

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois, met in regular session on Monday, August 14, 2023, at the Downers Grove Village Hall. The meeting was live-streamed to the public on the Village of Downers Grove YouTube channel.

1. CALL TO ORDER/ROLL CALL

The President called the meeting to order at 7 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 and Tracy Weiner. Members absent: Melissa Ellis and Steve Olczyk. Also in attendance were Kevin Russell, Superintendent; Justin Sisul, Assistant Superintendent for Personnel; Elizabeth Ehrhart, Assistant Superintendent for Curriculum and Instruction; James Eichmiller, Assistant Superintendent for Technology and Learning; Jessica Stewart, Assistant Superintendent for Special Services; Todd Drafall, Assistant Superintendent for Business/CSBO; Michelle Kovar, Manager of Business Services; Kevin Barto, Director of Buildings and Grounds; Faith Behr, Interim Community Relations Coordinator; and Melissa Jerves, Board Secretary.

President Hughes led the Pledge of Allegiance.

2. COMMUNICATIONS

Written Communications

1. Email from Shelly Davenport regarding District 58 renovations ~ *responses from Superintendent Dr. Kevin Russell and Board President Darren Hughes.*
2. Email from Paula Green regarding student matter ~ *response from Superintendent Dr. Kevin Russell.*
3. Email from Leslie Sadowski-Fugitt regarding playground updates ~ *response from Superintendent Dr. Kevin Russell.*

Freedom of Information Act Requests

1. Freedom of Information Act request from Terry Pasquale regarding employee list ~ *response from Board Secretary Melissa Jerves.*
2. Freedom of Information Act request from Vince Espi, Prairie State Wire, regarding substitute teachers ~ *response from Board Secretary Melissa Jerves.*
3. Freedom of Information Act request from Joe Krause regarding service of process ~ *response from Board Secretary Melissa Jerves.*
4. Freedom of Information Act request from Katy Smyser, NBC Chicago, regarding book challenges ~ *response from Board Secretary Melissa Jerves.*
5. Freedom of Information Act request from Milan Zivkovic, Jatheon Technologies, regarding email archiving.

3. SPOTLIGHT ON OUR SCHOOLS

A. Owner's Representative Update on Referendum Projects

Jordan Schultz of Huffman Keel Partners provided a status report on referendum construction projects. The design phase is underway with a focus on District input. This summer surveys of existing conditions are being conducted, including the architecture and structure of existing buildings, environmental conditions, and existing subsurface. Bidding for equipment with long lead times has begun, with the bid opening scheduled for August 22. Approvals from ISBE and the Village will be submitted this fall. A timeline for the next eight months and a budget summary were shared with the Board.

4. REPORTS TO THE BOARD

A. Superintendent

Dr. Russell then reported on the following topics:

- **Personnel:** Certified staff positions are fully staffed for the start of the school year, but 15% of instructional assistant positions are still unfilled. The District continues to advertise and network for candidates.
- **Curriculum:** The Curriculum Department led the beginning of New Teacher Week today, introducing the new staff to District resources and the culture and goals of the District. They will attend the annual luncheon hosted by the Lions Club this week. The vast majority of curricular materials have been delivered to schools.
- **Technology:** New wireless access points have been installed in each school and student devices are ready for the first day. Student schedules were successfully released to families today.
- **Finance:** The tentative annual budget has been posted on the website and a notice of hearing has been published in the newspaper.
- **Student Services:** The Extended School Year summer program has wrapped up; 98% of students met or exceeded their goals.
- **Facilities:** District staff have been busy managing non-referendum facility projects this summer, including masonry at El Sierra, Henry Puffer and Highland; asbestos abatement and flooring at Henry Puffer; and fire alarm replacement at Henry Puffer and Fairmount. Playground projects at seven schools are at various stages of completion; most will be complete by the start of school, but due to an equipment delay from the manufacturer, the installation of the Fairmount playground will also be delayed.
- **Public Relations:** The Education Foundation will host its annual New Teacher Luncheon this week, and is planning Oktoberfest for September 15-16. The District's Annual Report will be mailed to all residents in District 58 on August 22. The Family Handbook has been

updated with legal and policy changes and will soon be shared with families. The District will hold its Opening Day for all District 58 staff at the Tivoli Theater on August 21 to launch the 2023-24 school year.

B. Monthly Business

The Board received the financial and investment reports for the month ending July 31, 2023. Assistant Superintendent for Business Todd Drafall reported that the Year-to-Date report for June is attached to the agenda, but there is no Year-to-Date report for July as it is the first month of the fiscal year and there is no approved budget to compare the data to. The tentative budget has been posted on the District website and a budget hearing will be held at the beginning of the regular board meeting on September 11.

Regarding transportation, the serious safety hazard designations are unchanged from last year. First Student, which provides general education bus transportation, is better staffed this year than in the past two years, and a smoother start to the school year is anticipated.

C. Treasurer's Report

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

D. Policy Committee

The Policy Committee has not met since the last Board meeting.

E. Legislative Committee

The Legislative Committee has not met since the last 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

The Health and Wellness Committee has not met since the last Board meeting.

I. SASED Report

Dr. Russell reported that SASED hosted its Opening Day recently at District 99. The two interim superintendents were present and are working to improve staff morale. The next Governing Board meeting will be this week.

5. **DISCUSSION**

There were no items for discussion on the agenda.

6. PUBLIC COMMENT

There were no public comments.

7. APPROVAL OF MINUTES

A. Approval of Minutes – July 10, 2023

Member Doshi moved and Member Hanus seconded the motion to approve the minutes of the July 10, 2023, regular meeting as presented.

VOICE VOTE

Motion carried

8. CONSENT AGENDA

The President stated that a motion would be in order relative to the items on the consent agenda, consisting of the Personnel Report and Financial Statements (consisting of the List of Bills and Summary), as presented in the packet materials. Member Harris moved and Member Weiner seconded the motion to approve the following items:

A. Personnel

- The assignment of 11 certified staff employees, 16 support staff employees, and one custodial/maintenance staff employee.
- The family medical leave of absence of two certified staff employees.
- The resignation of four certified staff employees and nine support staff employees.
- The retirement of four certified staff employees, effective June 2026, and one effective June 2023.
- The establishment of hourly rates of pay for lunchroom supervisors and substitutes.
- The CSBO Endorsement Reimbursement/Repayment Agreement with Principal Mark Leipart.

B. Financial Reports

The list of bills and obligations prepared for payment on August 14, 2023, as well as the revolving and imprest issued in July 2023 as shown on the list submitted under the date of August 14, 2023, in the total amount of \$7,687,205.09 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 14, 2023
LIST OF BILLS & EXPENDITURES

EDUCATION FUND

List of Bills - August 14, 2023	\$2,548,824.76
Revolving Fund - July 2023	\$0.00
Imprest Checks - July 2023	\$1,685.75
<u>OPERATIONS & MAINTENANCE FUND</u>	
List of Bills - August 14, 2023	\$286,618.71
Revolving Fund - July 2023	\$0.00
Imprest Checks - July 2023	\$0.00
<u>DEBT SERVICE</u>	
List of Bills - August 14, 2023	\$0.00
Revolving Fund - July 2023	\$2,988,033.34
<u>TRANSPORTATION FUND</u>	
List of Bills - August 14, 2023	\$81,433.10
Revolving Fund - July 2023	\$0.00
Imprest Checks - July 2023	\$250.00
<u>IMRF</u>	
List of Bills - August 14, 2023	\$0.00
<u>FICA/MEDICARE</u>	
List of Bills - August 14, 2023	\$0.00
Revolving Fund - July 2023	\$0.00
<u>SITE & CONSTRUCTION FUND</u>	
List of Bills - August 14, 2023	\$1,700,571.82
Revolving Fund - July 2023	\$0.00
<u>CAPITAL - REFERENDUM</u>	
List of Bills - August 14, 2023	\$79,787.61
<u>WORKING CASH FUND</u>	
List of Bills - August 14, 2023	\$0.00
<u>FIRE & LIFE SAFETY FUNDS</u>	
List of Bills - August 14, 2023	\$0.00
<u>MEDICAL INSURANCE RESERVE FUND</u>	
List of Bills - August 14, 2023	\$0.00
<u>SINKING FUND</u>	
List of Bills - August 14, 2023	\$0.00
Revolving Fund - July 2023	\$0.00
Total	\$7,687,205.09

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

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

8. RECOMMENDATIONS FOR ACTION

A. Foundational Reading Training (LETRS – Language Essentials for Teachers of Reading and Spelling)

Member Weiner moved and Member Doshi seconded the motion to approve LETRS Training for identified staff at a cost of \$37,960.

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

B. Memorandum of Understanding with DGESP Concerning Hard-to-Fill Positions

Member Hanus moved and Member Doshi seconded the motion to approve the Memorandum of Understanding Concerning Hard-to-Fill Positions as presented.

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

C. Reimbursable Paid Lunch Cost

Member Weiner moved and Member Harris seconded the motion to approve the meal pricing as presented in the attached memo.

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

D. Serious Safety Hazard Designations 2023-24

Member Weiner moved and Member Hanus seconded the motion to designate the areas in the attached memo as hazardous walk areas, and approve the provision of fee-based transportation services for students who reside in these areas.

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

9. CONSTRUCTION CONSENT AGENDA

The President stated that a motion would be in order relative to the items on the

construction consent agenda as presented in the packet materials. Member Weiner moved and Member Doshi seconded the motion to approve the following items:

- A. Landscape Design Authorization Proposal
- B. Technical Plan Review Proposal
- C. Commissioning Proposal

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

10. ANNOUNCEMENTS

President Hughes announced the following dates:

Friday, September 8, 7 a.m.	Financial Advisory Committee O'Neill Middle School
Monday, September 11, 3:45 p.m.	District Leadership Team O'Neill Middle School
Monday, September 11, 7 p.m.	Regular Board Meeting Village Hall

11. ACTION AS A RESULT OF CLOSED SESSION

A. Closed Session Minutes

Member Doshi moved and Member Hanus seconded the motion to approve the minutes of the July 10, 2023 closed session meeting and keep them closed due to the confidential nature of their contents.

VOICE VOTE Motion carried

12. ADJOURNMENT

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

VOICE VOTE Motion carried

The meeting was adjourned at 7:44 p.m.

Darren Hughes, President

Melissa Jerves, Secretary