

April 13, 2020

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois met in regular session on Monday, April 13, 2020, at Longfellow Center. Due to the COVID-19 emergency and the Governor's stay-at-home order, the meeting was held virtually via Zoom videoconference and livestreamed to the public on the District's YouTube channel.

1. CALL TO ORDER/ROLL CALL

The President called the meeting to order at 7:02 p.m. and announced that it was the regular monthly meeting of the District 58 Board of Education. Present at Longfellow Center: President Darren Hughes; Kevin Russell, Superintendent; James Eichmiller, Assistant Superintendent for Technology and Learning; and Melissa Jerves, Board Secretary. Present via video conference: Vice President Gregory Harris; and Members Kirat Doshi, Emily Hanus, Steve Olczyk, Jill Samonte and Tracy Weiner. Members absent: None. Also in attendance via video conference were 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; and Megan Hewitt, Coordinator of Community Relations. Paul Hanley of Beyond Your Base was also in attendance via video conference.

2. FLAG SALUTE

President Hughes led the flag salute.

3. RECOMMENDATION FOR ACTION

- A. Policy 1150 (2:230) - TR - Temporary Rules for Public Participation at School Board Meetings during the COVID-19 Emergency
Member Harris moved and Member Doshi seconded the motion to adopt Policy 1150 (2:230) - TR, Temporary Rules for Public Participation at School Board Meetings during the COVID-19 Emergency.

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" - Remote Learning
Dr. Russell began the presentation on Remote Learning by reviewing the timeline of events since the March 9th board meeting, including the

creation of an emergency e-learning plan, the statewide suspension of in-person instruction, the drafting of a Remote Learning Plan with the guidance of ISBE and feedback from building administration and union leadership, and finally the beginning of remote learning in District 58 on April 7th. Assistant Superintendent for Curriculum and Instruction Justin Sisul outlined the differences between e-learning and remote learning. The ultimate goal of remote learning plans, as defined by ISBE, is to continue learning focused on critical standards, minimize instructional loss, and provide routine and structure to ensure students stay connected to schools and learning. District 58's plan includes weekly assignment lists posted in advance, direct instruction on new concepts provided asynchronously, weekly check-in meetings via Zoom, and individualized remote learning plans for special education students. Grading is a means to provide teacher feedback, not a punitive measure. The District will continue to solicit staff and family feedback, and modify the plan if necessary. Mr. Sisul emphasized that flexibility is key for all to succeed, recognizing that both teachers and students have unique challenges in working from home.

5. COMMUNICATIONS

Written Communications

1. Email from Vasia Manetas Gouriotis regarding early release Mondays ~ *response from Board President Darren Hughes.*
2. Text message from Leslie M. regarding cell phones in schools ~ *response from Board Member Tracy Weiner.*
3. Text message from Kylie Spahn regarding Lombard school closure.
4. Email from Rochelle Gorey regarding food assistance ~ *response from Board Member Tracy Weiner.*
5. Email from Alison Rozell regarding social distancing recommendations ~ *response from Superintendent Dr. Kevin Russell.*
6. Email from Chris Hanley regarding Logitech hardware.
7. Email from Teresa Johnson regarding e-learning ~ *response from Superintendent Dr. Kevin Russell.*
8. Text message from Michelle Sleboda regarding OKEEP fees ~ *response from Board Member Tracy Weiner.*
9. Email from Deborah Mucciolo regarding OKEEP fees ~ *responses from Superintendent Dr. Kevin Russell and Board President Darren Hughes.*
10. Emails from Jim and Katie Hamilton regarding OKEEP fees and remote learning ~ *responses from Superintendent Dr. Kevin Russell and Board President Darren Hughes.*
11. Email from Kamila Bizior regarding OKEEP fees ~ *response from Board President Darren Hughes.*

Freedom of Information Act requests

1. Freedom of Information Act request from Jen Weeks, SMART Local 265, regarding HVAC and other work contracted by the District.

Board Meeting Follow-Up Communications

1. Email from Board Vice President Gregory Harris to Kylie Spahn regarding SEL assessment.
2. Email from Board Vice President Gregory Harris to Amy Ihde regarding SEL assessment.

6. REPORTS TO THE BOARD

A. Superintendent

Superintendent Kevin Russell reported on the following:

- Thank you to the entire District 58 community for its support, guidance and patience during this time. Thanks also to custodians for cleaning buildings and to instructional assistants who have stepped in to distribute meals to students.
- Curriculum and Instruction: In addition to implementing the Remote Learning Plan, the administration is focused on the future transition back to on-site learning, including which formative and summative assessments will be appropriate to gauge student learning and guide proper interventions. Full implementation of the new math curriculum is also a priority, although the professional development timeline will need to be adjusted.
- Finance: Todd Drafall continues to work on revenue and expense projections due to COVID-19, but the District's financial situation is fluid at this time. The District is awaiting a decision from the county whether it will adjust the collection of property taxes; the District depends on property taxes for the majority of its revenue. Federal stimulus funds may also be available. Later this month, the Board will host a virtual budget workshop regarding the District's current financial status and forecast for fiscal year 2021.
- Facilities: Based on progress made by the Citizen Task Force, the Board was prepared to begin a community engagement process after Spring Break regarding District facility needs. However, due to the COVID-19 emergency, the Board and Dr. Russell agreed to pause those efforts until the Board can discuss the issue later during this meeting.
- Public Relations: Dr. Russell has created a Q&A video series on YouTube to answer frequently asked questions regarding COVID-19 and the suspension of on-site instruction.
- Personnel: Dr. Yudzentis and union leadership have worked together to negotiate emergency e-learning and remote learning plans.
- Technology: Dr. Eichmiller and the Technology Department have worked to ensure correct privacy settings and teacher

training on the Zoom video conferencing platform. They have also provided devices to kindergarten students and continue to respond to help desk tickets.

- Student Services: Part of the District's Remote Learning Plan includes ensuring that students with special needs receive the services they are entitled to under the Individuals with Disabilities Education Act (IDEA). Jessica Stewart is working closely with the Illinois State Board of Education (ISBE) and the U.S. Department of Education to ensure that the District is in compliance with all laws and meets the needs of our students.
- Other: All stakeholders are encouraged to follow District 58 on social media for more information about events and celebrations around our schools and community.

B. Monthly Business

The Board received business reports, the investment report, and revenue and expenditure summary reports for the month ending April 13, 2020. Assistant Superintendent for Business/CSBO Todd Drafall reported that the Year-to-Date reports do not yet reflect the impact of the COVID-19 emergency. Revenue and expenses are tracking as expected. Receiving early tax money from the county will be vital for the District to make payroll in June. Some delays in the supply chain are expected, though Buildings & Grounds has been encouraged to order summer supplies early. Potential increases in expenditures are unpredictable at this time. Due to the shutdown of schools, there are some funds that have not been spent this spring that may be used for future expenditures.

C. Treasurer's Report

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

D. Policy Committee

Member Samonte and Dr. Russell reported that the District's review of the draft policy manual is complete. The IASB has suspended its editing meetings, but will likely transition to virtual meetings to complete the editing process. Adoption and implementation of the policy manual is still anticipated by the beginning of the coming school year.

E. Legislative Committee

The Legislative Committee did not meet in March.

F. Financial Advisory Committee

The Financial Advisory Committee did not meet in March.

G. District Leadership Team

The District Leadership Team did not meet in March.

H. Health and Wellness Committee

Member Harris reported on the March 18, 2020 meeting. The Medical Reserve Fund balance is up. While it is uncertain how the current crisis will affect the District's healthcare costs, the District continues to seek cost-saving measures. The committee reviewed a prescription drug management plan, in which some high-cost drugs will be replaced by lower-cost alternatives.

7. **DISCUSSION**

A. Facility Community Engagement Planning

Paul Hanley of Beyond Your Base participated in the discussion. The Board agreed that pausing community engagement is the right decision during the COVID-19 emergency. Facility needs that arise in the short term may mean doing without in other areas. Considering a best-case scenario of a ballot question in April 2021, Mr. Hanley outlined a potential timeline. Much of the material for messaging and polling has already been developed and can be continued during this time. Dr. Russell stated that he will work with Mr. Hanley on additional alternative timelines for a ballot question.

B. Agreement with Wight & Co.

Assistant Superintendent of Business Todd Drafall explained that Wight & Co. has served as the District's architect of record for a number of years. All projects have been contracted on a per-project basis. However, it is best practice to enter into a master agreement that spells out how the parties will resolve potential conflicts or errors. The master agreement is not for a specific term; the District may give notice and engage a different architect if it chooses. The master agreement will serve as a starting point when negotiating the scope of work for any future specific projects. The agreement will be presented to the Board for approval in May.

8. **PUBLIC COMMENT**

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

9. **APPROVAL OF MINUTES**

A. Approval of Minutes – March 5, 2020

Member Weiner moved and Member Doshi seconded the motion to approve the minutes of the March 5, 2020 special meeting as presented.

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

Olczyk, Samonte, and Weiner
NAYS: None Motion carried

B. Approval of Minutes – March 9, 2020
Member Weiner moved and Member Hanus seconded the motion to approve the minutes of the March 9, 2020 regular meeting as presented.

ROLL CALL VOTE: AYES: Members Doshi, Hanus, Harris, Hughes,
Olczyk, Samonte, and Weiner
NAYS: None 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 one certified teacher and the request for Family Medical Leave of Absence for one certified teacher. The resignation of one educational support employee and the appointment of one custodian. The recommendations for tenure for 19 certified staff employees, a 3% increase in non-union education support staff and registered nurse salaries for 2020-2021, and technology staff salary increases for 2020-2021 as listed in the Personnel Report.

B. Financial Reports

The list of bills and obligations prepared for payment on April 13, 2020 as well as the revolving and imprest issued in March 2020 as shown on the list submitted under the date of April 13, 2020 in the total amount of \$868,350.77 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 APRIL 13, 2020
LIST OF BILLS & EXPENDITURES**

EDUCATION FUND

List of Bills – April 13, 2020	\$461,126.58
Revolving Fund - March 2020	\$5,144.02
Imprest Checks - March 2020	\$17,980.32

<u>OPERATIONS & MAINTENANCE FUND</u>	
List of Bills - April 13, 2020	\$133,646.93
Revolving Fund - March 2020	\$82.18
Imprest Checks - March 2020	\$628.46
<u>DEBT SERVICE</u>	
List of Bills - April 13, 2020	\$0.00
Revolving Fund - March 2020	\$0.00
<u>TRANSPORTATION FUND</u>	
List of Bills - April 13, 2020	\$228,612.18
Revolving Fund - March 2020	\$0.00
Imprest Checks - March 2020	\$890.10
<u>IMRF</u>	
List of Bills - April 13, 2020	\$0.00
<u>FICA/MEDICARE</u>	
List of Bills - April 13, 2020	\$0.00
<u>SITE & CONSTRUCTION FUND</u>	
List of Bills - April 13, 2020	\$20,240.00
<u>WORKING CASH FUND</u>	
List of Bills - April 13, 2020	\$0.00
<u>FIRE & LIFE SAFETY FUNDS</u>	
List of Bills - April 13, 2020	\$0.00
<u>MEDICAL INSURANCE RESERVE FUND</u>	
List of Bills - April 13, 2020	\$0.00
<u>SINKING FUND</u>	
List of Bills - April 13, 2020	\$0.00
Revolving Fund - March 2020	\$0.00
Total	----- \$868,350.77

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. Resolution Re: Honorable Dismissal of Educational Support Personnel

Employees

Member Doshi moved and Member Olczyk seconded the motion to adopt the Resolution re: Honorable Dismissal of Educational Support Personnel Employees.

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

B. Resolution Re: Non-Reemployment of Part-time Educational Support Personnel Employees

Member Olczyk moved and Member Hanus seconded the motion to adopt the Resolution re: Non-Reemployment of Part-time Educational Support Personnel Employees.

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

C. First Student Contract Extension

Member Weiner moved and Member Harris seconded the motion to approve the one-year contract extension of 5.75% with First Student for student transportation for 2020-2021 as shown in the attached proposed rates.

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

D. Acceptance of Everybody Plays at Puffer Gift

Member Olczyk moved and Member Weiner seconded the motion to approve the donation agreement and accept the gift from Everybody Plays at Puffer as presented.

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

E. Acceptance of Lester Community Playground Gift

Member Weiner moved and Member Olczyk seconded the motion to approve the donation agreement and accept the gift from Lester Community Playground as presented.

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

F. Bid: El Sierra Playground Renovation

Member Weiner moved and Member Olczyk seconded the motion to award the bid for Playground Renovations at El Sierra Elementary School to K&D Landscape at a cost of \$114,081.00.

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

G. Purchase of Henry Puffer Playground Equipment and Safety Surfacing

Member Weiner moved and Member Samonte seconded the motion to approve the purchase of Landscape Structures playground equipment (\$98,375) and Surface America safety surfacing (\$47,088) from NuToys Leisure Products through the Sourcewell purchasing cooperative for the Henry Puffer playground at a cost of \$145,463.00.

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

H. Purchase of Lester Playground Equipment and Safety Surfacing

Member Weiner moved and Member Olczyk seconded the motion to approve the purchase of BCI Burke playground equipment (\$149,054.78) from Play Illinois Inc. and the purchase of synthetic turf and installation from Perfect Turf (\$117,850.00) through the OMNIA Partners purchasing cooperative for the Lester playgrounds at a cost of \$266,904.78.

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

I. Purchase of El Sierra Playground Equipment

Member Weiner moved and Member Olczyk seconded the motion to approve the purchase of Landscape Structures playground equipment from NuToys Leisure Products through the Sourcewell purchasing cooperative for the El Sierra playground at a cost of \$67,789.00.

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:

Monday, April 27th, 7 p.m. Tentative Budget Workshop

13. CLOSED SESSION

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

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

The Board convened to closed session at 9:13 p.m. and reconvened to open session at 9:20 p.m.

14. ACTION RESULTING FROM CLOSED SESSION

A. Approval of Closed Session Minutes - March 5, 2020

Member Harris moved and Member Doshi seconded the motion to approve the minutes of the March 5, 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 Closed Session Minutes - March 9, 2020

Member Weiner moved and Member Samonte seconded the motion to approve the minutes from the March 9, 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,

NAYS: Olczyk, Samonte, and Weiner
None Motion carried

15. ADJOURNMENT

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

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

The meeting was adjourned at 9:22 p.m.

Darren Hughes, President

Melissa Jerves, Secretary