

September 9, 2019

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois met in regular session on Monday, September 9, 2019, at the Downers Grove Village Hall.

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

The President called the meeting to order at 7:00 p.m. and announced that it was the regular monthly meeting of the District 58 Board of Education. Members present: President Darren Hughes; Vice President Gregory Harris; and Members Kirat Doshi, Emily Hanus, Steve Olczyk, Jill Samonte and Tracy Weiner. Members absent: None. Also in attendance were Kevin Russell, 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; James Eichmiller, Assistant Superintendent for Technology and Learning; Catherine Hannigan, Manager of Business Services; Kevin Barto, Director of Buildings and Grounds; Megan Hewitt, Coordinator of Community Relations; and Melissa Jerves, Board Secretary. Attending this meeting were at least four visitors. (Visitors' Roster attached to official minutes.)

## **2. FLAG SALUTE**

Michael Krugman, principal of Whittier School, introduced Student Council sponsors Jenna Carey and Eric Miller, who in turn introduced 2018-19 Student Council officers Brennan Hardy, Cordelia Heller and Addison Carter. The students led the audience in the Pledge of Allegiance to the flag. The officers talked about Student Council elections, activities, fundraisers, and events for this school year including spirit days, support for charities, fundraising through caramel apple and candy cane sales, the Winter Wiggle dance, and Teacher Appreciation Week. Principal Krugman reported that Whittier's theme this year is "Find Your Superpower," which is incorporated into activities in and out of the classroom. He noted that student assessment data and key performance indicators from the strategic plan drive instruction, along with the school improvement plan that addresses areas of improvement in reading and math. In ELA, Whittier has surpassed the 75% District growth target with 78-98% growth. In math, Whittier students achieved 83-96% growth, above the 71% growth target set by the District. Whittier also has a robust SEL program, including Whittier Families, the Second Step curriculum, and morning meetings in every classroom.

PTA Co-Presidents Sarah Bogaczyk and Amy Cable highlighted the various fundraising efforts sponsored by the Whittier PTA, including a Color Run, Family Fun Nights at local restaurants, and Experiences, a program that builds community in addition to raising money. The PTA funds programs such as the Whittier Angels to support students in need, teacher wish lists, and staff appreciation celebrations. PTA also provides enrichment opportunities such as in-

school and after-school classes, the annual Variety Show, parent playdates, school supply kit ordering, and Fun Lunch.

### 3. BUDGET HEARING

#### A. Public Hearing on Proposed 2019-2020 Legal Budget

Assistant Superintendent for Business Todd Drafall provided a brief overview of the 2019-2020 budget. The budget is operationally balanced and reflects the addition of 9.8 FTE staff positions, additional professional development for teachers, and additions required by union contracts. The tentative budget was on display on the website and in the District office for 30 days. President Hughes opened the floor to comments from the audience; there were no comments. The hearing was closed at 7:23 p.m.

Member Doshi moved and Member Weiner seconded the motion to adopt the 2019-2020 Legal Budget as presented in final form.

ROLL CALL VOTE: AYES: Members Doshi, Hanus, Harris, Hughes, Olczyk, Samonte, and Weiner  
NAYS: None Motion carried

### 4. NON-ACTION REPORTS

#### A. "Spotlight on our Schools" – 1:1 Learning Update

Assistant Superintendent for Technology and Learning Dr. James Eichmiller gave a presentation on the 1:1 Learning Program. He gave an overview of the history of the program and the many reasons why the District invested in 1:1 technology. In particular, before the districtwide adoption, some schools had begun to invest in 1:1 technology on their own through grants or donations. The districtwide 1:1 program provides equity in learning resources across all schools.

Dr. Eichmiller next reviewed results from the annual 1:1 survey. Overall survey results improved; in particular, 90 percent of students reported that schoolwork has been more interesting since they started using iPads, an increase of 10 percent since 2017. Teachers were surveyed with a new tool that gauges teacher preparedness, professional learning goals, perceptions, and more. Results are being used to target areas where teachers require additional support. Professional learning in technology has increased in the past year, and many classrooms improved their use of online classroom communication tools, such as Seesaw and Google Classroom, to directly communicate with parents regarding student learning.

Board members commented on the continued importance of professional development to integrate technology into the curriculum in meaningful ways. Member Harris stated that the increase in students reporting that they found

schoolwork more interesting with iPads is a cause for celebration because student motivation has the greatest impact on growth and achievement.

## 5. COMMUNICATIONS

### Freedom of Information Act Requests

1. Freedom of Information Act request from Mike Fehrenbacher regarding list of current employees ~ *response from Board Secretary Melissa Jerves.*
2. Freedom of Information Act request from Tanner F. regarding special education transportation contracts ~ *response from Board Secretary Melissa Jerves.*
3. Freedom of Information Act request from Keith Galloway regarding current transportation contracts ~ *response from Board Secretary Melissa Jerves.*

### Email Communications

1. Emails from Debbie Rudi regarding student issue ~ *responses from Board Member Tracy Weiner and Superintendent Dr. Kevin Russell.*
2. Email from Mary Ellen Young regarding Grove Foundation golf outing ~ *response from Board Member Tracy Weiner.*
3. Email from Carole Wiet regarding Annual Report ~ *response from Community Relations Coordinator Megan Hewitt.*
4. Text messages from Tom Lykins regarding El Sierra first grade class size ~ *response from Board Member Steve Olczyk.*
5. Email from Tom and Cathy Lykins regarding El Sierra first grade class size ~ *response from El Sierra Principal Jason Lynde.*
6. Emails from Elizabeth Kincanon regarding class size ~ *responses from Superintendent Dr. Kevin Russell and Board President Darren Hughes.*
7. Thank you note from Ingrid Foster regarding retirement gift.
8. Letter from anonymous parent regarding student safety issues.
9. Letter from Laura Chico regarding class size at Pierce Downer ~ *response from Board Member Emily Hanus.*

## 6. REPORTS TO THE BOARD

### A. Superintendent

Superintendent Kevin Russell reported on the following topics:

- **Curriculum & Instruction:** The new science curriculum and math pilots are being implemented in classrooms. While the majority of curriculum resources were ready on the first day of school, the District is still working toward 100% readiness. After two Early Release Mondays, feedback from teachers regarding the professional learning has been very favorable.
- **Finance:** The budget is balanced, but very tight. The District will work toward creating more cushion for contingencies and increasing fund balances to prevent short-term borrowing when there are fluctuations in cash flow during the year.
- **Facilities:** Custodians and maintenance crews are commended for the job they do in preparing schools over the summer. Inquiries and

concerns regarding the lack of air conditioning in school buildings will continue to be addressed within the development of the District's Master Facility Plan.

- **Public Relations:** District administrators and Board members are making an effort to connect with community groups such as the PTA Council, Rotary Club, Downers Grove Economic Development Corporation, the Grove Foundation and the Village. Stronger ties create a better environment for students and staff.
- **Personnel:**
  - The District is dealing with class size concerns in a few schools, and has received parent concerns about class size in accelerated math classes. Dr. Russell noted that in small neighborhood schools, meeting the needs of students at a variety of math levels creates stress on school buildings and class sizes. He encouraged parents to contact their building principal with concerns. The District is committed to quality math instruction, and is constantly monitoring plans, given budget and facility constraints.
  - Compensation reports for certain IMRF employees, teachers and administrators have been posted on the District website.
- **Other:**
  - Recently an O'Neill student received a vague threatening social media post. The District worked with the Downers Grove Police Department to assess the threat, which was determined not credible, and provide extra support during the following school day.
  - Because of the Columbus Day holiday, the October Regular Board Meeting is scheduled for Wednesday, October 16.

B. Monthly Business

The Board received business reports, the investment report, and revenue and expenditure summary reports for the month ending August 31, 2019. Assistant Superintendent for Business/CSBO Todd Drafall reported that, with the cooperation of the DGEEA, the Business Office had the opportunity to talk to every staff group about insurance on the recent Institute Day. The Every Student Succeeds Act (ESSA) requires the District to report expenditures by building, and this data will be reflected on the state Report Card for the first time.

C. Treasurer's Report

There was nothing special to report in regard to the Treasurer's Report.

D. Policy Committee

The Policy Committee did not meet in August.

E. Legislative Committee

The Legislative Committee did not meet in August.

F. Financial Advisory Committee

Member Hughes reported on the September 6, 2019 Financial Advisory Committee meeting. The committee discussed the possibility of moving to an archival process for keeping committee documents; the District will continue to research options. The committee also reviewed Year-to-Date reports and the budget, and discussed options for increasing investment income. Next month a resolution to authorize a new investment vendor will be before the Board. Consumer Price Index (CPI) projections and budget planning for next year will begin soon. The Health and Wellness Committee will be recommending a January 2020 increase in insurance premium.

G. District Leadership Team (DLT)

Member Hughes and Dr. Russell reported on the August 27, 2019 District Leadership Team meeting. The DLT monitors the District's progress toward each Strategic Plan goal. The DLT reviewed the most recent progress, including the presentation of student achievement data and how it approaches or meets the key performance indicators in Goal 1; Much work has been done to pursue increased communication and equity across schools in furtherance of Goal 2, including the hiring of additional staff to reduce class size and work toward meeting the staffing targets set by the Resources Review Council last year. The facility planning community engagement process has begun in furtherance of Goal 3, which addresses facility needs of our aging buildings.

## 7. DISCUSSION

A. Third-Party Consultant for Community Engagement Process

Dr. Russell and President Hughes provided an update on the progress toward hiring a third-party consultant to assist with community engagement regarding facility planning. At the August meeting, the Board approved moving forward with the development of a contract with consultant Paul Hanley. Since that time, the umbrella company for Mr. Hanley's business was sold, and he was recruited by Wight & Co., the District's architect of record, to continue his consulting services as a consulting group named Beyond Your Base. Because of District 58's existing relationship with Wight, the Board and administrative team believe it is important to pause the process to assess whether there are potential legal or ethical concerns, or even the appearance of such concerns. The Board further discussed the need for transparency and the importance of a perception of integrity. The consensus of the Board was to revisit all the consultant proposals received. The administrative team will invite two or three final choices to present and answer questions at a special meeting in October.

## 8. RECEPTION OF VISITORS

There were no comments or questions from members of the audience at this time.

**9. APPROVAL OF MINUTES**

A. Approval of Minutes – August 12, 2019

Member Hanus moved and Member Weiner seconded the motion to approve the minutes of the August 12, 2019 regular meeting as presented.

VOICE VOTE

Motion carried

B. Approval of Minutes – August 26, 2019

Member Olczyk moved and Member Samonte seconded the motion to approve the minutes of the August 26, 2019 budget workshop as presented.

VOICE VOTE

Motion carried

**10. 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 Weiner moved and Member Doshi seconded the motion to approve the following items:

A. Personnel

The appointment of four certified teachers, the request for Family Medical Leaves of Absence for two certified teachers, and the resignation of one certified teacher. The appointment of 16 educational support personnel employees, the resignation of five educational support personnel employees, and the retirement of one custodial maintenance employee (effective December 31, 2019).

B. Financial Reports

The list of bills and obligations prepared for payment on September 9, 2019 as well as the revolving and imprest issued in August 2019 as shown on the list submitted under the date of September 9, 2019 in the total amount of \$2,297,736.02 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 SEPTEMBER 9, 2019  
LIST OF BILLS & EXPENDITURES

**EDUCATION FUND**

List of Bills – September 9, 2019

**\$2,055,231.81**

Revolving Fund - August 2019

**\$14,452.62**

Imprest Checks - August 2019	\$6,712.33
<b><u>OPERATIONS &amp; MAINTENANCE FUND</u></b>	
List of Bills - September 9, 2019	\$164,286.47
Revolving Fund - August 2019	\$399.19
Imprest Checks - August 2019	\$0.00
<b><u>DEBT SERVICE</u></b>	
List of Bills - September 9, 2019	\$873.18
Revolving Fund - August 2019	\$0.00
<b><u>TRANSPORTATION FUND</u></b>	
List of Bills - September 9, 2019	\$52,399.42
Revolving Fund - August 2019	\$0.00
Imprest Checks - August 2019	\$335.00
<b><u>IMRE</u></b>	
List of Bills - September 9, 2019	\$0.00
<b><u>FICA/MEDICARE</u></b>	
List of Bills - September 9, 2019	\$0.00
<b><u>SITE &amp; CONSTRUCTION FUND</u></b>	
List of Bills - September 9, 2019	\$3,046.00
<b><u>WORKING CASH FUND</u></b>	
List of Bills - September 9, 2019	\$0.00
<b><u>FIRE &amp; LIFE SAFETY FUNDS</u></b>	
List of Bills - September 9, 2019	\$0.00
<b><u>MEDICAL INSURANCE RESERVE FUND</u></b>	
List of Bills - September 9, 2019	\$0.00
<b><u>SINKING FUND</u></b>	
List of Bills - September 9, 2019	\$0.00
Revolving Fund - August 2019	\$0.00
<b>Total</b>	<b>\$2,297,736.02</b>

ROLL CALL VOTE: AYES: Members Doshi, Hanus, Harris, Hughes, Olczyk, Samonte, and Weiner  
 NAYS: None Motion carried

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

**11. RECOMMENDATIONS FOR ACTION**

A. Surplus Equipment: Pick-up Truck, Snowplow, John Deere Tractor, Soda

Machine, Desk

Member Olczyk moved and Member Samonte seconded the motion to designate the 2009 GMC pick-up truck, snowplow, tractor, soda machine and metal desk as surplus equipment.

ROLL CALL VOTE: AYES: Members Doshi, Hanus, Harris, Hughes, Olczyk, Samonte, and Weiner  
NAYS: None Motion carried

B. Appointment of IASB Delegate

Member Samonte moved and Member Weiner seconded the motion to appoint Kirat Doshi, with Emily Hanus as alternate, as delegate to the Illinois Association of School Boards Delegate Assembly at the Joint Annual Conference in November 2019.

ROLL CALL VOTE: AYES: Members Doshi, Hanus, Harris, Hughes, Olczyk, Samonte, and Weiner  
NAYS: None Motion carried

**12. ANNOUNCEMENTS**

President Hughes announced the following dates:

Tuesday, September 17, 7:00 a.m.	Policy Committee meeting ASC
Wednesday, September 25, 3:45 p.m.	Legislative Committee meeting ASC
Tuesday, October 15, 7:00 a.m.	Policy Committee meeting ASC
Wednesday, October 16, 7:00 p.m.	Regular Board Meeting Village Hall

**13. CLOSED SESSION**

Member Harris moved and Member Samonte 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);
- litigation, when an action against, affecting or on behalf of the 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; 5 ILCS 120/2(c)(11);

- 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 Doshi, Hanus, Harris, Hughes, Olczyk, Samonte, and Weiner  
NAYS: None Motion carried

Member Doshi moved and Member Olczyk seconded the motion to reconvene in open session.

VOICE VOTE Motion carried

The Board convened to closed session at 9:55 p.m. and reconvened to open session at 10:20 p.m.

#### 14. ACTION RESULTING FROM CLOSED SESSION

A. Resolution for Dismissal of Custodial Maintenance Employee for Reasons Other than Reduction-in-Force

Member Harris moved and Member Weiner seconded the motion to adopt the resolution for Dismissal of Custodial Maintenance Employee for Reasons Other than Reduction-in-Force. (Attachment 20190909A)

ROLL CALL VOTE: AYES: Members Doshi, Hanus, Harris, Hughes, Olczyk, Samonte, and Weiner  
NAYS: None Motion carried

B. Approval of Closed Session Minutes

Member Samonte moved and Member Weiner seconded the motion to approve the minutes of the August 12, 2019 closed session meeting and keep them permanently closed due to the confidential nature of the contents.

VOICE VOTE Motion carried

C. Approval of Closed Session Minutes

Member Samonte moved and Member Hanus seconded the motion to approve the minutes from the August 26, 2019 closed session meeting and keep them permanently closed due to the confidential nature of the contents.

VOICE VOTE Motion carried

D. Destruction of Verbatim Recordings

Member Samonte moved and Member Olczyk seconded the motion to approve the destruction of verbatim recordings that are at least twenty-four (24) months old, having on file Board-approved written minutes of the following closed meetings:

District 58

04/11/17

04/17/17

04/24/17

05/08/17

06/12/17

07/10/17

**NOTE:** District #69 Board approved written minutes are on file for closed session Wednesday, February 18, 2004 but no verbatim recording was ever given to District #58 upon annexation. A verbatim recording exists for closed session February 23, 2004 but no Board approved written minutes are on file. For that reason, the verbatim recording for District #69 dated February 23, 2004 shall not be destroyed.

District #69 -- verbatim recording exists for closed session June 28, 2004 (originally labeled June 29, 2004). No approved written minutes exist for this closed session. For that reason, the verbatim recording for District #69 dated June 28, 2004 shall not be destroyed.

VOICE VOTE

Motion carried

E. Semi-Annual Review of Permanently Closed Minutes

Member Doshi moved and Member Weiner seconded the motion to make available for public inspection the written minutes from the following District 58 closed session meetings upon the destruction of the verbatim recording:

04/17/17

04/24/17

07/10/17

VOICE VOTE

Motion carried

Member Samonte moved and Member Hanus seconded the motion to keep the District 58 and District 69 closed session minutes listed in Attachment 09/09/19\* permanently closed for reasons of confidentiality.

VOICE VOTE

Motion carried

**15. ADJOURNMENT**

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

VOICE VOTE

Motion carried

The meeting was adjourned at 10:23 p.m.

---

Darren Hughes, President

---

Melissa Jerves, Secretary