

August 8, 2016

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois met in regular session on Monday, August 8, 2016, at the Administrative Service Center.

1. CALL TO ORDER/ROLL CALL

The 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: President John D. Cooper and Members Diehl, Heppner, Lupescu, Miller, and Sigale. Members absent: Vice President Doug Purcell. Also in attendance were Kari Cremascoli, Superintendent; Jayne Yudzentis, Assistant Superintendent for Personnel; Jessica Stewart, Assistant Superintendent for Special Services; Matthew Rich, 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 Pamela A. Osika, Board Secretary. Attending this meeting were at least nine visitors. (Visitors' Roster attached to official minutes.)

2. FLAG SALUTE

The audience was led in the pledge to the flag by President Cooper.

3. NON-ACTION REPORTS

"Spotlight on our Schools" ~ Proposed Spotlights for 2016-2017

The Board spotlights scheduled for the 2016-2017 school year were previewed. Spotlights are tied to the Strategic Goals Action Plan. It was noted that the August 22nd Budget Workshop will begin at 6:30 p.m.; the October meeting was moved to the third Monday, October 17th; and the April meeting was moved to Tuesday, April 11th.

4. COMMUNICATIONS

- A. E-mail from Brenda Bruno regarding School Curriculum
- B. E-mails from Tracy Weiner regarding various topics
- C. E-mail from Amy Nelson regarding LRC
- D. E-mail from Jennifer Watson regarding LRC staffing for 2016-2017
- E. Freedom of Information Act request from Tracy Weiner for MAP data and presentations
Response from Dr. Kari Cremascoli, Superintendent
- F. E-mail from Dawn Strobel regarding Fall attendance
- G. Freedom of Information Act request from Katy Smyser, NBC5 Chicago Producer, for information and lease agreements for cellular antennae and/or towers on DG58 property
Response from Pamela Osika, Sec'y to Supt/Board Sec'y
- H. Freedom of Information Act request from Kylie Spahn for PARCC Participation Summary Report 2016 for Downers Grove School District 58
Response from Dr. Kari Cremascoli, Superintendent

5. REPORTS TO THE BOARD

A. Superintendent

Superintendent Kari Cremascoli reported that school principals returned to work on August 1st and met for two administrative retreats that first week. District 58 partnered with Indian Prairie School District 204 to host SAMRi Camp at Metea Valley High School on August 3rd. The SAMRi Teacher Camp is professional development designed and facilitated for educators by educators; there were more than 350 attendees and many were District 58 teachers. New Teacher Orientation begins on Monday, August 15th and second year teachers and certificated staff will participate in continuing professional development beginning on Tuesday, August 16th. All teachers are scheduled to return on Thursday, August 25th starting with the Opening Day Workshop at the Tivoli Theater. An invitation was extended to Board members to attend this event. A ribbon cutting ceremony for the Hillcrest School all-accessible playground will take place on August 17th at 6:00 p.m. The Summer Book Club Celebration is set for August 18th. Class lists will be made available after 4:00 p.m. on Thursday, August 25th; this year class assignments will be e-mailed directly to parents/guardians. Dr. Cremascoli reported on progress made by the Math Committee over the summer. It was announced that Hillcrest 4th grade students and O'Neill and Herrick 8th grade students have been randomly selected to participate in the National Assessment of Education Progress (NAEP), which is the largest nationally representative and continuing assessment of what America's students know and can do in various subject areas. The 2016 Annual Report to the Community will be published online and mailed to households within District 58 boundaries.

B. Monthly Business

The Board received business reports, the investment report, and revenue and expenditure summary reports for the month ending July 31, 2016. Assistant Superintendent for Business/CSBO David Bein reported that FY17 has started smoothly for the Business Office. Financial reports provided to the Board are being reviewed. Auditors will return to the District on Monday, August 22nd to complete field work. Mr. Bein reminded the Board that the State had recently discovered incorrect Corporate Personal Property Replacement Tax (CPPRT) distributions were made to thousands of local taxing districts, resulting in overpayment. Those overpayments will be recouped by the State over an appropriate period of time. This means that District 58 will experience reduced payments until an overpayment of just more than \$100,000 has been repaid to the State. This will be recorded as a liability for FY16, which will reduce revenue totals. In subsequent years, as the State recoups these funds the liability will be relieved. The State has released information on prorations for FY17 funding; these are relatively flat and down slightly, especially in the area of special education. These updates will be taken into consideration as the FY17 Tentative Budget is reviewed and revised. District 58 has not yet received a fourth categorical payment from the State for FY16, which amounts to approximately \$800,000.

- C. Treasurer's Report
There was nothing special to report in regard to the Treasurer's Report.
- D. Policy Committee
The Policy Committee did not meet in July.
- E. Legislative Committee
The Legislative Committee did not meet in July.
- F. Financial Advisory Committee
The Financial Advisory Committee did not meet in August.

6. DISCUSSION

There were no discussion items on the August agenda.

7. RECEPTION OF VISITORS

There were no comments or questions from members of the audience at this time.

8. APPROVAL OF MINUTES

Approval of Minutes – July 11, 2016

Member Lupescu moved and Member Diehl seconded her motion to approve the minutes of the July 11, 2016 regular meeting 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 Heppner moved and Member Diehl seconded his motion to approve the following items:

A. Personnel

The request for the retirement of two administrators effective June 2020, one certified teacher effective June 2020, one instructional assistant effective June 2016, and one educational support personnel employee effective June 2017; the appointment of two certified teachers and one educational support personnel employee; and the resignation of one instructional assistant and three educational support personnel employees.

B. Financial Reports

The list of bills and obligations prepared for payment on August 8, 2016 as well as the revolving and imprest issued in July 2016 as shown on the list submitted under the date of August 8, 2016 in the total amount of \$811,643.53 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 AUGUST 8, 2016
LIST OF BILLS & EXPENDITURES**

EDUCATION FUND

List of Bills - August 8, 2016	\$429,307.51
Revolving Fund - July 2016	\$47,335.60
Imprest Checks - July 2016	\$3,180.30

OPERATIONS & MAINTENANCE FUND

List of Bills - August 8, 2016	\$179,914.06
Revolving Fund - July 2016	\$42,484.46
Imprest Checks - July 2016	\$387.80

DEBT SERVICE

List of Bills - August 8, 2016	\$0.00
Revolving Fund - July 2016	\$0.00

TRANSPORTATION FUND

List of Bills - August 8, 2016	\$106,998.00
Revolving Fund - July 2016	\$2,035.80
Imprest Checks - July 2016	\$0.00

IMRF

List of Bills - August 8, 2016	\$0.00
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FICA/MEDICARE

List of Bills - August 8, 2016	\$0.00
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SITE & CONSTRUCTION FUND

List of Bills - August 8, 2016	\$0.00
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WORKING CASH FUND

List of Bills - August 8, 2016	\$0.00
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FIRE & LIFE SAFETY FUNDS

List of Bills - August 8, 2016	\$0.00
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MEDICAL INSURANCE RESERVE FUND

List of Bills - August 8, 2016	\$0.00
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SINKING FUND

List of Bills - August 8, 2016	\$0.00
Revolving Fund - July 2016	\$0.00

Total	\$811,643.53
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ROLL CALL VOTE: AYES: Members Cooper, Diehl, Heppner, Lupescu,
Miller, and Sigale
NAYS: None Motion carried

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

10. RECOMMENDATIONS FOR ACTION

A. Proposed Tentative Budget for 2016-2017 - Approval of Tentative Budget

Member Diehl moved and Member Miller seconded her motion to approve the Tentative Budget for FY 2016-2017 as presented, and make it available for public inspection at the ASC office, local libraries, and on the District 58 website.

It was noted that the tentative budget for FY17 is generally balanced with expenditures exceeding revenues slightly, which will result in a decrease in fund balances. Predicting revenue is difficult. As more information is made available to the District, the budget will be revised to reflect current numbers prior to final approval being recommended by the Board.

ROLL CALL VOTE: AYES: Members Cooper, Diehl, Heppner, Lupescu,
Miller, and Sigale
NAYS: None Motion carried

B. Proposed Tentative Budget for 2016-2017 - Establish Date for Budget Hearing

Member Miller moved and Member Lupescu seconded his motion to establish the date for the Budget Hearing on Monday, September 12, 2016 at 7:00 p.m. at Longfellow Center.

ROLL CALL VOTE: AYES: Members Cooper, Diehl, Heppner, Lupescu,
Miller, and Sigale
NAYS: None Motion carried

C. Strategic Goals Action Plan 2016-2017

Member Lupescu moved and Member Diehl seconded her motion to adopt the 2016-2017 Strategic Goals Action Plan as listed in the agenda materials. (Attachment 08/08/16 A)

ROLL CALL VOTE: AYES: Members Cooper, Diehl, Heppner, Lupescu,
Miller, and Sigale
NAYS: None Motion carried

D. Contract Approval - Math Professional Development

Member Diehl moved and Member Lupescu seconded her motion to approve engaging in a contract with the Metro Chicago Math Initiative for the purpose of providing Downers Grove Grade School District 58 teachers of mathematics professional development in best practices of instruction, depth of learning in mathematics, for a total cost of \$48,000.00.

It was noted that members of the Math Committee had input in the decision making process for choosing this professional development consulting group.

ROLL CALL VOTE: AYES: Members Cooper, Diehl, Heppner, Lupescu,
Miller, and Sigale
NAYS: None Motion carried

E. Serious Hazardous Recommendations

Member Lupescu moved and Member Diehl seconded her motion to designate the areas listed below as hazardous for 2016-2017, which makes students who reside within the designated areas eligible for fee-based transportation services even though they live within the one and one half mile limit (K-8):

- El Sierra attendance area:
 - √ East of Fairview Avenue.
- Fairmount attendance area:
 - √ East of Fairview Avenue.
- Henry Puffer attendance area:
 - √ South of railroad tracks; and
 - √ Cross Street from 'S' curve to Haddow Avenue.
- Highland attendance area:
 - √ North of 39th Street; and
 - √ East of Fairview Avenue.
- Hillcrest attendance area:
 - √ North of 55th Street.
- Indian Trail attendance area:
 - √ Belmont Avenue from 60th Street south to 63rd Street;
 - √ Woodward Avenue from 55th Street to 5912 South Woodward;
 - √ Pershing Avenue from 55th Street to 59th Street;
 - √ South of 63rd Street; and
 - √ 5900 & 5901 Pershing Avenue.
- Herrick attendance area:
 - √ North of Ogden Avenue; and
 - √ South of the railroad tracks.
- O'Neill attendance area:
 - √ South of 63rd Street; and
 - √ West of Main Street.
- St. Joseph's attendance area:
 - √ North of Ogden Avenue and south of the railroad tracks.
- St. Mary of Gostyn attendance area:
 - √ North of Ogden Avenue and south of the railroad tracks.

ROLL CALL VOTE: AYES: Members Cooper, Diehl, Heppner, Lupescu,
Miller, and Sigale
NAYS: None Motion carried

F. Plate Lunch Fee

Member Diehl moved and Member Miller seconded her motion to set the 2016-2017 plate lunch fee for students at \$2.60.

ROLL CALL VOTE: AYES: Members Cooper, Diehl, Heppner, Lupescu, Miller, and Sigale

NAYS: None Motion carried

G. Resolutions of Association or Organization (Community Bank of Downers Grove)

Member Lupescu moved and Member Diehl seconded her motion to adopt the resolutions of association or organization of Community Bank of Downers Grove as a depository of Downers Grove Grade School District 58 and authorizing the appropriate signatures.

ROLL CALL VOTE: AYES: Members Cooper, Diehl, Heppner, Lupescu, Miller, and Sigale

NAYS: None Motion carried

11. RECEPTION OF VISITORS

Kylie Spahn, Herrick parent, shared background information on personal family experiences regarding the District 58 math program and curriculum. Ms. Spahn read excerpts from the Middle School Advanced Math Placement Report provided to members of the Board of Education and reviewed information she gathered from District 99 representatives regarding math placement.

12. ANNOUNCEMENTS

President Cooper announced the following dates:

Monday, August 22	Budget Workshop 6:30 p.m. Longfellow Center
Monday, September 12	Regular Board Meeting & Budget Hearing 7:00 p.m. Longfellow Center
Tuesday, September 20	Policy Committee Meeting 7:00 a.m. ASC Office

13. CLOSED SESSION

Member Heppner moved and Member Lupescu 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);
- 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);

- 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 Cooper, Diehl, Heppner, Lupescu,
Miller, and Sigale
NAYS: None Motion carried

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

VOICE VOTE Motion carried

The Board convened to closed session at 7:41 p.m. and reconvened to open session at 8:13 p.m.

14. ACTION RESULTING FROM CLOSED SESSION

- A. Approval of Closed Session Minutes
Member Diehl moved and Member Heppner seconded the motion to approve the minutes of the June 13, 2016 closed session meeting.

VOICE VOTE Motion carried

- B. Review of Closed Session Minutes
Member Lupescu moved and Member Diehl seconded the motion to keep the minutes from the June 13, 2016 closed session meeting permanently closed due to the confidential nature of the contents.

VOICE VOTE Motion carried

15. ADJOURNMENT

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

VOICE VOTE Motion carried

The meeting was adjourned at 8:14 p.m.

John D. Cooper, President

Pamela A. Osika, Secretary

STRATEGIC GOALS ACTION PLAN 2016-2017

The following report provides an overview of the goal areas in support of the Strategic Plan of the Downers Grove Grade School District 58 and its Board of Education for the 2016-2017 school year.

STRATEGIC GOALS ACTION PLAN 2016-2017

Student Learning: Curriculum, Instruction & Programming

Instructional Practices that Support Student Engagement, Achievement and Growth:

- Differentiated and Flexible Instruction: Through ongoing professional development, teacher collaboration, curriculum committee work, and instructional leadership, the District will continue to:
 - Develop capacity for **differentiated, student-centered instruction** informed by curriculum objectives, performance data, and formative assessment;
 - Increase teacher understanding and implementation of **formative assessment** as part of daily teaching and learning through the use of staff collaboration time and ongoing professional development; and
 - Develop school building structures to support **flexible instructional delivery models** through the use of staff collaboration time and professional development.
- Student Engagement in and Ownership of Learning:
 - Increase student engagement and ownership in the learning process through **differentiated instruction**;
 - Explore the process of **student goal setting**; and
 - Develop innovative traditional and digital products for use as **formative and summative assessments**.

Teacher Evaluation Framework (Year 3):

- Support the implementation of student growth goals as part of the evaluation process.
- Continue to expand the understanding among teachers and administrators of the major components of the evaluation framework and its implementation to improve professional practice and student outcomes.
- Work collaboratively to refine the evaluation process to support growth and improvement in teaching and learning.

Programs of Instruction: The District will review programs of instruction and supports to continue to provide high quality, student-centered instruction in all classrooms.

- English-Language Arts (ELA):
 - Conduct an analysis of needs in English-Language Arts learning.
 - Develop a consistent scope and sequence for English-Language Arts instruction.
 - Explore and possibly pilot additional resources as recommended by the ELA Curriculum Committee to support English-Language Arts scope and sequence.

- Science and the Next Generation Science Standards (NGSS):
 - Explore unit development and potential resources for Next Generation Science Standards (NGSS)-linked curricular units K-8.
 - Provide professional development for shifts in instructional methodology based on NGSS framework.

- Mathematics:
 - Support implementation of Math Curriculum Blueprint through professional development and ongoing teacher collaboration.
 - Refine the Math Curriculum Blueprint, including the provision of professional development for the Math Committee regarding assessment.
 - Refine acceleration and support methodologies in math.

- Resource Development and Allocation:
 - Analyze intervention and enrichment supports and services.
 - Review supports for instructional leadership and professional development.

- Special Education Programming and Services:
 - Support the implementation of consistent special education procedures and protocols PreK-8.

Community Partnerships: Continue to strengthen community partnerships and communication, promoting community awareness, support, and engagement regarding student learning and District 58 programs.

- Launch a new website that will serve as a communications tool with our community.
- Review opportunities to continue and/or expand the Board's community engagement efforts, including related policy reviews/revisions.
- Evaluate the District's communication plan with the aim of promoting understanding of the goals and initiatives of the District.
- Review and continue to improve upon communication with parents regarding student progress, including recommendations relative to improvements in report cards and ongoing professional development relative to grading.
- Explore opportunities and develop plans for updating the Board's Strategic Plan.

Student Well-Being/Social-Emotional Learning (SEL)

Supportive Learning Environment:

- Monitor the implementation of SEL skill instruction for all students in grades Pre-K through 8, working to provide a consistent, research-based program of instruction in SEL skill development.
- Continue to use survey results and feedback from staff, students, and parents to develop and implement individual building action plans related to fostering a positive, caring, collaborative learning environment within each school as led by Building Leadership Teams.

Technology for Teaching and Learning

1:1 Learning Program: The District will monitor the 1:1 learning program and plan for future device refresh by:

- Gathering input from students, parents and teachers on the effectiveness of the 1:1 program; and
- Examining and analyzing needs and options for device refresh, including consideration of the options for the optimal device and schedule for implementation.

Facilities, Finance, Operations and Maintenance

Fiscally Responsible and Transparent Budgeting: Administer the District in a fiscally responsible manner by continuing to work with the Financial Advisory Committee (FAC) and to budget proactively in light of legislative and revenue changes.

Facility Needs, Improvement and Planning: Review facility needs and funding options, and establish a plan to address prioritized facilities needs, including consideration of:

- The 10-year health and life safety study and other facility-related reports,
- Completion and analysis of a demographic study of the District and each school region,
- Examination and analysis of options for district-wide phone system replacement,
- Review of the status, needs and options for updating middle school laboratories,
- Review and consideration of Lester School facility needs, and
- Continuing to engage and inform the community regarding plans for the District's facilities.