

March 12, 2018

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois met in regular session on Monday, March 12, 2018, at the Downers Grove Village Hall.

1. PUBLIC HEARING ON THE PROPOSAL TO CONDUCT SCHOOL ACTIVITIES ON CASIMIR PULASKI DAY

The Vice President called the meeting to order at 7:00 p.m. Members present: Vice President Elizabeth Sigale; and Members Gregory Harris, Darren Hughes, John Miller, Jill Samonte, and Beth Taylor. Members absent: President Doug Purcell. The Vice President declared the hearing open to receive testimony from the audience on the proposal to conduct school activities on Casimir Pulaski Day, March 4, 2019. No testimony was presented. The hearing closed at 7:02 p.m.

2. CALL TO ORDER/ROLL CALL

The Vice 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. Members present: Vice President Elizabeth Sigale; and Members Gregory Harris, Darren Hughes, John Miller, Jill Samonte, and Beth Taylor. Members absent: President Doug Purcell. 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; David Bein, Assistant Superintendent for Business/CSBO; Lorie Pilster, Director of Business Services; Ken Young, 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 26 visitors. (Visitors' Roster attached to official minutes.)

3. FLAG SALUTE

Todd McDaniel, principal of Henry Puffer School, introduced Student Council sponsors Katie Hurckes and Julie Batkiewicz, who in turn introduced Student Council officers Emily Kyroudis, Russel Oros, Audrey Gorey, Bobby Grganto, Ryan Eddington and Lauren Hill. 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, with a focus on making school a better place for students and teachers and making a positive impact on the community. Fundraisers included those for victims of Hurricane Harvey and the California wildfires, Ronald McDonald House, and Thanksgiving basket donations for needy families. Student Council organized random acts of kindness, including writing friendly notes to custodians and cleaning teachers' windshields. They sponsored spirit days such as Pajama Day, Stuffed Animal Day and Cowboy Day.

Lisa Eddington, Puffer-Hefty PTA Co-President, reported that the PTA has

experienced a significant increase in membership over the past two years. Last year they raised over \$40,000 to fund the following: DuPage Children's Museum learning labs, Sphero coding robots, preschool STEM materials, \$100 to each classroom teacher for supplies, start-up costs for the WatchDOGS program that gets dads more involved in school, Henry Puffer t-shirts for every student, and a contribution to the primary playground fund. PTA-sponsored events include an ice cream social, Pumpkin Carving Night, Daddy-Daughter Dance, Mother-Son Gym Jam, Walking Club, Field Day and Sixth Grade Breakfast. The PTA is also showcasing a new website.

Principal McDaniel thanked the PTA for the hours of volunteer service its members provide in addition to its financial support. He highlighted the Puffer Families program that has incorporated a growth mindset theme this year. Puffer has hosted Family Math and Reading Nights, as well as a reading buddies program that meets two days a week for at-risk students to read with older students. Clubs and activities available to Puffer students include Girls on the Run, Boys Running Club, Yoga Club, 6th grade Paper Moon Players, and Earth Club.

4. NON-ACTION REPORTS

A. Recognition of Students

The Board recognized the District 58 students who participated in the instrumental music Solo & Ensemble contest, as well as the over 700 students who participated in the Reading Games event on March 10, 2018.

B. "Spotlight on our Schools" – Supporting All Learners in a 1:1 Environment

Assistant Superintendent for Special Services Jessica Stewart shared a presentation on the many ways District 58 uses technology to support learning for all students. Director of Innovative Technology and Learning James Eichmiller highlighted the built-in features of 1:1 devices that make them accessible to all students, including

- Text to speech, speech to text
- Guided access, which locks a student into an app
- Color and display filters to assist color blind students
- Screen magnifier
- Assistive touch to help those challenged with fine motor skills

Mr. Eichmiller noted that the district has used some of these technologies for a long time with more expensive devices, but now students who need assistive technology blend into their peers who are using the same devices. All students can access technology regardless of their challenges. Ms. Stewart explained the three tiers for assistive technology, made up of Building Liaisons, Instructional Coaches, and the SASSED evaluation team. She then introduced Megan Finnegan, Building Liaison and resource teacher at Pierce Downer, who shared that every school has an assistive technology box for teachers to use with any student. Boxes contain low-tech items such as putty, pencil grips, balls, therabands, stools, weighted lap pads and silent timers.

She noted that assistive technology is any item used to improve the capabilities of any student to access educational goals.

5. COMMUNICATIONS

- A. Email from Carolyn Mulholland regarding kindergarten ~ *response from Doug Purcell.*
- B. Letter from Scott O'Connell regarding bond issue.
- C. Email from Samantha Figueroa regarding Longfellow.
- D. Email from Samantha Figueroa regarding Highland enrollment.
- E. Email from Samantha Figueroa regarding Great Schools ratings.
- F. Email from Emily Teising regarding board meeting audio.
- G. Emails from Steve Olczyk regarding Great Schools ratings ~ *response from Dr. Kari Cremascoli, Superintendent.*
- H. Freedom of Information Act requests from Scott O'Connell regarding bond issue.
- I. Email from Gary Franzen regarding curriculum and instruction.
- J. Email from Rose LaRue-Slater regarding school security ~ *response from Doug Purcell.*
- K. Email from Chris McGrath regarding middle school wrestling.
- L. Email from Brian Quinlan regarding school security ~ *response from Doug Purcell.*
- M. Email from Lisa Eddington regarding Curriculum Workshop ~ *response from Darren Hughes.*
- N. Email from Tracy Weiner regarding MAP growth ~ *response from Doug Purcell.*
- O. Email from Public Access Counselor regarding Open Meetings Act Request for Review.
- P. Email from Amanda Surrusco regarding Camp Kesem.
- Q. Email from Whit Kennedy, DuPage Policy Journal, regarding bond issue ~ *responses from David Bein and Doug Purcell.*
- R. Email from Scott O'Connell regarding Public Access Counselor response to Request for Review.
- S. Email from Chris Hanley regarding Policy Committee.
- T. Letter from Scott O'Connell to ROE regarding surety bond.
- U. Letter from Scott O'Connell regarding surety bond and Board agenda.
- V. Letter from Scott O'Connell to Chapman & Cutler regarding notice of bond issue.
- W. Email from Carolyn Fritts regarding attendance boundaries ~ *response from Melissa Jerves, Board Secretary.*
- X. Letter from ROE regarding Lester building permit.

6. REPORTS TO THE BOARD

- A. Superintendent
Superintendent Kari Cremascoli reported on the following items:
 - Strategic Planning: the Meet and Confer committee and the planning

leadership team continue to work with strategic planning consultants HYA to refine the draft strategic plan so that it better reflects the priorities of the community. HYA will postpone its presentation to the Board until the April Board meeting.

- Institute Day and ELA Training ~ March 2, 2018: the district is on course for implementing the new ELA curriculum resources districtwide next year.
- Student Registration for 2018-2019 opens April 9, 2018. Enrollment numbers will guide decisions on class sizes and staffing.
- Kindergarten Round-Up schedules are posted on the district website.
- Open Enrollment Policy and Requests: Dr. Cremascoli noted the district's open enrollment policy 5103, in which families can request transfer to another school on a space available basis.
- Summer School & ESY Registration closes on April 13, 2018, to allow for staffing of those programs.
- Day of Recognition ~ March 14, 2018: Several groups have provided encouragement for student walkouts. Information and guidance has been shared with principals and staff to find a balance between supporting students in learning and safety while recognizing their Constitutional rights to free speech and assembly.
- Board Committee Recruitment: There will be some opportunities for expanding the membership of some Board committees for the upcoming school year.
- Destination Imagination Competition ~ March 3, 2018: Several District 58 teams advanced to the next level of competition.
- Reading Games ~ March 10, 2018: Over 720 students participated in the largest ever volunteer-run Reading Games.
- Middle School Festival of Music ~ March 14, 2018.
- Foundation Fundraising Concert ~ March 15, 2018: Blue Öyster Cult will be playing at the Tivoli.
- Lester Groundbreaking Ceremony ~ March 19, 2018, 5:30 p.m.

B. Monthly Business

The Board received business reports, the investment report, and revenue and expenditure summary reports for the month ending February 28, 2018. Assistant Superintendent for Business/CSBO David Bein reported:

- The bond sale closed last week and the district has received the proceeds. Next month the Board will consider a transfer resolution to begin to expend the funds for the planned projects. Construction at Lester has begun with fencing, final permits, and the upcoming groundbreaking.
- The State has vouchered but not yet released the second of four mandated categorical payments. The State currently owes the District \$462,152, but that amount will nearly double when the third payment is vouchered.

- Some other revenues are also behind. Fall taxes were lower than expected, but may be offset by spring receipts. CPPRT is currently about 43% of expected revenue. Local fee revenue is also low, but that is typical before registration.
- The resolution to transfer \$7M from the Working Cash Fund to the Education Fund is a loan to accommodate the District's cash flow needs that will be repaid when spring tax receipts arrive.

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 February 20, 2018 Policy Committee meeting. He noted that a policy recommended by bond counsel is before the Board for first reading. It sets forth expectations for record keeping, and helps protect the district from audit by the Securities and Exchange Commission. The committee is also beginning a review of the policy manual as a whole, aligning policies with the IASB PRESS model policy subscription service where appropriate.

1. First Reading – Policy #XXXX – Business – Record-Keeping Policy and Post-Issuance Compliance

Member Hughes moved and Member Taylor seconded the motion to approve for first reading Policy #XXXX regarding record keeping and post-issuance compliance and place it on the April Board agenda for final approval.

VOICE VOTE

Motion carried

E. Legislative Committee

Member Taylor reported on the February 28, 2018 Legislative Committee meeting. She reported that the committee is still watching state proposals regarding pension cost shifts and a property tax freeze. The annual Legislative Breakfast was canceled due to the snow day on February 9, but legislators will be invited to join the committee for coffee to discuss some of the questions prepared for the breakfast.

F. Financial Advisory Committee

The Financial Advisory Committee did not meet in February.

G. Meet & Confer Strategic Plan Committee

Member Sigale reported on the March 1, 2018 Meet & Confer Strategic Plan Committee meeting. HYA has completed its initial fact-finding process, meeting with 575 individuals through focus groups and interviews, and receiving 2463 online survey responses from parents, students, staff and community members. From this mix of quantitative and qualitative data, HYA developed high level findings. The themes that rose to the top in their

report include curriculum/instruction, communication/collaboration/trust, and facilities/finance. HYA will present a draft strategic plan to the Board at the April meeting.

7. DISCUSSION

A. 2018-2019 School Calendar

Assistant Superintendent for Personnel Dr. Jayne Yudzentis reported that the District recommends shifting from quarterly reporting to trimester reporting, with report cards issued in December, March and June. Parent-teacher conferences would also be shifted to midterm, earlier in the reporting period. This formative conference would promote an early understanding of student progress and encourage conversations between parents and teachers to be about learning and support rather than the end grade. In addition, the District has received continued feedback from staff that trimesters will give students more time to demonstrate mastery of complex learning standards. Members Harris and Hughes asked how staff will be encouraged to communicate with parents before that first conference. Dr. Yudzentis responded that this year has been dedicated to the sharing of ideas that can be built upon to create a structured plan for communication. Member Sigale also noted that the plan should include how to coordinate and deliver information regarding a single student from several different teachers.

8. RECEPTION OF VISITORS

- A. Tracy Weiner, Henry Puffer attendance area, encouraged the Board to attend an education town hall meeting on April 4, 2018, sponsored by Rep. David Olsen with representatives from the Illinois State Board of Education.
- B. Monica Zycinski, Highland attendance area, expressed her profound disappointment at not being able to secure a place for her incoming kindergartener at Highland due to the enrollment cap.
- C. Jennifer Norgaard, Highland attendance area, also stated her disappointment in having her incoming kindergartener bussed to Belle Aire despite living down the street from Highland. She said that she believes the Board and administration did not anticipate the measures some parents would take to overwhelm the online registration process in order to gain one of the few available spots.
- D. Rose LaRue-Slater, El Sierra attendance area, asked that the Board consider forming a committee on safety.
- E. Anne Bossard, Highland attendance area, asked that the Board consider a different solution to the high enrollment at Highland. She noted that fellow parents experienced much stress and anxiety by the online registration process.

9. APPROVAL OF MINUTES

A. Approval of Minutes – February 12, 2018

Member Harris moved and Member Miller seconded his motion to approve

the minutes of the February 12, 2018 regular meeting as presented.

VOICE VOTE

Motion carried

B. Approval of Minutes – February 26, 2018

Member Taylor moved and Member Hughes seconded her motion to approve the minutes of the February 26, 2018 special meeting/ curriculum 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 Vice 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 Hughes moved and Member Harris seconded his motion to approve the following items:

A. Personnel

The appointment of two administrative staff employees and four support staff employees. The resignation of three certified staff employees and two support staff employees. The salary adjustment for one support staff employee.

B. Financial Reports

The list of bills and obligations prepared for payment on March 12, 2018 as well as the revolving and imprest issued in February as shown on the list submitted under the date of March 12, 2018 in the total amount of \$779,520.42 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 March 12, 2018
LIST OF BILLS & EXPENDITURES

EDUCATION FUND

List of Bills – March 12, 2018	\$162,194.99
Revolving Fund – Feb 2018	\$7,484.44
Imprest Checks – Feb 2018	\$17,675.99

OPERATIONS & MAINTENANCE FUND

List of Bills – March 12, 2018	\$128,489.69
Revolving Fund – Feb 2018	\$25,340.91
Imprest Checks – Feb 2018	\$1,355.59

DEBT SERVICE

List of Bills – March 12, 2018	\$1,269.94
Revolving Fund – Feb 2018	\$0.00

Imprest Checks - Feb 2018	\$0.00
<u>TRANSPORTATION FUND</u>	
List of Bills - March 12, 2018	\$435,084.87
Revolving Fund - Feb 2018	\$0.00
Imprest Checks - Feb 2018	\$624.00
<u>IMRE</u>	
List of Bills - March 12, 2018	\$0.00
<u>FICA/MEDICARE</u>	
List of Bills - March 12, 2018	\$0.00
<u>SITE & CONSTRUCTION FUND</u>	
List of Bills - March 12, 2018	\$0.00
<u>WORKING CASH FUND</u>	
List of Bills - March 12, 2018	\$0.00
<u>FIRE & LIFE SAFETY FUNDS</u>	
List of Bills - March 12, 2018	\$0.00
<u>MEDICAL INSURANCE RESERVE FUND</u>	
List of Bills - March 12, 2018	\$0.00
<u>SINKING FUND</u>	
List of Bills - March 12, 2018	\$0.00
Revolving Fund - Feb 2018	\$0.00
Total	\$779,520.42

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

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

Dr. Cremascoli introduced Melissa Sawisch, who is appointed as the principal at Kingsley School effective July 1, 2018. Ms. Sawisch stated that she is excited by the warm welcome from the team at Kingsley and is looking forward to the coming year.

11. RECOMMENDATIONS FOR ACTION

A. Final 2017-2018 School Calendar/Last Day of School

Member Samonte moved and Member Taylor seconded her motion to establish the last day of school as Tuesday, June 5, 2018, due to the fact that one emergency day was used during the 2017-2018 school year and more attendance days were scheduled than required.

Member Taylor noted that there is a proposal in Springfield for a virtual packet so that in the future, students could make up snow days virtually, instead of having to add an emergency day to the calendar.

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

B. 2018-2019 School Calendar

Member Taylor moved and Member Harris seconded her motion to approve the 2018-2019 School Calendar as presented.

Member Miller noted that he was glad to see there are only two half days on the calendar. He requested more specific information from the District about what happens during teacher inservice days. Member Taylor stated that half days are very important to teachers, who don't have time during the school day to consult with colleagues. Member Harris expressed an interest in considering alternative ways to schedule professional development time.

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

C. Resolution Authorizing the Transfer of Monies from the Working Cash Fund to the Education Fund

Member Hughes moved and Member Harris seconded his motion to adopt the resolution authorizing the transfer of monies from the Working Cash Fund to the Education Fund of Downers Grove Grade School District 58, DuPage County, Illinois, in the amount of \$7,000,000. (Attachment 03/12/18 A)

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

D. Contract for audit and accounting services with Miller, Cooper & Co. Ltd.

Member Taylor moved and Member Miller seconded her motion to approve the contract for audit and accounting services with Miller, Cooper & Co. Ltd. for a cost of \$32,500.00 for FY2018, \$32,500.00 for FY2019, and \$33,000.00 for FY2020.

Mr. Bein explained that although it is common practice to change auditors annually, Miller Cooper has been good about rotating the auditors and managers who work with the District. In this case, the continuity will be helpful to the incoming staff in the Business Office. In addition, Miller Cooper has kept its price flat for the next two years, with a \$500 increase in the third year. However, Mr. Bein will recommend bidding for a new auditor after this three-year contract.

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

E. Bid – Paper

Member Miller moved and Member Taylor seconded his motion to award the bid for paper for the 2018-2019 school year to Midland Paper for an estimated cost of \$48,628.50.

The Board had a brief discussion about strategies for reducing paper use.

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

F. Resolution Re: Honorable Dismissal of Teachers

Member Harris moved and Member Miller seconded his motion to adopt the Resolution Re: Honorable Dismissal of Teachers. (Attachment 03/12/18 B)

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

G. Resolution Re: Honorable Dismissal of Educational Support Personnel Employees

Member Taylor moved and Member Hughes seconded her motion to adopt the Resolution Re: Honorable Dismissal of Educational Support Personnel Employees. (Attachment 03/12/18 C)

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

H. Resolution Re: Non-Reemployment of Part-Time Educational Support Personnel Employees

Member Harris moved and Member Miller seconded his motion to adopt the Resolution Re: Non-Reemployment of Part-Time Educational Support Personnel Employees. (Attachment 03/12/18 D)

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

12. ANNOUNCEMENTS

Vice President Sigale announced the following dates:

March 22, 2018	Meet & Confer Committee 7:00 a.m. - Longfellow
April 3, 2018	Financial Advisory Committee 7:00 a.m. – ASC
April 5, 2018	Policy Committee 7:00 a.m. - ASC
April 9, 2018	Regular Board of Education Meeting 7:00 p.m. - Downers Grove Village Hall

13. CLOSED SESSION

Member Hughes moved and Member Harris 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 Harris, Hughes, Miller, Samonte, Sigale, and Taylor	
	NAYS:	None	Motion carried

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

VOICE VOTE

Motion carried

The Board convened to closed session at 9:03 p.m. and reconvened to open session at 9:44 p.m.

14. ACTION RESULTING FROM CLOSED SESSION

A. Approval of Closed Session Minutes

Member Hughes moved and Member Harris seconded the motion to approve the minutes of the February 12, 2018 closed session meeting.

VOICE VOTE

Motion carried

B. Approval of Closed Session Minutes

Member Hughes moved and Member Harris seconded the motion to approve the minutes of the February 26, 2018 closed session meeting.

VOICE VOTE

Motion carried

C. Review of Closed Session Minutes

Member Taylor moved and Member Miller seconded the motion to keep the minutes from the February 12, 2018 and February 26, 2018 closed session meetings permanently closed due to the confidential nature of the contents.

VOICE VOTE

Motion carried

D. Destruction of Verbatim Recordings

Member Harris moved and Member Samonte seconded his 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

09/15/15

10/13/15

11/09/15

11/23/15

12/14/15

01/11/16

02/08/16

02/22/16

03/14/16

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

D. Semi-Annual Review of Permanently Closed Minutes

Member Hughes moved and Member Miller 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:

01/11/16

03/14/16

VOICE VOTE

Motion carried

Member Hughes moved and Member Samonte seconded the motion to keep the District 58 closed session minutes listed in Attachment 03/12/18 and the District 69 closed session minutes listed in Attachment 03/12/18 permanently closed for reasons of confidentiality.

VOICE VOTE

Motion carried

15. ADJOURNMENT

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

VOICE VOTE

Motion carried

The meeting was adjourned at 9:49 p.m.

Doug Purcell, President

Melissa Jerves, Secretary