

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois met in regular session on Monday, September 14, 2020, at Herrick Middle School. Due to the COVID-19 emergency, in-person meeting attendance was limited to 50 people and the meeting was live streamed to the public on the District 58 YouTube channel.

**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 Darren Hughes; Vice President Gregory Harris; and Members Kirat Doshi, Emily Hanus (via video conference), Steve Olczyk, Jill Samonte and Tracy Weiner. Members absent: None. Also in attendance were Kevin Russell, Superintendent; Jayne Yudzentis, Assistant Superintendent for Personnel; Justin Sisul, Assistant Superintendent for Curriculum and Instruction; Jessica Stewart, Assistant Superintendent for Special Services; James Eichmiller, Assistant Superintendent for Technology and Learning; Todd Drafall, Assistant Superintendent for Business/CSBO; Catherine Hannigan, Manager of Business Services; Kevin Barto, Director of Buildings and Grounds; and Melissa Jerves, Board Secretary.

**2. FLAG SALUTE**

President Hughes led the flag salute.

**3. SPOTLIGHT ON OUR SCHOOLS**

A. Defining and Pursuing Educational Equity in District 58

Assistant Superintendent Justin Sisul and Dr. Ivette Dubiel from the DuPage Regional Office of Education shared a presentation regarding educational equity. While components of educational equity appear in the District's mission, vision and strategic plan and the majority of staff have participated in professional development on the subject, in recent months conversations about equity have come to the forefront. Dr. Dubiel gave the Board an abbreviated version of the presentation she has used with staff. Staff feedback on the training has been overwhelmingly positive. Next steps include scheduling implicit bias training for all staff, developing an ongoing training program, creating a District 58 equity team, reviewing curricula through an equity lens, and providing staff with developmentally appropriate lessons and materials to discuss current events with students in the coming months.

**4. COMMUNICATIONS**

Written Communications

1. Email from Kelly Becker regarding online academy ~ *response from Asst Supt Dr. James Eichmiller*
2. Email from Ainsley Sumlin regarding decision deadline ~ *response from Board President Darren Hughes*
3. Email from Kate Magnusson regarding commitment forms due Monday ~ *responses from Asst Supt Dr. James Eichmiller and Superintendent Dr. Kevin Russell*
4. Email from Ross Taylor regarding question on Return to Learn Plan ~ *response from Superintendent Dr. Kevin Russell*
5. Email from Brian Aycock regarding online academy ~ *response from Superintendent Dr. Kevin Russell*
6. Email from Jane Weber regarding arrival and dismissal for elementary ~ *response from Superintendent Dr. Kevin Russell*
7. Email from Melissa Rausch regarding message to BOE members ~ *response from Superintendent Dr. Kevin Russell*
8. Email from Ivana C. regarding back to school questions unanswered ~ *response from Superintendent Dr. Kevin Russell*
9. Email from Genevieve Hahn regarding remote learning
10. Email from Kelly Koeppen regarding a long time coming
11. Email from Coco O'Shaughnessy regarding board meeting Aug. 10 ~ *response from Superintendent Dr. Kevin Russell*
12. Email from Lisa Eddington regarding thank you ~ *response from Board Member Kirat Doshi*
13. Text message from Lizz Lukes regarding school schedule
14. Email from Kelly Miller regarding new guidelines
15. Email from Tia Nash regarding support of onsite learning ~ *response from Board Member Tracy Weiner*
16. Text message from Lauren regarding article
17. Email from Zaida Morillo regarding Highland kindergarten ~ *response from Superintendent Dr. Kevin Russell*
18. Email from Heather Jurkowski regarding legal ~ *response from Superintendent Dr. Kevin Russell*
19. Email from Jamie Hofmeister regarding remote education
20. Email from Sarah Mayer regarding remote learning special meeting
21. Email from Katie Hamilton regarding DG58 onsite learning plans
22. Email from David Gassen regarding 2020-2021 school reopening ~ *response from Superintendent Dr. Kevin Russell*
23. Email from Kristin Clancy regarding remote learning
24. Email from Anne Wirtz regarding thank you/tonight's vote
25. Email from Kelly Gribben Dussman regarding tonight's meeting
26. Text message from Mandi regarding thank you ~ *response from Board Member Tracy Weiner*
27. Text message from July Lofing Conner regarding thank you
28. Email from James Milkert regarding thank you ~ *response from Superintendent Dr. Kevin Russell*
29. Email from Michelle Potter regarding thank you
30. Email from Brian Westendorf regarding opening schools in fall 2020 ~ *response from Superintendent Dr. Kevin Russell*

31. Email from Eileen and Jeff Logan regarding gratitude from the Logan family ~ *responses from Superintendent Dr. Kevin Russell, Principal Carin Novak, and Board Member Emily Hanus*
32. Email from Brandon India regarding learning resources and technology ~ *responses from Asst. Superintendent for Technology and Learning Dr. James Eichmiller and Board President Darren Hughes.*
33. Email from Carl Landi regarding questions about school ~ *response from Superintendent Dr. Kevin Russell*
34. Email from Patty Esslinger regarding Give With Bing program ~ *response from Board President Darren Hughes*
35. Email from Katie Bastien regarding kids need to return to the classroom ~ *response from Superintendent Dr. Kevin Russell*
36. Email from Noelle Schwartz regarding in person schooling ~ *response from Superintendent Dr. Kevin Russell*
37. Email from Gwen Laning regarding in person learning ~ *response from Board Secretary Melissa Jerves*
38. Email from Melissa Graves regarding remote learning schedule ~ *responses from Principal Carin Novak and Superintendent Dr. Kevin Russell*

#### Freedom of Information Act Requests

1. Freedom of Information Act request from Robert Propst, Advanced Disposal, regarding waste and recycling services (commercial request) ~ *response from Board Secretary Melissa Jerves*
2. Freedom of Information Act request from Heidi Holloway, Citywide Building Maintenance, regarding custodial services (commercial request) ~ *response from Board Secretary Melissa Jerves*
3. Freedom of Information Act request from Michele Youngerman, CBS Chicago, regarding staff not returning to work during 2020-21 school year ~ *response from Board Secretary Melissa Jerves*
4. Freedom of Information Act request from Matthew Patton regarding health department inspections and recommendations pertaining to COVID-19 safety procedures ~ *response from Board Secretary Melissa Jerves*
5. Freedom of Information Act request from Fred Smith, National Express, regarding transportation services contract ~ *response from Board Secretary Melissa Jerves*
6. Freedom of Information Act request from Ken Deloian, SmartProcure, regarding purchase order records ~ *response from Manager of Business Services Katie Hannigan*
7. Freedom of Information Act request from Scott O'Connell regarding school and administrative calendars ~ *response from Board Secretary Melissa Jerves*

## 5. REPORTS TO THE BOARD

### A. Superintendent

Superintendent Kevin Russell reported on the following:

- **Curriculum:** Families will receive information from their school regarding

Curriculum Nights, which will be held virtually on September 22 (Grove Children's Preschool), September 23 (Belle Aire, Henry Puffer, Highland, Lester, Pierce Downer, Whittier and O'Neill) and September 24 (El Sierra, Fairmount, Hillcrest, Indian Trail, Kingsley and Herrick).

- **Personnel:** In accordance with the Illinois School Code, salary and compensation reports for Illinois Municipal Retirement Fund (IMRF) employees, teachers and administrators are presented to the Board and will be posted on the District website as required by law.
- **Finance:** The Board will hold a special meeting and budget hearing on Sept. 28 to approve the FY21 budget.
- **Facilities:** The custodial maintenance staff worked above and beyond to set up buildings both inside and outside to welcome students for transition days.
- **Technology:** District 58's network is performing well during remote learning. The technology team made some configuration adjustments to ensure consistent speeds even with heavy Zoom traffic. The Technology Department continues to support hundreds of help desk requests from students, families and staff. Despite the high volume, the average response time has been less than six hours. Users with urgent requests are encouraged to call. A text message contact option is now available as well.
- **Public Relations:** Continuing to connect with key community groups remains a priority. The Wood-Grove meal cooperative has been extended through the end of December, allowing the District to provide six free breakfasts and lunches to all children in the community. The Education Foundation is still accepting donations to its COVID-19 relief fund for families in need. District 58 has won 12 state and national communications awards from the National School Public Relations Association (NSPRA) and its Illinois chapter. The state awards were presented during a virtual award ceremony on September 11.
- **Return to School presentation:** Dr. Russell presented an overview of the framework for return to school from the DuPage County Health Department (DCHD). The framework provides needed clarity and a path forward for onsite instruction, but it will cause the District's existing plan to be modified. The DCHD anticipates that the county will move between moderate and substantial levels of community transmission of COVID-19 throughout the fall and winter. District 58's initial modified onsite plan aligned with a minimal level; a hybrid plan aligns with a moderate level, while remote learning aligns with a substantial level of transmission. This framework is one of many factors, including the impact on the educational process for staff and students, that must be considered before pivoting from one learning model to another. Next steps for District 58 include a series of formal and informal planning meetings, in which the District must build multiple plans for onsite, remote and students who are isolating, account for frequent student and staff absences, and ensure that all plans are flexible and in sync with one another to ease the transitions between them. The administration will present a plan for a return to onsite instruction at the next Board meeting on September 28.

B. Monthly Business

The Board received business reports and the investment report for the month ending August 31, 2020. Assistant Superintendent for Business/CSBO Todd Drafall reported that since a tentative budget was approved in August, the Business Office was able to create Year-to-Date reports for both July and August. The July report is notable in that there were three payrolls this year compared to two in July 2019. Overall expenses and revenues are in line with previous years. However, due to additional COVID expenses, as of August 31 almost 11% of the Operations and Maintenance budget has already been spent, approximately double the spending at the same time last year.

C. Treasurer's Report

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

D. Policy Committee

Member Tracy Weiner reported on the August 18, 2020 Policy Committee meeting. The committee reviewed the latest policy updates, including a series of policies written to comply with Title IX. The most urgent policies were approved by the Board in August, and the committee will review the remainder and put them on the next Board agenda for first reading.

E. Legislative Committee

The Legislative Committee did not meet in August.

F. Financial Advisory Committee

President Darren Hughes reported on the Sept. 4, 2020 Financial Advisory Committee (FAC) meeting. The FAC discussed the work of the Health and Wellness Committee and the impact that health insurance rates will have on next year's budget; reviewed the FY21 budget; and discussed upcoming capital needs and the Consumer Price Index forecast.

G. District Leadership Team

President Hughes also reported on the August 31, 2020 District Leadership Team (DLT) meeting. The DLT serves to monitor progress toward strategic plan goals. The priority placed on communication in the strategic plan has been especially important this year. The curriculum adoption timeline included piloting new social studies resources this year. The Social Studies committee decided that grades 6-8 will continue with the pilot, while grades K-5 will postpone the pilot process for a year. The new district website has launched, and a redesigned Annual Report has been shared with the community. Regular communication to staff and the community continues.

H. Health and Wellness Committee

Vice President Gregory Harris reported on the September 3, 2020 Health and Wellness Committee meeting. The committee is preparing a recommendation to the Board on health insurance rates. The past year has seen lower health care claims, which will affect the rate recommendation.

**6. DISCUSSION**

There were no discussion items on the agenda.

**7. PUBLIC COMMENT**

Dana Cox, Belle Aire parent, stated that in her experience in the dental profession, with proper personal protective equipment and social distancing, there is no reason schools cannot also safely reopen in a hybrid model. Children’s emotional and mental health should be a high priority.

**8. APPROVAL OF MINUTES**

A. Approval of Minutes – August 10, 2020

Member Weiner moved and Member Olczyk seconded the motion to approve the minutes of the August 10, 2020 regular meeting as presented.

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

B. Approval of Minutes – August 18, 2020

Member Weiner moved and Member Samonte seconded the motion to approve the minutes of the August 18, 2020 special meeting as presented.

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

C. Approval of Minutes – August 24, 2020

Member Weiner moved and Member Olczyk seconded the motion to approve the minutes of the August 24, 2020 special meeting/budget workshop as presented.

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

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

A. Personnel

The appointment of nine certified staff, four educational support staff personnel, and three custodians; the medical leaves of absence of four certified staff and one educational support staff employee; the resignation of one certified teacher, eleven educational support staff personnel, and one custodian; the retirement of one certified teacher (effective June 2024) and two educational support staff personnel.

**B. Financial Reports**

The list of bills and obligations prepared for payment on September 14, 2020, as well as the revolving and imprest issued in August 2020 as shown on the list submitted under the date of September 14, 2020 in the total amount of \$2,380,042.53 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 14, 2020  
LIST OF BILLS & EXPENDITURES

**EDUCATION FUND**

|                                    |                |
|------------------------------------|----------------|
| List of Bills - September 14, 2020 | \$1,937,868.37 |
| Revolving Fund - August 2020       | \$86,206.18    |
| Imprest Checks - August 2020       | \$14,964.57    |

**OPERATIONS & MAINTENANCE FUND**

|                                    |              |
|------------------------------------|--------------|
| List of Bills - September 14, 2020 | \$202,430.27 |
| Revolving Fund - August 2020       | \$28,471.98  |
| Imprest Checks - August 2020       | \$168.30     |

**DEBT SERVICE**

|                                    |        |
|------------------------------------|--------|
| List of Bills - September 14, 2020 | \$0.00 |
| Revolving Fund - August 2020       | \$0.00 |

**TRANSPORTATION FUND**

|                                    |         |
|------------------------------------|---------|
| List of Bills - September 14, 2020 | \$0.00  |
| Revolving Fund - August 2020       | \$74.00 |
| Imprest Checks - August 2020       | \$0.00  |

**IMRF**

|                                    |        |
|------------------------------------|--------|
| List of Bills - September 14, 2020 | \$0.00 |
|------------------------------------|--------|

**FICA/MEDICARE**

|                                    |        |
|------------------------------------|--------|
| List of Bills - September 14, 2020 | \$0.00 |
|------------------------------------|--------|

**SITE & CONSTRUCTION FUND**

|                                    |              |
|------------------------------------|--------------|
| List of Bills - September 14, 2020 | \$109,858.86 |
| Revolving Fund - August 2020       | \$0.00       |

**WORKING CASH FUND**

|                                    |        |
|------------------------------------|--------|
| List of Bills - September 14, 2020 | \$0.00 |
|------------------------------------|--------|

**FIRE & LIFE SAFETY FUNDS**

List of Bills - September 14, 2020 \$0.00

**MEDICAL INSURANCE RESERVE FUND**

List of Bills - September 14, 2020 \$0.00

**SINKING FUND**

List of Bills - September 14, 2020 \$0.00

Revolving Fund - August 2020 \$0.00

Total \$2,380,042.53

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)

**10. RECOMMENDATIONS FOR ACTION**

A. Appointment of IASB Delegate

Member Weiner moved and Member Doshi seconded the motion to appoint Member Emily Hanus as delegate and Member Kirat Doshi as alternate delegate to the 2020 Illinois Association of School Boards Delegate Assembly.

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

**11. ANNOUNCEMENTS**

President Hughes announced the following dates:

Tuesday, September 15, 7 a.m. Policy Committee Meeting

Wednesday, September 23, 3:45 p.m. Legislative Committee Meeting

Monday, September 28, 7 p.m. Special Board Meeting/Budget Hearing Village Hall

**12. CLOSED SESSION**

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

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

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

The Board convened to closed session at 9:04 p.m. and reconvened to open session at 9:07 p.m.

### 13. ACTION RESULTING FROM CLOSED SESSION

#### A. Approval of Closed Session Minutes – August 10, 2020

Member Weiner moved and Member Doshi seconded the motion to approve the minutes of the August 10, 2020 closed session meeting and keep them permanently closed due to the confidential nature of the contents.

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

#### B. Approval of Destruction of Closed Session Verbatim Recordings

Member Weiner moved and Member Doshi seconded the motion to approve the destruction of the following verbatim recordings that are at least twenty-four months old:

##### District 58

03/12/18

04/09/18

04/23/18

05/14/18

06/11/18

06/22/18

07/09/18

08/06/18

08/13/18

08/27/18

ROLL CALL VOTE: AYES: Members Doshi, Hanus, Harris, Hughes, Olczyk,

Samonte, and Weiner  
NAYS: None Motion carried

C. Keep Closed Session Minutes Permanently Closed

Member Weiner moved and Member Doshi seconded the motion to keep the District 58 closed session minutes listed in Attachment 09/14/20\* and the District 69 closed session minutes listed in Attachment 09/14/20\* permanently closed for reasons of confidentiality.

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

**14. ADJOURNMENT**

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

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

The meeting was adjourned at 9:13 p.m.

---

Darren Hughes, President

---

Melissa Jerves, Secretary