

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois met in regular session on Monday, December 9, 2019, 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 Emily Hanus, Steve Olczyk (by telephone conference), Jill Samonte and Tracy Weiner. Members absent: Kirat Doshi. Also in attendance were Kevin Russell, 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; James Eichmiller, Assistant Superintendent for Technology and Learning; Catherine Hannigan, Manager of Business Services; Kevin Barto, Director of Buildings and Grounds; Megan Hewitt, Community Relations Coordinator, and Melissa Jerves, Board Secretary. Attending this meeting were at least eight visitors. (Visitors' roster attached to official minutes.)

**2. FLAG SALUTE**

Kristen Steiner, Belle Aire Student Council sponsor, introduced Student Council officers Adrian Applewhite, Rowan Hurd, Natalie Gust, Anthony Bertacchi, and Steve Cox. The students led the audience in the Pledge of Allegiance to the flag. The officers talked about the ways they support the school and community, including sponsoring Spirit Days, and service projects throughout the year. Some of the donations they collected include Halloween candy for Ronald McDonald House; spare change to provide a Thanksgiving meal for a local family; winter gear for needy families; care packages to military, veterans and first responders; and a food drive for Ronald McDonald House.

Principal Brent Borchelt presented a video highlighting the ways Belle Aire connects with the community, including the Veterans Day assembly and Breakfast with Books sponsored by the PTA, Agriculture in the Classroom and Junior Achievement assisted by the Village of Downers Grove, school events such as Author Fest and Open House, and communication opportunities such as the principal's weekly newsletter and consistent use of Seesaw. Belle Aire has slightly exceeded the District's spring 2019 MAP targets in both reading and math, and will continue to closely monitor the progress of accelerated math students. On the IAR, Belle Aire performed slightly below the 50% target, at 49% in ELA and 48% in math. Staff recently participated in professional development related to assessments, and have examined Belle Aire's data during faculty meeting time. They will next examine individual test questions to embed them into the curriculum.

Erin Berger, Belle Aire PTA President, highlighted PTA sponsored events including the Fun Run, the 50th Anniversary celebration, Veterans Day assembly, Trivia Night fundraiser, and Variety Show at the Tivoli. Fundraising efforts help support theater trips, additional educational opportunities for students, and teacher requests for classroom supplies.

### 3. NON-ACTION REPORTS

#### A. Recognition of Students – PTA Reflections

The Board recognized the students in District 58 who submitted works of art for this year's PTA Reflections competition. This year, 44 students with 48 project submissions will advance to the regional level of competition.

#### B. "Spotlight on our Schools" – Health & Wellness Committee Update

Assistant Superintendent for Business/CSBO Todd Drafall and DGEEA Executive Board member Mark White provided an update on the work of the Health and Wellness Committee. Over the past year, the committee has recommended a Wellness Initiative, the diabetes management program Livongo, alignment of open enrollment to premium rate adjustments, and better member education regarding health care. The committee reviews monthly claims and annual trends in healthcare costs, reviews options to control costs and improve benefits, discusses communication plans, and receives information from experts in the field. Claim data this year shows that the District is currently ahead of projected expenditures as a result of fewer large claims so far this year, as well as the impact of some of the adjustments to the plan. An intensive open enrollment education initiative included short presentations to staff on Teacher Institute Opening Day; presentations to all certified staff, instructional assistants, custodians and principals; lunchtime Q&A sessions; and drop-in times at the ASC. As a result, 456 staff members logged into the online benefits portal to review and update their data and benefits, up from only 104 staff members in 2018. Cost management initiatives such as the \$200 emergency room copay have resulted in a reduction of \$70,000 in emergency room costs; under the new prescription benefits manager, the average cost of a prescription fell from \$181 to \$136. The District has increased its promotion of Teladoc, and at least 181 people have signed up for wellness screenings. The District will use the data to inform long-term wellness programs and incentives.

### 4. COMMUNICATIONS

#### Written Communications

1. Email from Samantha Figueroa regarding iPad use ~ *responses from Board President Darren Hughes and Assistant Superintendent for Technology and Learning Dr. James Eichmiller.*
2. Email from Ann Cummins regarding IASB resolutions ~ *response from Board*

- Member Tracy Weiner.*
3. Email from Jennifer Haselhorst regarding IASB resolution to arm school staff ~ *response from Superintendent Dr. Kevin Russell.*
  4. Text messages from Coco O'Shaughnessy regarding student issue ~ *response from Board Member Tracy Weiner.*
  5. Text message from Peg Chaidez regarding community engagement consultant ~ *response from Board Member Tracy Weiner.*
  6. Email from Cassie Creswell regarding student data deletion.

## 5. REPORTS TO THE BOARD

### A. Superintendent

Superintendent Dr. Kevin Russell reported on the following:

- Curriculum: The December 2nd Institute Day was filled with professional growth sessions on many topics, many led by District 58 staff. Math pilot materials will be on public display beginning in January at both the Downers Grove Public Library and the Administrative Service Center.
- Finance: The tax levy approved by the Board has been filed with the DuPage County Clerk's office well in advance of the December deadline.
- Facilities: The District continues to work with Representative Stava-Murray to secure state funds for playgrounds as included in the capital spending bill last spring.
- Public Relations: The Citizen Task Force will have its first meeting on December 18th at 6 p.m. at Longfellow. The group includes members from current District 58 and District 99 families, staff, administrators, non-District 58 families, and other civic leaders. The task force will review the District's DRAFT Master Facility Plan and make recommendations to the Board.
- Personnel: Dr. Russell has been delivering Education Foundation Green Apple Awards to various staff members. Parents, staff members and community members nominate individuals for the awards and then make a donation in their name.
- Technology: In preparation for winter MAP testing, the Technology Department pushed out updated versions of both the iOS and the Chrome Kiosk App. In addition, technicians were sent to each of the middle schools to provide support for any issues as they occurred. Thus far, testing has gone smoothly.
- Student Services: In response to data gathered by ProPublica, the State of Illinois has promulgated new emergency regulations for the use of time outs and restraints, effective immediately. District 58 does not practice isolated time outs or seclusion. District and building crisis intervention staff are trained and certified in Crisis Prevention Intervention (CPI), a de-escalation response model. Physical restraint by CPI certified staff is used exclusively to maintain student and staff safety, and is documented and shared with families the same day. Restraint data and policy language are reviewed annually by the Parent Teacher Advisory Committee.
- Other: District 58 schools will be closed for winter break the weeks of

December 23rd and December 30th.

B. Monthly Business

The Board received business reports, the investment report, and revenue and expenditure summary reports for the month ending November 30, 2019. Assistant Superintendent for Business/CSBO Todd Drafall stated that the Year-to-Date report shows income and expenditures tracking as expected. Expenditures are slightly behind because the transportation bill has not yet arrived. The state announced a property tax relief grant program for school districts; however, it is not recommended that the District apply for this grant because it would create a \$1.52 million revenue shortfall over two years. The Business Office plans to draft a resolution for the Board's consideration in February 2020 proposing an increase in the 2019 and 2020 levies to capture the increase in CPI.

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 November 19, 2019 Policy Committee meeting. Ken Carter from the Illinois Association of School Boards (IASB) reviewed the policy manual customization process. The committee will break into subgroups to review sections of the manual's first draft, with the goal of completing the manual for the Board's adoption in June 2020. The committee also discussed head lice procedures and communication to parents. Administration discussed the issue with principals and agreed to a change in procedure in which any identified case in a grade level will trigger a notification to parents.

E. Legislative Committee

Dr. Russell reported on the November 20, 2019 Legislative Committee meeting. The committee received a summary of the votes at the IASB Delegate Assembly and began planning the annual Legislative Breakfast.

F. Financial Advisory Committee

The Financial Advisory Committee has not met since the last Board meeting.

G. District Leadership Team

President Hughes reported on the November 18, 2019 District Leadership Team (DLT) meeting. The DLT oversees progress on the Strategic Plan goals:

- Goal 1 (Focusing on Learning): "Rigor" has been defined; the District is in the continual process of implementing rigor in the classroom as well as discussing the rigor of assessments and alignment with state standards. A curricular review timeline has been established. Curricular support structures for students, staff and parents are being developed.
- Goal 2 (Connecting the Community): A weekly email from principals

has been implemented, as well as a staff newsletter. The District is exploring ways to improve the website, including adding greater search capabilities and a place for community questions. Rather than create another group, the DLT will serve as the Joint Communication Council as provided in the Strategic Plan. The Resource Review Council has recommended that the District move away from combination classrooms. Instead it is recommended that classes are limited to 29 students, at which point some action will be taken, such as splitting a class, if possible within budget, space, and other constraints.

- Goal 3 (Securing the Future): A Citizen Task Force has been assembled to review and make recommendations on the DRAFT Master Facility Plan. Larger community events, mailers and phone surveys will also serve to disseminate and gather information regarding facility needs and funding possibilities.

H. Health and Wellness Committee

Member Harris noted that July/August claims were low, while September/October claims were a little higher. This year showed a significant decrease in the number of large claims compared to last year.

## 6. DISCUSSION

A. 2020-2021 School Calendar

Assistant Superintendent for Personnel Dr. Jayne Yudzentis reported that the school calendar will be presented to the Board for approval in January. A parent survey indicated that families prioritize aligning the calendar with District 99, including the week of Thanksgiving. Historically, the start and end dates between District 58 and District 99 have been different because the high schools have air conditioning and can start school earlier during the hottest days of August. In addition, the high school semester structure is designed to accommodate final exams before winter break. Therefore, the draft District 58 calendar aligns all holidays and days off during the school year with District 99, except for the start and end dates.

B. 2020-2021 School Fees

Dr. Russell and Manager of Business Services Katie Hannigan reported that the Business Office proposes increasing most student fees by the increase in the Consumer Price Index (CPI), which is projected to be 2%. Fees for OKEEP will be increased from \$2,550 to \$2,720 to maintain the program and pay for staffing. This year, OKEEP expenditures have been greater than revenues due to increased enrollment and staffing needs. The longer the program is in effect, the more data will be available for predicting future costs more accurately.

## 7. PUBLIC COMMENT

Andrea Petrino, Belle Aire attendance area, stated that she is a parent of a sixth grader at Belle Aire. The classroom has 32 students, and needs the support of the school, the Board, parents and community to overcome a toxic environment of bullying that is impeding learning.

## 8. APPROVAL OF MINUTES

### A. Approval of Minutes – November 11, 2019

Member Samonte moved and Member Weiner seconded the motion to approve the minutes of the November 11, 2019 regular meeting as presented.

VOICE VOTE

Motion carried

### B. Approval of Minutes – November 18, 2019

Member Weiner moved and Member Hanus seconded the motion to approve the minutes of the November 18, 2019 Financial Workshop as presented.

VOICE VOTE

Motion carried

### C. Approval of Minutes – November 20, 2019

Member Weiner moved and Member Hanus seconded the motion to approve the minutes of the November 20, 2019 Lester PTA meeting and building tour 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 Weiner seconded the motion to approve the following items:

### A. Personnel

The approval of Family Medical Leave of Absence for two certified teachers; the appointment of three educational support employees and one custodian. The resignation of one educational support employee. The retirement of one custodian.

### B. Financial Reports

The list of bills and obligations prepared for payment on December 9, 2019 as well as the revolving and imprest issued in November 2019 as shown on the list submitted under the date of December 9, 2019 in the total amount of \$1,282,260.02 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 DECEMBER 9, 2019  
LIST OF BILLS & EXPENDITURES

**EDUCATION FUND**

List of Bills – December 9, 2019	\$414,597.80
Revolving Fund – November 2019	\$23,842.21
Imprest Checks - November 2019	\$15,986.09

**OPERATIONS & MAINTENANCE FUND**

List of Bills – December 9, 2019	\$134,066.57
Revolving Fund - November 2019	\$8,322.38
Imprest Checks - November 2019	\$134.69

**DEBT SERVICE**

List of Bills - December 9, 2019	\$0.00
Revolving Fund - November 2019	\$0.00

**TRANSPORTATION FUND**

List of Bills – December 9, 2019	\$685,010.28
Revolving Fund - November 2019	\$0.00
Imprest Checks - November 2019	\$300.00

**IMRF**

List of Bills - December 9, 2019	\$0.00
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**FICA/MEDICARE**

List of Bills - December 9, 2019	\$0.00
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**SITE & CONSTRUCTION FUND**

List of Bills - December 9, 2019	\$0.00
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**WORKING CASH FUND**

List of Bills - December 9, 2019	\$0.00
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**FIRE & LIFE SAFETY FUNDS**

List of Bills - December 9, 2019	\$0.00
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**MEDICAL INSURANCE RESERVE FUND**

List of Bills - December 9, 2019	\$0.00
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**SINKING FUND**

List of Bills - November 11, 2019	\$0.00
Revolving Fund - November 2019	\$0.00

Total	<u>\$1,282,260.02</u>
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ROLL CALL VOTE: AYES: Members 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. Three-Year Contract with Securly for Student Device Web Content Monitoring

Member Weiner moved and Member Hanus seconded the motion to approve a three-year contract with Securly as presented. President Hughes noted that the contract provides for a six-month window to cancel if the service does not meet the needs of the District.

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

### B. Policy 3540 (4:190) – Targeted School Violence Prevention Program

Member Weiner moved and Member Samonte seconded the motion to adopt Policy 3540 (4:190) – Targeted School Violence Prevention Program.

VOICE VOTE Motion carried

## 11. ANNOUNCEMENTS

President Hughes announced the following dates:

- Parent Teacher Advisory Committee ~ Monday, Dec. 16, 4:00 p.m. ~ Longfellow
- Policy Committee Meeting ~ Tuesday, Dec. 17, 7:00 a.m. ~ ASC
- Legislative Committee Meeting ~ Wednesday, Dec. 18, 3:45 p.m. ~ ASC
- Financial Advisory Committee ~ Friday, Jan. 10, 7:00 a.m. ~ ASC
- Regular Board Meeting ~ Monday, Jan. 13, 7:00 p.m. ~ Village Hall

## 12. CLOSED SESSION

Member Harris moved and Member Weiner seconded the motion to move to closed session for the purpose of discussing matters relating to

- The placement of individual students in special education programs and other matters relating to individual students; 5 ILCS 120/2(c)(10);
- 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);

- 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 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 8:41 p.m. and reconvened to open session at 10:25 p.m.

### 13. ACTION RESULTING FROM CLOSED SESSION

#### A. Approval of Closed Session Minutes

Member Olczyk moved and Member Samonte seconded the motion to approve the minutes of the November 11, 2019 closed session meeting and keep them closed due to the confidential nature of the contents.

VOICE VOTE Motion carried

#### B. Settlement Agreement for Student 22116

Member Samonte moved and Member Hanus seconded the motion to approve the settlement agreement for Student 22116 as presented.

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

### 14. ADJOURNMENT

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

VOICE VOTE Motion carried

The meeting was adjourned at 10:26 p.m.

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Darren Hughes, President

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Melissa Jerves, Secretary