

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois met for a special meeting/budget workshop on Monday, April 23, 2018, at Longfellow Center, 1435 Prairie, Downers Grove, Illinois.

## 1. CALL TO ORDER/ROLL CALL

The President called the meeting to order at 7:04 p.m. Members present: President Doug Purcell; Vice President Elizabeth Sigale; and Members Greg Harris, Darren Hughes, John Miller, Jill Samonte and Beth Taylor. 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; and Melissa Jerves, Board Secretary. Attending this meeting were at least two visitors. (Visitors' Roster attached to official minutes.)

## 2. BUDGET WORKSHOP

President Purcell introduced Assistant Superintendent for Business/CSBO David Bein. Mr. Bein presented a preliminary view of the 2018-2019 budget, which is subject to revision prior to the Tentative Budget proposal. The budget includes a continuation of existing programs, the remainder of the purchase of the new ELA curriculum and an increase in health insurance costs. The aggregate operating budget is balanced, but some revenues and expenses are unpredictable and actual receipts and expenses may result in an adjustment to the budget.

### 2017-2018 Budget Recap

- Revenues of \$66.3M and expenditures of \$66.5M result in a \$221,000 deficit
- The State is two mandated categorical payments in arrears, totaling about \$840,000
- The tentative amended budget has been approved to incorporate the bond issue and payments for capital projects (Lester School addition)
- The amended budget shows more revenue than expenditures, but that revenue is from the bond issue and will be spent in the next fiscal year as capital projects are completed

### 2018-2019 Budget Assumptions

#### *Revenue assumptions:*

- CPI is 2.1%, which is the limiting rate on an increase in property taxes
- The Board has approved an increase in student fees

- Corporate Personal Property Replacement Tax (CPPRT) revenue is flat
- Evidence-based funding model revenue is flat
- Four State mandated categorical payments (two late FY18 payments and two timely FY19 payments)
- Federal revenue is flat

*Expenditure assumptions:*

- Salary increases are estimated at CPI + 1%
- 5% increase in health insurance costs
- SASSED costs are flat
- ELA curriculum adoption is \$600,000
- Transportation costs are up due to shortage of drivers and new, more reliable special education transportation provider
- Facility/O&M costs are flat

Assistant Superintendent for Curriculum and Instruction Justin Sisul outlined anticipated Curriculum Department impacts to the budget:

- Second year of ELA resource adoption (\$1.2M over two years)
- Science curriculum development: intent to pilot materials during the 2018-19 school year, with associated training and support
- Ongoing math curricular costs, including the assessment item bank and access to high demand cognitive resources
- Ongoing support of district-wide grade level collaboration and learning days (costs for substitutes and some outside presenters)

Director of Innovative Technology and Learning James Eichmiller Technology reported on the proposed technology refresh and renew:

- iPads in K-6 (classroom sets in kindergarten, student devices in grades 1-6)
- \$299 device cost; lease options being considered
- \$25 cost for case in grades K-2
- \$100 cost for case and keyboard in grades 3-6
- Overall technology budget increase of \$50,000
- Continue with Chromebooks in middle schools
- Professional development can be accomplished with existing resources

The Technology Committee considered the possibility of replacing iPads with Chromebooks, but when considering Chromebooks with a touchscreen and sturdier build, the cost is comparable to iPads. In addition, Apple products hold their value longer than Chromebooks.

Mr. Sisul also reported on professional development needs that are addressed in the budget:

- ELA: Phase 2 of Benchmark/StudySync implementation, continued unification of instructional practices, reading specialists' targeted professional development

- Math: Refinement and revision of Blueprint, review and assessment of available resources
- Science: Exploration and pilot of K-8 curricular materials, in-district professional learning for all staff on Next Generation Science Standards (NGSS)
- Additional professional development in social studies and middle school exploratories; curricular development in art, P.E. and health
- Program Review Committees: Biliteracy, SEL, differentiation and assessment, professional learning
- Support for district-wide grade level collaboration and learning days

Assistant Superintendent for Personnel Dr. Jayne Yudzentis outlined anticipated staffing needs for 2018-2019:

- No changes in staffing for Elementary or Middle School Classroom teachers
- Self-Contained Special Education Teacher (RISE autism program) – increase 1.0 FTE
- Related Services: Social Work increase 0.5 FTE, Psychologist increase 0.5 FTE
- Elementary P.E. and Art – increase 1.3 FTE to provide more equitable access to art instruction across the district
- No anticipated increases in Instructional Assistants

Mr. Bein reported that loans from the Working Cash Fund are expected. Cash flow has to be closely monitored; failure to receive State funds in a timely manner puts pressure on the district's ability to maintain a positive low point cash balance. Short term borrowing may be needed to fund future cash flow needs. The budget incorporates capital project spending funded through the 2018 bond issue. The funds were received and only partially expended in FY18. There is no new revenue for the projects in FY19, but the remaining funds from the bond issue will be expended.

Mr. Bein described the budget adoption timeline. In July the Board is scheduled to adopt the tentative budget, which is then put on public display. A budget hearing is scheduled for September, followed by the final budget adoption and filing with the state.

There have been no major changes in facility conditions over the past year. An updated Facilities at a Glance document was presented to the Board. The administration has identified \$75M in needed facility improvements through 2040, including electrical, plumbing and asphalt. These projections do not include wants such as updated middle school science and Family and Consumer Science labs or air conditioning. Over time, some of the wants may become needs. The district will also need to consider the strategic plan as it plans future facilities projects.

Potential resources to fund facility projects come from the following sources:

- Fund balances, but the district's annual budget does not generate a surplus that can be invested into facility improvements.

- Non-referendum debt, which is limited by the Debt Service Extension Base (DSEB), currently about \$1.4M. Over the next 25 years, the district could issue about \$16M, insufficient to cover the \$75M projected.
- Referendum debt, in which taxpayers approve a referendum question that allows the district to issue additional debt.

The Board then briefly discussed the feasibility and ramifications of selling Longfellow Center. The consensus of the Board was to seek options from the administration on what to do with the Longfellow property and how to accommodate district functions that are currently housed at Longfellow (technology, curriculum, O&M, meeting space).

### **3. ANTICIPATED BOARD VACANCY TIMELINE**

The Board reviewed a sample application and revised timeline for appointing a new board member to fill the vacancy caused by Member Taylor's anticipated resignation.

### **4. STRATEGIC PLANNING FOLLOW-UP**

Member Sigale led a follow up discussion regarding the strategic plan draft presented by HYA at the April board meeting. She asked the Board to consider whether they are comfortable with the priorities as outlined in the strategic plan draft, and comfortable with the financial ramifications of those priorities. The Board did not bring forth any concerns or revisions to the draft. Dr. Cremascoli asked whether the Board's request to focus on Longfellow suggested a revision to the draft plan, but the Board indicated that it is sufficiently referenced in the goals as written.

### **5. RECEPTION OF VISITORS – with extended opportunity for Board of Education and Community Communications**

Craig Young, Kingsley teacher and DGEEA representative, commented that he hopes facility decisions are made based on what is best for students. He also asked whether the teacher technology survey could have factored in other district priorities such as social work, nursing and special education.

Tracy Weiner, Henry Puffer parent, expressed concerns regarding the technology refresh. She also asked whether the Board intends to release the qualitative results from questions 1-3 of the strategic planning online survey, and what the timeline is for piloting new science resources.

Jennifer Norgaard, Highland attendance area/Belle Aire parent, stated that she is still awaiting answers on the timeline for Highland enrollment issues, waitlist and mid-year transfer policy. President Purcell noted that the administration is working on policy regarding the waitlist. Ms. Norgaard also asked for more detail on potential options to address enrollment issues across the district in the future. Dr. Cremascoli responded that feedback from the community shows the need for exploring other options, but those would decisions would have wide-reaching financial impact on the community, curriculum impact for teachers, as well as considerations regarding air conditioning, safety and security, and the use of

administrative buildings.

**6. ANNOUNCEMENTS**

May 14 Regular BOE Meeting  
7:00 p.m. Downers Grove Village Hall

**7. CLOSED SESSION**

Member Harris moved and Member Taylor 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);

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

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

VOICE VOTE Motion carried

The Board convened to closed session at 9:19 p.m. and reconvened to open session at 10:03 p.m.

**8. ADJOURNMENT**

Member Hughes moved and Member Taylor seconded the motion to adjourn the meeting.

VOICE VOTE Motion carried

The meeting was adjourned at 10:04 p.m.

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Doug Purcell, President

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Melissa Jerves, Secretary