

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois, met in regular session on Monday, December 12, 2022 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 7:00 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, Melissa Ellis, Emily Hanus, and Steve Olczyk. Members absent: Tracy Weiner. Also in attendance were Kevin Russell, Superintendent; Jayne Yudzentis, Assistant Superintendent for Personnel; Justin Sisul, 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; Sonali Patil, Manager of Business Services; Kevin Barto, Director of Buildings and Grounds; Megan Hewitt, Community Relations Coordinator; and Melissa Jerves, Board Secretary.

2. TRUTH-IN-TAXATION TAX LEVY HEARING

Todd Drafall reported that the estimated tax levy amount was introduced to the Board at the October meeting. A Truth-in-Taxation hearing is required when the levy is expected to exceed 105% of the previous year's levy. That threshold will be reached this year due to last year's Consumer Price Index (CPI), which was 7%. School district levies are capped at 5% plus the value of new construction. As CPI continues to trend high, the District will likely conduct a hearing again next year. The Truth-in-Taxation hearing is an opportunity for the public to ask questions or make statements regarding the tax levy.

The president opened the floor to public comment. There were no public comments. The president declared the hearing closed at 7:03 p.m.

3. PLEDGE OF ALLEGIANCE AND SCHOOL REPORT

El Sierra Student Council officers Molly Mihalik, Bella Lambiasi, Coraline Hahn and Kora Mackie led the pledge of allegiance in English and Spanish. They reported that Student Council elections returned to normal this year. They shared the various spirit days, activities and fundraisers they have organized this year.

PTA co-presidents Brienne Harris and Nina Miller reported that they have resumed in person activities, such as a Fun Run, ice cream social, and Breakfast with Santa and book fair. The PTA sponsors Fun Lunch and pays all costs in full

to keep it free for all students. They also purchased new adjustable basketball hoops for the El Sierra gym.

Principal Jason Lynde reported on El Sierra programs such as the two-way Dual Language Program, Recess Leaders, Watch DOGS, El Sierra Families, Family Reading Night, and a positive behavior incentive program called Bobcat Badges. He also reviewed student assessment data. El Sierra students achieved expected and higher than expected growth in math on MAP and IAR assessments, but scored lower than expected in reading. El Sierra earned a Commendable summative designation from the state, only four points below the Exemplary threshold. Some ways to improve future summative designations are to improve climate survey participation and reinforce the importance of regular attendance with students and families to reduce chronic absenteeism. To improve academic achievement and growth, El Sierra's school improvement goals focus on vocabulary development and increasing targeted instruction of informational texts.

4. COMMUNICATIONS

Freedom of Information Act Requests

1. Freedom of Information Act request from SmartProcure regarding purchasing records from 8/30/22 to current ~ *response from Manager of Business Services Dr. Sonali Patil.*

5. SPOTLIGHT ON OUR SCHOOLS

A. Capital Planning

Assistant Superintendent for Business Todd Drafall was joined by Amy Tiberi of Wight & Company and Peter Kuhn of Bulley & Andrews to provide an update on capital planning. The District sold its first set of referendum bonds on November 30, 2022, and the proceeds will fund \$140 million in capital projects over the next three years. A second bond sale for the remaining referendum funds will occur in the future. A draft capital planning schedule was shared with the Board, culminating in a targeted completion date of fall 2026. The community and staff will have an opportunity to participate in visioning sessions in late January before design plans are finalized.

Non-referendum capital projects will continue during summer 2023 while the referendum projects are still in the design phase. Eight school playgrounds will be rebuilt or enhanced, asbestos abatement work will be completed at Henry Puffer, and fire alarm and masonry projects that were delayed last summer due to supply chain shortages will be completed.

6. REPORTS TO THE BOARD

A. Superintendent

Dr. Russell reported on the following topics:

- **Personnel:** The draft 2023-24 school calendar was shared with the Board. While the larger breaks will continue to align with District 99, the calendar has been adjusted to include a longer summer break for referendum construction work.
- **Curriculum:** Full-day kindergarten is a high priority for next year, but prior to making a recommendation, the administration will closely examine the budget and review instructional planning and logistics. A potential recommendation is scheduled for March.
- **Technology:** In an ongoing effort to improve efficiency and reduce waste in copying and printing, the technology staff is working with the vendor to improve the performance of its print management solution PaperCut. Preparations for state testing in the spring and updates to the registration process have begun.
- **Student Services:** Planning has begun for the summer extended school year program for students with special needs.
- **Public Relations:** District 58 has received many donations from local organizations and individuals to help families in need with food, winter clothing, holiday gifts, and grocery and gas gift cards. These include St. Joseph Knights of Columbus, Community Christian Church of Downers Grove, EM5 Foundation, Sharing Connections, Stitches to Share, Downers Grove Moose Lodge, Downers Grove Junior Woman's Club, Roadrunners Soccer Club, Immanuel Lutheran Church, Good Shepherd Church, Blessings in a Backpack, Helping Hands Group, and school Student Councils and PTA groups. The Education Foundation will host the Harlem Wizards basketball team for a community fundraiser on January 15 at Downers Grove South.
- **Facilities:** Recently there have been several significant water leaks requiring repair at various schools. Thanks to Buildings and Grounds staff for their hard work, often after hours, to prevent canceling school in one or more buildings.

B. Monthly Business

The Board received business reports and the investment report for the month ending November 30, 2022. Mr. Drafall reported that the Year-to-Date Report shows operational revenues and expenses trending as expected. The Board will need to approve an amended budget this year to account for the referendum revenue, as well as an iPad purchase in July that will be reimbursed with federal grant funds.

Betsy Allen of auditing firm Miller Cooper reviewed the final draft audit report with the Board. Miller Cooper issued an unmodified clean opinion, the highest audit rating possible. The auditors did not find any material weaknesses or significant deficiencies. Miller Cooper will file the final audit with ISBE as soon as the final report is complete.

C. Treasurer's Report

There was nothing special 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

Member Hanus reported on the December 7, 2022 Legislative Committee meeting. The committee discussed the format for the Legislative Forum, scheduled for February 3, 2023. The committee brainstormed ways to provide more time for discussion with the legislators.

F. Financial Advisory Committee

President Hughes reported on the December 9, 2022 meeting of the Financial Advisory Committee. The committee reviewed the Year-to-Date Report, the referendum bond sale, the timeline for summer capital work, and the future of capital planning.

G. District Leadership Team

Member Doshi reported that the District Leadership Team met on November 21, 2022 to review the progress toward the three strategic plan goals.

- Goal 1: Work is ongoing on the remaining key performance indicators; the District continues to work on academic achievement and growth through the school improvement process.
- Goal 2: Over 50 community members were placed on Board committees and strategic plan working groups. The current strategic plan will expire soon; the committee also reviewed the next steps in planning for the next strategic plan, including gathering community input, seeking out a consultant, and finalizing the big areas of focus for the next plan.
- Goal 3: The shared Village/District 58 administrative center is expected to be completed in 2024; the District expects to move in the third quarter of 2024. Regarding referendum work, visioning sessions for staff and the community will provide opportunities for input.

H. Health and Wellness Committee

Vice President Harris reported on the December 8, 2022 Health and Wellness Committee meeting. The surplus in the Medical Reserve Fund is not as large as expected. Due to increased prescription drug costs and shortage of healthcare workers, costs are also expected to rise for 2023. After the recent open enrollment period, membership in the high deductible HSA plan increased by 67%. The committee plans to meet every other month going forward.

7. DISCUSSION

There were no discussion items on the agenda.

8. PUBLIC COMMENT

There were no public comments.

9. APPROVAL OF MINUTES

A. Approval of Minutes – November 14, 2022

Member Olczyk moved and Member Ellis seconded the motion to approve the minutes of the November 14, 2022 regular meeting as presented.

VOICE VOTE

Motion carried

B. Approval of Minutes – November 21, 2022

Member Ellis moved and Member Doshi seconded the motion to approve the minutes of the November 21, 2022 Curriculum Workshop as presented.

VOICE VOTE

Motion carried

10. 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 Olczyk moved and Member Doshi seconded the motion to approve the following items:

A. Personnel

- The assignment of one certified staff employee, three support staff employees, and two custodial/maintenance staff employees.
- The family medical leaves of absence of two certified staff employees.
- The resignation of three support staff employees and one custodial/maintenance staff employee.
- The dismissal of one custodial/maintenance staff employee.
- Teacher stipends for clubs and activities, and instructional assistant stipends as listed in the Personnel Report.

B. Financial Reports

The list of bills and obligations prepared for payment on December 12, 2022, as well as the revolving and imprest issued in November 2022 as shown on the list submitted under the date of December 12, 2022 in the total amount of \$1,278,049.43 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 DECEMBER 12, 2022
LIST OF BILLS & EXPENDITURES

EDUCATION FUND

List of Bills - December 12, 2022	\$401,252.53
Revolving Fund - November 2022	\$22,636.97
Imprest Checks - November 2022	\$3,747.05

OPERATIONS & MAINTENANCE FUND

List of Bills - December 12, 2022	\$153,321.79
Revolving Fund - November 2022	\$1,065.20
Imprest Checks - November 2022	\$71.56

DEBT SERVICE

List of Bills - December 12, 2022	\$0.00
Revolving Fund - November 2022	\$0.00

TRANSPORTATION FUND

List of Bills - December 12, 2022	\$688,275.83
Revolving Fund - November 2022	\$0.00
Imprest Checks - November 2022	\$862.50

IMRF

List of Bills - December 12, 2022	\$0.00
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FICA/MEDICARE

List of Bills - December 12, 2022	\$0.00
Revolving Fund - November 2022	\$0.00

SITE & CONSTRUCTION FUND

List of Bills - December 12, 2022	\$6,816.00
Revolving Fund - November 2022	\$0.00

WORKING CASH FUND

List of Bills - December 12, 2022	\$0.00
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FIRE & LIFE SAFETY FUNDS

List of Bills - December 12, 2022	\$0.00
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MEDICAL INSURANCE RESERVE FUND

List of Bills - December 12, 2022	\$0.00
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SINKING FUND

List of Bills - December 12, 2022	\$0.00
Revolving Fund - November 2022	\$0.00

	Total	\$1,278,049.43
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ROLL CALL VOTE: AYES: Members Doshi, Ellis, Hanus, Harris, Hughes and
Olczyk
NAYS: None Motion carried

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

11. RECOMMENDATIONS FOR ACTION

A. 2022 Certificate of Levy

Member Doshi moved and Member Hanus seconded the motion to adopt the 2022 Certificate of Levy in the amount of \$66,315,000.

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

B. FY 2022 Audit Report

Member Doshi moved and Member Hanus seconded the motion to accept the FY 2022 Audit Report as presented.

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

C. Navigate 360 (ALICE Training) Purchase

Member Olczyk moved and Member Ellis seconded the motion to approve the three-year contract with Navigate 360 for ALICE training as presented for a total cost of \$31,550.

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

D. Raptor Visitor Management System Purchase

Member Doshi moved and Member Olczyk seconded the motion to approve a three-year contract with Raptor for a total cost of \$41,548.00.

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

E. Donation Agreement: Kingsley PTA

Member Ellis moved and Member Olczyk seconded the motion to approve the Donation Agreement between Kingsley PTA and the Board for \$19,931.40 for playground construction.

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

Before the meeting adjourned, Assistant Superintendent for Business Todd Drafall noted an error in the donation amount listed on the agenda. The Board voted on an amended motion.

Member Ellis moved and Member Hanus seconded the motion to approve the Donation agreement between Kingsley PTA and the Board for \$94,338.75 for playground construction.

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

F. Donation Agreement: Pierce Downer PTA

Member Ellis moved and Member Doshi seconded the motion to approve the Donation Agreement between Pierce Downer PTA and the Board for \$140,000 for playground construction.

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

G. Donation Agreement: Indian Trail PTA

Member Ellis moved and Member Hanus seconded the motion to approve the Donation Agreement between Indian Trail PTA and the Board for \$30,000 for playground construction.

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

H. Donation Agreement: Belle Aire PTA

Member Ellis moved and Member Olczyk seconded the motion to approve the Donation Agreement between Belle Aire PTA and the Board for \$40,000 for playground construction.

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

12. CONSTRUCTION CONSENT AGENDA

The President stated that a motion would be in order relative to the items on the construction consent agenda, consisting of the Middle School Topographical Survey Proposal, Playground Equipment Purchases from BCI Burke for Lester, Kingsley, Belle Aire and Indian Trail, and Playground Equipment Purchase from landscape Structures for Pierce Downer, as presented in the packet materials. Member Ellis requested that the Middle School Topographical Survey Proposal be

considered separately. Member Ellis moved and Member Harris seconded the motion to approve the following items:

- A. Playground Equipment Purchases from BCI Burke for Lester, Kingsley, Belle Aire and Indian Trail
- B. Playground Equipment Purchase from Landscape Structures for Pierce Downer

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

Member Doshi moved and Member Harris seconded the motion to approve the Middle School Topographical Survey Proposal as presented. Member Ellis asked why there was such a broad range of proposal quotes. Director of Buildings and Grounds Kevin Barto responded that it is typical for survey quotes to vary widely, and the District felt comfortable recommending the low bid in this instance.

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

13. ANNOUNCEMENTS

President Hughes announced the following dates:

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|---------------------------------|---|
| Tuesday, December 13, 7 a.m. | Policy Committee
O'Neill Middle School |
| Wednesday, January 4, 3:45 p.m. | Legislative Committee
O'Neill Middle School |
| Friday, January 6, 7 a.m. | Financial Advisory Committee
O'Neill Middle School |
| Monday, January 9, 7 p.m. | Regular Board Meeting
O'Neill Middle School |

14. APPROVAL OF CLOSED SESSION MINUTES

- A. Approval of Closed Session Minutes – November 14, 2022
Member Ellis moved and Member Hanus seconded the motion to approve the minutes of the November 14, 2022 closed session meeting and keep them permanently closed due to the confidential nature of the contents.

VOICE VOTE Motion carried

15. ADJOURNMENT

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

VOICE VOTE

Motion carried

The meeting was adjourned at 9:04 p.m.

Darren Hughes, President

Melissa Jerves, Secretary