

January 14, 2019

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois met in regular session on Monday, January 14, 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 Doug Purcell; Vice President Elizabeth Sigale; and Members Kirat Doshi, Gregory Harris, Darren Hughes, John Miller, and Jill Samonte. 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

Robin Bruebach, principal of Indian Trail School, introduced Student Council sponsor Sandy Leff, who in turn introduced student council officers Kimmy Torres, Maya Martinez, Niya Mincheva, Avery Bishop and Connor Burgess. The students led the audience in the Pledge of Allegiance to the flag. The officers talked about activities and events for this school year including Red Ribbon Week, Community Day and Spirit Days. They reported on fundraisers such as Knitted Winter, in which socks, scarves, mittens and hats were collected to donate to Goodwill; a sno-cone fundraiser that raised \$427 for the American Cancer Society and The Wellness House; School Store and candy cane sales that raised \$398 for the American Cancer Society; and Box Tops collections that raised \$600 for school activities.

Amy Vogt from the Indian Trail PTA highlighted the PTA's pie sale. They sold 460 pies, 60 of which were donated to the West Suburban Food Pantry, for a profit of \$2,300 to the PTA.

Principal Bruebach highlighted the use of the SeeSaw app at Indian Trail. SeeSaw has been used at Indian Trail since 2016, and the amount of contact through the app between parents, students and teachers has increased steadily over the years. SeeSaw can be used to maintain and share a student-directed portfolio of book reviews, writing, pictures, videos and personal accomplishments. It also allows teachers to use it for assessment, including math procedures, comprehension, isolated skills such as phonics, reflections and pretests.

3. NON-ACTION REPORTS

A. Recognition of Students – Middle School Fall Athletes

The Board recognized middle school students who participated in fall athletics and thanked their coaches for their time and effort.

B. Recognition of Community Partners – Downers Grove Junior Woman's Club

Erin Kolschowsky, Downers Grove Junior Woman's Club (DGJWC) President, and Samantha Figueroa, Chair of Ways and Means, reported on the many ways the DGJWC has been a longtime community partner of District 58. Their contributions include donations to the Reading Games, Junior High art awards, Mothers Against Violence in Schools, and providing winter necessities and holiday gifts to families in need. For the club's 60th anniversary in 2019, they have set a fundraising challenge to fund the Buddy Bench program for all District 58 schools and provide \$34,000 in SEL curriculum resources.

C. "Spotlight on our Schools" – STEM Committee Update

Justin Sisul, Assistant Superintendent for Curriculum and Instruction, with the help of teachers Kelly DeMarco, Meghan Beard and Julie Batkiewicz, presented an update on the STEM Committee, a review of Next Generation Science Standards (NGSS), and the process of piloting new science resources.

NGSS is a state-mandated new approach to science instruction that is three-dimensional, including scientific and engineering practices, crosscutting concepts, and core ideas in science. The NGSS has performance expectations that build across the years. NGSS requires a shift to instruction that is more student-centered with guidance from the teacher, and recognizes that students need repeated exposure to concepts to reach mastery. NGSS was formally adopted by the Illinois State Board of Education (ISBE) in 2014, with the goal of district adoption by 2016-17. At that time, there were no resources available that the STEM Committee felt were adequately aligned with the standards. The District joined the Multi-District Science Collaborative, and STEM Committee members participated in collaborative meetings and a variety of training opportunities with the intent to train District 58 teachers to write a science curriculum. Early alignment efforts included incorporating Mystery Science units in K-6 and writing, piloting and implementing some new units for middle school. By fall of 2017, the committee recognized that writing a full curriculum was too big a task, and invited vendors to demonstrate resources. The Committee established the following goals: (1) professional learning for K-6 teachers around NGSS instructional shifts; and (2) providing materials to all teachers to support NGSS instruction. The District is currently piloting two resources each for elementary and middle school. Materials have been on display at the Downers Grove Public Library and the Administrative Service Center. The Committee developed a rubric to evaluate each resource and will also take

into account student feedback where appropriate. The Committee will meet on February 4, 2019 to review and reflect on the pilot experiences. Next year's budget accounts for a curriculum adoption. The piloted resources are comparable in overall cost, and deferred payment plans will be investigated. The total cost of curriculum adoption is about \$800,000.

There are three possible scenarios for next steps. In the first, the STEM Committee will reach consensus on a resource recommendation on February 4, present a recommendation to the Board on February 11, and begin resource training on March 1. In the second, the committee needs more time and extends the decision to its February 13 meeting. A recommendation can be made to the Board at the February 25 Curriculum Workshop, and resource training can proceed on March 1. The third scenario is that the Committee does not reach consensus on materials to recommend for adoption. Additional meetings would be scheduled for the STEM Committee to recommend a path to alignment in 2019-2020. The March 1 staff development would be revised to include NGSS and other topics.

4. COMMUNICATIONS

Freedom of Information Act Requests

1. Freedom of Information Act request from Georgia Kaempf regarding special education matters and litigation.
2. Freedom of Information Act request from Georgia Kaempf regarding student records.

Communications

1. Email from Kim Bywater regarding 2018-19 calendar revision ~ *responses from Board Members Kirat Doshi and Darren Hughes, Vice President Elizabeth Sigale, and Board President Doug Purcell.*
2. Email from Kerry Quirin regarding 2018-19 calendar revision ~ *response from Superintendent Dr. Kari Cremascoli.*
3. Email from Tyler Wilson regarding 2018-19 calendar revision ~ *responses from Board Member John Miller and Board President Doug Purcell.*
4. Email from Julianne Green regarding 2018-19 calendar revision ~ *response from Board President Doug Purcell.*
5. Email from Georgia Kaempf regarding SASED meeting schedule ~ *response from Board President Doug Purcell.*
6. Email from Mike Webber regarding PARCC scores ~ *response from Vice President Elizabeth Sigale.*
7. Email from Chris Hanley regarding special meeting ~ *response from Board Secretary Melissa Jerves.*

Board Meeting Follow Up Communications

1. Email from Kim Bywater regarding calendar revision and Board meeting ~ *response from Board Member Greg Harris.*

2. Email from Alison Rozell regarding art minutes ~ *response from Vice President Elizabeth Sigale.*

5. REPORTS TO THE BOARD

A. Superintendent

Superintendent Kari Cremascoli reported that staffing and budget planning for the upcoming school year has begun. Highest needs include curriculum, professional development, special education, nursing, and psychology. Increased classroom teacher FTE is not anticipated but will continue to be monitored. A “skeleton” draft calendar for 2019-2020 has been shared with the Board showing possible start and end dates and major breaks. Input is still needed from teachers and union leaders, and administrators are looking at additional options for professional development. They hope to bring a draft to the Board in February. The District is still awaiting some guidance from ISBE regarding legislative changes that may affect the school calendar. Mid-year assessments were completed before winter break. District-wide date review will occur at the next Curriculum Workshop. The Facility Planning Council timeline has been adjusted due to the November snow day; updates to the Board will be in February, May and June. Facility Community Engagement sessions are scheduled for January 23 and 29 to obtain feedback from the community. The Science Fair is scheduled for February 2 at O’Neill Middle School, and the District 58 Education Foundation’s Harlem Wizards basketball game fundraiser is scheduled for February 24.

B. Monthly Business

The Board received business reports, the investment report, and revenue and expenditure summary reports for the month ending December 31, 2018. Assistant Superintendent for Business/CSBO Todd Drafall reported that at this midway point in the year, the District expenditures are within budget. However, cash flow may become a concern in the next few months if expected revenues from the state continue to be delayed.

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 December 18, 2018 Policy Committee meeting. The Committee continues its comprehensive review of the policy manual. Member Samonte noted that one of the policies adopted by the Board in December 2019, Policy 6135 – Instruction - Accelerated Placement Program, requires a new number because 6135 is already assigned to the policy regarding the Interruption of Instruction for Emergencies. Several additional policies are recommended for first reading.

Member Doshi moved and Member Hughes seconded the motion to approve

for first reading policies #8021 - Code of Conduct, #8022 - Meetings, #8100 - Membership and Terms of Office, #8102 -Vacancy on the School Board, #8130 - Board Member Development, and #8140 -Membership in School Board Associations and place them on the February Board agenda for final approval.

VOICE VOTE

Motion carried

Member Doshi moved and Member Miller seconded the motion to approve for first reading the deletion as duplicative of Policy #8023 - Internal Board Operations – Abused and Neglected Child Reporting and place it on the February Board agenda for final approval.

VOICE VOTE

Motion carried

E. Legislative Committee

The Legislative Committee meeting did not meet in December.

F. Financial Advisory Committee

Member Miller reported on the January 11, 2019 Financial Advisory Committee meeting. The Committee discussed the pros and cons of moving to a comprehensive annual financial report (CAFR). They also reviewed year-to-date financial reports, considered the fund transfer from working cash to transportation, and discussed school fees.

G. District Leadership Team

The District Leadership Team did not meet in December.

6. DISCUSSION

A. 2018 Audit Report

Betsy Allen from Miller, Cooper & Co., auditors, briefly reviewed the 2017-2018 audit report. Miller, Cooper issued an unmodified opinion, which is the highest rating. She noted that the restatement shows a net deficit, reflecting the implementation of Governmental Accounting Standards Board (GASB) requirements to show long-term liabilities to the Teachers' Retirement System (TRS) and Teachers' Health Insurance System (THIS). However, the District's total fund balance increased by approximately \$200,000 from the previous year.

B. 2019-2020 School Fees

Manager of Business Services Katie Hannigan presented the recommended school fees for 2019-2020. Most fees will increase by CPI, with more significant increases to align fees with the actual costs of Outdoor Education and preschool (which will be increased from four to five days a week).

C. Superintendent Search Procedures

President Purcell noted that Superintendent Dr. Cremascoli will be leaving District 58 at the end of June, and listed some of the highlights of her tenure: the addition of OKEEP, 1:1 technology, new math and ELA curricula, two significant school additions, and the implementation of a new strategic plan—all while keeping the District within budget. The tentative timeline for the new superintendent search begins with interviews of search firms on January 14. The selected firm will then bring a slate of candidates to be interviewed, with an eye to hiring in March or early April. The Board is committed to doing what is best for the District, conducting a deliberate search, and taking the time to find a highly qualified candidate who is right for District 58.

D. Board Self-Evaluation

President Purcell reported that the Board recently met for a self-evaluation led by a representative from the Illinois Association of School Boards (IASB). As a result, the Board plans to add quarterly opportunities for public engagement to its schedule in the form of Meet and Greets before some regular Board meetings. The Board also reevaluated its Board Agreements: updating language, clarifying its procedures for communication among Board members and the public and how to onboard new Board members.

7. RECEPTION OF VISITORS

Chris Hanley, Henry Puffer attendance area, commented that he is concerned about the timing of the superintendent search given the upcoming election.

Mark White, DGEEA, commented that a statement Member Miller made at the recent Financial Advisory Committee regarding the Medical Reserve Fund (MRF) damaged the trust built between the DGEEA and the Board. He asked that the Board apply restricted status to the MRF.

Craig Young, DGEEA, stated that the superintendent search is an opportunity for the community to come together. He suggested seeking input from teachers and the community.

Melissa Rausch, Whittier attendance area, commented on the positive opportunity the SeeSaw app has offered to students and families for communication, formative assessment, enrichment, and online assignments with direct feedback.

Donna Lawley, Belle Aire attendance area, urged the Board to strongly consider a superintendent candidate with experience as a teacher at the elementary level.

Katie Hurckes, DGEEA, stated that professional development is necessary for teachers to continue to provide high-quality instruction; she also noted that HYA's familiarity with District 58 through its work on the strategic plan would benefit the District's tight timeline for a superintendent search.

Ami Johanson, Pierce Downer attendance area, commented in support of significant professional development for teachers to implement NGSS, despite the challenges time out of school may present for families; she also asked for wide representation of staff and community on the superintendent search committee.

Tracy Weiner, Henry Puffer attendance area, commented on superintendent search best practices, including using surveys and focus groups.

Andrew Schmidt, DGEEA, compared timelines of recent superintendent searches.

Angie Kelly, Kingsley attendance area, suggested better communication from the Board about why it is important to conclude the superintendent search by March.

8. APPROVAL OF MINUTES

A. Approval of Minutes – December 10, 2018

Member Harris moved and Member Doshi seconded the motion to approve the minutes of the December 10, 2018 regular meeting as presented.

VOICE VOTE

Motion carried

B. Approval of Minutes – December 18, 2018

Member Samonte moved and Member Doshi seconded the motion to approve the minutes of the December 18, 2018 special 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 Sigale seconded the motion to approve the following items:

A. Personnel

The approval of two administrative employment contracts; the resignation of one administrator; the request for Family Medical Leaves of Absence for four certified teachers and the appointment of five educational support personnel employees; additional hours for one support staff employee; and the resignation of two support staff employees.

B. Financial Reports

The list of bills and obligations prepared for payment on January 14, 2019 as well as the revolving and imprest issued in December 2018 as shown on the list submitted under the date of January 14, 2019 in the total amount of

\$3,218,307.91 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 JANUARY 14, 2019
LIST OF BILLS & EXPENDITURES

EDUCATION FUND

List of Bills - January 14, 2019	\$1,030,827.03
Revolving Fund - Dec 2018	\$12,392.34
Imprest Checks - Dec 2018	\$13,471.62

OPERATIONS & MAINTENANCE FUND

List of Bills - January 14, 2019	\$220,013.74
Revolving Fund - Dec 2018	\$36,962.30
Imprest Checks - Dec 2018	\$397.23

DEBT SERVICE

List of Bills - January 14, 2019	\$1,162.35
Revolving Fund - Dec 2018	\$1,437,208.20

TRANSPORTATION FUND

List of Bills - January 14, 2019	\$456,269.05
Revolving Fund - Dec 2018	\$0.00
Imprest Checks - Dec 2018	\$673.00

IMRF

List of Bills - January 14, 2019	\$0.00
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FICA/MEDICARE

List of Bills - January 14, 2019	\$0.00
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SITE & CONSTRUCTION FUND

List of Bills - January 14, 2019	\$8,931.05
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WORKING CASH FUND

List of Bills - January 14, 2019	\$0.00
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FIRE & LIFE SAFETY FUNDS

List of Bills - January 14, 2019	\$0.00
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MEDICAL INSURANCE RESERVE FUND

List of Bills - January 14, 2019	\$0.00
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SINKING FUND

List of Bills - January 14, 2019	\$0.00
Revolving Fund - Dec 2018	\$0.00

Total	\$3,218,307.91
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ROLL CALL VOTE: AYES: Members Doshi, Harris, Hughes, Miller, Purcell,
Samonte, and Sigale
NAYS: None Motion carried

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

10. RECOMMENDATIONS FOR ACTION

A. Acceptance of Audit Report

Member Hughes moved and Member Miller seconded the motion to accept the FY 2017-2018 Audit Report as presented.

ROLL CALL VOTE: AYES: Members Doshi, Harris, Hughes, Miller, Purcell,
Samonte, and Sigale
NAYS: None Motion carried

B. Resolution Authorizing Transfer of Monies from Working Cash Fund to Transportation Fund

Member Miller moved and Member Hughes seconded the motion to adopt the Resolution Authorizing the Transfer of \$2,000,000 from the Working Cash Fund to the Transportation Fund. (Attachment 20190114A)

ROLL CALL VOTE: AYES: Members Doshi, Harris, Hughes, Miller, Purcell,
Samonte, and Sigale
NAYS: None Motion carried

C. Second Reading – Policies #4011, #4138, #8260 and #5139.1

Member Hughes moved and Member Samonte seconded the motion to adopt revisions to Policies #4011 – Personnel: Ethics, Political Activity, and Gift Ban; #4138 – Personnel: Ethics, Conduct and Conflict of Interest; #82560 – Internal Board Operations: Uniform Grievance Procedure; and #5139.1 – Students: Equal Educational Opportunities.

VOICE VOTE Motion carried

D. Second Reading for Deletion – Policy #4010

Member Samonte moved and Member Doshi seconded the motion to approve the deletion of Policy #4010 – Personnel: Gift Ban as duplicative.

VOICE VOTE Motion carried

11. ANNOUNCEMENTS

President Purcell announced the following dates:

- BOE Special Meeting ~ January 16, 2019, 5:30 p.m. ~ Longfellow
- Legislative Committee meeting ~ January 23, 2019, 3:45 p.m. ~ ASC
- BOE Building Tour/PTA Meeting ~ January 24, 2019, 5:30 p.m. ~ Highland
- BOE Regular Meeting ~ February 11, 2019, 7:00 p.m. ~ Village Hall

12. CLOSED SESSION

Member Harris moved and Member Doshi 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);
- 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 Doshi, Harris, Hughes, Miller, Purcell,
Samonte, and Sigale
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 9:28 p.m. and reconvened to open session at 10:45 p.m.

13. ACTION RESULTING FROM CLOSED SESSION

- A. Approval of Closed Session Minutes – December 18, 2018
Member Hughes moved and Member Miller seconded the motion to approve

the minutes of the December 10, 2018 closed session meeting and keep them permanently closed due to the confidential nature of the contents.

VOICE VOTE

Motion carried

B. Approval of Closed Session Minutes – December 18, 2018

Member Miller moved and Member Doshi seconded the motion to approve the minutes of the December 18, 2018, closed session meeting and keep them permanently closed due to the confidential nature of the contents.

VOICE VOTE

Motion carried

14. ADJOURNMENT

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

VOICE VOTE

Motion carried

The meeting was adjourned at 10:46 p.m.

Doug Purcell, President

Melissa Jerves, Secretary