

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois met in regular session on Monday, February 11, 2019, at the Downers Grove Village Hall.

**1. CALL TO ORDER/ROLL CALL**

The President called the meeting to order at 7:01 p.m. and announced that it was the regular monthly meeting of the District 58 Board of Education. Members present: President Doug Purcell; Vice President Elizabeth Sigale; and Members Gregory Harris, Darren Hughes, John Miller, and Jill Samonte. Members absent: Kirat Doshi. Also in attendance were Kari Cremascoli, Superintendent; Jayne Yudzentis, Assistant Superintendent for Personnel; Jessica Stewart, Assistant Superintendent for Special Services; Justin Sisul, Assistant Superintendent for Curriculum and Instruction; Todd Drafall, Assistant Superintendent for Business/CSBO; Catherine Hannigan, Manager of Business Services; Kevin Barto, Director of Buildings and Grounds; James Eichmiller, Director of Innovative Technology and Learning; Megan Hewitt, Coordinator of Community Relations; and Melissa Jerves, Board Secretary. Attending this meeting were at least eight visitors. (Visitors' Roster attached to official minutes.)

**2. FLAG SALUTE**

Jason Lynde, principal of El Sierra School, introduced Student Council sponsors Patricia Incrocci and Kristine Marquez, who in turn introduced Student Council officers Ella Flasz, Rebecca Snouffer, Lauren Deacy and Joseph Grippo. The students led the audience in the Pledge of Allegiance to the flag. The officers outlined the Student Council election process, and talked about activities, fundraisers, and events for this school year. Student Council organized Spirit Days; opportunities to give back to the community such as food drives for Fish Pantry, donations to the Red Cross for hurricane relief, and collection of winter wear for Family Shelter Services; school supplies sales to fund a water well in Africa; and the Recess Leaders program, in which older students lead recess games for younger students.

Beth McIntosh and Dara Tuscano of the El Sierra PTA highlighted several of the events and fundraisers they sponsor. The PTA Kindergarten Connection allows kindergarten families to meet the teacher, principal and other families before school starts, and New Family Connections pairs veteran families with families new to the community. The Bobcat Dash Fun Run is the PTA's largest fundraiser, raising over \$10,000 to support other activities and programs such as WatchDOGS, classroom holiday parties, additional field trips, the PebbleGo online library research tool, Breakfast with Santa, and book fairs.

Principal Jason Lynde showed a video that illustrated El Sierra's vision statement and provided a glimpse into the open concept school building. He noted that El

Sierra students are growing academically. The school provides opportunities for parent partnerships through use of the Seesaw app, as well as parent forums and family events. The El Sierra community is looking forward to celebrating its 50th anniversary.

### 3. NON-ACTION REPORTS

#### A. Recognition of Students ~ 2018-2019 Science Fair

The Board formally recognized the over 500 students who participated in the 2018-19 Science Fair on February 2nd. President Purcell congratulated the students on their hard work, and thanked the faculty, staff and community members who volunteered for the event.

#### B. "Spotlight on our Schools" – Parent Partnerships in Learning

Assistant Superintendent for Personnel Jayne Yudzentis explained that developing parent partnerships in learning was a goal of the prior strategic plan, but also crosses over with the objectives found in the current strategic plan. The District seeks ways to improve outreach to parents in ways that support student learning. A recent parent survey showed that parents value the following to gain information about the academic progress of their child: conferences, student work samples, report card, classroom assessments, MAP scores, and to a lesser extent, PARCC scores and rubrics. Some suggestions from the survey that the District will consider for the future include: longer conferences, moving the second conference to later in the trimester, keeping to the conference schedule and encouraging the scheduling of an additional meeting if parents need a longer period of time, providing student work samples at conferences, and a different format for middle school conferences.

Parent partnership activities at the school level include formative conferences to involve parents in learning process early in the reporting period, use of the Seesaw app, and the PowerSchool parent portal for middle school parents. Hillcrest Principal Michelle Rzepka highlighted some other parent partnership examples, such as weekly communications from building administrators, positive parent contacts through email, daily preschool communication logs, and parent education and family events.

Director of Innovative Technology and Learning James Eichmiller gave an overview of the Seesaw app, a tool that enhances parent partnerships by serving as a central location for information about student learning. It can be used both to document learning and as an assessment tool. Jason Lynde, a Fairmount parent, showed examples of how his children are empowered to post on Seesaw to share their progress with parents and teachers. Art teacher Sarah David shared that as a teacher of some 1000 students, she cannot connect with all of the parents. Seesaw allows students to create art and show their parents what they are making, including reflections about the history, artist, process and what they would change. Parents can respond and give immediate feedback. Instructional Coach Jenny Lehotsky showed how

Seesaw can be used for lesson reflection, where students can add more commentary that shows the depth of their learning. These formative assessments can be amassed in a portfolio to show a student's growth over time. The data shows that parents are connecting with their students' Seesaw accounts.

- C. "Spotlight on our Schools" – Fall 2018 School Environment Survey Results  
Community Relations Coordinator Megan Hewitt presented an overview of the results of the fall 2018 School Environment Survey. The survey garnered 1,343 responses. The survey began as part of the previous strategic plan's emphasis on social-emotional learning. A review of the quantitative data shows growth in most areas. Ms. Hewitt also presented the responses to the open-ended questions grouped into common themes. Both building and District administrators will review results to inform both school-specific and districtwide improvements. The Communications Feedback Council is also considering how to use the survey results. Survey data is posted on the District website.

#### 4. COMMUNICATIONS

##### Freedom of Information Act requests

- Freedom of Information Act response to Georgia Kaempf
- Freedom of Information Act request from Illinois Retired Teachers Association ~ *response from Board Secretary Melissa Jerves*
- Freedom of Information Act request from Brent Bodefled, Agera Energy, regarding electric supply contracts ~ *response from Board Secretary Melissa Jerves*

##### Communications

- Email from Tracy Weiner regarding Glen Ellyn D41 ~ *response from Board President Doug Purcell*
- Text message from Tracy Weiner regarding Glen Ellyn D41 ~ *response from Board Member Darren Hughes*
- Email from Tracy Weiner regarding HYA
- Emails from Mike Webber regarding superintendent search ~ *response from Board Member Kirat Doshi*
- Emails from Tracy Weiner regarding superintendent search ~ *response from Board President Doug Purcell*
- Email from Tammy DeStefano regarding Highland enrollment ~ *response from Board Member Greg Harris*
- Email from Steve Olczyk, Tracy Weiner, Emily Hanus and Kylie Spahn regarding Board candidates and superintendent search ~ *response from Board President Doug Purcell*
- Email from Emily Hanus regarding superintendent search

##### Board Meeting Follow-Up Communications

- Email from Vice President Elizabeth Sigale to Katie Hurckes regarding

- Board meeting follow up
- Email from Vice President Elizabeth Sigale to Craig Young regarding Board meeting follow up
- Email from Vice President Elizabeth Sigale to Melissa Rausch regarding Board meeting follow up
- Email from Vice President Elizabeth Sigale to Donna Lawley regarding Board meeting follow up
- Emails from Mark White regarding Medical Reserve Fund ~ *response from Board President Doug Purcell*
- Emails between Vice President Elizabeth Sigale and Chris Hanley regarding Board meeting/ superintendent search

## 5. REPORTS TO THE BOARD

### A. Superintendent

Superintendent Kari Cremascoli reported that:

- The STEM Committee came to consensus regarding the adoption of science resources TCI and IQWST. Pending Board approval this evening, these resources will be implemented district-wide next year, with the cost spread over the next three years.
- Three additional emergency days will be used at the end of the school year. Provided no other days are needed, the last day of school will be June 11, a half-day of student attendance and a half-day for a teacher work day.
- The District would like to consider E-learning days as a possibility in the future. Many neighboring districts are piloting this approach. However, the state's definition of the length of a school day continues to fluctuate and it is still unknown how to structure an e-learning day to meet the state requirements.
- Middle school promotion ceremonies will most likely occur on June 10th.
- The superintendent search online stakeholder survey began today and will be open for 10 days. Stakeholder focus groups are scheduled for February 20th. First round interviews will be March 7 and 9, and final round interviews on March 12, 14 and 15.
- Upcoming events include the Board Tour and PTA meeting at Henry Puffer on February 19, the Education Foundation's Harlem Wizards fundraiser on February 24, and the Board Curriculum Workshop on February 25.

### B. Monthly Business

The Board received business reports, the investment report, and revenue and expenditure year-to-date reports for the month ending January 31, 2019. Assistant Superintendent for Business/CSBO Todd Drafall reported that some state payments were received in January, including a reimbursement for 2017 transportation and some special education reimbursements.

- C. Treasurer's Report  
There was nothing special to report in regard to the Treasurer's Report.
- D. Policy Committee  
The Policy Committee had not met since the last Board meeting.
- E. Legislative Committee  
Vice President Sigale reported on the January 23, 2019 Legislative Committee meeting. The Committee continued its plans for the annual Legislative Breakfast scheduled for March 15. Two legislators have already confirmed their attendance. The Committee is developing questions for the legislators.
- F. Financial Advisory Committee  
The Financial Advisory Committee had not met since the last Board meeting.
- G. District Leadership Team  
The District Leadership Team had not met since the last Board meeting.

## 6. DISCUSSION

- A. Facility Planning Update  
Assistant Superintendent for Business Todd Drafall introduced Amy Fuller and Brad Paulsen from Wight & Co., who presented on the progress through steps 1 and 2 of the facility plan timeline in Strategic Plan Goal 3. Mr. Paulsen explained the core ways facilities support modern learning. Ms. Fuller explained that during step one of the timeline, the Facility Planning Council (FPC) refined its list of top ten priorities, many of which revolved around human comfort, and rated the areas of consideration: safety and security, student comfort, 6th-8th middle schools, and K-5th grade schools. In step 2, the FPC assessed what District 58 has, considering the physical condition of the buildings, which average 65 years old, and how those spaces align with educational goals. Teams surveyed each building to assess capacity and space utilization. The next steps in facility planning include a gap analysis, considering options and their cost estimates, and gathering staff and community feedback.

Dr. Cremascoli noted that the Instructional Model Review Council will also be involved the next stages of research and planning.

- B. Professional Learning Model and 2019-2020 School Calendar  
Justin Sisul, Assistant Superintendent for Curriculum and Instruction, and Jayne Yudzentis, Assistant Superintendent for Personnel, gave a presentation on professional learning and the proposed 2019-2020 school calendar. Mr. Sisul noted the needs and benefits of professional learning time for staff, and listed a variety of possible models that have been considered, as well as a information from a survey of surrounding districts. The District proposes a weekly Monday 2 p.m. student dismissal, resulting in 90 minutes of

professional development weekly. The calendar would include four Institute days approved by the Regional Office of Education, but would remove two half-day teacher work days. Because this model results in a net loss of student instructional hours, the District proposes adding 10 minutes to the student attendance day, which would yield a total gain in instructional time. The District is considering ways to mitigate the impact to areas such as transportation, after-school care, after-school events, and instructional assistants. Feedback from teachers so far has been positive, and parent input will be sought on ways to support families through the transition to early release days.

The District also proposes the addition of two part-time administrators to serve as Curriculum Coordinators, who would be responsible for supporting curriculum implementation in a variety of ways.

President Purcell called for a brief recess. The Board reconvened at 10:00 p.m.

**7. RECEPTION OF VISITORS**

Carrie Blonigen, Belle Aire attendance area, commented on the middle school model and those who argue against mixing sixth graders with the older students. She noted that there do not seem to be issues in an open concept school mixing primary students with fifth and sixth graders, and that many surrounding districts include sixth grade in middle school.

**8. APPROVAL OF MINUTES**

A. Approval of Minutes – January 14, 2019

Member Hughes moved and Member Harris seconded the motion to approve the minutes of the January 14, 2019 regular meeting as presented.

VOICE VOTE

Motion carried

B. Approval of Minutes – January 16, 2019

Member Hughes moved and Member Miller seconded the motion to approve the minutes of the January 16, 2019 special meeting as presented.

VOICE VOTE

Motion carried

C. Approval of Minutes – February 4, 2019

Member Miller moved and Member Hughes seconded the motion to approve the minutes of the February 4, 2019 special meeting as presented.

VOICE VOTE

Motion carried

D. Approval of Minutes – November 28, 2018 and January 24, 2019

Member Miller moved and Member Hughes seconded the motion to approve the minutes of the November 28, 2018 and January 24, 2019 Board Tours/PTA meetings as presented.

**9. CONSENT AGENDA**

There being no request for individual consideration of any items on the consent agenda, the President stated that a motion would be in order relative to items on the consent agenda, consisting of the Personnel Report and Financial Statements consisting of the List of Bills and Summary. Member Harris moved and Member Sigale seconded the motion to approve the following items:

A. Personnel

The request for Family Medical Leave of Absence for one certified teacher, the resignation of one certified staff employee, and the appointment of seven educational support personnel employees.

B. Financial Reports

The list of bills and obligations prepared for payment on February 11, 2019 as well as the revolving and imprest issued in January 2019 as shown on the list submitted under the date of February 11, 2019 in the total amount of \$716,535.00 and direct that they be so entered in the minutes and orders drawn for their payment in accordance with the following summary and that the President and Secretary be authorized to certify the list to the School Treasurer.

BOARD OF EDUCATION DISTRICT 58  
SUMMARY PAGE FEBRUARY 11, 2019  
LIST OF BILLS & EXPENDITURES

**EDUCATION FUND**

List of Bills - February 11, 2019	\$251,186.38
Revolving Fund - Jan. 2019	\$26,510.05
Imprest Checks - Jan. 2019	\$18,829.67

**OPERATIONS & MAINTENANCE FUND**

List of Bills - February 11, 2019	\$81,026.00
Revolving Fund - Jan. 2019	\$204.71
Imprest Checks - Jan. 2019	\$111.60

**DEBT SERVICE**

List of Bills - February 11, 2019	\$18,068.16
Revolving Fund - Jan. 2019	\$0.00

**TRANSPORTATION FUND**

List of Bills - February 11, 2019	\$320,192.43
Revolving Fund - Jan. 2019	\$0.00
Imprest Checks - Jan. 2019	\$406.00

**IMRE**

List of Bills - February 11, 2019	\$0.00
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<u>FICA/MEDICARE</u>	
List of Bills - February 11, 2019	\$0.00
<u>SITE &amp; CONSTRUCTION FUND</u>	
List of Bills - February 11, 2019	\$0.00
<u>WORKING CASH FUND</u>	
List of Bills - February 11, 2019	\$0.00
<u>FIRE &amp; LIFE SAFETY FUNDS</u>	
List of Bills - February 11, 2019	\$0.00
<u>MEDICAL INSURANCE RESERVE FUND</u>	
List of Bills - February 11, 2019	\$0.00
<u>SINKING FUND</u>	
List of Bills - February 11, 2019	\$0.00
Revolving Fund - Jan. 2019	\$0.00

Total	<u>\$716,535.00</u>
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ROLL CALL VOTE: AYES: Members Harris, Hughes, Miller, Purcell,  
Samonte, and Sigale  
NAYS: None Motion carried

(Copy of Treasurer's Report and Financial Statements  
attached to official minutes)

## 10. RECOMMENDATIONS FOR ACTION

### A. 2019-2020 School Fees

Member Sigale moved and Member Hughes seconded the motion to approve student fees for 2019-2020 as follows:

- Instructional Materials Grades 1-8 @ \$202.00/year
- Kindergarten @ \$123.00/year
- Milk Kdg – 6 @ \$29.00
- Outdoor Education @ \$184.00
- Middle School novel @ \$10.00
- Middle School yearbook @ \$20.00
- Transportation > 1.5 Miles @ \$35.00
- Transportation < 1.5 Miles @ \$504.00
- OKEEP @ \$2,550.00
- Preschool Tuition Program
  - Application Fee @ \$50.00
  - Annual Fee @ \$3,750.00



ROLL CALL VOTE: AYES: Members Harris, Hughes, Miller, Purcell,  
Samonte, and Sigale  
NAYS: None Motion carried

B. Science Curriculum Adoption: TCI

Member Samonte moved and Member Harris seconded the motion to approve the purchase of TCI Bringing Science Alive in the quantities defined in the attached quote for a total cost of \$373,087.50. (Attachment 20190211A)

ROLL CALL VOTE: AYES: Members Harris, Hughes, Miller, Purcell,  
Samonte, and Sigale  
NAYS: None Motion carried

C. Science Curriculum Adoption: Activate Learning IQWST

Member Miller moved and Member Hughes seconded the motion to approve the purchase of Activate Learning IQWST in the quantities defined in the attached quote for a total cost of \$407,315.00. (Attachment 20190211B)

ROLL CALL VOTE: AYES: Members Harris, Hughes, Miller, Purcell,  
Samonte, and Sigale  
NAYS: None Motion carried

D. Surplus Equipment

Member Miller moved and Member Hughes seconded the motion to designate the following as surplus equipment: Toro Powershift 824 two-stage snowblower; Toro 624 two-stage snowblower; Toro 36" lawnmower; safe; pneumatic floor machine.

ROLL CALL VOTE: AYES: Members Harris, Hughes, Miller, Purcell,  
Samonte, and Sigale  
NAYS: None Motion carried

E. Second Reading – Policies #8021, #8022, #8100, #8102, #8130 and #8140

Member Hughes moved and Member Miller seconded the motion to approve for second reading: Internal Board Operations - Policies #8021-Code of Conduct, #8022-Meetings, #8100-Membership and Terms of Office, #8102-Vacancy on the School Board, #8130-Board Member Development, and #8140-Membership in School Board Associations.

VOICE VOTE Motion carried

F. Second Reading for Deletion – Policy #8023

Member Miller moved and Member Hughes seconded the motion to approve the deletion of Policy #8023 – Internal Board Operations – Abused and Neglected Child Reporting as duplicative.

VOICE VOTE

Motion carried

## 11. ANNOUNCEMENTS

President Purcell announced the following dates:

- Policy Committee ~ Tuesday, February 19, 7 a.m. ~ ASC
- BOE Building Tour/PTA Meeting ~ Tuesday, February 19, 6 p.m. ~ Henry Puffer
- District Leadership Team ~ Monday, February 25, 3:45 p.m. ~ Longfellow
- Staff Meet & Greet with BOE ~ Monday, February 25, 6:30 p.m. ~ Fairmount
- Curriculum Workshop ~ Monday, February 25, 7 p.m. ~ Fairmount

## 12. CLOSED SESSION

Member Hughes moved and Member Harris seconded the motion to move to closed session for the purpose of discussing matters relating to

- 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; 5 ILCS 120/2(c)(1);
- collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; 5 ILCS 120/2(c)(2);
- discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06; 5 ILCS 120/2(c)(21).

ROLL CALL VOTE: AYES: Members Harris, Hughes, Miller, Purcell,  
Samonte, and Sigale  
NAYS: None Motion carried

Member Harris moved and Member Hughes seconded the motion to reconvene in open session.

VOICE VOTE

Motion carried

The Board convened to closed session at 10:20 p.m. and reconvened to open session at 11:19 p.m.

**13. ACTION RESULTING FROM CLOSED SESSION**

A. Approval of Closed Session Minutes

Member Hughes moved and Member Samonte seconded the motion to approve the minutes of the January 14, 2019, closed session meeting.

VOICE VOTE

Motion carried

B. Review of Closed Session Minutes

Member Samonte moved and Member Hughes seconded the motion to keep the minutes from the January 14, 2019, closed session meeting permanently closed due to the confidential nature of the contents.

VOICE VOTE

Motion carried

**14. ADJOURNMENT**

Member Miller moved and Member Harris seconded the motion to adjourn the meeting.

VOICE VOTE

Motion carried

The meeting was adjourned at 11:19 p.m.

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Doug Purcell, President

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Melissa Jerves, Secretary