

April 8, 2019

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois met in regular session on Monday, April 8, 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; and Members Kirat Doshi, Gregory Harris, Darren Hughes, John Miller, and Jill Samonte. Members absent: Vice President Elizabeth Sigale. 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 five visitors. (Visitors' Roster attached to official minutes.)

## 2. FLAG SALUTE

Lisa Niforatos, principal of Fairmount School, introduced Student Council sponsors Kate Matson and Bob Luciano, who in turn introduced Student Council officers Michael Harry, Zevi Davis, Everett Lynde and Victoria Colorato. 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 Hats for Hurricane Relief, Red Ribbon Week, the Giving Tree, Pumpkin Estimation, and Soup for Super Bowl. In conjunction with the One School, One Book initiative, in which students read *The Miraculous Journey of Edward Tulane*, Student Council and the Fairmount PTA partnered with Lydia Home to collect suitcases full of necessities for children in foster care who have experienced trauma.

Fairmount PTA President Jeff Junkas reported that more than 140 Fairmount families participate in PTA. The organization is member-driven, collaborative, and focused on helping every Fairmount student. PTA sponsors enriching and fun activities such as Cultural Night, Field Day and Mother-Son Dodgeball.

Principal Niforatos showed a video highlighting the work of the Student Focus Committee (SFC), which was created to recognize students who exemplify monthly focus traits such as "Be Big Hearted," "Be a Team Player," and "Be Generous." The program also connects to the social-emotional learning curriculum in the classroom.

### 3. NON-ACTION REPORTS

- A. Recognition of Students - Middle School Winter Athletes  
The Board formally recognized all the students who participated in winter athletics at Herrick and O'Neill Middle Schools.
  
- B. Recognition of Board Members  
Superintendent Dr. Kari Cremascoli recognized the combined 22 years of service of Board Members Doug Purcell, John Miller and Elizabeth Sigale. Members Hughes and Harris also commended the outgoing Board members for their dedication, hard work, and service to the children of District 58.
  
- C. "Spotlight on our Schools" – Health and Wellness Committee  
Assistant Superintendent for Business/CSBO Todd Drafall reported on the progress of the Health and Wellness Committee (formerly the Insurance Committee), which is a collaborative group comprised of representatives from the Downers Grove Elementary Education Association (DGEEA) and the Downers Grove Custodial Maintenance Association (DGCMA), a Board liaison, and administrators. The committee meets monthly to review claims and consider benefits options and ideas that also control healthcare costs. The District currently offers the following employee benefits: four health insurance plans, vision insurance, dental insurance, life insurance, a pharmacy management plan, and flexible spending and health savings accounts. The District manages a self-insured fund, covers 1,153 individuals, and pays approximately \$9 million annually in benefits expenses. Committee recommendations that have been implemented this year include an optional life insurance benefit; a change in prescription manager to realize better pricing and rebates, which will result in a savings of approximately \$500,000 a year; and increased communication to staff regarding benefits options and open enrollment. Other savings will be realized with the recent additions of a \$200 co-pay for ER visits and a high deductible plan with health savings account. In the future, the committee will seek ways to educate staff to be better healthcare consumers, as well as consider implementing wellness incentive programs and diabetes management services. Committee member Angie Rybarczyk and Mr. Drafall emphasized that the collaborative model of the committee has encouraged greater buy-in from all groups on recommendations made to the Board. Committee members have also served as more effective communicators to staff as a whole.

### 4. COMMUNICATIONS

#### Freedom of Information Act Requests

- 1. Freedom of Information Act request from Olivia Deloian, NBC5, regarding tornado preparedness ~ *response from Board Secretary Melissa Jerves*

#### Communications

1. Emails from Susan Chavez-Jimenez regarding 2019-2020 calendar ~ *response from Vice President Elizabeth Sigale*
2. Emails and text messages from Alison Rozell regarding early release suggestions ~ *responses from Superintendent Dr. Kari Cremascoli and Vice President Elizabeth Sigale*
3. Email from Peggy Delaney regarding early release ~ *response from Vice President Elizabeth Sigale*
4. Text from Mike Fogarty regarding early release ~ *response from Vice President Elizabeth Sigale*
5. Email from Jen Haselhorst regarding professional learning model ~ *response from Board Member Kirat Doshi*
6. Emails from Kelly Henrikson regarding art curriculum ~ *response from Vice President Elizabeth Sigale*
7. Letter from Marni Pyke and Brian Frankie regarding early release and iPads ~ *responses from Vice President Elizabeth Sigale and Director of Innovative Technology and Learning James Eichmiller*
8. Letter and emails from Heather and Brian Chelmecki and other parents regarding class size targets and staffing ~ *responses from Board Member Darren Hughes and Superintendent Dr. Kari Cremascoli*
9. Email from Tracy Weiner regarding intra-district transfer policy ~ *response from Board Member Greg Harris*
10. Emails from Carolyn Mulholland regarding professional learning and kindergarten schedule ~ *responses from President Doug Purcell and Superintendent Dr. Kari Cremascoli*
11. Emails from Brian Aycok regarding superintendent search ~ *response from President Doug Purcell*
12. Email from Kylie Spahn regarding Legislative Breakfast
13. Email from Emily Hanus regarding Legislative Breakfast
14. Email from Tracy Weiner regarding Legislative Breakfast
15. Email from Debbie Rudi regarding Board contact information ~ *response from Board Secretary Melissa Jerves*
16. Emails from Georgia Kaempf regarding student issue ~ *response from President Doug Purcell*
17. Emails from Debbie Rudi regarding student issue ~ *response from Assistant Superintendent for Special Services Jessica Stewart*
18. Email from Dr. Kevin Russell regarding meeting and reception ~ *response from Board Member Darren Hughes*
19. Emails from Tracy Weiner to Doug Purcell and Elizabeth Sigale regarding board service
20. Emails from Emily Hanus to Doug Purcell and Elizabeth Sigale regarding board service
21. Email from a parent regarding student issues

#### Board Meeting Follow-Up Communications

1. Email from Vice President Elizabeth Sigale to Theresa Johnson

## 5. REPORTS TO THE BOARD

### A. Superintendent

Superintendent Kari Cremascoli reported that orientation for new board members will occur on April 23. The election results will be certified on that day, and the Board Reorganization Meeting will follow on April 25. The Budget Workshop and Staff Meet and Greet have been rescheduled to April 29. Transition planning has begun with incoming superintendent Dr. Kevin Russell, who will tour schools and join upcoming meetings. Dr. Cremascoli reported that 12 teachers are recommended for tenure. Resources for the middle school exploratory STEAM Studio class are on display at the Downers Grove Public Library, the ASC, and online via a link in tonight's meeting agenda. Other upcoming dates include school open house events on May 2 and May 8, Distinguished Service Awards on April 30, Select 58 awards on May 6, and the Board's Retiree Luncheon on May 24.

### B. Monthly Business

The Board received business reports, the investment report, and revenue and expenditure summary reports for the month ending March 31, 2019. Assistant Superintendent for Business/CSBO Todd Drafall reported that the Year-to-date report shows that the District is experiencing low cash at this time of year. \$10 million will be needed for payroll and expenses in April and May, but another state payment and student fees are expected. To make June payroll, the District may need to borrow funds for a brief period until spring tax receipts come in. Mr. Drafall presented a tax levy report, which shows that overall assessed value in the District increased by \$24 million for the 2018 tax year. The total tax rate for the District is 2.0182%, the lowest since 2011. He also highlighted one of the action items before the Board that recommends rejecting the single bid for paper in favor of the state's contract bid. In using the state bid, the District will not have to take the entire year's shipment of paper at once, which will ease some of the paper storage challenges within schools. The District hopes to reduce the total amount of paper purchased.

### C. Treasurer's Report

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

### D. Policy Committee

Member Harris reported on the March 19, 2019 Policy Committee meeting. The committee recommends minor changes in content to align with PRESS in policies 5100, 5101 and 5138. Policies 5131 and 6002 require periodic review, but the committee does not recommend any changes at this time. 5138.2 has been revised to include language that was previously in the administrative regulation.

Member Miller moved and Member Hughes seconded the motion to approve the following policies for first reading: #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.

VOICE VOTE

Motion carried

E. Legislative Committee

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

F. Financial Advisory Committee

Member Hughes reported on the April 4, 2019 Financial Advisory Committee meeting. He noted that the committee reviewed the information presented in the Spotlight and the monthly business report. Mike Baker, representative from Group Alternatives, attended the meeting and presented the current insurance options and ideas for the future.

G. District Leadership Team

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

**6. RECEPTION OF VISITORS**

There were no comments or questions from members of the audience at this time. Member Miller and President Purcell took the opportunity to congratulate the incoming Board members and say a few words about their experiences on the Board.

**7. APPROVAL OF MINUTES**

A. Approval of Minutes – March 11, 2019

Member Doshi moved and Member Hughes seconded the motion to approve the minutes of the March 11, 2019 regular meeting as presented.

VOICE VOTE

Motion carried

B. Approval of Minutes – April 1, 2019

Member Miller moved and Member Doshi seconded the motion to approve the minutes of the April 1, 2019 special meeting as presented.

VOICE VOTE

Motion carried

**8. CONSENT AGENDA**

Member Miller requested individual consideration of item #6 on the consent agenda, the 2019-2022 Administrator’s Handbook. The President stated that a motion would be in order relative to the remaining five personnel items on the consent agenda. Member Hughes moved and Member Miller seconded the motion

to approve the following items:

A. Personnel

The resignation of one administrator, one certified teacher, and two support staff employees. The appointment of three certified staff employees and three support staff employees, and the request for Family Medical Leaves of Absence for three certified teachers. The recommendations for tenure for 12 certified staff employees, and a 5% increase in administrative salaries for 2019-2020.

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

Member Miller moved and Member Hughes seconded the motion to approve the Financial Statements consisting of the List of Bills and Summary.

B. Financial Reports

The list of bills and obligations prepared for payment on April 8, 2019 as well as the revolving and imprest issued in March 2019 as shown on the list submitted under the date of April 8, 2019 in the total amount of \$993,163.74 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 April 8, 2019  
LIST OF BILLS & EXPENDITURES

EDUCATION FUND

List of Bills - April 8, 2019	\$365,853.09
Revolving Fund - March 2019	\$4,540.13
Imprest Checks - March 2019	\$11,753.84

OPERATIONS & MAINTENANCE FUND

List of Bills - April 8, 2019	\$135,169.81
Revolving Fund - March 2019	\$42,776.89
Imprest Checks - March 2019	\$563.25

DEBT SERVICE

List of Bills - April 8, 2019	\$2,245.70
Revolving Fund - March 2019	\$800.00
Imprest Checks - March 2019	\$0.00

TRANSPORTATION FUND

List of Bills - April 8, 2019	\$413,599.84
Revolving Fund - March 2019	\$0.00
Imprest Checks - March 2019	\$357.00

<u>IMRF</u>		
	List of Bills - April 8, 2019	\$0.00
<u>FICA/MEDICARE</u>		
	List of Bills - April 8, 2019	\$0.00
<u>SITE &amp; CONSTRUCTION FUND</u>		
	List of Bills - April 8, 2019	\$15,504.19
<u>WORKING CASH FUND</u>		
	List of Bills - April 8, 2019	\$0.00
<u>FIRE &amp; LIFE SAFETY FUNDS</u>		
	List of Bills - April 8, 2019	\$0.00
<u>MEDICAL INSURANCE RESERVE FUND</u>		
	List of Bills - April 8, 2019	\$0.00
<u>SINKING FUND</u>		
	List of Bills - April 8, 2019	\$0.00
	Revolving Fund - April 8, 2019	\$0.00
	<b>Total</b>	<b>\$993,163.74</b>

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

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

The President stated that a motion would be in order relative to the 2019-2022 Administrator's Handbook. Member Miller moved and Member Hughes seconded the motion to approve the 2019-2022 Administrator's Handbook. Member Miller stated that administrators are the unsung heroes of District 58, and commended both building principals and the central office team.

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

**9. RECOMMENDATIONS FOR ACTION**

A. Bid: General Office Supplies  
 Member Doshi moved and Member Harris seconded the motion to award the bid for general office supplies to Runco Office Supply for an estimated cost of \$21,997.29.

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

B. Bid: Art Supplies

Member Miller moved and Member Hughes seconded the motion to award the bid for art supplies to Runco Office Supply for an estimated cost of \$14,629.87.

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

C. Bid: Paper

Member Miller moved and Member Hughes seconded the motion to reject all bids and utilize that state bid for paper for the 2019-2020 school year.

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

D. Faculty MacBook Air Purchase

Member Miller moved and Member Hughes seconded the motion to approve the purchase of 40 MacBook Airs for a total price of \$45,160.

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

E. Second Reading – Policies #5103 and #5104

Member Miller moved and Member Samonte seconded the motion to adopt revisions to Policies #5103 – School Attendance Areas, Student Assignment and Intra-District Transfers, and #5104 – Nonpublic School Students.

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

F. Second Reading for Deletion – Policy #5102

Member Miller moved and Member Samonte seconded the motion to approve for second reading the deletion of Policy #5102 – Students – School Attendance Areas.

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



## 10. ANNOUNCEMENTS

President Purcell announced the following dates:

Tuesday, April 16, 6:30 p.m.	Building Tour/PTA Meeting ~ Whittier
Wednesday, April 17, 3:45 p.m.	Legislative Committee ~ ASC
Tuesday, April 23, 8:00 a.m.	New Board Member Orientation ~ ASC
Thursday, April 25, 5:00 p.m.	Board Reorganization ~ Longfellow
Monday, April 29, 6:15 p.m.	Staff Meet & Greet ~ Pierce Downer
Monday, April 29, 7:00 p.m.	Budget Workshop ~ Pierce Downer

## 11. CLOSED SESSION

Member Hughes moved and Member Harris 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);
- 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, Harris, Hughes, Miller, Purcell,

and Samonte

NAYS: None

Motion carried

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

VOICE VOTE

Motion carried

The Board convened to closed session at 8:40 p.m. and reconvened to open session at 9:15 p.m.

## 12. ACTION RESULTING FROM CLOSED SESSION

### A. Approval of Closed Session Minutes

Member Doshi moved and Member Samonte seconded the motion to approve the minutes of the March 11, 2019 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

Member Miller moved and Member Hughes seconded the motion to approve the minutes from the March 7, March 9, March 14, March 15 and March 17, 2019, closed session meetings and keep them permanently closed due to the confidential nature of the contents.

VOICE VOTE

Motion carried

## 13. ADJOURNMENT

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

VOICE VOTE

Motion carried

The meeting was adjourned at 9:16 p.m.

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Doug Purcell, President

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Melissa Jerves, Secretary