

November 12, 2018

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois met in regular session on Monday, November 12, 2018, 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 Doug Purcell; Vice President Elizabeth Sigale; and Members Kirat Doshi, Gregory Harris, Darren Hughes, John Miller, and Jill Samonte. Members absent: None. 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, Director 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 nine visitors. (Visitors' Roster attached to official minutes.)

A moment of silence was observed in honor of Veterans' Day.

2. FLAG SALUTE

Matt Neustadt, principal of Herrick Middle School, introduced Student Council sponsors Mary Ann Ruschke and student council officers Abbey Rosenberg, Rebecca Helsdon and Kate Palczynski. The students led the audience in the Pledge of Allegiance to the flag. The officers talked about activities, fundraisers, and events for this school year including fall thank you grams, monthly spirit weeks, Box Tops collections, a December 20th basketball game fundraiser in support of pancreatic cancer research, and an end-of-year dance.

Herrick PTA Co-President Kim Peters reported that its annual Raise Craze fundraiser, in which students collected donations for performing random acts of kindness, raised \$36,000 in a two-week period, covering the PTA operating budget for the year. The PTA also sponsors such events as Grandparents' Day and the eighth grade dance and etiquette classes.

3. NON-ACTION REPORTS

A. Recognition of Students – Student Council Officers

The Board formally recognized the students who were elected and are presently serving in leadership roles on the student councils in District 58 for the 2018-2019 school year.

B. "Spotlight on our Schools" – Professional Learning Planning & Evaluation

Assistant Superintendent for Personnel Jayne Yudzentis and Assistant Superintendent for Curriculum and Instruction Justin Sisul shared a presentation on professional learning in District 58. Dr. Yudzentis noted that effective professional learning is ongoing, collective and job-embedded. Four District-wide institute days are scheduled for 2018-19. Topics include ELA instructional resources, math blueprint, 1:1 professional learning, Next Generation Science Standards (NGSS), parent communication, social emotional learning, supporting students with IEPs and individualized needs, student growth goals, and targeted professional learning for specialist groups. An additional four half days have been scheduled for school improvement and collaboration, organized at the building level. These topics include: student learning objectives, social emotional learning, student data/instructional planning, MAP data and student supports, collaboration with specialists, guided reading and math groups, parent communication strategies, and ELA instruction with Benchmark/StudySync. The Special Services Department facilitates targeted meetings for specialists and nurses on the topics of community resource connections, mental health first aid, childhood apraxia, risk assessment and crisis response, and health system development. Half-day grade level collaboration meetings for grades K-6 occur three times a year and include reading specialists, resource teachers and instructional coaches. These meetings are teacher driven, provide opportunities to tailor learning to specific grade levels, and allow staff to share strategies and learn from each other. Middle school department meetings occur about twice a month, facilitated by department leaders in each content area. These meetings provide time to review student data, instructional strategies, curricular resources and interventions. Feedback from teachers is solicited through exit slips at all professional learning opportunities, as well as interest forms for all staff asking what they would like to learn and what topics they might like to present to their colleagues during teacher-led sessions. Staff feedback so far has emphasized the benefits of collaboration and time to learn from each other. Mr. Sisul pointed out that the learning for teachers immediately translates into benefits for students. The administrative team and Communications Feedback Council will regularly review staff feedback on professional learning, and the Professional Learning Council will review and recommend revisions to overall professional learning opportunities in District 58. Planning for next year will begin in January.

In response to Board member questions, Director of Innovative Technology and Learning James Eichmiller outlined upcoming professional learning opportunities regarding technology. 1:1 training from Apple during the November institute day will include hour-long sessions on fostering creativity with iPads and introducing new software for students to create videos. These sessions are offered for free from Apple retail staff. Grade level meetings will include technology sessions that focus on integrating

technology use with the new ELA resources. The January institute day will offer sample lessons developed for each grade level to establish some consistency of technology instruction across the District.

4. COMMUNICATIONS

Freedom of Information Act Requests

1. Freedom of Information Act request from Kylie Spahn regarding parent survey ~ *response from Board Secretary Melissa Jerves.*

Communications

1. Email from Kim Baumhart to Elizabeth Sigale regarding nursing project ~ *response from Vice President Elizabeth Sigale.*
2. Email from Tracy Weiner regarding her statement at the October 10 Board meeting ~ *response from Board Member Kirat Doshi.*
3. Email from Kylie Spahn regarding Herrick enrollment ~ *responses from Superintendent Dr. Kari Cremascoli and Vice President Elizabeth Sigale.*
4. Email from Tracy Weiner regarding videotaping board meetings ~ *response from Vice President Elizabeth Sigale.*
5. Email from Kylie Spahn regarding her statement at October 10 Board meeting ~ *responses from Board Member Kirat Doshi and Vice President Elizabeth Sigale.*
6. Text communication from Steve Olczyk ~ *response from Board Member Kirat Doshi.*
7. Email from Tracy Weiner regarding air conditioning article ~ *response from Vice President Elizabeth Sigale.*
8. Email from Emily Hanus regarding curriculum updates ~ *response from Justin Sisul, Asst Supt for Curriculum & Instruction.*
9. Email from Tom Salaba regarding tree planting proposal ~ *response from Board Member Jill Samonte.*
10. Email from Tracy Weiner regarding Inc. article ~ *response from President Doug Purcell.*
11. Emails from Ami Johanson regarding science curriculum ~ *responses from Board Members Kirat Doshi and Jill Samonte.*
12. Emails from Emily Hanus regarding curriculum ~ *responses from Board Members Kirat Doshi and Darren Hughes.*
13. Email from Carrie Blonigen regarding curriculum workshop ~ *response from Board Member Kirat Doshi.*
14. Email from Kylie Spahn regarding water testing communication ~ *response from Superintendent Dr. Kari Cremascoli.*
15. Email from Rich Stachon regarding OKEEP budget ~ *response from Asst Supt for Business Todd Drafall.*
16. Email from Emily Hanus regarding meeting follow up ~ *response from Member Kirat Doshi.*

Board Meeting Follow-Up Communications

1. Email from Vice President Elizabeth Sigale to Cinda Lester regarding October Board meeting.
2. Email from Vice President Elizabeth Sigale to Ami Johanson regarding October Board meeting.
3. Email from Vice President Elizabeth Sigale to Andraea Staley regarding October Board meeting.
4. Emails between Vice President Elizabeth Sigale and Emily Kao regarding October Board meeting.
5. Email from President Doug Purcell to Rich Stachon regarding curriculum workshop.
6. Email from President Doug Purcell to Georgia Kaempf regarding curriculum workshop.
7. Email from President Doug Purcell to Sara Roussin regarding curriculum workshop.
8. Email from President Doug Purcell to Ami Johanson regarding curriculum workshop.
9. Email from President Doug Purcell to Emily Hanlon regarding curriculum workshop.

5. REPORTS TO THE BOARD

A. Superintendent

Dr. Cremascoli reported that:

- School Board Members Day is November 15. She recognized board members for their service to the students of District 58.
- The November 26 Teacher Institute Day will include required sessions on topics such as NGSS instructional practices, instructional technology, restorative behavior practices, and facility planning visioning, as well as opportunities for sessions of choice.
- The Facility Planning Council has reviewed the initial phases of the facility visioning sessions. School tours and ongoing facility assessments will be occurring throughout this month and next. All faculty will have the opportunity provide input and insight into the FPC's visioning efforts of Step 1 during the November 26th Institute Day. The architects will provide an update to the Board in January.
- The School Environment Survey is now open to parents. The state's 5Essentials Survey for students, staff and parents has been delayed, but the survey window is expected to open soon.
- Water testing in schools began October 30. Results are expected later this week or next week and will be shared as soon as they are received, along with any remediation plans.
- Preschool accreditation audit is being performed by ISBE. The District hopes to maintain its gold level status.
- The Downers Grove Education Foundation has awarded over \$8000 to teachers for innovative practices. The projects will be reported to the Board

in December.

- Mr. Sisul and principals hosted ESSA parent forums to provide parents an opportunity to ask questions and learn more about school achievement. Dr. Cremascoli thank Mr. Sisul and the principals for hosting these events.

B. Monthly Business

The Board received business reports, the investment report, and revenue and expenditure summary reports for the month ending October 31, 2018. Assistant Superintendent for Business/CSBO Todd Drafall reported that the annual audit will be delayed due to an error discovered in a state-created report regarding the Teachers' Retirement System. The audit will be presented to the Board in December provided the new state report is received as expected in mid-November. Revenue and expenses are in line with trends over the past three years. Despite a few outstanding payments, summer work projects are projected to come in about \$200,000 under budget. The additional funds will be used for further capital project priorities. The tax levy is before the Board for approval. The levy is the largest revenue source for the District. Increases in the levy are limited by law to the Consumer Price Index (CPI) plus the assessed value of new construction. The administration recommends a 4.9% levy to preserve the District's right to all revenue that may be available.

C. Treasurer's Report

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

D. Policy Committee

Member Harris reported on the October 16, 2018 Policy Committee meeting. As the committee continues its comprehensive review of the District's policy manual, 10 policies have been revised. Two new policies required by recent legislation regarding gifted and accelerated placement programs reflect existing practice, and two policies are recommended for deletion because their content has been superseded by the revised policies.

Member Miller commented that community members participating in Park District activities on District property may not be following District policy prohibiting tobacco use. Dr. Cremascoli will follow up with the Park District and explore the possibility of additional signage on sports fields.

Member Doshi moved and Member Hughes seconded the motion to approve for first reading the following draft policies and place them on the December Board agenda for final approval: #4000-Recruitment, #4001-Non-Discrimination, #4001.1-Harassment, #4007-Drug & Alcohol Free Workplace, #4008-Employee Suspension, #4100-Terms & Conditions of Employment, #4121-Substitute Teachers, #5101.1-Age of Entrance to Kindergarten, #5101.2-Age of Entrance to First Grade, #5111-Student Promotion, #6130-Program for the Gifted, and #6135-Accelerated Placement Program.

VOICE VOTE

Motion carried

Member Miller moved and Member Hughes seconded the motion to approve for first reading the deletion of the following policies as no longer necessary, and place them on the December Board agenda for final deletion: #4006-Use of Tobacco and #4141.1-Compensation for Substitute Teachers.

VOICE VOTE

Motion carried

E. Legislative Committee

The Legislative Committee did not meet in October.

F. Financial Advisory Committee

Member Miller reported on the November 9, 2018 Financial Advisory Committee meeting. Mr. Drafall's monthly business report covered all the issues addressed by the Financial Advisory Committee. The committee now includes about 20 members, which provides productive discussion and a variety of viewpoints.

G. District Leadership Team

The District Leadership Team did not meet in October, but will next meet on November 27, 2018.

6. DISCUSSION

A. Methods of Recording Board Meetings and Communication

Two options for video recording board meetings were presented and reviewed. After some discussion, the Board indicated a preference for a trial run of video recording by Village staff at meetings held in the Village Hall beginning in January. After the trial period, the Board will review analytics before making further decisions. Mr. Eichmiller will also explore posting audio recordings to YouTube to enable a better user experience, and will investigate podcast options for audio recordings.

Before bringing the issue to the District Leadership Team, Member Sigale asked whether the Board would be willing to engage consulting services or outside expertise in support of Strategic Goal #2 to evaluate and support improved communications if appropriate. Board consensus was in favor.

7. RECEPTION OF VISITORS

Craig Young, DGEEA President, spoke about the importance of professional development for teachers, especially in light of new ELA resources, new formative conference structure, and future curricular updates.

Tom Salaba, Downers Grove resident, presented a proposal to plant 600 new tree

seedlings a year in Downers Grove through donations of seedlings to students. He asked for support in developing and implementing an Arbor Day program at no cost to the District.

Melissa Rausch, Whittier parent, noted that District 58's ESSA rankings surpassed those of other districts in DuPage County. She also thanked board members, administrators and staff who were involved in a fifth grade project at Whittier. Students addressed the issue of gun control and presented their projects to Board members who have the opportunity to take student perspectives into account as they consider changes in law and policy. Projects were also shared with parents via Seesaw to prompt dialogue at home.

Samantha Figueroa, Lester parent and member of the Community Advisory Council, suggested alternative options for video recording board meetings, such as collaborating with high school audio/visual/journalism students, recording with District-owned equipment, or live streaming. She noted that in-house equipment could also be used to video stream classroom experiences, assemblies or guest speakers that could be shared virtually with students across the District.

8. APPROVAL OF MINUTES

A. Approval of Minutes – October 10, 2018

Member Harris moved and Member Hughes seconded the motion to approve the minutes of the October 10, 2018 regular meeting as presented.

VOICE VOTE

Motion carried

B. Approval of Minutes – October 22, 2018

Member Hughes moved and Member Miller seconded the motion to approve the minutes of the October 22, 2018 special meeting/curriculum workshop 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 Doshi moved and Member Miller seconded the motion to approve the following items:

A. Personnel

The request for Family Medical Leaves of Absence for three certified staff members; the resignation of three educational support personnel employees; and the appointment of three educational support employees. The retirement of two support staff employees effective June 2019, one support staff

employee effective July 2019, and two administrators effective June 2023.

B. Financial Reports

The list of bills and obligations prepared for payment on November 12, 2018 as well as the revolving and imprest issued in October 2018 as shown on the list submitted under the date of November 12, 2018 in the total amount of \$2,459,496.57 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 NOVEMBER 12, 2018
LIST OF BILLS & EXPENDITURES

EDUCATION FUND

List of Bills - November 12, 2018	\$1,221,912.84
Revolving Fund - Oct. 2018	\$16,880.77
Imprest Checks - Oct. 2018	\$12,728.04

OPERATIONS & MAINTENANCE FUND

List of Bills - November 12, 2018	\$91,243.30
Revolving Fund - Oct. 2018	\$18,932.33
Imprest Checks - Oct. 2018	\$111.60

DEBT SERVICE

List of Bills - November 12, 2018	\$0.00
Revolving Fund - Oct. 2018	\$773.34
Imprest Checks - Oct. 2018	\$0.00

TRANSPORTATION FUND

List of Bills - November 12, 2018	\$608,376.53
Revolving Fund - Oct. 2018	\$948.00
Imprest Checks - Oct. 2018	\$474.00

IMRF

List of Bills - November 12, 2018	\$0.00
-----------------------------------	--------

FICA/MEDICARE

List of Bills - November 12, 2018	\$0.00
-----------------------------------	--------

SITE & CONSTRUCTION FUND

List of Bills - November 12, 2018	\$487,115.82
-----------------------------------	--------------

WORKING CASH FUND

List of Bills - November 12, 2018	\$0.00
-----------------------------------	--------

FIRE & LIFE SAFETY FUNDS

List of Bills - November 12, 2018	\$0.00
-----------------------------------	--------

MEDICAL INSURANCE RESERVE FUND

List of Bills - November 12, 2018 \$0.00

SINKING FUND

List of Bills - November 12, 2018 \$0.00

Revolving Fund - Oct. 2018 \$0.00

Total \$2,459,496.57

ROLL CALL VOTE: AYES: Members Doshi, 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. American Education Week Resolution

Member Doshi moved and Member Harris seconded the motion to adopt the American Education Week Resolution as presented.

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

B. 2018 Certificate of Levy

Member Harris moved and Member Samonte seconded the motion to adopt the 2018 Certificate of Levy in the amount of \$57,243,000.

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

C. Second Reading – Policies #6000-School Accountability; #6003.2-Migrant Students; #6003.3-English Learners; #6060-Curriculum Content; #6110-Instructional Materials; #8020-School District Governance; #8024-Powers and Duties of the School Board; #8030-School District Legal Status

Member Hughes moved and Member Doshi seconded the motion to adopt revisions to policies #6000-School Accountability; #6003.2-Migrant Students; #6003.3-English Learners; #6060-Curriculum Content; #6110-Instructional Materials; #8020-School District Governance; #8024-Powers and Duties of the School Board; and #8030-School District Legal Status.

VOICE VOTE Motion carried

11. ANNOUNCEMENTS

President Purcell announced the following dates:

Nov. 13, 7:00 a.m.	Policy Committee ~ ASC
November 16-18	IASB/IASA/IASBO Conference ~ Chicago
Nov. 26, 6:15 p.m.	Staff Meet & Greet ~ Kingsley
Nov. 26, 7:00 p.m.	Special Meeting/Financial Workshop ~ Kingsley
Nov. 26, 7:30 p.m.	BOE Candidate Forum ~ Kingsley
Nov. 27, 3:45 p.m.	District Leadership Team ~ Longfellow
Nov. 28, 4:15 p.m.	Legislative Committee ~ ASC
Nov. 28, 6:30 p.m.	Building Tour/PTA Meeting ~ Hillcrest

12. CLOSED SESSION

Member Hughes moved and Member Doshi 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);
- the placement of individual students in special education programs and other matters relating to individual students; 5 ILCS 120/2(c)(10);
- 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, Harris, Hughes, Miller, Purcell,
Samonte, and Sigale
NAYS: None Motion carried

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

VOICE VOTE Motion carried

The Board convened to closed session at 9:00 p.m. and reconvened to open session at 9:54 p.m.

14. ACTION RESULTING FROM CLOSED SESSION

A. Approval of Closed Session Minutes

Member Harris moved and Member Doshi seconded the motion to approve the minutes of the September 17 and October 22, 2018 closed session meetings.

VOICE VOTE Motion carried

B. Review of Closed Session Minutes

Member Hughes moved and Member Miller seconded the motion to keep the minutes from the September 17 and October 22, 2018, closed session meetings permanently closed due to the confidential nature of the contents.

VOICE VOTE Motion carried

15. ADJOURNMENT

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

VOICE VOTE Motion carried

The meeting was adjourned at 9:55 p.m.

Doug Purcell, President

Melissa Jerves, Secretary