

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois met in regular session on Monday, September 17, 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 19 visitors. (Visitors' Roster attached to official minutes.)

2. FLAG SALUTE

Melissa Sawisch, principal of Kingsley School, introduced Student Council sponsor Ashley Bidlencik, who in turn introduced student council officers A.J. Fallara, Kate Dziejewski, Kartik Anand and Avalynne Patrickus. The students led the audience in the Pledge of Allegiance to the flag. The officers showed a video highlighting activities such as Spirit Week, "Souper" Bowl, the holiday giving tree, fundraising for Juvenile Diabetes, and collecting Ronald McDonald House donations in honor of classmate Sofia Sanchez. Ms. Sawisch introduced highlights from Kingsley with a short video including back to school events, social/emotional learning in action, and implementation of new ELA resources and iPads in the classroom. Kingsley PTA President Kim Breier recognized Principal's Sawisch's leadership of the Kingsley community, and noted that the PTA exceeded its fundraising goals for last year by over \$6,000, which gives great momentum for the coming year.

3. BUDGET HEARING

A. Public Hearing on Proposed 2018-2019 Legal Budget

Assistant Superintendent for Business/CSBO Todd Drafall stated that the hearing is the last step in the budget process that began last November. The \$68.9M budget is balanced and has been on display for the past 30 days. President Purcell opened the meeting to the public for questions or comments regarding the 2018-2019 Legal Budget. Members of the audience made no comments. The President declared the hearing closed at 7:11 p.m.

B. Adoption of the 2018-2019 Legal Budget

Having prepared a tentative budget and having made same conveniently available for public inspection for at least 30 days prior to the public hearing, and, further, having considered input on that tentative budget and determining to make adjustments to that document, Member Harris moved and Member Miller seconded the motion to adopt the 2018-2019 Legal Budget as presented in final form.

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

4. NON-ACTION REPORTS

A. "Spotlight on our Schools" – Strategic Plan Action Steps

Superintendent Dr. Kari Cremascoli led a presentation updating the Board on the Strategic Plan. Last year, the Board launched a broad community engagement effort to identify areas for growth and opportunity. The Strategic Plan adopted in April 2018 outlined three broad goals: Focusing on Learning, Connecting the Community, and Securing the Future. Development teams made up of teachers, administrators and community members met over the summer to detail action steps to accomplish the three broad goals of the plan. A committee of the Board, the District Leadership Team (DLT) serves as an oversight and accountability body, meeting quarterly to review progress.

Learning Development Team Chair Justin Sisul highlighted the action steps for Goal 1, Focusing on Learning. First steps include:

- Rigor: defining "rigor" so there is a common understanding of the term among teachers and parents ;
- Alignment: establishing a Professional Learning Council of teachers and administrators to create a long-term plan for best practice and instruction;
- Curriculum: establishing a Curriculum Council to review the current state of curricula and develop short- and long-term timelines for their review;
- Commitment: taking on a comprehensive review of current collaborative team structures to ensure best practices.

Outcomes will be measured by key performance indicators that are realistic but rigorous, comprise multiple measures of achievement, and consider all students (including subgroups who may be at academic risk).

Connections Development Team Chair Jayne Yudzentis shared an overview of the work on Goal 2, Connecting the Community. This goal focuses on improving communication, collaboration and consistency, all of which are important pieces to accomplishing the other two goal areas. Actions steps include:

- Communication: bringing groups together to examine current internal and external communications, and developing structures of communication and feedback to foster a culture of trust;
- Collaboration: developing structures and systems to increase opportunities for participating in and understanding decision-making;
- Consistency: looking at policies and procedures to promote and establish baseline expectations for equity and consistency in the student learning experience and use of resources across the District.

Futures Development Team Chair Todd Drafall said that the action plan for Goal 3, Securing the Future, builds on the energy from the previous year's development of the Strategic Plan, as well as the District's work on review of its facilities since 2012. The action steps lead to the development of a long-term facility improvement plan that addresses safety and security, air conditioning, class size, and 6-8 middle schools. The steps are on an assertive timeline that would achieve a draft of a Master Facilities Plan by August 2019. Implementation of that plan would continue on from there. The steps begin with a visioning process that examines what facilities and resources are needed to support Goal 1 (Learning).

5. COMMUNICATIONS

1. Email from Brian Aycock, Jennifer Norgaard, Kim Bywater and Amy Vogt regarding the Board's long-term plans ~ *responses from Dr. Kari Cremascoli, Superintendent, and Doug Purcell, Board President.*
2. Email from Tracy Weiner regarding Lester addition construction updates.
3. Email from Mike Webber regarding possible PARCC scores ~ *responses from Dr. Kari Cremascoli, Superintendent, and Doug Purcell, Board President.*
4. Email from Olivia Bouvier regarding school email account~ *responses from Doug Purcell, Board President, and James Eichmiller, Director of Innovative Technology and Learning.*
5. Email from Tracy Weiner regarding heat protocol ~ *response from Megan Hewitt, Community Relations Coordinator.*
6. Email from Susan Chavez-Jimenez regarding Chromebook cases ~ *response from James Eichmiller, Director of Innovative Technology and Learning.*
7. Emails from Tracy Weiner regarding air conditioning and communication ~ *response from Elizabeth Sigale, Board Vice President.*
8. Freedom of Information Act request from Emily Hanus regarding Pierce Downer air conditioning ~ *response from Dr Kari Cremascoli, Superintendent.*
9. Freedom of Information Act request and amendment from Kylie Spahn regarding Pierce Downer air conditioning ~ *response from Dr Kari Cremascoli, Superintendent.*
10. Freedom of Information Act request from Tracy Weiner regarding Pierce Downer air conditioning ~ *response from Dr Kari Cremascoli, Superintendent.*
11. Email from Ami Johanson regarding Pierce Downer air conditioning.
12. Emails from Tracy Weiner to John Miller regarding meeting.

13. Email from Tracy Willard regarding MAP testing and heat advisories.
14. Email from Kelli Janczewski regarding Pierce Downer air conditioning.
15. Email from Caroline Heuer regarding nurse practitioner project.
16. Freedom of Information Act request from Steve Babin regarding copier equipment.
17. Email from Steve Olczyk regarding Financial Advisory Committee.
18. Email from Tracy Weiner sharing Suburban Life article.
19. Email from Ashley Johns recognizing preschool staff ~ *response from Jessica Stewart*.
20. Freedom of Information Act request from Tom Sleeter regarding test scores.
21. Freedom of Information Act request from Tracy Weiner regarding work completed at Pierce Downer.
22. Email from Tracy Weiner regarding meeting, air conditioning and strategic plan.
23. Email from Tracy Weiner regarding Time Magazine article.

6. REPORTS TO THE BOARD

A. Superintendent

Dr. Cremascoli reported that it has been a good start to the school year. Teachers have expressed enthusiasm for the new ELA resources and shared positive stories about new technology in classrooms. However, there also have been challenges associated with MAP testing due to technical glitches and hot weather. The MAP testing window was extended as a result. Turn out was great for Curriculum Nights, in which teachers did a tremendous job communicating about the curriculum and the learning environment. Patriot Day was recognized on September 11th in all schools with an announcement and learning activities. The upcoming September 20th half day of professional development will give teachers the opportunity for data review, instructional planning for students, and collaboration with their colleagues. The District will be sending a notification to families as a test run of emergency closure procedures. The Crisis Response Team has worked to refine practices regarding soft lockdowns.

Dr. Cremascoli reported on 2018-19 enrollment figures, which will also be shared with the demographer for an update on the demographic study and projections completed in 2016. Elementary class size average is 22.9 students. 85% of elementary classrooms have 26 students or fewer. 20% have fewer than 20 enrolled, and only 15% have more than 26 students enrolled. This year, there are no combination classes offered in elementary schools. In October the Board will review enrollment issues.

Salary and compensation reports were presented to the Board this evening, and have been posted to the District website as required by law. The Board will reschedule its self-evaluation date to December. Opportunities for staff/Board communication include continuing staff Meet & Greet events. With the Board's permission, Board member visits to DGEEA Executive

Board meetings and the creation of a Joint Communications Team will also be pursued. Dr. Cremascoli thanked Roadrunners, Village of Downers Grove, Downers Grove Old Navy, HIT2FIT Martial Arts & Group Fitness, and individual community members for their donations of school supplies. She also thanked all those who came out to support the Education Foundations OktoberFest.

B. Monthly Business

The Board received business reports, the investment report, and revenue and expenditure summary reports for the month ending August 31, 2018. Assistant Superintendent for Business/CSBO Todd Drafall reported that he has presented revenue and expenditure reports in a new format. He noted that revenues tend to be received at the beginning and end of the fiscal year, so in April and May the Working Cash Fund balance may be low.

C. Treasurer's Report

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

D. Policy Committee

The Policy Committee has not met since the last Board meeting.

E. Legislative Committee

The Legislative Committee has not met since the last Board meeting.

F. Financial Advisory Committee

Member Miller reported on the September 13, 2018 Financial Advisory Committee meeting. He noted the new format of the financial statements, which are in a more standard format that is easier to read. The committee reviewed the proposed 2018-19 budget, discussed the Sinking Fund and the possibility of transferring those funds to the Capital Fund. The committee revised their meeting schedule to meet six times a year on Fridays before Regular Board Meetings.

G. District Leadership Team

Member Hughes reported on the August 28 and September 10, 2018 District Leadership Team meetings. The DLT reviewed objectives and action plans drafted by each goal development team. He noted that the work of the Strategic Plan goes beyond its four years and is an attempt to build a larger framework for the District to run in perpetuity; for example, in Goal 1, establishing a rotating schedule for reviewing curricula allows the District to be more responsive and budget consistently. Goal 2 communication objectives strive to establish a process, while at the same time remembering the human component in reestablishing trust between stakeholders. Goal 3 objectives result in a Facility Management Plan, to be followed by setting priorities and what it will take to accomplish them. Member Hughes stated that a couple of changes were made in the Action Plan, as compared to the original Strategic Plan document approved by the Board, to eliminate redundancy.

7. DISCUSSION

Rachel Upton, Margaret Leathers and Megan Altic from the Highland PTA gave an update to the Board about its fundraising project for Climb Higher at Highland, its playground revitalization project. The current playground is drainage issues and is rusty and outdated. They are still researching designs that are safe, functional, and accessible to all students. The PTA estimates a two-year timeframe for fundraising.

8. RECEPTION OF VISITORS

Addie Pamplone, Whittier parent, spoke at length about her child’s experience when his allergy action plan was not followed at school. She advocated for more nursing support in schools as well as greater supervision on the playground.

Tracy Weiner, Henry Puffer parent, spoke about the Strategic Plan goals and transparency.

9. RECESS

President Purcell called for a brief recess at 8:52 p.m. and called the meeting back to order shortly thereafter.

10. APPROVAL OF MINUTES

A. Approval of Minutes – August 13, 2018

Member Hughes moved and Member Harris seconded the motion to approve the minutes of the August 13, 2018 regular meeting as presented.

VOICE VOTE Motion carried

B. Approval of Minutes – August 27, 2018

Member Miller moved and Member Hughes seconded the motion to approve the minutes of the August 27, 2018 special meeting/budget workshop as presented.

VOICE VOTE Motion carried

11. 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 Miller moved and Member Harris seconded the motion to approve the following items:

A. Personnel

The appointment of seven certified teachers and 23 educational support personnel employees; the request for Family Medical Leaves of Absence for

two certified teachers; the retirement of one support staff employee; the resignation of three support staff employees.

B. Financial Reports

The list of bills and obligations prepared for payment on September 17, 2018 as well as the revolving and imprest issued in August 2018 as shown on the list submitted under the date of September 17, 2018 in the total amount of \$3,341,674.22 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 SEPTEMBER 17, 2018
LIST OF BILLS & EXPENDITURES

EDUCATION FUND

List of Bills - September 17, 2018	\$949,827.49
Revolving Fund - August 2018	\$1,673,795.78
Imprest Checks - August 2018	\$18,044.23

OPERATIONS & MAINTENANCE FUND

List of Bills - September 17, 2018	\$161,335.07
Revolving Fund - August 2018	\$18,938.52
Imprest Checks - August 2018	\$1,231.49

DEBT SERVICE

List of Bills - September 17, 2018	\$782.79
Revolving Fund - August 2018	\$0.00
Imprest Checks - August 2018	\$0.00

TRANSPORTATION FUND

List of Bills - September 17, 2018	\$81,482.52
Revolving Fund - August 2018	\$0.00
Imprest Checks - August 2018	\$136.00

IMRF

List of Bills - September 17, 2018	\$0.00
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FICA/MEDICARE

List of Bills - September 17, 2018	\$0.00
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SITE & CONSTRUCTION FUND

List of Bills - September 17, 2018	\$436,100.33
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WORKING CASH FUND

List of Bills - September 17, 2018	\$0.00
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FIRE & LIFE SAFETY FUNDS

List of Bills - September 17, 2018	\$0.00
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MEDICAL INSURANCE RESERVE FUND

List of Bills - September 17, 2018 \$0.00

SINKING FUND

List of Bills - September 17, 2018 \$0.00

Revolving Fund - August 2018 \$0.00

Total \$3,341,674.22

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)

12. RECOMMENDATIONS FOR ACTION

A. Ratification of Collective Bargaining Agreement with DGEEA

Member Sigale moved and Member Samonte seconded the motion to ratify the 2018-2022 Collective Bargaining Agreement between the DGEEA and the District 58 Board of Education and authorize the Board President and Secretary to sign the Agreement. Several board members thanked the negotiating teams for their hard work and expressed the hope that the provisions in the contract will help stabilize the cost of maintaining good health benefits for employees. (Attachment 20180917A)

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

B. Approval of Strategic Goals Action Plan 2018-2019

Member Hughes moved and Member Harris seconded the motion to approve the Strategic Goals Action Plan 2018-2019 as presented.

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

C. Resolution – Village of Downers Grove Plan Commission Membership

Member Miller moved and Member Hughes seconded the motion to adopt the Resolution of Nomination for Membership on the Downers Grove Plan Commission naming Michael Davenport as representative to the Plan Commission for 2018-2019. (Attachment 20180917B)

ROLL CALL VOTE: AYES: Members Doshi, Harris, Hughes,
Miller, Purcell, Samonte, and Sigale

NAYS: None

D. Resolution – Appointing SASSED Board of Control/Governing Board Representative and Alternate

Member Hughes moved and Member Samonte seconded the motion to adopt the resolution appointing Doug Purcell as Representative and John Miller as Alternate Representative to the SASSED Board of Control, and appointing Doug Purcell as Representative and John Miller Alternate Representative to the SASSED Governing Board. (Attachment 20180917C)

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

E. Appointment of IASB Delegate

Member Miller moved and Member Hughes seconded the motion to appoint Kirat Doshi as delegate and Elizabeth Sigale as alternate delegate to the Illinois Association of School Boards Delegate Assembly at the Joint Annual Conference in November 2018.

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

13. ANNOUNCEMENTS

President Purcell announced the following dates:

Policy Committee	Tuesday, September 18, 7:00 a.m. – ASC
Regular Board Meeting	Wednesday, October 10, 7:00 p.m. – Village Hall

14. CLOSED SESSION

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

VOICE VOTE Motion carried

The Board convened to closed session at 9:22 p.m. and reconvened to open session at 10:27 p.m.

15. ACTION RESULTING FROM CLOSED SESSION

A. Approval of Closed Session Minutes

Member Miller moved and Member Harris seconded the motion to approve the minutes of the August 13 and August 27, 2018 closed session meetings.

VOICE VOTE Motion carried

B. Review of Closed Session Minutes

Member Hughes moved and Member Doshi seconded the motion to keep the minutes from the August 13 and August 27, 2018 closed session meetings permanently closed due to the confidential nature of the contents.

VOICE VOTE Motion carried

C. Destruction of Verbatim Recordings

Member Hughes moved and Member Miller seconded the 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

04/11/16

04/25/16

05/09/16

06/06/16
06/13/16
08/08/16
08/22/16

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 Harris moved and Member Samonte seconded the motion to make available for public inspection the written minutes from the June 6, 2016 District 58 closed session meeting.

VOICE VOTE

Motion carried

Member Hughes moved and Member Harris seconded the motion to keep the District 58 closed session minutes listed in Attachment 09/17/18* and the District 69 closed session minutes listed in Attachment 09/17/18* permanently closed for reasons of confidentiality.

VOICE VOTE

Motion carried

16. ADJOURNMENT

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

VOICE VOTE

Motion carried

The meeting was adjourned at 10:34 p.m.

Doug Purcell, President

Melissa Jerves, Secretary