

May 13, 2019

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois met in regular session on Monday, May 13, 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 Kirat Doshi, Emily Hanus, Steve Olczyk, Jill Samonte and Tracy Weiner. 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, Manager 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 seven visitors. (Visitors' Roster attached to official minutes.)

2. FLAG SALUTE

Christine Collins, principal of Pierce Downer School, introduced Student Council sponsors Lauren Minardi and Kelly DeMarco, as well as student council officers Sarah Neveril, Lauren Mall, Emily Doherty, Colin McGlone, Mallory Riske and Mackenzie Wells. The students led the audience in the Pledge of Allegiance to the flag. The officers talked about activities, fundraisers, and events for this school year including spirit days; Red Ribbon Week; and service projects such as a holiday movie night to raise money for holiday gifts for families in need, cards for homeless veterans, dressy clothes drive for Willowbrook High School, and collection of household items for Sharing Connections.

PTA Co-Presidents Mariah Cameron and Stephanie Vroman highlighted the ways in which the Pierce Downer PTA is committed to bettering the education of students. The PTA provides enrichment opportunities such as field trips, assemblies, and in-school programs such as Art Awareness lessons and the Accelerated Reader program. PTA creates community through activities such as Dad's Night Out, mother-son kickball tournament, Fun Run, Sixth Grade Breakfast and VIP Day. The PTA also supports teachers through a staff supplies allowance, funding teacher grants and wish list items, and celebrating Teacher Appreciation Week. All of these activities are funded through an annual giving campaign, as well as fundraising events like Trivia Night and the Battle of the Bands.

Principal Collins presented a slideshow featuring the ABC's of Pierce Downer,

giving an overview of some of the programs and highlights of the school year, including buddy benches, Reading with Dogs, Fun Run, Jump Rope for Heart, McTeacher Night, sensory tools, PD Families, and the Variety Show.

3. NON-ACTION REPORTS

A. Recognition of Students – Illinois Young Authors

The Board formally recognized the students who submitted original stories and were selected to attend the Illinois Young Authors Conference in Normal, Illinois on May 18th.

B. "Spotlight on our Schools" – Preliminary Staffing Plans for 2019-20

Assistant Superintendent for Personnel Dr. Jayne Yudzentis presented preliminary staffing plans for 2019-2020, and how those decisions are being made within the framework of Strategic Plan Goal 2: Connecting the Community. Dr. Yudzentis shared that the Resources Review Council has developed a definition of "equitable," communicated staffing allocations and rationale more broadly, set targets for staffing decisions, and will develop systems for allocation of related service staff. Tentative enrollment projections were shared, as well as art, music and physical education allocations and space considerations. The Resources Review Council will continue conversations regarding staffing allocation for related service staff, monitor actual class size related to the targets, begin discussions regarding staffing allocation for other certified staff and instructional assistants, and continue developing a communication plan.

C. Facility Master Planning Update

Assistant Superintendent for Business/CSBO Todd Drafall and Wight architect Amy Tiberi provided an update on the work of the Facility Planning Council (FPC) and the progress toward a Master Facility Plan. The FPC has defined the Guiding Principles for Facility Planning: Safe and Healthy Environments, 21st Century Learning, and Connectedness. The Key Drivers of the plan include:

1. Create safe and secure atmospheres
2. Improve indoor air quality
3. Spaces for 21st century learning and doing
4. All buildings have maintenance and capital improvement needs
5. Explore grade reconfiguration – freeing up space in elementary schools and exploring feasibility of 6-8 middle schools
6. Evaluate District facility use (Longfellow and ASC)

The four ingredients of the District's Master Facility Plan will include maintenance (capital improvements; mechanical, electrical and plumbing; interior repairs; health/life/safety upgrades; site maintenance); safe and healthy environments (secure entrances, indoor air quality, air conditioning); 21st century learning (STEM, collaboration, flexible furniture); and comprehensive improvements (middle schools). Ms. Tiberi presented

conceptual drawings to demonstrate the feasibility of expanding the middle schools on their existing sites to accommodate grades 6-8, and listed the priorities for facility upgrades to the elementary schools. Next steps in facility planning include community engagement sessions, the development of a budget, and presenting a long-range plan to the Board and community.

4. COMMUNICATIONS

Freedom of Information Act Requests

1. Freedom of Information Act request from Sameer Samant regarding special education transportation contracts ~ *response from Board Secretary Melissa Jerves.*
2. Freedom of Information Act request from SmartProcure regarding purchase and vendor records.
3. Freedom of Information Act request from Sameer Samant regarding special education transportation contracts.
4. Freedom of Information Act request from Mark White regarding medical insurance.

Communications

1. Emails from Debbie Rudi regarding student issue.
2. Email from Mary Blanchard regarding 6th grade curriculum ~ *responses from Superintendent Dr. Kari Cremascoli and Board Member Kirat Doshi.*
3. Email from Tracy Weiner to Board Member John Miller regarding board service.
4. Email from Dr. Kevin Russell regarding meeting with Board members.
5. Email from Dr. Kevin Russell regarding board orientation ~ *response from Board Member Darren Hughes.*
6. Emails from George Namba regarding Champions wait list at Lester ~ *responses from Board President Doug Purcell, Lester Principal Carin Novak, and Board Member Greg Harris.*
7. Email from Dr. Kevin Russell regarding Reorganization Meeting.
8. Email and letter from Tom Salaba regarding Arbor Day ~ *response from Board Member Jill Samonte.*
9. Email from Board Member Tracy Weiner in response to Dr. Kevin Russell's email.
10. Text message and email from Lauren Loeb regarding student issue ~ *response from Board Member Tracy Weiner.*
11. Email from Board Member Tracy Weiner to Indian Trail Principal Robin Bruebach regarding board tour and PTA meeting.
12. Text message from Katherin Frankovic regarding student issue.

5. REPORTS TO THE BOARD

A. Superintendent

Superintendent Kari Cremascoli reported that planning has begun for the 2019-2020 school year. The District recently celebrated its 44 Distinguished Service Award nominees and winners Todd McDaniel and Nicole Perolli;

Teachers of the Year Karen Ryan and Traci Leach; and the eighth graders recognized at the annual Select 58 ceremony. In the past few weeks, each school held its annual open house to welcome families into classrooms. Dr. Cremascoli thanked parents, PTAs, and the community for celebrating Staff Appreciation Week in schools during the week of May 6. Incoming Superintendent Dr. Kevin Russell has completed visits to all District 58 schools and has met with all the central office staff as part of his transition activities. Registration for the coming school year continues, and staffing decisions will be made based on final enrollment figures. Teachers engaged in a variety of professional development activities and school improvement work on the recent School Improvement half day.

B. Monthly Business

The Board received business reports, the investment report, and year-to-date revenue and expenditure summary reports for the month ending April 30, 2019. Assistant Superintendent for Business/CSBO Todd Drafall reported that overall expenditures are still within budget and track previous years. The District received some of its expected state revenue in April, alleviating concerns about cash on hand available for the June payroll. In addition, property tax distributions are expected both mid-May and late-May, and the District received a check for corporate personal property replacement taxes. Bid approvals before the Board are for copiers and custodial supplies.

C. Treasurer's Report

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

D. Policy Committee

Member Samonte reported on the April 30, 2019 Policy Committee meeting. The committee has recommended for first reading policies regarding search and seizure, bus conduct, and updates to the central administration organizational chart and position titles and descriptions. The committee also further discussed possible opportunities for communication between the Board and collective bargaining associations.

Member Harris moved and Member Doshi seconded the motion to approve for first reading the following draft policies and place them on the June board agenda for final approval: #2001 – Goals & Objectives, #2002 – Organizational Chart, #2020 – Deputy Superintendent, #2031 – Assistant Superintendent for Curriculum and Instruction, #2032 – Assistant Superintendent for Personnel, #2042 – Manager of Business Services, #2043 – Assistant Superintendent for Technology, #5121 – Search and Seizure, and #5131.1 – Bus Conduct.

VOICE VOTE

Motion carried

Member Hanus moved and Member Harris seconded the motion to approve for first reading the deletion of policy #2030.5 – Administration – Controller.

- E. Legislative Committee
Member Doshi reported on the April 17, 2019 Legislative Committee meeting. The committee debriefed the Legislative Breakfast, noting successes and challenges with the event. The committee particularly liked adding surrounding school districts to the list of invitees, and discussed steps to encourage more legislators to attend.
- F. Financial Advisory Committee
Member Hughes reported on the May 10, 2019 Financial Advisory Committee meeting. In addition to receiving an update on the monthly business of the District, the committee discussed potential investment options that might result in higher returns without exposing the District to excessive risk, and continued to discuss the future of the Longfellow property.
- G. District Leadership Team
The District Leadership Team had not met since the previous Board meeting.

6. DISCUSSION

There were no items for discussion this month.

7. RECEPTION OF VISITORS

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

8. APPROVAL OF MINUTES

- A. Approval of Minutes – April 16, 2019
Member Samonte moved and Member Weiner seconded the motion to approve the minutes of the April 16, 2019 Board Tour/Whittier PTA meeting as presented.

VOICE VOTE Motion carried
- B. Approval of Minutes – April 25, 2019
Member Olczyk moved and Member Weiner seconded the motion to approve the minutes of the April 25, 2019 special meeting/board reorganization as presented.

VOICE VOTE Motion carried
- C. Approval of Minutes – April 29, 2019
Member Hanus moved and Member Samonte seconded the motion to approve the minutes of the April 29, 2019 Budget Workshop as presented.

VOICE VOTE

Motion carried

D. Approval of Minutes – May 7, 2019

Member Weiner moved and Member Harris seconded the motion to approve the minutes of the May 7, 2019 Board Tour/Indian Trail PTA 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 Harris moved and Member Doshi seconded the motion to approve the following items:

A. Personnel

The appointment of four administrators, 24 certified staff employees, and 11 support staff employees. The resignation of one support staff employee. The request for Family Medical Leave of Absence for one certified teacher.

B. Financial Reports

The list of bills and obligations prepared for payment on May 13, 2019 as well as the revolving and imprest issued in April 2019 as shown on the list submitted under the date of May 13, 2019 in the total amount of \$916,377.04 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 May 13, 2019, 2019
LIST OF BILLS & EXPENDITURES

EDUCATION FUND

List of Bills - May 13, 2019	\$328,572.18
Revolving Fund - April 2019	\$18,284.04
Imprest Checks - April 2019	\$11,401.14

OPERATIONS & MAINTENANCE FUND

List of Bills - May 13, 2019	\$97,491.68
Revolving Fund - April 2019	\$884.76
Imprest Checks - April 2019	\$133.99

DEBT SERVICE

List of Bills - May 13, 2019	\$0.00
Revolving Fund - April 2019	\$1,123.34
Imprest Checks - April 2019	\$0.00

TRANSPORTATION FUND

List of Bills - May 13, 2019	\$455,602.91
Revolving Fund - April 2019	\$0.00
Imprest Checks - April 2019	\$433.00

IMRF

List of Bills - May 13, 2019	\$0.00
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FICA/MEDICARE

List of Bills - May 13, 2019	\$0.00
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SITE & CONSTRUCTION FUND

List of Bills - May 13, 2019	\$2,450.00
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WORKING CASH FUND

List of Bills - May 13, 2019	\$0.00
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FIRE & LIFE SAFETY FUNDS

List of Bills - May 13, 2019	\$0.00
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MEDICAL INSURANCE RESERVE FUND

List of Bills - May 13, 2019	\$0.00
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SINKING FUND

List of Bills - May 13, 2019	\$0.00
Revolving Fund - April 2019	\$0.00

Total	\$916,377.04
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ROLL CALL VOTE: AYES: Members Doshi, Harris, Hanus, Hughes, Olczyk, Samonte, and Weiner
NAYS: None Motion carried

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

Dr. Cremascoli welcomed the four new administrators approved by the Board: Amy Read, Herrick principal; Zachary Craft, Highland principal; Christine Priester, Highland assistant principal and curriculum coordinator; and Matthew Jewel, Fairmount assistant principal and curriculum coordinator.

10. RECOMMENDATIONS FOR ACTION

A. FUSE Studio Resource Adoption

Member Hanus moved and Member Harris seconded the motion to approve the purchase of the FUSE Studio Create Package for a cost of \$34,500.

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

NAYS: None

Motion carried

B. Seesaw for Schools Contract

Member Olczyk moved and Member Hanus seconded the motion to approve a three-year contract for Seesaw for Schools for a total cost of \$46,413.

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

NAYS: None

Motion carried

C. SASED Lease Agreement

Member Harris moved and Member Samonte seconded the motion to approve the classroom lease agreement between SASED and Downers Grove Grade School District 58 for the 2019-2020 school year.

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

NAYS: None

Motion carried

D. Bid: Copiers

Member Harris moved and Member Weiner seconded the motion to approve a three-year contract, pending attorney review, with Proven IT for 36 copier leases at a rate of \$6,738.78/month and a corresponding maintenance agreement for those devices.

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

NAYS: None

Motion carried

E. Bid: Custodial Supplies

Member Hanus moved and Member Samonte seconded the motion to approve the bid for custodial supplies as presented.

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

NAYS: None

Motion carried

F. Resolution Authorizing Accounting Transfers to Debt Service Fund to Implement State Regulations

President Hughes stated that, due to an error in the resolution as presented, this item would be tabled until the June Board meeting.

G. Second Reading: Policies #5100, 5101, 5131, 5138, 5138.2 and 6002

Member Doshi moved and Member Weiner seconded the motion to adopt revisions to Policies #5100 – Admission-Residence, #5101 – School Admissions and Student Transfers, #5131 – Student Behavior and Discipline, #5138 – Prevention of and Response to Bullying, #5138.2 – Sexual

Harassment Prohibited, and #6002 – Title I Programs.

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

11. ANNOUNCEMENTS

President Hughes announced the following dates:

Tuesday, May 14, 6 p.m.	Board Tour /PTA Meeting El Sierra
Thursday, May 16, 4 p.m.	DGEEA /Board / Admin Collaboration Meeting Nonnie’s Pizza
Tuesday, May 21, 7 a.m.	Policy Committee Meeting Administrative Service Center
Tuesday, May 21, 4 p.m.	District Leadership Team Longfellow
Friday, May 24, 11:30 a.m.	Retiree Luncheon Hyatt Lodge, Oak Brook
Wednesday, June 5, 7 p.m.	Regular Board Meeting Village Hall

12. CLOSED SESSION

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

- 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);
- student disciplinary case; 5 ILCS 120/2(c)(9); and
- 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, Harris, Hanus, Hughes, Olczyk,
Samonte, and Weiner
NAYS: None Motion carried

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

VOICE VOTE

Motion carried

The Board convened to closed session at 9:00 p.m. and reconvened to open session at 10:01 p.m.

14. ADJOURNMENT

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

VOICE VOTE

Motion carried

The meeting was adjourned at 10:01 p.m.

Darren Hughes, President

Melissa Jerves, Secretary