

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois met in regular session on Wednesday, October 16, 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 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, Coordinator of Community Relations; and Melissa Jerves, Board Secretary. Attending this meeting were at approximately 15 visitors. (Visitors' Roster attached to official minutes.)

2. FLAG SALUTE

Britta Waszak, principal of Henry Puffer School, introduced Student Council sponsor Caroline Forbes, who in turn introduced Student Council Officers Colton Woodring, Brynne Burkhart, Luke Vought and Georgia Marzo. 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 service projects to raise money for Ronald McDonald House and St. Jude Children's Hospital; events such as Movie Night, Red Ribbon Week, McTeacher Night, and Spirit Days. The Student Council hopes to continue fundraising for causes such as a new playground, St. Jude's, Noah's Hope, and Thanksgiving dinner baskets for families in need.

Principal Waszak presented a video tour of Henry Puffer, which highlighted how Puffer staff educate the whole child through academic rigor and consistent access to small group instruction, as well as social-emotional learning initiatives that build relationships throughout the school community.

PTA Co-Presidents Kristin Noonan and Kelly Matusiak reported that the Puffer-Hefty PTA is made up of parent and teacher volunteers who go above and beyond for students. PTA fundraisers such as gift wrap sales and special events have raised over \$50,000 in the past three years, which has been invested back into the school community. PTA funds Teacher Appreciation Week celebrations, grants for enrichment programs, school supplies for needy students, and several free events to build community among school families, such as Pumpkin Carving and

Breakfast with Santa.

Lauren Singdahlsen explained that Everyone Plays at Puffer is a parent-led non-profit working to replace the playground. The group has reached its phase one fundraising goal, raising \$166,000 so far, \$70,000 of which was a grant from the Timken Foundation. They will host a Design Day when students will have the opportunity to give their input about playground designs.

3. NON-ACTION REPORTS

A. "Spotlight on our Schools" – Tax Levy

Assistant Superintendent for Business Todd Drafall provided a brief overview of the tax levy process in anticipation of the action item that will be on the November Board agenda. Local school districts receive the majority of their funding from local property taxes; property taxes make up 78% of District 58's budget. The District develops its tax levy request based on its budget and the estimates of valuation of properties in the District. The official valuation is not released until March or April. Due to legislation, any increase in the tax levy from one year to the next is limited to the Consumer Price Index (CPI) plus the valuation of new property; non-referendum debt is also limited. District 58's non-referendum debt cannot exceed \$1.4 million per year. CPI this year is about 1.9%; there may be some small growth for 2020. The District is fortunate to have a large tax base that continues to grow. The 2019 Proposed Tax Levy is \$58.73 million, an increase of \$1,517,000, or a 2.65% change. The Board will have the Certificate of Levy before it for approval in November.

4. COMMUNICATIONS

Freedom of Information Act Requests

1. Freedom of Information Act request from Avani Mehta regarding booster club officers ~ *response from Superintendent Dr. Kevin Russell.*

Communications

2. Text message from Ziba Irvin regarding Pierce Downer math class size ~ *response from Board Member Tracy Weiner.*
3. Text message from Brenda Bruno regarding accelerated math curriculum ~ *response from Board Member Tracy Weiner.*
4. Email from Tom Slowikowski regarding active shooter drills ~ *response from Superintendent Dr. Kevin Russell.*
5. Email from Jim Luebbe regarding El Sierra playground ~ *response from Superintendent Dr. Kevin Russell.*
6. Email from David Bormann regarding outdoor education at Camp Edwards ~ *response from Board Secretary Melissa Jeroes and Superintendent Dr. Kevin Russell.*

5. REPORTS TO THE BOARD

A. Superintendent

Superintendent Kevin Russell reported on the following:

- Curriculum: Illinois Assessment of Readiness results will be released on October 30th. Though the District has some advance data, it is embargoed by the state and cannot be released until the 30th.
- Finance: Todd Drafall and members of the Health and Wellness Committee will present more on educational initiatives, cost-saving measures, and wellness programs at a future Board meeting.
- Facilities: The Board is poised to engage a community engagement consultant to further the master facilities plan process.
- Public Relations: All schools are now sending out a weekly newsletter from the building principal, which makes information more consistent and easily available.
- Personnel: October is Principal Appreciation Month. President Hughes read a proclamation from the governor.
- Technology: Seesaw use continues to grow across the District. Having a consistent tool that all elementary teachers use to communicate aligns with the strategic plan.
- Other:
 - Parent/Teacher conferences are being held this week; the goal is to meet with every family.
 - Outstanding PTAs have worked hard to enhance curriculum and support students.
 - The Education Foundation held a successful Oktoberfest, staffed by volunteers. All money raised goes back to enhance work in District 58 classrooms.

B. Monthly Business

The Board received business reports, the investment report, and revenue and expenditure summary reports for the month ending September 30, 2019. Assistant Superintendent for Business/CSBO Todd Drafall reported that the Year-to-Date Report does not include the state reimbursement report because no data has yet been received. The Business Office hopes to include that data in next month's report. Current cash flow is slightly ahead of the four-year average and better than last year. The Business Office will be working with the Financial Advisory Committee to develop a fund balance policy.

C. Treasurer's Report

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

D. Policy Committee

1. Member Samonte reported on the September 17 and October 15, 2019 Policy Committee meetings. Two policies are on the agenda for first reading. The Policy Committee will also be recommending that the Board approve the Illinois Association of School Boards' policy manual customization service and PRESS Plus policy updating service. Advantages include complete

updating of the policy manual to ensure compliance with current law, general alignment with District 99 policy to give parents and students a uniform K-12 experience, and searchability of the manual. There is a one-time fee for customization, with an annual fee for updating the policy service. Timely policy updates can help avoid future legal fees.

2. First Reading – Policies #1150 – Citizen Communications to the Board, and #8244 – Determining Agenda

Member Samonte moved and Member Weiner seconded the motion to approve for first reading the following draft policies and place them on the November board agenda for final approval: #1150 - Citizen Communicatins to the Board and #8244 – Determining Agenda.

VOICE VOTE

Motion carried

E. Legislative Committee

Member Doshi reported on the October 9, 2019 Legislative Committee meeting. The committee reviewed and made recommendations regarding some of the 18 resolutions in the 2019 IASB Resolutions Committee Report, particularly those regarding school safety. The administration will review and make recommendations on the remainder for the Board to consider at the November board meeting.

F. Financial Advisory Committee

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

G. District Leadership Team

The District Leadership Team has not met since the last Board meeting.

H. Health and Wellness Committee

Member Harris reported on the September 19 and October 9, 2019 meetings, in which Mike Baker from Group Alternatives and Todd Drafall presented information regarding health insurance rates. The committee discussed the role that it plays in the decision-making process. Member Harris noted that there was healthy and frank discussion among committee members and that the Board is committed to a meaningful partnership with the unions. The committee recommends a 6.4% increase in premiums across three of the four plans. Once all plans reach the point where they have credible data to analyze performance, rates can be adjusted individually. The committee also discussed plans for educating employees about the individual plan designs. Topics for future meetings include how to be a good healthcare consumer and wellness screenings. Member Doshi asked for more details about the education process for employees, and how employees can compare plans with respect to their individual circumstances. Dr. Russell responded that the District has committed to presenting information to each employee group during working hours. Mr. Drafall noted that Group Alternatives is very good at educating consumers if the District can get the employees to attend.

The content shared with employees will also be shared with the Board and the public.

6. DISCUSSION

There were no Discussion items this month.

7. RECEPTION OF VISITORS

Angela Rybarczyk, President of the Downers Grove Custodial Maintenance Association and member of the Health and Wellness Committee, thanked the Board for its commitment to working with the associations on the Health and Wellness Committee, listening to their concerns, and keeping the lines of communication open.

8. APPROVAL OF MINUTES

A. Approval of Minutes – September 9, 2019

Member Olczyk moved and Member Weiner seconded the motion to approve the minutes of the September 9, 2019 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 Hanus moved and Member Weiner seconded the motion to approve the following items:

A. Personnel

The request for Family Medical Leaves of Absence for two certified teachers; the appointment of two certified teachers and four educational support personnel employees; the retirement of three support staff employees effective June 2020; the resignation of four support staff employees; and 2019-2020 supplementary assignments and stipends.

B. Financial Reports

The list of bills and obligations prepared for payment on October 16, 2019 as well as the revolving and imprest issued in September 2019 as shown on the list submitted under the date of October 16, 2019 in the total amount of \$1,657,120.57 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 OCTOBER 16, 2019
LIST OF BILLS & EXPENDITURES

EDUCATION FUND

List of Bills - October 16, 2019	\$784,513.63
Revolving Fund - September 2019	\$16,943.46
Imprest Checks - September 2019	\$29,177.47

OPERATIONS & MAINTENANCE FUND

List of Bills - October 16, 2019	\$132,042.53
Revolving Fund - September 2019	\$240.90
Imprest Checks - September 2019	\$0.00

DEBT SERVICE

List of Bills - October 16, 2019	\$773.34
Revolving Fund - September 2019	\$0.00

TRANSPORTATION FUND

List of Bills - October 16, 2019	\$537,318.91
Revolving Fund - September 2019	\$127,970.00
Imprest Checks - September 2019	\$280.33

IMRF

List of Bills - October 16, 2019	\$0.00
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FICA/MEDICARE

List of Bills - October 16, 2019	\$0.00
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SITE & CONSTRUCTION FUND

List of Bills - October 16, 2019	\$27,860.00
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WORKING CASH FUND

List of Bills - October 16, 2019	\$0.00
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FIRE & LIFE SAFETY FUNDS

List of Bills - October 16, 2019	\$0.00
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MEDICAL INSURANCE RESERVE FUND

List of Bills - October 16, 2019	\$0.00
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SINKING FUND

List of Bills - October 16, 2019	\$0.00
Revolving Fund - September 2019	\$0.00

Total	\$1,657,120.57
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ROLL CALL VOTE: AYES: Members Doshi, 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. Medical Insurance Rates

Member Olczyk moved and Member Samonte seconded the motion to approve the rate increases as presented in the attached memo, and increase the District contribution to the HSA \$250 for single coverage and \$500 for family coverage for the upcoming year.

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

B. Resolution Approving the Declaration of Trust of the Illinois Trust (PFM) as a Depository

Member Olczyk moved and Member Doshi seconded the motion to adopt the Resolution Approving the Declaration of Trust of the Illinois Trust and Authorizing the Execution Thereof, and Authorizing Certain Officials to Act on Behalf of the Downers Grove Elementary School District 58.

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

C. Approval of Third-Party Consultant for Facility Planning Community Engagement

Member Weiner moved and Member Doshi seconded the motion to approve the contract with Beyond Your Base as a third-party consultant for facility planning community engagement, pending attorney review. Board members noted that they felt the process presented by Beyond Your Base best meets the needs of District 58. Language has been added to the contract to address any potential conflict of interest.

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

D. Agreement with Community Christian Church

Member Samonte moved and Member Weiner seconded the motion to approve the agreement between District 58 and the Community Christian Church for reciprocal services and use of property, including exchanging appropriate insurance coverages, pending final legal review.

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

11. ANNOUNCEMENTS

President Hughes announced the following dates:

- Staff Meet & Greet with the BOE ~ Monday, Oct. 28th, 6:15 p.m. ~ Whittier
- BOE Curriculum Workshop ~ Monday, Oct. 28th, 7 p.m. ~ Whittier
- Financial Advisory Committee ~ Friday, Nov. 8th, 7 a.m. ~ ASC
- Community Coffee with the BOE ~ Monday, Nov. 11th, 6:30 p.m. ~ Village Hall
- BOE Regular Meeting ~ Monday, Nov. 11th, 7 p.m. ~ Village Hall

12. CLOSED SESSION

Member Harris moved and Member Olczyk 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);
- 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, Hanus, Harris, Hughes, Olczyk,
Samonte, and Weiner
NAYS: None Motion carried

Member Harris moved and Member Samonte 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 9:46 p.m.

13. ACTION RESULTING FROM CLOSED SESSION

A. Approval of Closed Session Minutes

Member Doshi moved and Member Weiner seconded the motion to approve the minutes of the September 9, 2019 closed session meeting and keep them closed to the public due to their confidential nature.

VOICE VOTE

Motion carried

14. ADJOURNMENT

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

VOICE VOTE

Motion carried

The meeting was adjourned at 9:47 p.m.

Darren Hughes, President

Melissa Jerves, Secretary