N	N	Disposal
003209	CH MDF	CH	HP DC7100 Computer	2UA5260SFW	1	N	N	Disposal
001464	CH MDF	CH	HP DC7100 Computer	2UA5260SFS	1	N	N	Disposal
003327	CH MDF	CH	HP DC7100 Computer	2UA525096C	1	N	N	Disposal
003216	CH MDF	CH	HP DC7100 Computer	2UA5260SGJ	1	N	N	Disposal
003218	CH MDF	CH	HP DC7100 Computer	2UA5260SGL	1	N	N	Disposal

Assets for Disposal November 2011

Printed: 11/23/2011

003329	CH MDF	HA	HP DC7100 Computer	2UA527040B	1	N	N	Disposal
003206	CH MDF	CH	HP DC7100 Computer	2UA5260SG3	1	N	N	Disposal
004413	CH MDF	CH	HP DX5150 Computer	2UA62406MX	1	N	N	Disposal
004529	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU6352976	1	N	Y	Disposal
004998	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU6352966	1	N	Y	Disposal
004519	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU635290F	1	N	Y	Disposal
004528	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU6352869	1	N	Y	Disposal
004533	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU6352987	1	N	Y	Disposal
004527	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU63529TY	1	N	Y	Disposal
004532	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU63528Q3	1	N	Y	Disposal
004975	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU63529TT	1	N	Y	Disposal
004531	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU635291H	1	N	Y	Disposal
004534	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU6352947	1	N	Y	Disposal
003420	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU7252KB5	1	N	Y	Disposal
003411	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU70706XB	1	N	Y	Disposal
003439	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU7252KBB	1	N	Y	Disposal
003426	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU7241XSW	1	N	Y	Disposal
003438	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU7252KBW	1	N	Y	Disposal
003434	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU7070710	1	N	Y	Disposal
003417	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU70706BH	1	N	Y	Disposal
003435	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU70706LM	1	N	Y	Disposal
003437	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU70706JH	1	N	Y	Disposal
003422	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU7071157	1	N	Y	Disposal
004858	CSO Storeroom	HA	Compaq 6710B Laptop	CNU8201PNZ	1	N	Y	Disposal
004849	CSO Storeroom	HA	Compaq 6710B Laptop	CNU8201M31	1	N	Y	Disposal
003479	CSO Storeroom	HA	Compaq 6710B Laptop	CNU8201LQD	1	N	Y	Disposal
004868	CSO Storeroom	HA	Compaq 6710B Laptop	CNU8201M3D	1	N	Y	Disposal
004999	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU63528HB	1	N	Y	Disposal
004518	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU63529TB	1	N	Y	Disposal
004997	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU63529T3	1	N	Y	Disposal
004526	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU63527XT	1	N	Y	Disposal
004535	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU635297Y	1	N	Y	Disposal
004520	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU63529PW	1	N	Y	Disposal
004521	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU63529TD	1	N	Y	Disposal
004976	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU63528VV	1	N	Y	Disposal
004516	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU63529S3	1	N	Y	Disposal
004514	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU63528W2	1	N	Y	Disposal
004513	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU6352963	1	N	Y	Disposal
004523	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU63529H2	1	N	Y	Disposal
004512	CSO Storeroom	HA	Compaq NX7400 Laptop	CNU63529B2	1	N	Y	Disposal
003413	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU70706LN	1	N	Y	Disposal
003414	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU7252K4T	1	N	Y	Disposal
003433	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU7062X2T	1	N	Y	Disposal
003430	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU70706T0	1	N	Y	Disposal
003421	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU70707MS	1	N	Y	Disposal
003416	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU7241XS8	1	N	Y	Disposal
003432	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU70706FH	1	N	Y	Disposal
003424	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU7252KCC	1	N	Y	Disposal
003431	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU7252K8G	1	N	Y	Disposal
004686	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU7300WRT	1	N	Y	Disposal
003418	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU7241XQ8	1	N	Y	Disposal
003423	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU70706HD	1	N	Y	Disposal
003415	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU7252KBX	1	N	Y	Disposal
003412	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU70928TV	1	N	Y	Disposal
003425	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU70706NY	1	N	Y	Disposal
003410	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU70928CW	1	N	Y	Disposal
003428	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU7252KHH	1	N	Y	Disposal
003429	CSO Storeroom	HA	Compaq NX7300 Laptop	CNU7241XW7	1	N	Y	Disposal
005210	CSO Storeroom	HA	Compaq V2000 Laptop	CNF5281K1Z	1	N	Y	Disposal
005209	CSO Storeroom	HA	Compaq V2000 Laptop	CNF5281KMF	1	N	Y	Disposal
003036	CSO Storeroom	HA	Compaq NX9010 Laptop	2UA422P173	1	N	Y	Disposal
003038	CSO Storeroom	HA	Compaq NX9010 Laptop	2UA422P16X	1	N	Y	Disposal
	AL LLC Office							

**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 28th day of November, 2011, by roll call vote as follows:

YES VONDRACK, BLACK, ELLIS, SMITH, KENWOOD, NELSON

NO NONE

ABSENT HOWARD

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



President

ATTEST:



Secretary

**Glen Ellyn District #41
Freedom of Information Act Requests
2011-2012**

Reporting Period	Date Received	Date of Response	Request Summary
June			None Received
July	7/28/11	8/9/11	Mr. Pete DiCianni requested: "Invoices for School Dist. 41 for Handbook (both English & Spanish), Annual Report, Border Paper-Stationery Shell in 2 sizes. These projects are specifically requested by the Village of Glen Ellyn`s bid request that involved your intergovernmental rfq..."
August			None Received
September	9/13/2011	9/23/2011 - Request denied	The Thomas B. Fordham Institute requested the following records. 1. The number of special education students attending out-of-district placements, including special education collaborative programs. 2. The total number of Full Time Equivalent (FTE) special education teachers in the district, and the number who spend most of their day in in-district substantially separate classrooms. 3. The total number of Full Time Equivalent (FTE) special education paraprofessionals in the district, and the number who spend most of their day in in-district substantially separate programs. 4. The number of students served in in-district substantially separate programs. 5. The number of Full Time Equivalent (FTE) staff from all funding sources who are employed in the district as occupational therapists, speech and language therapists, and physical therapists or therapist assistants. Please list each type of therapist separately. 6. The dollars budgeted, if any, for subcontracted occupational therapists, speech and language therapists, and physical therapists (and therapist assistants) for the 2010-2011 school year. Please list each type of therapist separately.
October	10/27/2011	Request withdrawn by requestor	Mr. Kurt Buchholz requested: "...the following information regarding the Building Leadership Team at Abraham Lincoln School: 1) Minutes of all BLT meetings during the 2008-2009/2009-2010/2010-2011 school years. 2) Membership of BLT during those same years specifying the at large community members.2008-2009/2009-2010/2010-2011 school years. 3) The 2011-2012 meeting schedule 4) Selection process for community members. Specifying the process in dealing with new volunteers versus number of slots available."



Glen Ellyn School District 41

A K-8 district serving parts of Carol Stream, Glendale Heights, Glen Ellyn, Lombard, Wheaton

Dr. Ann K. Riebock, Superintendent

MINUTES

GLEN ELLYN SCHOOL DISTRICT 41

BOARD OF EDUCATION REGULAR MEETING

NOVEMBER 14, 2011 - 7:30 PM

FOREST GLEN SCHOOL, 561 ELM STREET, GLEN ELLYN, IL

I. Call to Order

The Board of Education meeting was called to order at 7:33 p.m.

II. Pledge of Allegiance

Mr. Ellis led in the recital of the Pledge of Allegiance

III. Roll Call

Upon the roll being called, the following answered present: Smith, Kenwood, Vondrak, Howard, Black, Ellis and Nelson.

IV. Public Participation

Resident Jeff Cooper spoke briefly and provided the Board suggestions for the teachers' contract in anticipation of the upcoming negotiations.

V. Recognition

- A. School Board Member Day November 15, 2011: Superintendent Dr. Ann Riebock honored members of the District 41 School Board by reading the attached proclamation and presenting them with a small gift to recognize their commitment and offered thanks for their dedicated volunteer work.
(Attachment)

VI. Presentations, Reports and Initiative Updates

- A. PMA Financial Presentation: Michael Frances of PMA Financial Network provided an annual forecast of District 41 finances. Highlights of the presentation included an overview of the financial planning program process, how it will be used by the district (i.e. budget planning, trend analysis, setting fiscal policies, annual update and reassessment, scenario analysis), the data elements and an overview of the district's five-year financial outlook based on budget information, audited financials, as well as revenue and expenditure assumptions provided to PMA by district officials. This presentation allows the board to examine long-range financial projections for the district based on assumptions that are adjusted annually. PMA forecasts that the

district will remain in good financial shape with adequate reserves through 2017.
(Attachment)

- B. Forest Glen School Presentation: Mary Hornacek joined by members of her staff and the district elementary music teachers presented the PLC journey at Forest Glen and shared examples of how their PLC work has transformed the curriculum and instruction providing teachers at each grade level the time to work together to identify learning needs for students and create strategies for best meeting their needs.

The district music teachers spoke on how they use SIP mornings as their PLC time to develop essential outcomes, common assessments and have used the four essential questions (What is it you want students to know and be able to do? How will you know when they learn it? What will you do for those who get it and what will you do for those who don't?) During this time the four music teachers develop goals, assessments and yearly curriculum plans that are consistent across all four schools. They are also in the process of having conversations with the Hadley music staff looking for alignment between the elementary and junior high music curriculum.

- C. 2011 Tentative Tax Levy Presentation: Assistant Superintendent of Finance, Facilities and Operations, Bob Ciserella reviewed the timeline for the district's budget preparation and gave a presentation on the 2011 Tentative Tax Levy request. Highlights of the presentation included:

- A recap of past CPI rates and past levies.
- 10-year history of past tax extension amounts in all funds and 10-year tax rate history.
- An overview of the proposed 2011 tax levy. The District is requesting \$42,279,800, which represents a 3.69% increase over last year's extension. The District actually expects to receive an increase of 2.59% under the Property Tax Limitation Act. The increase is based on CPI of 1.5% and an estimate of new construction of \$15,000,000.

Education Fund	\$34,350,000
Operation & Maintenance Fund	\$2,750,000
Transportation Fund	\$1,050,000
Life Safety Fund	\$0
IMRF	\$550,000
Social Security	\$550,000
Special Education	\$300,000
Working Cash	\$1,000
Tort Immunity	\$1,000
Bond & Interest	\$2,727,800
Total Levy	\$42,279,800

Next Steps: The administration will ask the Board to approve its recommendation to establish the date and time of the Truth in Taxation Hearing as December 12, 2010, 7:15 p.m. at the Central Services Office, 793 North Main Street, Glen Ellyn, Illinois,

60137 and to authorize and direct the Secretary of the Board of Education to publish or cause to be published the attached notice of the public hearing in accordance with the Truth in Taxation Act on December 1, 2011, in the *Liberty Suburban Chicago Newspaper*. The tentative levy will be posted on the district website and will be placed on display at the Central Services Office.

(Attachment)

Following the presentation, Board discussion focused on capital projects, wise spending and fund balances. The Board asked for additional information of a comparison of last year's final budget with expenditures to the estimates included in next year's budget to discuss at the November 28, 2011 meeting.

VII. Action Items:

A. Consent Agenda: Mrs. Nelson asked if there were any items Board members would like removed from the consent agenda. Hearing none, *Ellis moved and Black seconded to approve the actions and recommendations of the consent agenda as presented and listed below. On a roll call vote answering "Aye": Smith, Kenwood, Vondrak, Howard, Black, Ellis, Nelson; answering "Nay": None. Motion carried.*

1. Human Resources

a) Personnel Report

- 1) Employment Recommendations
- 2) Resignations

2. Finance, Facilities & Operations

3. Other Matters

a) Board Meeting Minutes

- 1) October 24, 2011 Finance Committee of the Whole Meeting
- 2) October 24, 2011 Regular Meeting and Closed Session

B. Superintendent's Recommendations

1. Increase to Rate of Pay for Substitute Aides: At its October 24, 2011 Special meeting, the Board discussed the Administration's recommendation to change the rate of pay for substitute aides from \$9.50 per hour to \$80 per day effective immediately. In the interim and based on the Board's request, the Administration asked 28 districts for information about their fill-rate and received responses from only five. Many responded there was no data available and from those who did respond there were no clear patterns of fill rate.

Mrs. Howard moved and Mr. Vondrak seconded to approve the Increase to Rate of Pay for Substitute Aides as presented. On a roll call vote answering "Aye": Kenwood, Vondrak, Howard, Black, Ellis, Smith, Nelson; answering "Nay": None. Motion carried.

2. Resolution of Levy Intent: The administration recommended that the Board of Education adopt the attached resolution of intent to levy titled *Truth in Taxation Act Resolution*.

Mr. Vondrak moved and Mr. Black seconded to approve the Resolution of Levy Intent as presented. On a roll call vote answering "Aye": Vondrak, Howard, Black, Ellis, Smith, Kenwood, Nelson; answering "Nay": None. Motion carried.

3. Establish Date and Time for Truth in Taxation Hearing: The administration

recommended that the Board of Education establish the date and time of the Truth in Taxation Hearing as December 12, 2011, at 7:15 p.m. at the Central Services Office, 793 North Main Street, Glen Ellyn, Illinois, 60137. The administration also recommends that the Board of Education authorize and direct the Secretary of the Board of Education to publish or cause to be published the attached notice of the public hearing in accordance with the Truth in Taxation Act on December 1, 2011, in the *Liberty Suburban Chicago Newspaper*.

(Attachment)

Mr. Ellis moved and Mrs. Howard seconded to approve the Establish Date and Time for Truth in Taxation Hearing report as presented. On a roll call vote answering "Aye": Howard, Black, Ellis, Smith, Kenwood, Vondrak, Nelson; answering "Nay": None. Motion carried.

VIII. Superintendent's Report

Dr Riebock reported on the following:

- A. Enrollment Report – district enrollment has continued to remain stable (attachment)
- B. Glen Ellyn TIF: Dr. Riebock provided background information of the current TIF conversations underway with the Village of Glen Ellyn and the possible impact it would have on the district. She, along with other village government partners, will be participating in a Joint Review Board on November 17 and she will provide further details to the Board when available.
- C. Paperless Board Meetings: This will be the Board's last meeting using paper materials. Mike Wood will have laptops available at the November 28 meeting to accommodate Board members with electronic meeting materials.
- D. Foreign Language Site Visits: Dr. Riebock gave an update on the various Foreign Language site visits. These visits have provided district staff members, parents and board members an opportunity to see various programs first hand. The parent involvement and perspectives have been very positive.

IX. Board Reports

- A. IASB Resolutions Committee Report (attached): Board member Sam Black reviewed his recommendations regarding the IASB proposals to be voted on at the November 19, 2011 Resolutions Committee meeting as outlined on the attached. Mr. Black noted IASB recommendation #9 should be changed to yes and asked the Board for any feedback.

Mr. Kenwood asked about the impact of modifying the General Aid State Formula calculations. Dr. Riebock noted that currently GSA is based only on grade K -8 and Pre-K is funded through grants. Should Pre-K students be considered in the calculation there could be some benefit to some school districts; however, should Pre-K become a mandated program that money would not be enough for many districts to sustain a program thereby making it burdensome.

The Board concurred with Mr. Black's recommendations and thanked him for his review and reaffirmed his appointment as the District's IASB delegate representative during the upcoming Triple I Conference.

Mr. Black reported on his attendance at the Hadley PTA meeting where they discussed the spring musical and had a presentation by the Hadley Speech team.

Mrs. Howard reported on the following:

Churchill PTA meeting:

- Noteworthy discussion included the fall PTA schedule and the pressure to obtain volunteers for the various activities, the Hadley parking lot project, and a discussion about the possible funding of grade-level "in-house" field trips.

Learning Leadership Team (LLT):

- Math Common Core Update on Committee Work
- Other Common Core information:
 - PARCC (Assessment Consortium that Illinois is affiliated with) recently released their Content Frameworks.
 - Both the literacy and the math committees will be reviewing these documents and the implications for the scope and sequence of the curriculum.
- LLT members shared personal stories of how they are including the learner characteristics in their classrooms.
- Generated focus group questions regarding the implementation of the new English/Language Arts Common Core Standards. These will come back to LLT in December to finalize.

Mrs. Nelson reported on the following:

- Participation in a visit to Barrington District 220 with other District members as part of the Foreign Language site visits.
- LEND: Extended an invitation to other Board members to participate in the upcoming meetings. The next meeting is scheduled for Friday, December 16th

Mr. Vondrak: attended the Benjamin Franklin PTA meeting and the Hadley parking lot community meeting.

John Kenwood: Attended the Hadley parking lot community meeting and reported on his experiences in the Foreign Language site visit in West Chicago District 33.

X. Discussion Items

A. 2012 Hadley Parking Lot and Storm Water Project: At its October 24, 2011 Special meeting the Board reviewed and considered additional options for the proposed Hadley Parking Lot and Storm Water Project. On Tuesday, November 8, 2011, the administration, with its professional partners, scheduled a community meeting to present and discuss the various Hadley parking lot options. Several neighbors attended and engaged in a question and answer session. Board discussion included the various options presented and the potential for improved safety and traffic control. The administration will recommend that the Board of Education approve its recommendation to go out to bid for the Hadley parking lot reconstruction option 5a, with underground storm water detention and Alternate C-1, at the November 28, 2011, meeting. Additionally, the administration will determine what additional cost would be involved to add option 15 with c-1 for a second bid.

(Attachment)

B. Fiscal Philosophy Policy and Procedures, 4:20/4:20 AP: The recommended revisions outlined on the attached document have been review by both the Finance and Policy Committees. Members of the board were given an opportunity to contact Dr. Riebock with additional questions, concerns and/or revisions. Board members discussed further revision particularly related to fund balances and budgeting and agree the Finance committee should continue with revisions and when ready submit the draft to policy committee followed by the full board.

(Attachment)

C. Board Policy Revisions - First Reading: Dr. Riebock reported that Section 8 policy review has been a joint effort on the part of Board members Erica Nelson, Sam Black and Dan Smith. Mr. Smith completed the initial review as a former member of the Policy Committee and Mr. Black completed the review with Mrs. Nelson this year. It was noted that overall there are very few changes or compliance issues. The recommended revisions for Policies 6:50 and 7:230 are related to compliance. The committee plans to begin addressing Section 4 for its next review.

Board members asked some clarifying questions. Dr. Riebock asked that any additional questions and/or comments be emailed to her and committee members Nelson and Black so that any possible revisions can be incorporated into the second reading to be presented to the Board on November 28.

(Attachment)

XI. Upcoming Meetings

- A. November 28, 2011 Regular Board Meeting, 7:30 p.m., Central Services Office
- B. December 12, 2011 Public Hearing on the 2011 Levy, 7:15 p.m., Central Services Office
- C. December 12, 2011 Board of Education Regular Meeting, 7:20 p.m. (or immediately following the Public Hearing), Central Services Office

XII. Other

There were no other matters to be discussed.

XIII. Public Participation

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

XVI. Adjournment *There being no further business, Kenwood moved and Black seconded to adjourn the Regular Meeting of the Board of Education at 10:53 p.m. Motion carried on a unanimous voice vote.*

Respectfully submitted,

Nancy Mogk (for Maureen Stecker, Recording Secretary)

Erica Nelson, Board President

Terra Costa Howard
Secretary, Board of Education

Minutes approved: November 28, 2011

Glen Ellyn School District #41 Board Report

Date: November 28, 2011
Title: School Improvement Plans
Contact: Dr. Ann Riebock

Long-Range Plan Focus:

Goal #1: Student Learning and Achievement in the 21st Century

Students will exhibit the knowledge and expertise necessary for 21st century learners which includes critical thinking, problem-solving, communication and collaboration skills. They demonstrate the attributes of learners who are self-directed and able to thrive in today's global society.

Discussion: All the schools in District 41 create a three-year school improvement plan which is updated each year. The improvement plans utilize a similar template for developing goals and action strategies. The schools develop building-wide goals in literacy (reading and writing) and math and then each grade level or content area team develop specific action plans that relate to the more specific targets of the grade level or content area. The Building Leadership Team (BLT) takes responsibility for monitoring the plan throughout the year. Each BLT is comprised of grade level or subject level representatives who provide leadership to the grade level or subject matter teams in implementing the action plan and analyzing the appropriate data for the plan.

Co-chairs of the BLT report to the Continuous Improvement Team (CIT) on a trimester basis regarding the progress the school is making on the School Improvement Goals. Each year the plan is updated with the most current data and the action strategies are revisited for possible revision.

This year two schools are required to use the electronic school improvement template from the state due to the AYP reports that monitor achievement according to No Child Left Behind. Both Churchill and Hadley use this template, thus the plans look somewhat different than the other buildings.

Recommendation: The Administration recommends that the Board of Education approve the School Improvement Plans as submitted.

PARKING SUMMARY	OPTION 5A	ALT. C-1	OPT 11	OPT 13	OPT 14	OPT 15
STANDARD	82	0	82	91	83	73
ACCESSIBLE	4	0	4	4	4	4
BUS	0	17	0	0	0	0
LOT RESTRICTED PARKING	6	0	0	0	13	13
STREET RESTRICTED PARKING	6	36	3	3	3	3
TOTAL	98 CARS	36 CARS	89 CARS	98 CARS	103 CARS	93 CARS

NOVEMBER / 2011 • JGIM • 111-1373-01

HADLEY JUNIOR HIGH



2 BUSES TO PARK ALONG GLENCOE ST. SOUTH OF THE NEW PARKING LOT FOR STUDENT PICKUP AND DROPOFF. WIDER LANE FOR HC DROPOFF.

15 BUSES TO PARK ALONG GLENCOE ST. NORTH OF THE NEW PARKING LOT FOR STUDENT PICKUP AND DROPOFF.
RELOCATED TREES (28 TOTAL)

PARKING SUMMARY	OPTION 5A	ALT. C-1	OPT 11	OPT 13	OPT 14	OPT 15
STANDARD	52	0	82	91	83	73
ACCESSIBLE	4	0	4	4	4	4
BUS	0	17	0	0	0	0
LOT RESTRICTED PARKING	6	0	0	0	13	13
STREET RESTRICTED PARKING	6	36	3	3	3	3
TOTAL	98 CARS	36 CARS	89 CARS	98 CARS	103 CARS	93 CARS

HADLEY JUNIOR HIGH



12 CARS TO PARK ALONG
GLENCOE ST. NORTH OF THE
NEW PARKING LOT. SPACES
ARE AVAILABLE ON A
RESTRICTED BASIS.
RELOCATED TREES (28 TOTAL)

4 CARS TO PARK ALONG
GLENCOE ST. SOUTH OF
THE NEW PARKING LOT.
SPACES ARE AVAILABLE ON
A RESTRICTED BASIS.

PARKING SUMMARY	OPTION 5A	ALT. C-1	OPT 11	OPT 13	OPT 14	OPT 15
STANDARD	82	0	82	91	83	73
ACCESSIBLE	4	0	4	4	4	4
BUS	0	17	0	0	0	0
LOT RESTRICTED PARKING	5	0	0	0	13	13
STREET RESTRICTED PARKING	6	36	3	3	3	3
TOTAL	98 CARS	36 CARS	89 CARS	98 CARS	103 CARS	93 CARS

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

Date: November 14, 2011

Title: Board Policy and Procedures Revisions-Second Readings and Adoption

Contact: Dr. Ann Riebock, Superintendent

Long-Range Plan Focus: NA

Discussion: The Board of Education Policy Committee examines the policy manual on a regular basis for policy and/or procedures revisions, updates and/or additions. The recommended revisions that follow represent Section VIII Board policies and/or procedures that have been reviewed by the Policy Committee as well as policies and/or procedures that have been updated as a result of changes in Illinois or Federal law that require revisions in order for the District to be compliant, or to reflect current policy and/or practices.

Policy #	Title	Comments
8:10	Public Relations	General updates made
8:20	Community Use of School Facilities	No changes recommended
8:20-AP	Administrative Procedure-Community Use of School Facilities	No changes recommended
8:20-AP2	Administrative Procedure-Facility Rental Category and Fee Schedule	Changed specific salary references to the more general time, time and a half or double time
8:20E	Exhibit-Facilities Usage Form	No changes made
8:25	Sponsorship & Distribution of School Materials	Specific changes made for clarity around organizational approval for distribution of materials
8:25-AP	Administrative Procedure-Sponsorship & Distribution of School Materials	Same as above
8:30	Visitors to and Conduct on School Property	No changes recommended
8:30-E1	Exhibit-Letter to Parents Re Visits to School by Child Sex Offender	No changes recommended
8:30-E2	Exhibit-Child Sex Offenders Request for Permission to Visit School Property	No changes recommended
8:40	Spectator Conduct and Sportsmanship	No changes recommended

8:50	Visitors to Schools	No changes recommended
8:60	Exclusive Bargaining Representative Agent	No changes recommended
8:70	Accommodating Individuals with Disabilities	Changes made in the complaint managers
8:80	Gifts to the District	No changes recommended
8:90	Parent Organizations	No changes recommended
8:95	Parent Involvement-Family Engagement	Substantive changes made to reflect ISBE guidelines
8:95AP	Administrative Procedure-Family Engagement	Language changes as well as additions of new activities we have incorporated
8:95-E1	Exhibit-Letter Notifying Parents of School Visitation Rights	No changes recommended
8:95-E2	Exhibit-Verification of School Visitation	No changes recommended
8:100	Relations with Other Organizations and Agencies	Additional organizations identified
8:110	Public Complaints	No changes recommended
8:200	Pets on School Property	No changes recommended
6:50	School Wellness	Changes made for compliance with Illinois regulations
7:230	Misconduct by Students with Disabilities	Changes made for compliance with updated regulations

Recommendation: The Administration recommends that the Board of Education approve and adopt the recommended revisions as presented above.

Community Relations

Public Relations

The Superintendent or designee is the District's chief spokesperson and shall plan, implement, and evaluate a District program which will:

Inform internal and external stakeholders and encourage their involvement through accurate and consistent information that is aligned with District goals and priorities.

- develop public understanding of school operation.
- gather public attitudes and desires for the District.
- ~~secure adequate financial support for a sound educational program.~~
- help citizens feel a more direct responsibility for the quality of education provided by their schools.
- earn the public's good will, respect, and confidence.
- promote a genuine spirit of cooperation between the school and the community.
- Promote healthy media relations and keep the news media provided with accurate information.

The public relations program should include:

- Regular news releases concerning District programs, policies, and activities, which will be sent to the news media,
- News conferences and interviews as requested or needed. Individuals shall not speak for the District without prior approval from the Superintendent or Board president.
- Publications having a high quality of editorial content and effective format. All publications shall identify the District, school, department, or classroom and shall include the name of the Superintendent, the Building Principal, and/or the author and the publication date, and
- A website having a high quality of content and design, easily navigable by users and containing comprehensive information about District policies, programs, finance and activities.
- Other programs which highlight the District's programs and activities.

LEGAL REF.: 23 Ill. Admin. Code § 1.210.

Reviewed: December 13, 2004, November 14, 2011

Approved: January 24, 2005

Revisions:

Community Relations

Community Use of School Facilities

School facilities are available to community organizations during non-school hours when such use does not: (1) interfere with any school function or the safety of students or employees, or (2) affect the property or liability of the School District. The use of school facilities for school purposes has precedence over all other uses. Persons on school premises must abide by the District's conduct rules at all times.

Student groups and school-related organizations and local governments are granted the use of school facilities at no cost. Other organizations granted use of facilities shall pay fees and costs.

The Superintendent or a designee shall develop procedures to manage community use of school facilities. Use of school facilities requires the Superintendent's approval and is subject to the procedures.

LEGAL REF.: 20 U.S.C. §7905.
10 ILCS 5/19-2.2.
105 ILCS 5/10-22.10 and 5/29-3.5.
Good News Club v. Milford Central School, 121 S.Ct. 2093 (2001)
Lamb's Chapel v. Center Moriches Union Free School District, 113 S.Ct. 2141 (1993).
Rosenberger v. Rector and Visitors of Univ. of Va., 515 U.S. 819 (1995).

CROSS REF.: 7:330 (Student Use of Building - Equal Access), 8:25 (Distribution and Display of Community Flyers and Posters), 8:30 (Conduct on School Property)

ADMIN. PROC.: 8:20-AP (Community Use of School Facilities)

Reviewed: December 13, 2004

Approved: January 24, 2005

Revisions: February 11, 2008

Community Relations

Administrative Procedure - Community Use of School Facilities

1. School-affiliated organizations, school-sponsored programs, and organizations whose primary purpose is to provide financial assistance to the school are all considered, for the purpose of these Procedures, to be school-related.
2. All non-school related groups must complete an application, stating fully:
 - a. the applicant's name, address, and telephone number;
 - b. the specific facility requested and the purpose for which it will be used;
 - c. the type of program or activity;
 - d. the materials to be brought into or near the building;
 - e. the room arrangement, including decorations;
 - f. needed food and drink service; and
 - g. needed equipment.
 - h. sponsoring organizations
3. All non-school related groups must:
 - a. indemnify and hold harmless the District and its agents and employees for and from any and all loss including attorneys' fees, damages, expense, and liability arising out of its use of school property.
 - b. pay any damages to school facilities, furniture, or equipment arising out of its use of school property whether such damage was accidental or deliberate. The cost of damages will be based on the repair or replacement cost, the choice of which is at the Board's discretion.
 - c. supply proof of insurance verifying that the group maintains adequate insurance coverage against personal injury and/or property loss.
4. All groups must supply adequate supervision to ensure proper care and use of school facilities.
5. Only the cafeteria, auditorium, gymnasium, classrooms, libraries and athletic field, along with needed hallways and parking areas, are available for community use.
6. No furniture or equipment may be moved without prior approval from the Building Principal.
7. Classrooms are available for community use on a limited basis after consultation with teacher and principal.
8. Signs, displays, or materials may not be attached, nailed, or otherwise affixed to school facilities.

Reviewed: December 13, 2004

Approved: January 24, 2005

Revisions:

Community Relations

Administrative Procedure – Facility Rental Category and Fee Schedule

Category 1

The following activities will not be charged for the use of school facilities:

- District sponsored activities for students
- District sponsored activities for employees

Category 2

The following organizations will not be charged for the use of school facilities when a custodian is on duty.

- Parent-Teacher Association general meetings, social functions and/or money making projects
- Scout groups, Indian Guides and other youth organizations sponsoring meetings and activities of elementary school age children consisting of predominantly school district students.
- Glen Ellyn Education Association meetings during non-duty hours.
- Colleges and organizations sponsoring workshops, seminars or classes for the benefit of School District 41 personnel.
- Glen Ellyn Park District activities authorized by intergovernmental agreement.
- ~~School board caucus meetings.~~
- League of Women Voters when sponsoring candidates' nights.
- Other governmental units serving the community within the boundaries of District 41.

When a custodian is not normally on duty, an hourly custodial fee will be assigned reflecting ~~\$11.65~~base salary/hour on weekdays, ~~\$17.50~~time and one-half/hour on holidays and Saturdays, and ~~\$23.30~~double time/hour on Sundays.

Category 3

The following organizations will be charged for the use of school facilities pursuant to the Classification and Fee Schedule:

- Organizations and groups specifically requesting facilities for fund-raising events.
- Nongovernmental organizations or individuals providing activities on a fee basis to school aged students living predominately in Glen Ellyn.
- Church groups, whose membership is affiliated with a Glen Ellyn church, for meetings and member activities.
- Civic groups for meetings and recreational activities.
- Recreational groups for meetings and recreational activities.

- Cultural and educational groups for meetings and recreational activities.

The following rental fees will be assessed for the above Category 3 organizations:

<u>Rental Category</u>	<u>Rental Fee</u>
Elementary Gym	\$30
Jr. High Small Gym	\$35
Jr. High Large Gym	\$40
Jr. High Auditorium	\$40
Jr. High Dining Area	\$40
Classroom	\$25
Piano*	\$20

All charges reflect a three-hour minimum for weekday use. Sessions exceeding the three-hour minimum will be charged at a rate of \$10.00 per hour.

- Holiday and Saturday charges will be 1 ½ times the above rates.
- Sunday charges will be 2 times the above rate.

*A fee will be charged in the event it is necessary to move the piano.

Reviewed: December 13, 2004; November 14, 2011

Approved: January 24, 2005

Revisions:

Community Relations

Exhibit – Facilities Usage Request

Please fill this form in online and print out two copies for your use. You will not be able to save any changes you make to this form unless you have the full version of Adobe Acrobat installed on your computer. One copy should be faxed to the Buildings and Grounds Department at 630-534-7211, or sent to 793 N. Main Street, Glen Ellyn, IL 60137. The second copy should be retained for your records.

Request Date: _____ Event Name: _____

Event Date(s): _____ and Day(s): _____

Setup Time: _____ Cleanup Time: _____

Event Start Time: _____ Event End Time: _____

Event location: _____ in room(s): _____

Sponsoring Organization Name: _____

Contact Name: _____ Daytime Phone: _____

Mailing Address: _____

Special Instructions and Equipment Requests:

_____ Tables Needed: _____ Number: _____ Type: _____

_____ Chairs Needed: _____ Number: _____ Type: _____

_____ Audio Visual Equipment _____ Type: _____

_____ Microphone _____ Podium

_____ Projection Screen _____ PA System

Other: _____

Note: A custodial fee may be applicable. Requesting organization's annual Certificate of Insurance must be on file with the Building and Grounds Department prior to the event date.

Reviewed: December 13, 2004

Approved: January 24, 2005

Revisions:

Community Relations

Sponsorship and Distribution of Materials in Schools Provided by Non-School Related Entities

Permission for outside organizations to provide material to the District is a privilege. Permission will be guided by the criteria below, and the District reserves the right to prohibit distribution for any reason. No material or literature shall be posted or distributed that would: (1) disrupt the educational process, (2) violate the rights or invade the privacy of others, (3) infringe on a trademark or copyright, or (4) be defamatory, obscene, vulgar, or indecent (5) solicit for religious, secular or partisan political activity, or (6) solicit for any commercial enterprise.

Community, Educational, Charitable, or Recreational Organizations

Not-for-profit Community, educational, charitable, recreational, or similar groups may, under procedures established by the Superintendent, advertise events pertinent to students' interests or involvement. Only those recreational activities sponsored by local not-for-profit agencies such as the Park District or YMCA, or not-for-profit athletic teams that feed into District 87 are eligible. Athletic teams This may include displaying posters providing up to 50 flyers for lobby display in each building in areas reserved for community posters, having flyers distributed to students, and being included in the school's or posting on the District's website where appropriate. All material and literature must be student-oriented and have the sponsoring organization's name prominently displayed.

Commercial Companies and Political Candidates or Parties

Commercial companies may sponsor (1) athletic field fences, (2) athletic, theater, or music programs, (3) scoreboards, or (4) other appropriate location, provided the sponsorships are consistent with administrative procedures and approved by the School Board. Sponsor is defined as a private or public company or organization that provides money for the purchase or publication of school-related equipment and materials. Recognition may be noted in printed material (i.e. programs). However, sponsorship will not be placed on fixed assets. No Board approval is needed for commercial material related to graduation, class pictures, or yearbooks.

No part of the School District, including facilities, the name, the staff, and the students, shall be used for advertising or promoting the interests of any commercial company except as authorized by and consistent with administrative procedures and approved by the Board.

Material from candidates and political parties will not be accepted for posting or distribution, except when used as part of the curriculum.

LEGAL REF.: Berger v. Rensselaer Central School Corp., 982 F.2d 1160 (7th Cir. 1993), *cert. denied*, 113 S.Ct. 2344 (1993).

DiLoreto v. Downey Unified School Dist., 196 F.3d 958 (9th Cir. 1999).

Hedges v. Wauconda Community Unit School Dist., No. 18, 9 F.3d 5 (7th Cir. 1993).

Lamb's Chapel v. Center Moriches Union Free School Dist., 113 S.Ct. 2141 (1993).

Sherman v. Community Consolidated School Dist. 21, 8 F.3d 1160 (7th Cir. 1993), *cert. denied*, 114 S.Ct. 2109 (1994).

CROSS REF.: 7:325 (Student Fund-Raising Activities), 7:330 (Student Use of Buildings - Equal Access)

Reviewed: December 13, 2004; November 14, 2011

Approved: March 21, 2005

Revised:

School Community Relations

Administrative Procedure - Sponsorship and Distribution of Materials in Schools Provided by Non-School Related Entities

Requests from Community, Educational, Charitable, Recreational Organizations, or Other Similar Civic Groups

Actor	Action
Community, Educational, Charitable, Recreational Organizations, or Other Similar Civic Groups	<p>Direct to the Superintendent or designee all requests to distribute proposed event(s) information pertinent to students' interests or involvement.</p> <p>A sample of the material or literature proposed to be displayed or distributed must be submitted.</p> <p>Request specific dates for the material to be posted or distributed.</p>
Outside organizations that are generally permitted to distribute events are:	<p><u>Local public school districts and governmental agencies, not-for-profit Scout or similar youth organizations, Girl Scouts, Boy Scouts, Cub Scouts, Campfire Girls, Brownies, Bluebirds, Glen Ellyn Park District, Glen Ellyn Children's Choir, Ryall YMCA, West DuPage Special Education Recreation Association, not-for-profit local civic organizations, not-for-profit athletic organizations that feed into Glenbard District 87 and are sponsored by the Glen Ellyn Park District or the YMCA, Glen Ellyn Youth Baseball and Football, Glen Ellyn Fire Department, Jaycees, Village of Glen Ellyn, area museums.</u></p>
Superintendent or designee	<ol style="list-style-type: none"> 1. Screens all material before distributing or posting it to ensure compliance with the District's policy and procedures. 2. Rejects all requests to post or distribute material or literature that <u>do not fit the criteria above or otherwise</u> would: (a) disrupt the educational process, (b) violate the rights or invade the privacy of others, (c) infringe on a trademark or copyright, or (d) be defamatory, obscene, vulgar, or indecent (e) solicit for religious, secular or partisan political activities. 3. Requires that all material and literature be student-oriented and have the sponsoring organization's name prominently displayed. 4. Determines the appropriate location for posting the material and/or distributing it, provided that any distribution by staff is done without discussion. 5. Informs the organization whether its request is accepted or rejected. 6. Removes all materials from the building.

Community, Educational, Charitable, Recreational Organizations, or Other Similar Civic Groups	Have the material or posters delivered to the school (the school will not make copies).
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<u>Requests from Commercial Companies to Sponsor and/or Distribute Material</u>	
Actor	Action
Commercial Companies	<p>Direct to the Superintendent all requests to sponsor on school grounds or in school publications.</p> <p>Specifically identify the requested location for their sponsorship, i.e.: (a) athletic, theater, or music programs, and/or (b) scoreboards.</p> <p>Prominently display the company's name on all programs and/or literature.</p> <p>Provide a copy of the proposed sponsorship to the Superintendent.</p>
Superintendent	<ol style="list-style-type: none"> 1. Screens all proposed ads to ensure that they will not: (a) disrupt the educational process, (b) violate the rights or invade the privacy of others, (c) infringe on a trademark or copyright, or (d) be defamatory, obscene, vulgar, or indecent. 2. For all commercial requests, makes a dispositional recommendation during an open School Board meeting. 3. After the Board's decision, takes all appropriate steps.

Reviewed: December 13, 2004 November 14, 2011

Approved: March 21, 2005

Revisions:

Community Relations

Visitors to and Conduct on School Property

The following definitions apply to this policy:

School Property School buildings and grounds, all District buildings and grounds, vehicles used for school purposes, and any location used for School Board Meeting, a school athletic event, or other school-sponsored event

Visitors - Any person other than an enrolled student or employee.

All visitors to school property are required to report to the Building Principal's office and receive permission to remain on school property. All visitors must sign a visitors' log, show identification, and wear a visitor's badge. When leaving the school, visitors must return their badge. On those occasions when large groups of parents and friends are invited onto school property, visitors are not required to sign in but must follow school officials' instructions. Persons on school property without permission will be directed to leave and may be subject to criminal prosecution

Any person wishing to confer with a staff member must contact that staff member by telephone to make an appointment. Conferences with teachers are held outside school hours or during the teacher's conference/preparation period.

The School District expects mutual respect, civility, and orderly conduct among all people on school property or at a school event. No person on school property or at a school event (including visitors, students, and employees) shall:

1. Strike, injure, threaten, harass, or intimidate a staff member, a Board member, sports official or coach, or any other person;
2. Behave in an unsportsmanlike manner, or use vulgar or obscene language;
3. Possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device;
4. Damage or threaten to damage another's property;
5. Damage or deface school property;
6. Violate any Illinois law, or town or county ordinance;
7. Smoke or otherwise use tobacco products;
8. Consume, possess, distribute, or be under the influence of alcoholic beverages or illegal drugs;
9. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner);
10. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the School Board;
11. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized District employee's directive;
12. Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding; or
13. Violate other District policies or regulations, or a directive from an authorized security officer or District employee; or
14. Engage in any conduct that interferes with, disrupts, or adversely affects the District or a School function.

Convicted Child Sex Offender

State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 18 are present, unless the offender is:

1. A parent/guardian of a student attending the school and the parent/guardian is: (i) attending a conference at the school with school personnel to discuss the progress of his or her child academically or socially, (ii) participating in child review conferences in which evaluation and placement decisions may be made with respect to his or her child regarding special education services, or (iii) attending conferences to discuss other student issues concerning his or her child such as retention and promotion and notifies the Building Principal of his or her presence at the school, or
2. Has permission to be present from the School Board, Superintendent or Superintendent's designee. If permission is granted, the Superintendent or Board President shall provide the details of the offender's upcoming visit to the Building Principal.

In all cases, the Superintendent, or designee who is a certified employee, shall supervise a child sex offender whenever the offender is in a child's vicinity.

Exclusive Bargaining Representative Agent

Authorized agents of an exclusive bargaining representative, upon notifying the Building Principal's office, may meet with a school employee (or group of employees) in the school building during free-times of such employees.

Enforcement

Any staff member may request identification from any person on school property; refusal to provide such information is a criminal act. The Building Principal or designee shall seek the immediate removal of any person who refuses to provide requested identification.

Any person who engages in conduct prohibited by this policy may be ejected from school property. The person is also subject to being denied admission to school events or meetings for up to one calendar year.

Procedures to Deny Future Admission to School Events or Meetings

Before any person may be denied admission to school events or meetings as provided in this policy, the person has a right to a hearing before the Board. The Superintendent may refuse the person admission pending such hearing. The Superintendent or designee must provide the person with a hearing notice, delivered or sent by certified mail with return receipt requested, at least 10 days before the Board hearing date. The hearing notice must contain:

1. The date, time, and place of the Board hearing,
2. A description of the prohibited conduct,
3. The proposed time period that admission to school events will be denied, and
4. Instructions on how to waive a hearing.

As circumstances warrant, the District's administrators shall take appropriate action to enforce this policy. Violations will be handled as follows:

- Anyone observing a student violating this policy shall notify the Building Principal where the student is enrolled and the Principal shall take whatever action is appropriate under the student conduct code.

- The supervisor of any employee violating this policy shall take whatever action is appropriate according to personnel rules and bargaining agreements, if any.
- Anyone observing a parent/guardian or other person violating this policy shall immediately notify the Building Principal or designee. The Principal or designee will request that the person act civilly or otherwise refrain from the prohibited conduct. If the person persists with uncivil or prohibited behavior, the Building Principal shall request that the person immediately leave school property and may contact law enforcement, if appropriate.
- If a child sex offender violates this policy, school officials shall immediately contact law enforcement.

LEGAL REF.: Nuding v. Cerro Gordo Community Unit School Dist., 730 N.E.2d 96 (Ill.App.4, 2000).
 Pro-Children Act of 1994, 20 U.S.C. §7181 et seq.
 105 ILCS 5/10-20.5b, 5/24-24, and 5/24-25.
 720 ILCS 5/11-9.3.

CROSS REF.: 4:170 (Safety), 6:250 (Community Resource Persons and Volunteers), 7:190
 (Student Discipline), 8:20 (Community Use of School Facilities), 8:40 (Spectator
 Conduct and Sportsmanship for Athletic and Extracurricular Events)

Reviewed: December 13, 2004

Adopted: January 24, 2005

Revisions Adopted: December 19, 2005, February 01, 2010

Community Relations

Exhibit - Letter to Parent Regarding Visits to School by Child Sex Offenders

Date

Dear Parent/Guardian:

Student's Name *(Please print)*

School

The purpose of this letter is to help the school and District comply with the State law placing restrictions on child sex offenders' access to school property (720 ILCS 5/11-9.3). State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 18 are present, unless the offender: (1) is a parent/guardian of a student and the parent/guardian is: (i) attending a conference at the school with school personnel to discuss the progress of his or her child academically or socially, (ii) participating in child review conferences in which evaluation and placement decisions may be made with respect to his or her child regarding special education services, or (iii) attending conferences to discuss other student issues concerning his or her child such as retention and promotion and notifies the Building Principal of his or her presence at the school; or (2) has permission to be present from the Superintendent or the School Board. A child sex offender present on school property must remain under the direct supervision of a school official.

Instructions for Child Sex Offenders

A child sex offender must complete a *School Visit Request* in order to lawfully visit school property. This form must be completed for each visit to school property.

Sincerely,

School Administrator

Community Relations

Exhibit - Child Sex Offender's Request for Permission to Visit School Property

If you are child sex offender, you must complete this form in order to lawfully visit school property whenever students are present. After a decision is made whether to grant or deny permission to visit, a copy will be returned to you. This information will be kept in the Administration offices as well as in the Building Principal's office where you are seeking permission to visit.

Name (Please print)

Address

Signature

Today's Date

School (Visit Location)

Date of Visit

Complete the following if you are a parent/guardian of a student attending this school.

I request permission to visit the school for the following reason(s):

- ☐ To attend a conference with school personnel to discuss the academic or social progress of my child.
- ☐ To participate in my child's review conference in which evaluation and placement decisions may be made with respect to my child regarding special education services.
- ☐ To attend a conference to discuss other student issues concerning my child such as retention and promotion.
- ☐ Other (Please be specific): _____

Complete the following if you are **not** a parent/guardian of a student who attends the school you are requesting to visit.

☐ I request permission to visit the school for the following reason(s) (Please be specific): _____

The following is to be completed by District personnel only:

☐ Permission Granted ☐ Permission Denied

Date

Signature (Superintendent, Designee, or Board President)

Visit Supervision (To be completed by the person supervising the child sex offender)

Supervisor's Name (Please print) _____

Visitor's Time In _____

Visitor's Time Out _____

Date

Supervisor's Signature

8:30-E2

Page 2 of 2

Reviewed: November 28, 2005
Adopted: December 19, 2005

Community Relations

Spectator Conduct and Sportsmanship for Athletic and Extracurricular Events

Any person, including adults, who behaves in an unsportsmanlike manner during an athletic or extracurricular event may be ejected from the event the person is attending and/or denied admission to school events for up to one calendar year after a School Board hearing. Examples of unsportsmanlike conduct include:

- using vulgar or obscene language;
- possessing or being under the influence of any alcoholic beverage or illegal substance;
- possessing a weapon;
- fighting or otherwise striking or threatening another person;
- failing to obey the instructions of a security officer or school district employee; and
- engaging in any activity which is illegal or disruptive.

The Superintendent may seek to deny future admission to any person by delivering or mailing a notice, sent by certified mail with return receipt requested, at least 10 days before the School Board hearing date, containing:

1. The date, time, and place of a Board hearing;
2. A description of the unsportsmanlike conduct;
3. The proposed time period that admission to school events will be denied; and
4. Instructions on how to waive a hearing.

LEGAL REF.: 105 ILCS 5/24-24.

CROSS REF.: 8:30 (Conduct on School Property)

Reviewed: December 13, 2004

Approved: January 24, 2005

Revisions:

Community Relations

Visitors to the Schools

Visitors are welcome at any School District building, provided their presence will not be disruptive. All visitors shall initially report to the Building Principal's office and sign in. All visitors will receive a name tag when they sign in. Any person wishing to confer with a staff member shall contact that staff member by telephone to make an appointment. Conferences with teachers are held outside school hours or during the teacher's conference/preparation period.

Any staff member may request identification from any person on school grounds or in any school building; refusal to provide such information is a criminal act. The Building Principal or designee shall seek the immediate removal of any person who: (1) refuses to provide requested identification, (2) interferes with, disrupts, or threatens to disrupt any school activity or the learning environment, (3) or engages in an activity in violation of Board policy 8:30, *Conduct on School Property*.

LEGAL REF.: 105 ILCS 5/24-25.

CROSS REF.: 8:30 (Conduct on School Property)

Reviewed: December 13, 2004

Approved: January 24, 2005

Revisions:

Community Relations

Exclusive Bargaining Representative Agent

Authorized agents of an exclusive bargaining representative, upon notifying the Building Principal's office, may meet with a school employee (or group of employees) in the school building before and after the employee's work day and during the employee's duty-free lunch period.

LEGAL REF.: 105 ILCS 5/24-25.

Reviewed: December 13, 2004

Approved: January 24, 2005

Revisions:

Community Relations

Accommodating Individuals with Disabilities

Individuals with disabilities shall be provided an opportunity to participate in all school-sponsored services, programs, or activities on an equal basis to those without disabilities and will not be subject to illegal discrimination. Where necessary, the District may provide to persons with disabilities separate or different aids, benefits, or services from, but as effective as, those provided to others.

The District will provide auxiliary aids and services where necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity.

Each service, program, or activity operated in existing facilities shall be readily accessible to, and useable by, individuals with disabilities. New construction and alterations to facilities existing before January 26, 1992, will be accessible when viewed in their entirety.

The Superintendent is designated the Americans With Disabilities Act, Title II Coordinator and, in that capacity, is directed to:

1. Oversee the District's compliance efforts, recommend necessary modifications to the Board, and maintain the District's final Title II self-evaluation document and keep it available for public inspection, for at least 3 years after its completion date.
2. Institute plans to make information regarding Title II's protection available to any interested party.

Individuals with disabilities should notify the Superintendent or Building Principal if they have a disability which will require special assistance or services and, if so, what services are required. This notification should occur as far as possible before the school-sponsored function, program, or meeting.

Individuals with disabilities may allege a violation of this policy or federal law by reporting it to the Superintendent, as the Title II Coordinator, or by filing a grievance under the Uniform Grievance Procedure. The Superintendent shall insert into this policy the names, addresses, and telephone numbers of the District's current Complaint Managers for the Uniform Grievance Procedure.

Complaint Managers:

Name	<u>Director of Special Education</u> <u>Assistant Superintendent for</u> <u>Teaching, Learning &</u> <u>Accountability</u>	<u>Assistant Superintendent for</u> <u>Teaching, Learning &</u> <u>Accountability Assistant</u> <u>Superintendent for Finance,</u> <u>Facilities and Operations</u>
Address	<u>793 N. Main Street, Glen Ellyn</u>	<u>793 N. Main Street, Glen Ellyn</u>
Telephone No.	<u>630-534-72347238</u>	<u>630-534-72387220</u>

LEGAL REF.: Americans with Disabilities Act, 42 U.S.C. §§ 12111 et seq. and 12131 et seq.; 28 C.F.R. Part 35.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 4:150 (Facility Management and Expansion Programs)

| Reviewed: December 13, 2004; November 14, 2011

Approved: January 24, 2005

Revisions:

Community Relations

Gifts to the District

The School Board accepts gifts from any education foundation or other entity or individual, provided the gift can be used in a manner compatible with the Board's educational objectives and policies. While the Board encourages unrestricted gifts, donations to fund specific projects are acceptable if the project is approved by the Board. All gifts received become the School District's property.

LEGAL REF.: 105 ILCS 5/16-1.

Reviewed: December 13, 2004

Approved: January 24, 2005

Revisions:

Community Relations

Parent Organizations

The School Board recognizes that parent organizations are an invaluable resource to the District schools and so supports their formation and vitality. While parent organizations shall have no administrative authority and cannot determine District policy, their suggestions and assistance are always welcome. Membership will be open and unrestricted.

The Building Principal or designee will serve as the liaison to parent organizations in his or her school and will serve as a resource person and provide information about school programs, resources, policies, problems, concerns, and emerging issues. Building staff will be encouraged to participate in the organizations.

Reviewed: December 13, 2004

Approved: January 24, 2005

Revisions:

Community Relations

Parental Involvement

~~In order to assure collaborative relationships between students' families and the School Board and District personnel, and to enable parent(s)/guardian(s) to become active partners in education, the Superintendent or designee shall develop administrative procedures to:~~

- ~~1. Keep parent(s)/guardian(s) thoroughly informed about their child's school and education.~~
- ~~2. Encourage involvement in their child's school and education.~~
- ~~3. Establish effective two way communication between all families and the School Board and District personnel.~~
- ~~4. Seek input from parent(s)/guardian(s) on significant school related issues.~~
- ~~5. Inform parents/guardians on how they can assist their children's learning.~~

Family Engagement

In order to assure collaborative relationships between students' families and the School Board and District personnel, and to enable parent(s)/guardian(s) and family members to become active partners in education, the Superintendent or designee shall develop administrative procedures to:

1. Establish practices which encourage a shared responsibility for supporting family engagement among the District, building administration and staff.
2. Establish practices and guidelines for fostering a welcoming building environment.
3. Establish a compact that outlines how families and staff will share the responsibility for student achievement and describes how partnerships will be developed.
4. Keep families thoroughly informed about their child's school and education.
5. Encourage each family's engagement in their child's school and education.
6. Establish effective two-way communication between all families and the School Board and District personnel.
7. Ensure that families are aware of the District's Family Engagement Policy.
8. Seek input from parent(s)/guardian(s) on significant school-related issues, including how funds for family engagement would be best spent.
9. Inform parents/guardians how they can assist their children's learning and provide

materials to help them.

10. Provide assistance to schools in building family engagement capacity

11. Establish procedures to overcome obstacles to family engagement such as transportation and language barriers.

12. Establish processes and materials to educate staff members on the importance of family engagement.

13. To the extent possible, provide family engagement materials in the family's home language.

14. Annually evaluate the success of family engagement efforts. Evaluation shall take into account student performance measures and how barriers to engagement are being addressed to encourage participation of families of diverse backgrounds.

The Superintendent or designee shall periodically report to the Board on the implementation of this policy.

CROSS REF.: 6:250 (Community Resource Persons and Volunteers), 8:90 (Parent Organizations)

-

Reviewed: December 13, 2004; November 14, 2011

Approved: January 24, 2005

Revisions:

~~The Superintendent or designee shall periodically report to the Board on the implementation of this policy.~~

~~CROSS REF.: 6:250 (Community Resource Persons and Volunteers), 8:90 (Parent Organizations)~~

~~Reviewed: December 13, 2004~~

~~Approved: January 24, 2005~~

Revisions:

Community Relations

Administrative Procedure - ~~Parental Involvement~~ Family Engagement

Building Principals shall advocate effective, comprehensive family ~~involvement~~ engagement in education that will promote parents/guardians becoming active partners in education. Principals shall, at least once every year, ~~provide a written report to the Superintendent on parental involvement~~ through the school improvement plan, the family engagement programs and efforts in their buildings.

The following are examples of parental involvement programs for Principals to consider. New ideas for involving parents/guardians should be continuously investigated and incorporated.

1. Keep parents/guardians thoroughly informed about their child's school and education.
 - Develop and distribute a comprehensive student handbook
 - Distribute information to parents/guardians on their school visitation rights
 - Open houses
 - Parent/guardian-teacher conferences
 - Progress reporting and report cards
 - Newsletters
2. Encourage involvement in their child's school and education.
 - Support and encourage parents/guardians volunteer opportunities
 - Work with the PTA to promote parents/guardians volunteer opportunities
 - Develop and use outreach programs to community groups and organizations
3. Establish effective two-way communication between all parents/guardians, and the School Board and District personnel.
 - Monthly Principal coffees
 - Work with PTA leadership and groups such as the Bilingual Parent Advisory Committee to ensure parental input
 - Train personnel to collaborate with families of diverse backgrounds, including backgrounds that might impede parental participation (e.g., illiteracy or language difficulty)
 - Arrange for translation, interpretation and childcare as needed and when possible
4. Seek the advice of parents/guardians on school governance issues and methods to fulfill the District's educational mission.
 - Work with PTA leadership and groups such as the Bilingual Parent Advisory Committee to ensure parental input
 - Establish a school-community advisory committee to identify, consider, and discuss educational problems and issues
 - Tell parents/guardians how they can assist their children's learning
 - Inform parents/guardians how they can help children learn, including activities that are related to classroom activities
 - Provide programs on how to establish a home environment that supports learning and appropriate behavior
 - Implement a homework-hotline

Although not exhaustive, the following identifies State legislation mandating ~~parental involvement~~ family engagement:

1. Students Records

- Parent/guardian has right of access to child's records (105 ILCS 10/5).
- Parent/guardian has the right to challenge the content of child's records (105 ILCS 10/7).
- Non-custodial parent has right to receive copies of school correspondence and reports (105 ILCS 5/10-21.8).

2. Notices

- Schools must notify parents/guardians of their school visitation rights (820 ILCS 147/25).
- District must notify parent/guardian of child's placement in limited English proficiency programs (105 ILCS 5/14C-4).
- Non-custodial parent has right to receive notices of major school-sponsored events, including parent-teacher conferences (105 ILCS 5/10-21.8).
- School must notify parents/guardians within two hours of child's absence from school (105 ILCS 5/26-3b).
- District responsible for notifying parents/guardians of graduation requirements (23 Ill. Admin. Code §1.440i).
- A student's suspension must be reported to the parents/guardians (105 ILCS 5/10-22.6).
- A student's expulsion may occur only after the parents/guardians have been requested to appear at a meeting with the board or board's hearing officer (105 ILCS 5/10-22.6).
- District must post school report card on its Internet Web site and, upon request, send it to the parent(s)/guardian(s). If the District does not maintain a web site, the report card shall be sent to parents/guardians without request. The District shall send a written notice home to parents/guardians stating: (1) that the report card is available on the web site, (2) the web site address, (3) that a printed copy will be sent upon request, and (4) the telephone number to call to request a printed copy (105 ILCS 5/10-17a, as amended by P.A.92-604).

3. Parent-Teacher Advisory Committees

- School board shall establish a parent-teacher advisory committee on student discipline (105 ILCS 5/10-20.14).

4. Curriculum Involvement

- State law requires parents/guardians be notified, consulted, and kept involved with the education and placement of a child with disabilities (105 ILCS 5/14-1 et seq.).
- If parent/guardian objects, student is not required to take sex education classes or course (105 ILCS 5/27-9.1, 5/27-9.2, and 110/3).
- Parent/guardian has right to examine instructional materials to be used in sex education class (105 ILCS 5/27-9.1, 5/27-9.2, and 110/3).
- School board shall determine the instructional program with involvement of parents/guardians (23 Ill. Admin. Code §1.410).
- District must consult with parent/guardian on an individual remediation plan for students demonstrating a proficiency level comparable to the average pupil performance one grade or more below current placement (105 ILCS 5/2-3.64(b)).
- District must notify parents/guardians of graduation requirements (23 Ill. Admin. Code § 1.440i).

- School boards may use parent/guardian volunteers as: (1) assistants under the immediate supervision of a certificated teacher (105 ILCS 5/10-22.34); (2) supervisors, chaperones, or sponsors for non-academic activities (105 ILCS 5/10-22.34a); and (3) guest lecturers or resource persons under the immediate supervision of a certificated teacher (105 ILCS 5/10-22.34b).
 - Upon parent/guardian's request, student must be released for religious observance (105 ILCS 5/26-1(5)).
5. Conferences and Hearings
- State law requires parents/guardians be notified, consulted, and kept involved with the education and placement of a child with disabilities (105 ILCS 5/14-1 et seq.).
 - Parents/guardians have the right to an unpaid leave from work to attend educational or behavioral conferences (820 ILCS 147/1).
 - District may use 2 days for parent-teacher conferences or could add more days to the teacher work year subject to collective bargaining (105 ILCS 5/3-11).
 - Non-custodial parent to receive notices of parent-teacher conferences (105 ILCS 5/10-21.8).
 - A hearing with the parents/guardians must precede a student's expulsion. (105 ILCS 5/10-22.6).
6. Report on ~~Parental Involvement~~family engagement
- ~~Parental involvement~~Family engagement shall be included in the school report card (105 ILCS 5/10-17a).
7. Training
- Parents as teachers program (105 ILCS 225/5).

Opportunities ~~For Involvement~~ Family Engagement as ~~provided in~~ Board Policies

Although not exhaustive, the following identifies Board policies providing opportunities for parental involvement:

Section 2 - School Board

- 2:150 Committees
- 2:260 Uniform Grievance Procedure

Section 4 - Operational Services

- 4:10 Fiscal and Business Management
- 4:110 Transportation
- 4:130 Free and Reduced-Price Food Services
- 4:140 Waiver of Student Fees
- 4:160 Hazardous and Infectious Materials
- 4:170 Safety

Section 5 - Personnel

- 5:230 Maintaining Student Discipline

Section 6 - Instruction

- 6:60 Curriculum Content
- 6:120 Education of Children with Disabilities

- 6:140 Education of Homeless Children
- 6:150 Home and Hospital Instruction
- 6:180 Extended Instructional Programs
- 6:190 Extracurricular and Co-Curricular Activities
- 6:235 Access to Electronic Networks
- 6:270 Guidance and Counseling Program
- 6:280 Grading and Promotion
- 6:300 Graduation Requirements
- 6:310 Credit for Alternative Courses and Programs, and Course Substitutions
- 6:340 Student Testing and Assessment Program

Section 7 - Students

- 7:15 Student and Family Privacy Rights
- 7:20 Harassment of Students Prohibited
- 7:30 Student Assignment
- 7:40 Nonpublic School Students, Including Parochial and Home-Schooled Student
- 7:50 School Admissions and Student Transfers to and from Non-District Schools
- 7:60 Resident Students
- 7:70 Attendance and Truancy
- 7:80 Release Time for Religious Instruction/Observance
- 7:90 Release During School Hours
- 7:100 Health Examinations, Immunizations, and Exclusion of Students
- 7:150 Agency and Police Interviews
- 7:165 School Uniforms
- 7:170 Vandalism
- 7:190 Student Discipline
- 7:200 Suspension Procedures
- 7:210 Expulsion Procedures
- 7:230 Misconduct by Students with Disabilities
- 7:240 Conduct Code for Participants in Extracurricular Activities
- 7:250 Student Welfare Services
- 7:260 Exemption from Physical Activity
- 7:270 Administering Medicines to Students
- 7:275 Orders to Forego Life-Sustaining Treatment
- 7:280 Communicable and Chronic Infectious Disease
- 7:290 Adolescent Suicide Awareness and Prevention Programs
- 7:300 Extracurricular Athletics
- 7:340 Student Records

Section 8 - Community Relations

- 8:30 Conduct on School Property
- 8:95 ~~Parental Involvement~~ Family Engagement

In addition, the District's Continuous Improvement Team, the Learning Leadership Team and Building Leadership Teams provide opportunities for ~~parental involvement~~ family engagement.

| Reviewed: December 13, 2004; November 14, 2011
Approved: January 24, 2005
Revisions:

Community Relations

Exhibit - Letter Notifying Parents of School Visitation Rights

Dear Parent(s)/Guardian(s):

The School Visitation Rights Act permits employed parent(s)/guardian(s), who are unable to meet with educators because of a work conflict, the right to an allotment of time during the school year to attend necessary educational or behavioral conferences at their child's school. Please review the following copy of this Act to determine if you are entitled to a school visitation leave.

Very truly yours,

District Administrator

SCHOOL VISITATION RIGHTS ACT 820 ILCS 147

147/1. Short title

§ 1. This Act may be cited as the School Visitation Rights Act.

147/5. Policy

§ 5. The General Assembly of the State of Illinois finds that the basis of a strong economy is an educational system reliant upon parental involvement. The intent of this Act is to permit employed parents and guardians who are unable to meet with educators because of a work conflict the right to an allotment of time during the school year to attend necessary educational or behavioral conferences at the school their children attend.

147/10. Definitions

§ 10. As used in this Act:

I. "Employee" means a person who performs services for hire for an employer for:

- (1) at least 6 consecutive months immediately preceding a request for leave under this Act; and
- (2) an average number of hours per week equal to at least one-half the full-time equivalent position in the employer's job classification, as defined by the employer's personnel policies or practices or in accordance with a collective bargaining agreement, during those 6 months.
- (3) "Employee" includes all individuals meeting the above criteria but does not include an independent contractor.

II. "Employer" means any of the following: a State agency, officer, or department, a unit of local government, a school district, an individual, a corporation, a partnership, an association, or a nonprofit organization.

- III. "Child" means a biological, adopted or foster child, a stepchild or a legal ward of an employee and who is enrolled in a primary or secondary public or private school in this State or a state which shares a common boundary with Illinois.
- IV. "School" means any public or private primary or secondary school or educational facility located in this State or a state which shares a common boundary with Illinois.
- V. "School administrator" means the principal or similar administrator who is responsible for the operations of the school.

147/15. School conference and activity leave

§ 15.

- (a) An employer must grant an employee leave of up to a total of 8 hours during any school year, and no more than 4 hours of which may be taken on any given day, to attend school conferences or classroom activities related to the employee's child if the conference or classroom activities cannot be scheduled during non-work hours; however, no leave may be taken by an employee of an employer that is subject to this Act unless the employee has exhausted all accrued vacation leave, personal leave, compensatory leave and any other leave that may be granted to the employee except sick leave and disability leave. Before arranging attendance at the conference or activity, the employee shall provide the employer with a written request for leave at least 7 days in advance of the time the employee is required to utilize the visitation right. In emergency situations, no more than 24 hours notice shall be required. The employee must consult with the employer to schedule the leave so as not to disrupt unduly the operations of the employer.
- (b) Nothing in this Act requires that the leave be paid.
- (c) For regularly scheduled, non-emergency visitations, schools shall make time available for visitation during regular school hours and evening hours.

147/20. Compensation

§ 20. An employee who utilizes or seeks to utilize the rights afforded by this Act may choose the opportunity to make up the time so taken as guaranteed by this Act on a different day or shift as directed by the employer. An employee who exercises his rights under this Act shall not be required to make up the time taken, but if such employee does not make up the time taken, such employee shall not be compensated for the time taken. An employee who does make up the time taken shall be paid at the same rate as paid for normal working time. Employers shall make a good faith effort to permit an employee to make up the time taken for the purposes of this Act. If no reasonable opportunity exists for the employee to make up the time taken, the employee shall not be paid for the time. A reasonable opportunity to make up the time taken does not include the scheduling of make-up time in a manner that would require the payment of wages on an overtime basis. Notwithstanding any other provision of this Section, if unpaid leave under this Act conflicts with the unreduced compensation requirement for exempt employees under the federal Fair Labor Standards Act, an employer may require an employee to make up the leave hours within the same pay period.

147/25. Notification

§ 25. The State Superintendent of Education shall notify each public and private primary and secondary school of this Act. Each public and private school shall notify parents or guardians of the school's students of their school visitation rights. The Department of Labor shall notify employers of this Act.

147/30. Verification

§ 30. Upon completion of school visitation rights by a parent or guardian, the school administrator shall provide the parent or guardian documentation of the school visitation. The parent or guardian shall submit such verification to the employer. The State Superintendent and the Director of the Department of Labor shall suggest a standard form of documentation of school visitation to schools for use as required by this Section. The standard form of documentation shall include, but not be limited to, the exact time and date the visitation occurred and ended. Failure of a parent or guardian to submit the verification statement from the school to his or her employer within 2 working days of the school visitation subjects the employee to the standard disciplinary procedures imposed by the employer for unexcused absences from work.

147/35. Employee rights

§ 35. No employee shall lose any employee benefits, except as provided for in Section 20 of this Act, for exercising his or her rights under this Act. Nothing in this Act shall be construed to affect an employer's obligation to comply with any collective bargaining agreement or employee benefit plan. Nothing in this Act shall prevent an employer from providing school visitation rights in excess of the requirements of this Act. The rights afforded by this Act shall not be diminished by any collective bargaining act or by any employee benefit plan.

147/40. Applicability

§ 40. This Act applies solely to public and private employers that employ at least 50 or more individuals in Illinois, and to their employees.

147/45. Violation

§ 45. Any employer who violates this Act is guilty of a petty offense and may be fined not more than \$100 for each offense.

147/49. Limits on leave

§ 49. No employer that is subject to this Act is required to grant school visitation leave to an employee if granting the leave would result in more than 5% of the employer's work force or 5% of an employer's work force shift taking school conference or activity leave at the same time.

Reviewed: December 13, 2004

Approved: January 24, 2005

Revisions:

Community Relations

Exhibit - Verification of School Visitation

On school letterhead

Date

To whom it may concern:

This document serves to verify that [insert name of parent(s)/guardian(s)] visited his or her child's school from [insert time frame] for a school conference or classroom activity that could not be scheduled during non-work hours on [insert month, date, year].

Building Principal

Reviewed: December 13, 2004

Approved: January 24, 2005

Revisions:

Community Relations

Relations with Other Organizations and Agencies

The District shall cooperate with other organizations and agencies, including the: ¹

- municipal bodies within the District: Carol Stream, Glendale Heights, Glen Ellyn, Lombard and Wheaton
- County Health Department;
- law enforcement agencies;
- fire authorities;
- planning authorities;
- zoning authorities; and
- other school districts;
- social service agencies and civic organizations operating within the District;
- PTAs;

CROSS REF.: 4:170 (Safety), 5:90 (Abused and Neglected Child Reporting), 7:150 (Agency and Police Interviews)

Reviewed: December 13, 2004; November 14, 2011

Approved: January 24, 2005

Revisions:

¹ Each district must have a policy on relations with other organizations and agencies (23 Ill. Admin. Code § 1.210(b)(2)(A)).

Community Relations

Public Complaints

The School Board is interested in receiving valid complaints and suggestions. Public complaints or suggestions shall be referred to the appropriate level staff member or District administrator. Each complaint or suggestion shall be considered on its merits.

An individual, not satisfied after following the channels of authority, may file a grievance under the Uniform Grievance Procedure. This policy shall not be construed to create an independent right to a hearing before the Board.

CROSS REF.: 2:140 (Communications to and from the Board), 2:260 (Uniform Grievance Procedure), 3:30 (Line and Staff Relations), 6:260 (Complaints About Curriculum, Instructional Materials and Programs)

Reviewed: December 13, 2004

Approved: January 24, 2005

Revisions:

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Reviewed: December 13, 2004

Approved: January 24, 2005

Revisions:

Community Relations

Pets on School Property

Pets are not permitted on school property when children are present unless the principal has granted permission.

Reviewed: December 13, 2004

Approved: January 24, 2005

Revisions:

Instruction

School Wellness

~~Student wellness, including good nutrition and physical activity, shall be promoted in the District's educational program, school activities, and meal programs. This policy shall be interpreted consistently with Section 204 of the Child Nutrition and WIC Reauthorization Act of 2004. The School District recognizes the positive relationship between appropriate physical activity, and the capacity of students to develop and learn. To that end, student wellness shall be promoted through the District's educational programs, activities, and meal programs.~~

Goals for Nutrition Education

The goals for addressing nutrition education include the following:

- Schools will support and promote good nutrition for students ~~in accordance with current research-based guidelines.~~
- Schools will foster the positive relationship between ~~good nutrition~~ healthy eating, appropriate daily physical activity, and the capacity of students to develop and learn.
- Nutrition education will be part of the District's comprehensive health education curriculum ~~in alignment with the Illinois Learning Standards.~~ See School Board policy 6:60, *Curriculum Content*.

Goals for Physical Activity

The goals for addressing physical activity include the following:

- Schools will support and promote an active lifestyle for students.
- Physical education will be taught in all grades and shall include a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. See Board policy 6:60, *Curriculum Content*.
- During the school day, all students will be required to engage in a daily physical education course, unless otherwise exempted. See Board policy 6:60, *Curriculum Content*.
- The curriculum will be consistent with and incorporate relevant Illinois Learning Standards for Physical Development and Health as established by the Illinois State Board of Education.

Nutrition Guidelines for Foods Available in Schools During the School Day

Students will be offered and schools will promote nutritious food and beverage choices consistent with the current Dietary Guidelines for Americans and Food Guidance System published jointly by the U.S. Department of Health and Human Services and the Department of Agriculture. In addition, in order to promote student health and reduce childhood obesity, the Superintendent or designee shall control food sales that compete with the District's non-profit food service in compliance with the Child Nutrition Act. Food service rules shall restrict the sale of foods of minimal nutritional value, as defined by the U.S. Department of Agriculture, in the food service areas during the meal periods and comply with all applicable rules of the Illinois State Board of Education.

Guidelines for Reimbursable School Meals

Reimbursable school meals served shall meet, at a minimum, the nutrition requirements and regulations for the National School Lunch Program and/or School Breakfast Program.

Monitoring

The Superintendent or designee shall provide periodic implementation data and/or reports to the Board concerning this policy's implementation sufficient to allow the Board to monitor and adjust the policy.

This work shall be done by a designated Wellness Committee.

Community Input

The Superintendent or designee will invite suggestions and comments concerning the development, implementation, and improvement of the school wellness policy from community members, including parents, students and representatives of the school food authority, school administrators, and the public.

Reviewed: February 27, 2006; November 14, 2011

Adopted: May 15, 2006

Revisions Adopted: September 15, 2001

Students

Misconduct by Students with Disabilities

Behavioral Interventions

Behavioral interventions shall be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. ~~The School Board will establish and maintain a committee to develop, implement, and monitor procedures on the use of behavioral interventions for children with disabilities. Procedures will be developed in accordance with state law (105 ILCS 5/14-8.05) and with the advice of parents with students with disabilities and other parents, teachers, administrators, advocates for persons with disabilities, and interventions for persons with disabilities.~~

Discipline of Special Education Students

The District shall comply with the Individuals With Disabilities Education Act of 2004 and the Illinois State Board of Education's *Special Education* rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of his or her disability. LEGAL REF.: Individuals With Disabilities Education Improvement Act of 2004. 20 U.S.C.

§§1412, 1413, and 1415.

Gun-Free Schools Act, 20 U.S.C. § 3351 et seq.

34 C.F.R. §§ 300.100, 300.530, 300. 536.105 ILCS 5/10-22.6 and 5/14-8.05.

23 Ill. Admin. Code §, 226.400

Honig v. Doe, 108 S.Ct. 592 (1988).

CROSS REF.: 2:150 (Committees), 6:120 (Education of Children with Disabilities), 7:130 (Student Rights and Responsibilities), 7:190 (Student Discipline), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 7:220 (Bus Conduct)

Reviewed: December 19, 2005; November 14, 2011

Adopted: February 27, 2006

Revisions: January 04, 2010

Glen Ellyn School District #41 Board Report

Date: November 28, 2011

Title: Resolution of Intent to Levy

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

Long-Range Plan Focus:

This recommendation provides for alignment with Goal #6 of the Superintendent's Long-Range Plan:

The District will utilize its resources responsibly and provide facilities that align with a 21st century organization.

Discussion:

The Board of Education annually adopts a Resolution of Intent to Levy for purposes of publishing a notice in compliance with the Truth in Taxation Act. The actual adoption of the levy will take place at the December 12, 2011, Board meeting.

A tax levy is the dollar amount of taxes requested by the Board of Education to be collected from all property owners within the District. The tax levy is divided by the value of the property within the District to determine a tax rate. The District has three limitations to the amount of taxes it may collect:

- The legal maximum tax rate;
- The Property Tax Limitation Act;
- The amount of the levy request filed by the fourth Tuesday in December.

To determine the amount of taxes required, the District prepares estimates of enrollment growth, staffing patterns, changes in Equalized Assessed Valuation (EAV), long-range plan priorities and long-range financial projections. This information is used to determine the amount of taxes necessary to provide programs and services for students.

The District is responsible for all levies except the Levy for Bond and Interest. The County Clerk levies the amount of taxes required to meet the payment schedule for each outstanding bond issue.

The Property Tax Limitation Act limits the amount of property tax revenue a District may receive to the lesser of 5% or the prior year's CPI, multiplied by the prior year's tax extension. This amount is divided by the new equalized assessed valuation less new construction. The resulting limiting rate is applied to the District's Levy, thus reducing the amount of property taxes collected.

Taxes levied in December 2011 will be collected in June and September 2012. The actual equalized assessed valuation for purposes of determining the final tax rates will not be known until Spring 2011.

The amount of property taxes the District may expect to receive under the Property Tax Limitation Act (Tax Cap) for the 2011 Levy is based on the following set of assumptions:

- The amount of new construction is \$15,000,000;
- The Consumer Price Index for December 2010 was 1.5%.

Complete financial factors will not be known until Spring 2012, thus the levy request is based on an estimate and is a higher request than what the District anticipates receiving. The district has been in contact with each of the Township Assessors' offices and has received the most up-to-date information available. The District's EAV has been reduced by 5.8% to 94.2% of last year's level, with new construction estimated to be \$15,000,000. These amounts represent substantial reductions from assumptions used in previous year's estimated levy projections. The levy for debt service, \$2,727,800, is for all outstanding bonds.

The levy recommendation for 2011 is a 3.69% increase over the previous year's extension. The District actually expects an increase of 2.59% under the Property Tax Limitation Act. This increase is based on a CPI of 1.5% and an estimate of 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 \$1055.84, which is an increase from \$960.43 in 2010.

Other Cost and Information:

State and federal revenue volatility continues to be an issue resulting in little actual reliability. Funding of General State Aid has been an area of priority for the state; however, as the state continues to experience financial issues General State Aid could become an area of concern. Currently, the state calculates General State Aid payable to District 41 using the alternate formula. However, should the state change its funding formula, District 41 could fall into the Flat Grant formula which could significantly reduce or eliminate this funding source. Restricted State Grants including Special Education and ELL programs may also see a reduction in funding or at the very least substantial delays in payment.

Regarding expenditures, the district continues to see increases to our payments for special education, ELL and tuition paid to other school districts for programs not housed in District 41.

Recommendation:

This information is presented for discussion. At the December 12, 2011, Board of Education meeting, the administration will recommend that the board adopt the resolution of intent to levy titled *Truth in Taxation Act Resolution*, as presented at the November 14, 2011, meeting.