

January 13, 2020

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois met in regular session on Monday, January 13, 2020, 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; 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 12 visitors. (Visitors' Roster attached to official minutes.)

2. FLAG SALUTE

Melissa Sawisch, principal of Kingsley School, introduced Student Council sponsors Ashley Bidlencik and Carly Boyle, who in turn introduced student council officers Justin McLain, Brady Dunlap, Jackson Paige and Nico Fallara. The students led the audience in the Pledge of Allegiance to the flag. The officers talked about activities, fundraisers, and events that they love at Kingsley: the kindness of students, the charitable community that raised \$1,500 for childhood cancer awareness, the giving tree project that fulfilled every holiday gift request for Kingsley families in need, and the supportive staff members who helped with fundraising for juvenile diabetes. Student Council members read the daily announcements and plan to start fundraising to help animals in danger from the Australia bush fires.

Principal Sawisch reported on how Kingsley is working on the three goals set out in the Strategic Plan. Kingsley is working toward achieving the Key Performance Indicator (KPI) targets in MAP reading and math scores. The District's KPI target for reading is 75%, and 71% for math. Kingsley achieved 62% in both areas. Kingsley staff are using collaborative team structures, such as data review days and Professional Learning Mondays, to have deeper conversations about student performance and growth targets. Kingsley has strong ties with the fire and police departments, regular communication with parents via weekly newsletter and Seesaw, family math and reading events, and a new club for students that focuses on the community (LION Club: Leaders In Our Neighborhood). Kingsley is also working with the Village, the police department, and Kingsley families to improve

traffic safety around the school building.

Kim Breier, Kingsley PTA President, stated that the PTA fundraisers, such as Trivia Night and parent experiences, help support the education needs of Kingsley students. Funds have also provided new landscaping around the building; grants for staff members for classroom resources; and family events such as the annual ice cream social, pancake breakfast, mother/daughter and father/son events. The PTA has also been involved in improving traffic safety around Kingsley, and has advocated for the PTA Council and the Board of Education to set guidelines for PTA fundraising.

3. NON-ACTION REPORTS

A. "Spotlight on our Schools" – Math Committee Update

Assistant Superintendent for Curriculum and Instruction Justin Sisul and members of the Math Committee provided an update to the Board. Katie Hurckes, Jason Lynde, Heather Howland, James Eichmiller, Tracy deBuhr and Christine Priester described the past 10 years of committee work that has culminated in the current pilot of math core resources. Currently 46 classrooms in pre-K through fifth grade are piloting resources, in addition to seven sixth grade classrooms, and nine middle school teachers. A 48-question survey was administered to these pilot teachers, and feedback was also gathered from sixth-eighth graders. Mr. Sisul outlined the possible next steps toward a curriculum adoption, which would begin with a consensus decision from the committee, administrative review, and then Board adoption. The 2020-21 budget includes the anticipated resource adoption. Initial quotes have been secured, with the highest quote at \$800,000. Professional learning is planned for the February 28, 2020 Institute Day provided a final decision has been made. The continuation of Professional Learning Mondays is crucial to allow teachers to refine instruction in reading and science while learning the new math resource as well.

B. "Spotlight on our Schools" – Education Foundation Grants

Community Relations Coordinator Megan Hewitt reported on the Teacher Grants Program funded by the District 58 Education Foundation. Teachers and staff are invited to submit a grant application each September. Projects are selected through a blind review process; projects must align with the District's curriculum and strategic goals, and have measurable outcomes. In Fall 2019, 16 grants totaling more than \$14,000 were awarded.

C. "Spotlight on our Schools" – Winter Data Snapshot

Justin Sisul reported that winter data from the NWEA-MAP reading and math assessments serves as a mid-year checkpoint. The winter benchmark period is three weeks prior to winter break, which is designed to put some distance between the MAP and Illinois Assessment of Readiness (IAR) assessments. In consultation with NWEA statisticians, the District has begun

to use a more precise calculation of median achievement. Compared to data from previous years, there is no more than one percentage point difference. Key performance indicators as outlined in the Strategic Plan are on track overall. When compared to the national median, the median District 58 student performs between the 71st and 79th percentile in reading, while in math the median student performs between the 63rd and 77th percentile. Building teams analyze student, classroom, grade and school MAP assessment data to help tailor instruction to improve each student's learning.

4. COMMUNICATIONS

Written Communications

1. Text message from Coco O'Shaughnessy regarding Belle Aire.
2. Text message from Molly Maci regarding student issue ~ *response from Board Member Tracy Weiner.*
3. Email from Amy Vogt regarding visitor management system ~ *response from Board Member Tracy Weiner.*
4. Email from Michelle Signa regarding school start time ~ *response from Superintendent Dr. Kevin Russell.*
5. Email from Cheryl Manak regarding school calendar ~ *response from Board President Darren Hughes.*
6. Email from Briana Richardson regarding Citizen Task Force.
7. Emails from Meghan Gibbons regarding food service ~ *response from Board Vice President Greg Harris.*

Meeting Follow-Up Communications

1. Email from Board Vice President Greg Harris to Andrea Petrino regarding Belle Aire class size.

5. REPORTS TO THE BOARD

A. Superintendent

Superintendent Kevin Russell reported on the following:

- Curriculum: Administrators will meet with the DuPage Regional Office of Education to begin the process of a continuous improvement model for school improvement. All leaders in the District will be trained on "Cycles of Inquiry," a model designed to maximize the principal as an instructional leader while promoting change at the individual student level in learning and growth.
- Finance: The Financial Advisory Group met last week and discussed the District's need for a fund balance policy to ensure sufficient funds on hand to cover bills without short-term borrowing, as well as the ability to save for capital projects. The FAC will review a proposed policy at its next meeting.
- Facilities and Public Relations: The Citizen Task Force held its first meeting on December 18th. This 40-member group will evaluate the community's

support for a funding proposal that addresses the District's capital improvement needs and provide feedback to Dr. Russell regarding facility needs and funding solutions. The next meeting will focus on the grade 6-8 middle school model and make a recommendation whether District 58 should survey the community regarding their support for 6-8 middle schools.

- Personnel: Planning for school year 2020-21 has begun, including talking to building leaders about staffing needs.
- Technology: The Innovative Learning and Technology Committee met recently and discussed the process for recommending a faculty device refresh.
- Student Services: This month Grove Preschool will hold a Winter Open House at both Indian Trail and Henry Puffer. Families with incoming kindergarteners are encouraged to contact their schools. Accurate enrollment numbers assist in staff planning for the coming school year.
- Other: Schools will be closed on January 20th, Martin Luther King Jr. Day.

B. Monthly Business

The Board received business reports, the investment report, and revenue and expenditure summary reports for the month ending December 31, 2019. Assistant Superintendent for Business/CSBO Todd Drafall reported that the Year-to-Date Report shows expenses in line with the past. However, because the District's accounting is on a cash basis, a late transportation bill from last year was paid out during this year. Discounting that item, this year's expenses are more closely aligned with last year's, despite increases in overall transportation costs. Increased efficiency has helped to negate those cost increases. The state made another reimbursement payment at the end of December.

C. Treasurer's Report

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

D. Policy Committee

Member Weiner reported on the December 17, 2019 Policy Committee meeting. A policy consultant from the Illinois Association of School Boards (IASB) administered a battery of questions to the committee. The answers will inform the first draft of the revised policy manual. At the next committee meeting, working groups will begin review of each section. The final draft is expected to be ready for Board approval in June 2020.

E. Legislative Committee

Member Doshi reported on the December 18, 2019 Legislative Committee meeting. The committee focused on planning for the annual Legislative Breakfast, which will take place on Friday, February 7.

F. Financial Advisory Committee

Member Hughes reported on the January 10, 2020 Financial Advisory

Committee meeting. The committee reviewed the status of the Medical Reserve Fund (MRF). Health premium increases began in December, and employee deductibles reset in January, so lower distributions this month from the MRF are anticipated. The committee reviewed the FY19 Audit Report. The District hopes to move to a Comprehensive Annual Financial Report (CAFR) format next year, which includes additional statistical and historical information. Other topics discussed included a fund balance policy, the supplemental bond levy, and the viability of applying for a property tax relief grant from the state.

G. District Leadership Team

The District Leadership Team had not met since the last Board meeting.

H. Health and Wellness Committee

The Health and Wellness Committee had not met since the last Board meeting.

6. DISCUSSION

There were no items for discussion.

7. PUBLIC COMMENT

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

8. APPROVAL OF MINUTES

A. Approval of Minutes – December 9, 2019

Member Weiner moved and Member Hanus seconded the motion to approve the minutes of the December 19, 2019 regular meeting as presented.

VOICE VOTE

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

A. Personnel

The request for Family Medical Leaves of Absence for two certified teachers, one administrator, and one educational support employee. The resignation of one certified teacher.

B. Financial Reports

The list of bills and obligations prepared for payment on January 13, 2020 as well as the revolving and imprest issued in December 2019 as shown on the list submitted under the date of January 13, 2020 in the total amount of \$805,155.89 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 January 13, 2020
LIST OF BILLS & EXPENDITURES

EDUCATION FUND

List of Bills - January 13, 2020	\$477,964.45
Revolving Fund - December 2019	\$41,508.21
Imprest Checks - December 2019	\$8,678.02

OPERATIONS & MAINTENANCE FUND

List of Bills - January 13, 2020	\$132,197.67
Revolving Fund - December 2019	\$451.21
Imprest Checks - December 2019	\$0.00

DEBT SERVICE

List of Bills - January 13, 2020	\$0.00
Revolving Fund - December 2019	\$0.00

TRANSPORTATION FUND

List of Bills - January 13, 2020	\$144,356.33
Revolving Fund - December 2019	\$0.00
Imprest Checks - December 2019	\$0.00

IMRE

List of Bills - January 13, 2020	\$0.00
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FICA/MEDICARE

List of Bills - January 13, 2020	\$0.00
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SITE & CONSTRUCTION FUND

List of Bills - January 13, 2020	\$0.00
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WORKING CASH FUND

List of Bills - January 13, 2020	\$0.00
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FIRE & LIFE SAFETY FUNDS

List of Bills - January 13, 2020	\$0.00
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MEDICAL INSURANCE RESERVE FUND

List of Bills - January 13, 2020	\$0.00
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SINKING FUND

List of Bills - January 13, 2020
Revolving Fund - December 2019

\$0.00
\$0.00

Total

\$805,155.89

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. FY2019 Audit Report

Member Doshi moved and Member Weiner seconded the motion to accept the FY19 Audit Report as presented. Andrea Meade from auditor Miller, Cooper presented a brief overview of the audit report.

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

B. 2020-2021 School Calendar

Member Olczyk moved and Member Doshi seconded the motion to approve the proposed 2020-2021 School Calendar as presented.

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

C. 2020-2021 School Fees

Member Olczyk moved and Member Doshi seconded the motion to approve the school fees for 2020-2021 as presented.

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, Jan. 14, 6:30 p.m. ~ Building Tour/PTA Meeting ~ Belle Aire

- Tuesday, Jan. 21, 7:00 a.m. ~ Policy Committee Meeting ~ ASC
- Wednesday, Jan. 22, 3:45 p.m. ~ Legislative Committee Meeting ~ ASC
- Monday, Feb. 10, 3:45 p.m. ~ District Leadership Team Meeting ~ Longfellow
- Monday, Feb. 10, 6:30 p.m. ~ Community Coffee with the Board ~ Village Hall
- Monday, Feb. 10, 7:00 p.m. ~ Regular Board Meeting ~ Village Hall

12. CLOSED SESSION

Member Harris moved and Member Hanus 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);
- the placement of individual students in special education programs and other matters relating to individual students; 5 ILCS 120/2(c)(10);
- 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 Samonte moved and Member Weiner seconded the motion to reconvene in open session.

VOICE VOTE Motion carried

The Board convened to closed session at 9:20 p.m. and reconvened to open session at 9:51 p.m.

13. ACTION RESULTING FROM CLOSED SESSION

A. Approval of Closed Session Minutes

Member Olczyk moved and Member Doshi seconded the motion to approve the minutes of the December 9, 2019 closed session meeting and keep them

closed due to the confidential nature of the contents.

VOICE VOTE

Motion carried

14. ADJOURNMENT

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

VOICE VOTE

Motion carried

The meeting was adjourned at 9:51 p.m.

Darren Hughes, President

Melissa Jerves, Secretary