



# Glen Ellyn School District 41

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

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Dr. Ann K. Riebock, Superintendent

## MINUTES

### GLEN ELLYN SCHOOL DISTRICT 41 BOARD OF EDUCATION REGULAR MEETING

FEBRUARY 13, 2012 - 7:30 PM

HADLEY JUNIOR HIGH SCHOOL  
240 HAWTHORNE BOULEVARD  
GLEN ELLYN, ILLINOIS

#### **Call to Order**

The Board of Education Meeting was called to order at 7:35 p.m.

#### **Pledge of Allegiance**

Vice President Drew Ellis led in the recital of the Pledge of Allegiance.

#### **Roll Call**

Upon the roll being called, the following answered present: Drew Ellis, John Kenwood, Steve Vondrak, Dan Smith, Jr., Terra Costa Howard, Sam Black and Erica Nelson.

#### **Public Participation**

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

#### **Presentations, Reports and Initiative Updates**

Principal, Dr. Chris Dransoff; Hadley literacy specialist Kayla Wheeler; and, Building Leadership Team co-chair and 6<sup>th</sup> grade science teacher Stephanie Sostarics gave a presentation on one component of Hadley's school improvement efforts...delivering writing instruction throughout the students' day. The presentation, "Growing Writers", demonstrated Hadley's focus on writing across the content areas with emphasis on higher order thinking. The presentation included interviews with teachers and students who provided testimonials on how literacy/writing has been incorporated across the content areas. Dr. Dransoff emphasized the importance of the partnership between Hadley and Glenbard West High School and noted that both schools are committed to ensuring that Hadley students possess the writing skills needed for the rigorous high school experience. Next steps will include creating a template that learning teams will use to document the writing and gather benchmark data and continued articulation with Glenbard West.

The Board noted the importance of "telling the story" and keeping parents informed about what Hadley teachers are doing.

### **Action Items**

- A. Consent Agenda: Board President Erica Nelson asked if there were any items board members wished to pull from the consent agenda to be considered separately. Hearing none,

*Mr. Ellis moved and Mrs. Howard seconded to approve the reports and actions in the consent agenda which included the items listed below. On a roll call vote answering "Aye": Smith, Kenwood, Vondrak, Howard, Black, Ellis and Nelson; answering "Nay": None. Motion carried.*

1. Human Resources

- a) Personnel Report (Attachment)
- 1) Employment Recommendations
  - 2) Leaves of Absence
  - 3) Resignations

2. Finance, Facilities & Operations

3. Other Matters

- a) Board Meeting Minutes
- 1) January 9, 2012 Regular Meeting - closed session
  - 2) January 23, 2012 Regular Meeting
  - 3) January 23, 2012 Regular Meeting - closed session
  - 4) Semi-annual review of closed session minutes (Attachment)
  - 5) Destruction of closed session audio recordings (Attachment)

B. Superintendent's Recommendations

1. Class Size Targets. The administration is recommended that the Board approve its recommendation for class size targets as discussed at the January 23, 2012 board meeting.

Dr. Riebock noted that the administration would be considering Churchill for reduced class size targets in 4<sup>th</sup> and 5<sup>th</sup> grades and will need to examine Lincoln's test results in order to be definitive.

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

2. Hadley Auditorium Sound System Replacement (Attachment): At its January 23, 2012 meeting, the board discussed the administration's recommendation to approve the purchase of a sound system for the Hadley auditorium from Muzak at a cost of \$27,096 with an additional estimated cost of \$5,000 for the installation of sound dampening devices.

The board discussed the challenges of completing the project by spring break because the auditorium pods are utilized for instruction during the school day. It was noted that the first production with the new equipment may not occur until fall of the 2012-2013 school year.

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

### **Superintendent's Report**

Dr. Riebock reported on the following matters:

- A. Enrollment through January 31, 2012 is 3,637 and remains stable (Attachment)

- B. Provided reminders on the following:

- March 6, 2012 training workshop on the Open Meetings Act hosted by the Illinois Association of School Boards (IASB)
- Tentative May dates for board self-evaluation and governance

## **Board Reports**

- A. Terra Costa Howard provided highlights of the February 2, 2012 Learning Leadership Team (LLT) meeting including:
  - Finalized the Learner Characteristic power point to share with staff.
  - Reviewed feedback from the teachers on the English Language Arts (ELA) Common Core Standards.
  - Update on the Think Tank. This is a group of elementary teachers and administrators exploring ideas to align the system with 21<sup>st</sup> Century Learning.
- B. Steve Vondrak, Sam Black and Erica Nelson reported on their attendance at the January Franczek Radelet Law Conference which covered myriad topics including FOIA and education reform.
- C. Sam Black completed a very informative on-line course with the IASB on school district labor relations and attended Abraham Lincoln's Science Night.
- D. Erica Nelson attended LEND on January 27. Discussion topics included state budget, pension reform. Mrs. Nelson also noted the link on the D41 website to the President's Letters and thanked fellow board members for their support as well as Julie Worthen for her assistance.

## **Discussion Items**

The Board discussed the following matters:

- A. Compass Learning Odyssey Proposal: The board discussed the administration's recommendation to purchase the Odyssey instructional software program from Compass Learning. The Odyssey curriculum, a standards-aligned, personalized web-based program is used by many districts nationwide for remedial interventions and reinforcement and enrichment. The Odyssey program is directly aligned to the Measures of Academic Progress (MAP) test that students take twice yearly. Odyssey imports student data from the Northwest Evaluation Association (NWEA) and then creates an individualized learning path targeting specific goal areas for each child. The software can be used by students before, during and after school and district officials are considering it as an alternative to the district's summer school program. Dr. Riebock noted that the summer school program is an expensive undertaking which has been less than effective the last two years and has not met expectations in terms of the money expended. The cost of the Odyssey program is \$158,604 less a 5% discount for a total cost of \$150,674. Additional costs include an annual maintenance agreement of \$15,600. The board expects to take action on the matter at its February 27, 2012 meeting.

The board asked whether students would have access to the full K-12 spectrum of options for their learning paths and discussed the Odyssey program as an alternative to the district's current summer school program. A recommendation to utilize Odyssey for the district's summer school program would occur following the board's approval of purchase of the Odyssey program. Karen Carlson noted that she will communicate with CCSD 93 which has recently determined that Odyssey will be its primary summer school curriculum.

- B. 2012 Summer Capital Projects: The Hadley parking lot renovation and storm water project is the District's main capital project proposed for this summer and is currently out for bid. Bid submissions are expected back by mid-February. Once the bids are in, the administration will have a better idea as to the funds available for additional summer projects that are on its long-range capital improvement plan. One project the administration would like the board to consider is a request to go out for bid for complete interior painting at Benjamin Franklin, Churchill and Forest Glen at an estimated cost of \$210,000. Abraham Lincoln's interior was repainted. Each school will have its own color scheme. The board expects to take action on the matter at its February 27, 2012 regular meeting.
- C. 2012-2013 School Calendar Draft: Dr. Riebock thanked board member Dan Smith for serving on the Calendar Committee as well as Terra Costa Howard who formerly served on the committee. Dr. Riebock noted that the Committee's focus has always been to maximize the number of unbroken five day weeks for continuity of instruction. Dr. Riebock further noted that the 2012-2013 proposed

calendar is similar to this year's with minimal changes: creation of more unbroken five-day weeks; Wednesday before Thanksgiving is a non-attendance day; Tuesday before Thanksgiving a SIP day; President's Day is reinstated; no students in attendance on first day of parent-teacher conferences; last day of school is a SIP day with a half day student attendance.

The board discussed the possibility for low attendance on the week of Thanksgiving. It was noted that the committee examined the data and considered a number of different configurations and each of these configurations presented a different set of challenges. The data indicated that attendance on the Tuesday before Thanksgiving was very similar to average daily attendance.

#### **Upcoming Meetings**

- A. February 27, 2012 Regular Board Meeting, 7:30 p.m., Central Services Office
- B. March 12, 2012 Regular Board Meeting, 7:30 p.m., Churchill School

#### **Other**

There were no other matters considered by the board.

#### **Public Participation**

There was no public participation.

#### **Adjourn to Closed Session**

*At 9:00 p.m. Mr. Smith moved and Mr. Kenwood seconded to adjourn to closed session to discuss the following matters:*

- *Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.*
- *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.*

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

#### **Return to Open Session**

The board returned to open session at 10:50 p.m.

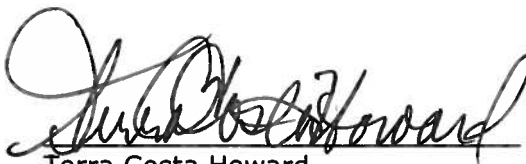
#### **Adjournment**

*There being no further business Mr. Kenwood moved and Mr. Ellis seconded to adjourn the February 13, 2012 Regular Board Meeting at 10:50 p.m. Motion carried on a unanimous voice vote.*

Respectfully submitted,

Maureen Stecker, Recording Secretary

  
Erica Nelson, Board President

  
Terra Costa Howard  
Secretary, Board of Education

Minutes approved: February 27, 2012

## Glen Ellyn School District #41 Board Report

**Date:** February 13, 2012

**Title:** Personnel Report – Final

**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:**

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Placement/Salary</b>	<b>Effective Date</b>
Rachel Cohen	Hadley	FMLA Substitute	Substitute Pay Rate	February 10, 2012
James Horvath	Hadley	Assistant Wrestling Coach	Group II, step 1/\$827.54 (prorated for double season)	February 13, 2012

**Discussion:** Section 8.8 of the collective bargaining agreement with the teachers' association (GEEA) addresses job sharing leaves of absence. Job sharing leave proposals are submitted to the administration for approval in January of each year. These leaves are limited to one year only. In order to be considered for a subsequent year, the job sharing partners must reapply and then receive approval. The administration is recommending approval of one job share for the 2012-2013 school term.

### **Leave of Absence Requests:**

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Type of Leave</b>	<b>Duration of Leave</b>
Dawn Bredfeldt & Margaret Peter	Lincoln	Second Grade Teacher	Job Sharing Leave	2012-2013 school term

### **Resignations:**

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Effective Date</b>
Christine Drake	Hadley	Lunchroom Supervisor	February 14, 2012
Melinda Koller	Churchill	2 <sup>nd</sup> Grade Teacher-currently on leave	End of 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**  
**Board of Education Regular Meeting**  
**February 13, 2012**  
**Semi-Annual Review of Closed Session Minutes**

**Superintendent's Recommendation:**

**Semi-Annual Review of Closed Session Minutes, August 2011 through January 2012:** That the need for confidentiality still exists as to all of the following closed session minutes or recordings or portions thereof: August 8, 2011 Regular Meeting; August 22, 2011 Regular Meeting; September 7, 2011 Special Meeting; September 12, 2011 Regular Meeting; October 24, 2011 Regular Meeting; November 28, 2011 Regular Meeting; December 12, 2011 Regular Meeting; January 18, 2011 Special Meeting.

**Glen Ellyn School District 41**  
**Board of Education Regular Meeting**  
**February 13, 2012**  
**Destruction of Closed Meeting Audio Recordings**

**Superintendent's Recommendation:**

**Destruction of Closed Meeting Audio Recordings,** The Board approve for destruction, the following audio recordings of closed session minutes that are at least 18 months old and for which approved minutes of the closed meeting already exist: March 1, 2010 Regular Meeting; March 15, 2010 Regular Meeting; March 22, 2010 Special Meeting; April 5, 2010 Regular Meeting; April 19, 2010 Regular Meeting; May 5, 2010 Regular Meeting; May 17, 2010 Regular Meeting; June 7, 2010 Regular Meeting; June 21, 2010 Regular Meeting; June 29, 2010 Special Meeting; August 2, 2010 Regular Meeting; August 16, 2010 Regular Meeting.



Buyer Name		Glen Elyn School Dist 41		Proposal Date		November 16, 2011	
Installation Address				Billing Address			
Address 793 North Main Street				Address			
City		Glen Elyn		State		IL	
Zip		60137		City		State	
Telephone		Fax		Telephone		Fax	
PO#				Ordered By Carolyn Gust			
Terms ( 30% Down Payment/Net 30 Days)				Installation Date			
Engineer		Scott Prichard		Account Executive		Jim Jensen	

[illegible]

INSTRUCTIONS	SUBTOTAL EQUIP.	\$ 21,360.22
	INSTALLATION	\$ 5,736.00
	PERMIT	Not Included
	LIFT RENTAL	Not Included
	SALES TAX	Not Included
	FREIGHT	Included
	GRAND TOTAL	\$ 27,096.22
	DEPOSIT	\$ -
	BALANCE DUE	\$ 27,096.22

All permit fees, lift rental costs and applicable taxes, if required, shall be added to this agreement if not already specified on this proposal

Please retain duplicate copies for your records.

PA 08.06.09



Glen Ellyn School District 41  
Monthly Enrollment Report Summary  
January 31 2012

School	Grade	Total Enrollment	Enrollment/section						Self Contained Spec Ed
Abraham Lincoln	K	98	19	21	17	21	20		
	1	108	22	21	21	22	22		
	2	98	24	24	25	25			
	3	117	23	25	<b>23</b>	<b>23</b>	23		
	4	95	<b>22</b>	<b>23</b>	<b>25</b>	<b>25</b>			
	5	108	26	27	28	27			
Total Enrollment:		624							
December 22		616							

Benjamin Franklin	K	83	23	20	19	21			
	1	77	19	19	19	18			2
	2	92	23	22	23	24			
	3	109	22	21	21	22	21		2
	4	99	24	24	23	24			4
	5	131	<b>25</b>	<b>25</b>	<b>25</b>	<b>26</b>	25		5
Total Enrollment:		591							
December 22		594							

Churchill	K	119	26	18	21	17	20	17	
	1	83	21	22	21	19			
	2	116	22	22	17	<b>22</b>	<b>22</b>	<b>11</b>	
	3	118	21	18	<b>14</b>	<b>22</b>	<b>21</b>	<b>22</b>	
	4	91	11	19	21	20	20		
	5	67	22	22	23				
PreK		39							
Total Enrollment:		633							
December 22		633							

Forest Glen	K	73	23	23	22				5
	1	76	19	18	18	19			2
	2	92	23	23	22	22			2
	3	79	18	20	21	<b>20</b>			
	4	79	27	26	26				
	5	103	<b>25</b>	<b>26</b>	<b>27</b>	25			
PreK/EC		88							
Total Enrollment:		590							
December 22		588							

Hadley			Enrollment/Team						
	6	394							7
	7	416							6
	8	396							2
Total Enrollment		1,206	<b>PORTABLES 1-4 HOUSE 7TH AND 8TH GRADE MATH</b> <b>PORTABLES 5-10 HOUSE 7th GRADE SOCIAL STUDIES</b>						
December 22		1,206							

District Total      Current      12/22/2011

EC/Pre-K	127	125	Special Education: Churchill: PreK Franklin: MIP Forest Glen: PreK/EC/PreK Tuition, MIP Hadley: MIP, GIP, ED (Emotional Disorders)
K	373	370	
1	344	344	
2	398	394	
3	423	423	
4	364	365	
5	409	410	
6	394	395	
7	416	415	Note: Shaded and bold numbers indicate children who are in mobile classrooms.
8	396	396	
Grand Total	3,644	3,637	

# Glen Ellyn School District 41 2012-2013 School Calendar

August 2012				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	<b>I</b>	<b>I</b>
<b>I</b>	<b>I</b>	<b>(22)</b>	23	24
27	28	29	30	31

12/8

September 2012				
M	T	W	T	F
<b>3</b>	4	5	6	7
10	11	12	13	<b>S</b>
17	18	19	20	21
24	25	26	27	28

19/19

October 2012				
M	T	W	T	F
1	2	3	4	<b>S</b>
<b>8</b>	<b>I</b>	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

22/21

November 2012				
M	T	W	T	F
			<b>PT</b>	<b>PT</b>
5	6	7	8	9
12	13	14	15	16
19	<b>S</b>	<b>21</b>	<b>22</b>	<b>23</b>
26	27	28	29	30

19/17

December 2012				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	<b>S</b>
<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>
<b>31</b>				

15/15

January 2013				
M	T	W	T	F
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
7	8	9	10	11
14	15	16	17	18
<b>21</b>	<b>I</b>	23	24	25
28	29	30	31	

18/17

February 2013				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	<b>S</b>
<b>18</b>	19	20	21	22
25	26	27	28	

19/19

March 2013				
M	T	W	T	F
				<b>I</b>
4	5	6	7	8
11	12	13	14	15
18	19	20	21	<b>S</b>
<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>

16/15

April 2013				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	<b>S</b>
22	23	24	25	26
29	30			

22/22

May 2013				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
<b>27</b>	28	29	30	<b>S</b>

22/22

June 2013				
M	T	W	T	F
<b>I</b>	<b>4-E</b>	<b>5-E</b>	<b>6-E</b>	<b>7-E</b>
<b>10-E</b>	11	12	13	14
17	18	19	20	21
24	25	26	27	28

1/0

## Calendar Description

### August 2012

- 16-21 Institute Days
- 22 First day-student attendance (full day)

### September 2012

- 3 Labor Day-no school
- 14 SIP Day (early dismissal)\*

### October 2012

- 5 SIP Day (early dismissal)\*
- 8 Columbus Day-no school
- 9 Institute Day

### November 2012

- 1 PT Conferences (1:00-8:30) (no student attendance)
- 2 PT Conferences (8 am-3:30 pm) (no student attendance)
- 20 SIP Day (early dismissal)\*
- 21-23 Thanksgiving Break-no school

### December 2012

- 21 SIP Day (early dismissal)\*
- 24-31 Winter Break-no school

### January 2013

- 1-4 Winter Break-no school
- 21 M.L. King Day-no school
- 22 Institute Day-no school

### February 2013

- 15 SIP Day (early dismissal)\*
- 18 President's Day-no school

### March 2013

- 1 County Institute Day-no school
- 4-8 ISATs ??
- 22 SIP Day (early dismissal)\*
- 25-29 Spring Break-no school

### April 2013

- 19 SIP Day (early dismissal)\*

### May 2013

- 24 SIP Day (early dismissal)\*
- 27 Memorial Day-no school
- 31 SIP Day (early dismissal)\* (last day of student attendance)

### June 2013

- 1 Institute Day (no school)
- 4-10 Emergency Days

## Abbreviation Code:

- Non-attendance day
- ( First Day of School
- ) Last Day of School
- E Emergency Days
- I Institute Day
- PT Parent Teacher Conference
- S SIP Day - 1/2 day early dismissal
- TS Teacher SIP-no student attendance

## Distribution:

- 185 Teacher workdays
- 5 Emergency days
- 8 Institute days
- 8 SIP days
- 2 PT days
- 175 Student attendance days

Approved: BOE,

Teacher Days    Student Days  
185                    175