

April 27, 2020

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois, met for a special meeting and tentative budget workshop on Monday, April 27, 2020, at Longfellow Center. Due to the COVID-19 emergency and the Governor's stay-at-home order, the meeting was held virtually via Zoom videoconference and live streamed to the public on the District's YouTube channel.

1. CALL TO ORDER/ROLL CALL

The President called the meeting to order at 7:01 p.m. and announced that it was a special meeting and budget workshop of the District 58 Board of Education. Present at Longfellow Center: President Darren Hughes; Kevin Russell, Superintendent; James Eichmiller, Assistant Superintendent for Technology and Learning; and Melissa Jerves, Board Secretary. Present via video conference: Vice President Gregory Harris; and Members Kirat Doshi, Emily Hanus, Steve Olczyk, Jill Samonte and Tracy Weiner. Members absent: None. Also in attendance via video conference were 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, Manager of Business Services; Kevin Barto, Director of Buildings and Grounds; and Megan Hewitt, Coordinator of Community Relations.

2. FLAG SALUTE

President Hughes led the flag salute.

3. TENTATIVE BUDGET WORKSHOP

Assistant Superintendent for Business/CSBO Todd Drafall began the tentative budget workshop by highlighting the District's mission, vision and strategic goals, which guide all decision making regarding the budget. Mr. Drafall reviewed some of the impact the COVID-19 school closure is having on the District's financial position. Expenses in some areas, such as transportation and substitute teachers, have been reduced, and that savings may help offset increases in expenditures in fiscal year 2021. Reductions are projected in revenue from fee collection, Corporate Personal Property Replacement Tax (CPPRT) receipts, interest income, and state transportation reimbursement. Evidence Based Funding revenue from the state is projected to be flat, while the value of future new property as well as the Consumer Price Index (CPI) are projected to fall. Federal funds from the CARES Act and reimbursement for the additional food service during school closures are projected to increase.

Factors that may affect the District's fund balance and cash position include

a proposal from the County to waive late property tax penalties for taxpayers impacted by COVID-19; delays in fee collection, including registration fees; and delays in receipt of state funds. Mr. Drafall reviewed the cash flow forecast in more detail, noting that he does not foresee the need for tax anticipation warrants or borrowing at this time.

Assistant Superintendent for Curriculum and Instruction Justin Sisul outlined the assumptions in the budget projections related to curriculum, including the costs associated with the adoption of new curricular materials for math, science and a social studies pilot, as well as recurring costs for consumables.

Assistant Superintendent for Personnel Jayne Yudzentis reviewed the assumptions regarding enrollment and staffing in budget projections. As a whole, District 58 has stable enrollment. Positions recently added at Belle Aire and El Sierra will be retained. There will be a reduction of one FTE at one elementary school, and the potential increase at two other elementary schools, pending registration. At the middle school level, an overall decrease of 1.75 FTE is expected based on lower enrollment in the incoming seventh grade class. There is a potential reduction of nine FTE instructional assistants across the District, due to decreased individual student need and lower class sizes. Class size targets are being met and no combination classes will be run, with the exception of those in the dual language program. Social workers will increase to four days at each school.

In special education, there will be an increase in preschool RISE and DLP sections. The growth of the dual language program will require additional special education supports in Spanish.

Technology needs included in the budget are a refresh of both faculty and middle school devices, and the shift to a hosted website platform with an associated reduction in contractual services for software development. Potential revenue could come from the resale of teachers' 2013 MacBook Airs.

Capital projects were not originally included in the tentative budget due to the facility planning process. While that initiative is paused due to the COVID-19 pandemic, some facility needs must be addressed. Priorities include playground work already funded; a focus on health and life safety projects; and projects to maintain failing pavement and building envelopes. Additional capital needs not yet budgeted for include roof replacement at Pierce Downer.

4. DISCUSSION

A. Remote Learning

Dr. Russell began the presentation on Remote Learning by noting that remote learning is not ideal and school is difficult to replicate remotely.

District 58's plan is robust, going beyond state expectations. 98% of students are meaningfully engaged in remote learning.

Assistant Superintendent for Curriculum and Instruction Justin Sisul reported that the response rate to the recent survey on remote learning was record setting. In response, the remote learning plan will be revised to include:

- some teacher planning days that will also allow students to catch up on work,
- revised videoconferencing schedules,
- districtwide consistency of learning standards and content,
- optional enrichment materials,
- and weekly remote learning plans posted on Sundays.

A plan for third trimester reporting is being developed, as well as plans for summer learning opportunities. End-of-year activities will be virtual or rescheduled to a later time if appropriate. Finally, a transition plan for the eventual return to on-site learning is under consideration.

5. PUBLIC COMMENT

Craig Young, DGEEA President, submitted the following public comment:

"I want to thank the District 58 administration for being flexible, supportive, and understanding in creating and revising our Remote Learning plan. This flexibility, particularly from Kevin, Jayne, and Justin has been so important to teachers as they struggle to care for and assist family members through this crisis, parent (and teach) their own children, and give students the instruction, support, and feedback they deserve. Remote teaching is hard. Almost every aspect of teaching has had to be modified, and then modified again as circumstances and guidelines change, which makes me grateful that we have a district filled with people who have worked together through this crisis and I know that this collaborative spirit will continue as we figure out how to end this school year in these unprecedented times. Thank you."

6. RECOMMENDATIONS FOR ACTION

A. Approval of Personnel Report

Member Harris moved and Member Doshi seconded the motion to approve the Personnel Report dated April 27, 2020, as presented.

ROLL CALL VOTE: AYES: Members Doshi, Hanus, Harris, Hughes,
Olczyk, Samonte, and Weiner

NAYS: None

Motion carried

Dr. Russell thanked Principal Christine Collins for her service at Pierce Downer School, and welcomed Mr. Leland Wagner to District 58 as the new principal of Pierce Downer, effective July 1. Mr. Wagner joined the meeting by video conference, and stated that he is excited for the opportunity and looks forward to making connections with the Pierce Downer and District 58 communities.

B. New Website Platform - Campus Suite

Member Olczyk moved and Member Weiner seconded the motion to approve a three-year agreement with Campus Suite for website hosting services and implementation, for a total cost of \$42,899.64.

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

C. Transportation Agreement with First Student for Remainder of SY 19-20

Member Weiner moved and Member Olczyk seconded the motion to approve an agreement with First Student to pay 40% of the daily rate established in the current contract for those school days where students did not attend classes in person.

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

7. **ANNOUNCEMENTS**

President Hughes announced the following dates:

Wednesday, April 29th, 7 p.m. Live web presentation with Dr. John Duffy: Parenting during the Pandemic (Streaming on District YouTube channel)

Monday, May 11th, 7 p.m. Regular Board Meeting Longfellow (Virtual Meeting)

8. **CLOSED SESSION**

Member Doshi 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; 5 ILCS 120/2(c)(1);

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

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

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

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

The Board convened to closed session at 9:46 p.m. and reconvened to open session at 10:20 p.m.

9. ADJOURNMENT

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

VOICE VOTE Motion carried

The meeting was adjourned at 10:20 p.m.

Darren Hughes, President

Melissa Jerves, Secretary