

June 8, 2020

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois met in regular session on Monday, June 8, 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 7:06 p.m. and announced that it was the regular monthly meeting of the District 58 Board of Education. Present at Longfellow Center: President Darren Hughes; Vice President Gregory Harris; and Members Emily Hanus, Jill Samonte and Tracy Weiner; Kevin Russell, Superintendent; James Eichmiller, Assistant Superintendent for Technology and Learning; and Melissa Jerves, Board Secretary. Present via video conference: Members Kirat Doshi and Steve Olczyk. 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. COMMUNICATIONS

### Written Communications

1. Email from Jake Rambke regarding board meeting attendance ~ *response from Board Member Tracy Weiner.*

### Freedom of Information Act Requests

1. Freedom of Information Act request from Jonathan Fagg, WLS-TV, regarding remote learning attendance.

### Board Meeting Follow-Up Communications

1. Email from Board Vice President Gregory Harris to Katie Hurckes.

## 4. REPORTS TO THE BOARD

### A. Superintendent

Superintendent Kevin Russell reported on the following:

- Current Events: This school year has included the unprecedented challenge of a global pandemic, but the District and community pulled together to make remote learning a reality. Our nation, state and local community are also confronting racism, and the District will continue its work on equity and providing an inclusive environment regardless of race, gender, religion, disability, sexual orientation or income.
- Curriculum and Instruction: The Governor issued a new executive order regarding in-person instruction for summer school and fall, followed by new guidance from the Illinois State Board of Education (ISBE). However, like most Illinois school districts, District 58 has already put into motion its plans for remote summer school, which began today. The Remote Learning Task Force and administrative team will consider the new guidelines for Phase 3 and 4 in terms of plans for fall instruction. The video series Behind the Scenes of Remote Learning is available on the District's YouTube channel.
- Special Services: Later in the meeting, a candidate will be recommended to fill the Special Programs Coordinator position that provides leadership and support for the DLP and RISE programs. The second Special Programs Coordinator position, which will support the BEST program and behavioral support systems, has been posted.
- Finance: June tax receipts were received on time, and September receipts are also expected to be on time, eliminating the need for tax anticipation warrants.
- Facilities: Though Buildings and Grounds has focused on the challenges presented by COVID-19, work has also begun on summer projects such as the Lester and Henry Puffer playgrounds, painting, flooring at Highland, and landscaping across the District.
- Personnel: The District remains committed to equity in all areas, and staff training is essential to accomplish this goal. Administrators and middle school teachers have completed training by the DuPage Regional Office of Education. Next year, the remainder of staff, including support personnel, will receive this training.
- Technology: The Technology Department will begin using a new help desk and inventory system, Incident IQ, which will improve efficiency and functionality.
- Public Relations: Progress toward the District's Strategic Plan goals has been updated on the Strategic Plan Dashboard available on the website.

B. Monthly Business

The Board received business reports, the investment report, and revenue and expenditure summary reports for the month ending May 31, 2020. Assistant Superintendent for Business/CSBO Todd Drafall reported that the Year-to-Date report reflects receipt of a portion of property taxes in May; the remainder was received at the beginning of June.

- C. Treasurer's Report  
There was nothing special to report in regard to the Treasurer's Report.
- D. Policy Committee  
Member Samonte and Dr. Russell reported that the IASB has completed final edits to the draft policy manual. The draft manual is recommended to the Board for first reading.

Member Hanus moved and Member Weiner seconded the motion to approve for first reading the Board Policy Manual as presented.

VOICE VOTE

Motion carried

- E. Legislative Committee  
The Legislative Committee did not meet in May.
- F. Financial Advisory Committee  
The Financial Advisory Committee did not meet in May.
- G. District Leadership Team  
President Hughes reported on the May 18, 2020 meeting. Highlights from the goals progress update include:
- Goal 1: curricular adoptions are on track; because no third trimester assessments were administered, there are no key performance indicators to report.
  - Goal 2: the communication plan is being finalized for website publication; Communicate 58 newsletter was put on hold during remote learning; a new website host has been approved; curriculum workshop informational sessions were videotaped and posted online; the Board policy manual is on target for adoption; and staffing targets are being met.
  - Goal 3: most of the work toward facility planning has been paused due to economic conditions, but the District continues to consider timelines for resuming community engagement and movement toward a ballot question, while exploring alternative funding sources.
- H. Health and Wellness Committee  
Member Harris reported on the May 28, 2020 meeting. The medical reserve fund is carrying an \$860,000 surplus. The committee recommends that the District continue to contract with Group Alternatives for benefits consulting, take cost-saving measures in the prescription program, and increase employee wellness incentives.

## 5. DISCUSSION

- A. 1:1 iPads for Kindergarten  
Assistant Superintendent for Technology and Learning James Eichmiller and Assistant Superintendent for Curriculum and Instruction Justin Sisul gave a

short presentation on their recommendation of 1:1 iPads for kindergarten students. While kindergarten students have shared devices 2:1, several considerations support the need for 1:1 devices. Remote learning would be better served, while individual devices in the classroom would decrease lost instructional time due to challenges signing in to shared devices. For student safety, CDC guidance regarding COVID-19 precautions will probably not support shared devices. Mr. Sisul emphasized that instructional practices in the classroom would not change to increase screen time. The devices would cost \$60,000 to be funded by a combination of an NWEA rebate, grant funding, and a reduction in Internet service provider costs. After discussion, the Board agreed that safety, equity and efficiency considerations support the purchase, which will be on the July Board agenda for approval.

B. 2020-21 Enrollment Update

Assistant Superintendent for Personnel Dr. Jayne Yudzentis presented an enrollment update showing that, while increased staffing has resulted in lower class size averages overall, there are a few schools with grade levels approaching the threshold of 29 students. Potential solutions include:

- offering parents of new students the opportunity to voluntarily transfer to a partner school with lower class sizes
- capping classes at 29 and administratively transferring students to a partner school
- splitting into two sections where feasible due to space, budget and timing (Highland and Lester do not have space for additional classrooms)
- allowing class to reach 30 and develop plans for additional supports
- other considerations

The Board discussed the options, as well as the need to move forward on a long term solution for enrollment. The Board requested updated enrollment data prior to the July Board meeting and will discuss further at that time.

**6. PUBLIC COMMENT**

There were no public comments submitted.

**7. APPROVAL OF MINUTES**

A. Approval of Minutes – May 11, 2020

Member Weiner moved and Member Samonte seconded the motion to approve the minutes of the May 11, 2020 regular meeting as presented.

VOICE VOTE:

Motion carried

**8. 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 Doshi moved and Member Weiner seconded the motion to approve the following items:

A. Personnel

The appointment of one administrator and 15 certified staff. The resignation of three certified staff. The retirement of one certified teacher.

B. Financial Reports

The list of bills and obligations prepared for payment on June 8, 2020 as well as the revolving and imprest issued in May 2020 as shown on the list submitted under the date of June 8, 2020 in the total amount of \$866,918.67 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 JUNE 8, 2020  
LIST OF BILLS & EXPENDITURES

EDUCATION FUND

List of Bills - June 8, 2020	\$549,800.67
Revolving Fund - May 2020	\$19,355.97
Imprest Checks - May 2020	\$5,384.06

OPERATIONS & MAINTENANCE FUND

List of Bills - June 8, 2020	\$58,898.84
Revolving Fund - May 2020	\$804.82
Imprest Checks - May 2020	\$0.00

DEBT SERVICE

List of Bills - June 8, 2020	\$129,450.00
Revolving Fund - May 2020	\$350.00

TRANSPORTATION FUND

List of Bills - June 8, 2020	\$101,324.31
Revolving Fund - May 2020	\$0.00
Imprest Checks - May 2020	\$0.00

IMRE

List of Bills - June 8, 2020	\$0.00
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FICA/MEDICARE

List of Bills - June 8, 2020	\$0.00
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SITE & CONSTRUCTION FUND

List of Bills - June 8, 2020	\$1,550.00
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WORKING CASH FUND

List of Bills - June 8, 2020	\$0.00
<b><u>FIRE &amp; LIFE SAFETY FUNDS</u></b>	
List of Bills - June 8, 2020	\$0.00
<b><u>MEDICAL INSURANCE RESERVE FUND</u></b>	
List of Bills - June 8, 2020	\$0.00
<b><u>SINKING FUND</u></b>	
List of Bills - June 8, 2020	\$0.00
Revolving Fund - May 2020	\$0.00
<b>Total</b>	<b>\$866,918.67</b>

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)

**9. RECOMMENDATIONS FOR ACTION**

A. 2020-21 Board of Education Meeting Calendar  
 Member Hanus moved and Member Samonte seconded the motion to approve the 2020-2021 Board of Education Meeting Calendar as presented.

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

B. 3-Year Rate Agreement with Group Alternatives  
 Member Samonte moved and Member Weiner seconded the motion to approve the agreement with Group Alternatives for benefits consulting for the amount of \$6,500 a month.

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

C. Resolution Approving Surety Bond of Treasurer  
 Member Olczyk moved and Member Weiner seconded the motion to approve the Resolution Approving Surety of Bond of Treasurer as presented.

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

D. Aramark Food Service Contract Renewal

Member Olczyk moved and Member Doshi seconded the motion to approve the renewal contract for food service management with Aramark for the 2020-2021 school year.

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

E. Resolution Transferring Interest Income from Working Cash Fund to Sinking Fund

Member Weiner moved and Member Hanus seconded the motion to adopt the attached resolution calling for the permanent transfer of \$38,036 in Working Cash interest to the Sinking Fund.

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

F. Workers' Compensation/Property/Casualty Insurance Renewal

Member Samonte moved and Member Olczyk seconded the motion to authorize the purchase of the insurance coverages listed in the attached memo for the period July 1, 2020 to June 30, 2021, for a total of \$464,883.

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

G. Health and Wellness Recommendations

Member Weiner moved and Member Doshi seconded the motion to approve the Health and Wellness Committee's recommended changes to the Rx benefits and institute the low clinical value program, the high dollar claim review, and participate in the manufacturer assistance program starting September 1; and approve an increase to the wellness incentive from \$100 to \$250 as noted in the attached memo.

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

H. Middle School 1:1 Chromebook Purchase

Member Weiner moved and Member Olczyk seconded the motion to approve the District lease of 450 HP Chromebook 11 X360 G3s at a total cost over three years of \$118,084.50 through American Capital, including the \$1 buyout.

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

Samonte, and Weiner  
NAYS: None Motion carried

I. Bid: Highland Flooring

Member Samonte moved and Member Hanus seconded the motion to award the base bid and alternate to Consolidated Chicago to replace the floors in the Highland gym and bathrooms for a total of \$40,558.

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

J. Bid: Landscaping

Member Doshi moved and Member Olczyk seconded the motion to award the landscape maintenance bid to Langton Group for the next fiscal year at a total of \$45,552.

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

**10. ANNOUNCEMENTS**

President Hughes announced the following dates:

Friday, June 12, 7 a.m. Financial Advisory Committee Meeting  
(Virtual)

Monday, July 13th, 7 p.m. Regular Board Meeting  
Village Hall (subject to change)

**11. CLOSED SESSION**

Member Harris moved and Member Weiner 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);
- 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 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 9:24 p.m. and reconvened to open session at 11:11 p.m.

## 12. ACTION RESULTING FROM CLOSED SESSION

### A. Approval of Closed Session Minutes – May 11, 2020

Member Doshi moved and Member Weiner seconded the motion to approve the minutes of the May 11, 2020 closed session meeting and keep them permanently closed due to the confidential nature of the contents.

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

## 13. ADJOURNMENT

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

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

The meeting was adjourned at 11:17 p.m.

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Darren Hughes, President

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Melissa Jerves, Secretary