



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

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

**APRIL 11, 2016  
6:00 PM**

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

**Present:** Committee members Patrick Escalante, Joe Bochenski, Kurt Buchholz, Superintendent Paul Gordon, Interim Assistant Superintendent Rebecca Allard, Assistant Superintendents Laurie Campbell and Karen Carlson, Director of Buildings and Grounds Dave Scarmardo, Director of Technology Mike Wood, and Recording Secretary Carolyn Gust.

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

**I. Public Comment**

Resident Jeff Cooper shared that he believes that no public dollars should be spent on "anti-assimilate" evenings such as babysitting for Spanish book club.

**II. Review and approval of minutes from March 21, 2016, meeting**

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

**III. Staffing Update – continued**

Ms. Campbell stated that there are no changes recommended for next year with administrative staffing, instructional coaching and specialist positions.

There is no action required in regard to this information. It is presented to the committee as part of the budgeting process for the 2016/2017 year.

**IV. Special Education Transportation Bid**

Members of CASE special education cooperative went out to bid for in- and out-of-district transportation services. Only two bids were submitted with Septran being the only company to bid both out-of-district and in-district transportation. CASE member districts met several times with Septran representatives and reiterated the expectation of improved service. If Septran start-up service is bad next school year, they will be given notice of the district cancelling its contract and soliciting bids for the following year. Septran was recently purchased by an international company that operates in this area under the name Durham. This new company has increased its salaries and benefits for its drivers. This fact and the new management are reasons to give Septran an opportunity to provide its services for district 41.

This information will be presented to the Board of Education for discussion at its April 11, 2016, meeting and its April 25, 2016, meeting for approval of the contract.

**V. Math Curriculum Costs**

A math task force was formed in December 2015 to begin the process of investigating and selecting a primary resource for math instruction that is focused, coherent, and rigorous. The group's charge was to evaluate curricula and make a recommendation for a new K – 5 primary math resource. The group was made up of at least one teacher from every grade level from each school.

Two resources were brought forward to field test: Envision Math 2.0 and Eureka Math. Math task force members along with some of their teaching partners began using one of the two resources in February and March. In late February, task force members came together to analyze their students' work using a Student Work Analysis Chart. A survey was sent to all staff who used the test materials, including teaching partners. Task force members came together in late March to review the alignment rubric data, the student work analysis rubric data, and the survey data. Based upon the review of the data points and discussion, the task force reached consensus in recommending Eureka Math as the K – 5 primary math resource. Upon approval from the Board of Education, materials will be secured and an initial half-day of training will be provided in May.

All-inclusive cost for Eureka Math is \$139,035 and cost for professional development will be \$10,400. Total cost for implementation of the program is \$149,435.

This information will be presented to the Board of Education for discussion at its April 11, 2016, meeting and approval of adoption at its April 25, 2016, meeting.

#### **VI. Literacy Curriculum Costs**

Even though the district's MAP literacy data and PARCC literacy data are positive, there are discrepancies between grade levels and buildings. Teachers and administrators have shared their strong desire for a more intentional instructional resource. This was confirmed by the School Perceptions survey data.

The literacy coaches worked together to vet resources by researching and reviewing various resources and contacting other districts to get their perspective on the different resources. We also began using an adapted version of the Instructional Materials Evaluation Tool (IMET) to make sure the suggested resource met the non-negotiable criteria of this tool.

The district will monitor MAP literacy data, PARCC literacy data, as well as common assessments to determine if the Units of Study in Reading and Writing is helping to close the achievement gap between grade levels, between schools and between subgroups over the course of the next five years.

Cost for the program which include the Special Ed/ESL/Coaches is as follows: writing units (K – 8) including is \$43,621; reading units (K – 5) is \$4,620; professional development cost will be \$14,800. Total program implementation cost is \$63,041.

This information will be presented to the Board of Education for discussion at its April 11, 2016, meeting and approval of adoption at its April 25, 2016, meeting.

#### **VII. 2016-2017 Budget Timeline Review**

Ms. Allard shared an updated budget timeline. This timeline has been altered due to the transition of our CSBO this past year. For this year, the timeline is as follows: In April, administration will continue review of assumptions and budget and present classified staffing levels and possible RIF to the Board. In June the business office will continue to review and develop the tentative budget which will be presented to the Board of Education for approval of public display of the tentative budget. August will have the Board of Education continue its review of the tentative budget. In September there will be a public hearing on the tentative budget and the adoption of the final budget.

Cheryl Witham, the district's new Assistant Superintendent for Finance, Facilities and Operations, will begin on May 2 and will work with the board and administration to implement this timeline.

This is informational only. No action is required of the committee.

**VIII. 2016-2017 Copier Paper Bid Results and Purchase Approval**

The committee did not discuss this item but supports moving it forward to the full Board of Education for discussion and approval at its next meeting.

**IX. Open Items**

None.

**X. Upcoming Meetings**

- a. April 25, 2016, at 6:00 PM

**XI. Adjourn**

The meeting adjourned at 6:58 PM