

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois, met in regular session on Monday, September 11, 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, Steve Olczyk and Tracy Weiner. Member Melissa Ellis entered the meeting at 7:05 p.m. Also in attendance were Kevin Russell, Superintendent; Justin Sisul, Assistant Superintendent for Personnel and Staff Development; 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.

2. PLEDGE OF ALLEGIANCE AND SCHOOL REPORT

The Pledge of Allegiance was led by former Kingsley Student Council officers Jenna Leesman, Abby Brown and Ellie Scardina. The students reported on fundraisers and service projects they led last year to benefit the FISH Pantry, Juvenile Diabetes Research Foundation, and Kingsley families in need.

Kingsley PTA Finance Officer Jeff Leesman shared that the PTA's primary focus last year was the playground project, raising \$102,000 in eight months. The PTA continued to support families, students and the school community, and maintained its fundraising for normal operations on top of the playground fundraising. Their approach to fundraising relies on community social events and experiences instead of sales. The PTA is working to increase membership of both families and staff.

Principal Charles Brewster presented the phases of school improvement goal setting at Kingsley over the past several years. The current goal is to use guided reading and small group instruction structures to improve specific gaps in learning. Student assessments (MAP and IAR) show improvement in student growth from 2021-22 to 2022-23, including across all subgroups.

Assistant Principal Eleni Gajewski reported that Kingsley's theme for the year is "Be Kind, Be You, Belong." The Orange Frog Committee develops positive psychology initiatives for staff and students, including positive office referrals and

behavior expectations videos that demonstrate acceptable and unacceptable behaviors for students.

3. HEARING ON THE 2023-2024 BUDGET

Assistant Superintendent for Business Todd Drafall gave a presentation on the proposed 2023-2024 budget. The budget is balanced, with expenditures estimated high and revenues estimated low, resulting in a surplus of about \$4.85 million; the budget also complies with the 35% fund balance policy (at 34.7%). Proceeds from the expiration of the downtown Downers Grove TIF help compensate for the loss of OKEEP revenue as the District moves to full-day kindergarten. Additional staffing has been added to achieve equity across schools and class size targets, as well as to provide more special services in-district instead of outplacing students.

There were no public comments. President Hughes declared the hearing closed at 8:01 p.m.

4. COMMUNICATIONS

Written Communications

1. Email from Mark Nelson regarding Fairmount playground ~ *response from Superintendent Dr. Kevin Russell.*
2. Email from Patrick Katovich regarding school district boundary ~ *response from Superintendent Dr. Kevin Russell.*
3. Email from Jackson Elliott, The Epoch Times, regarding news story ~ *response from Superintendent Dr. Kevin Russell.*

Freedom of Information Act Requests

1. Freedom of Information Act request from George's Landscaping regarding bid documents for playground improvements for four elementary schools.
2. Freedom of Information Act request from SmartProcure regarding purchasing records.

5. SPOTLIGHT ON OUR SCHOOLS

A. Enrollment Update

Assistant Superintendent for Personnel Justin Sisul reported that enrollment is comparable to last year, with 4,826 students. 97% of classes in grades K-6 are at or below the class size targets for 2023-24. 100% of classes at Herrick, and 90% of classes at O'Neill, are at or below the middle school class size target. Of those classes over the target, six sections are co-taught classes with two certified teachers, two sections are P.E. classes, and three sections are science classes. Building utilization and space constraints continue to affect most schools as the District expands its special programs and provides a variety of supports, intervention services, and art and music instruction, many of which require staff and students to share spaces.

Certified positions are fully staffed, and only seven instructional assistant positions are currently unfilled. The substitute teacher list is strong and certified absences are consistently filled.

6. REPORTS TO THE BOARD

A. Superintendent

Dr. Russell reported on the following topics:

- **Personnel:** The IMRF compensation report is attached to the Board agenda and will be posted on the District website.
- **Curriculum:** Schools have begun to host families for curriculum nights to meet staff and learn about classes and key initiatives in the District.
- **Technology:** Student devices were ready for the start of the school year, and most of the application rostering was successful. The District is shifting to a new primary wireless network reserved for District-issued devices, improving security and segregating guest traffic. A guest network will remain available for visitors and personal devices. Parent-teacher conference registration will open later this month.
- **Finance:** A survey has been sent to elementary parents regarding the possibility of an elementary meal program. About 1,100 responses have already been received.
- **Student Services:** Parents of students with IEPs or those who are participating in the special education evaluation process are invited to a facilitated IEP training. It will be held virtually on October 11 at 7 p.m. The District will be implementing this new process during IEP meetings later this fall.
- **Facilities:** Referendum design and planning work continues. The initial neighborhood meetings for Herrick and O'Neill are scheduled for September 26. The playground at Belle Aire is expected to open in a few days when the construction fence is removed, and construction has begun on the Fairmount playground, with an expected completion in four to six weeks.
- **Public Relations:** The District received hundreds of school supply donations from groups including the Community Christian Church of Downers Grove, the Regional Office of Education, Catholic Charities, and the Kim Moustis Group of Keller Williams, as well as individual donations. First Christian Church also held a school supply fair for teachers. The 2023 Annual Report has been mailed to all District 58 residents and is available on the website. The District is an official partner of the Glenbard Parent Series, which provides free workshops about parenting and youth every week, many held virtually. The Education Foundation's annual Oktoberfest will be September 15 and 16; volunteers and sponsors from the community are needed.

B. Monthly Business

The Board received the financial and investment reports for the month ending August 31, 2023. Assistant Superintendent for Business Todd Drafall reported that the construction consent agenda includes the first referendum bid package for an early order of mechanical, electrical and fire alarm equipment. Lead times are very long, so early ordering is essential to remain on schedule.

- 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
President Hughes reported on the September 8, 2023, meeting. The committee received updates on capital and playground work, which has been affected by supply chain and labor delays. They reviewed the annual ESSA report showing a breakdown of costs per building, discussed the budget, fund balance, pharmacy benefits, and CPPRT rates.
- G. District Leadership Team
Member Weiner reported on the September 11, 2023, meeting. The team reviewed the new strategic plan process and timeline and received an update on the five focus areas and the priorities developed over the summer for each of those areas. An updated draft of the plan will be reviewed on October 9, with a final recommendation presented to the Board on October 23.
- H. Health and Wellness Committee
Vice President Harris reported on the August 31, 2023 meeting. The committee examined claims data from the summer and discussed the pharmacy benefits manager switch recommendation, which will result in about \$250,000 in savings. They discussed potential premium increases and will present recommendations at the October Board meeting.
- I. SASED Report
Dr. Russell reported that SASED's committee structure has been updated so that superintendents will now serve on these committees. Dr. Russell will serve on the SASED Policy Committee. The search for a new director will begin soon; SASED will come to a District 58 meeting to give a Spotlight presentation. Transportation at the beginning of the year has had some issues; Sunrise Transportation has struggled due to the labor shortage.

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 – August 14, 2023

Member Weiner moved and Member Doshi seconded the motion to approve the minutes of the August 14, 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 five certified staff employees, 14 support staff employees, and one custodial/maintenance staff employee.
- The resignation of two support staff employees.
- The retirement of one custodial/maintenance staff employee, effective March 2024.

B. Financial Reports

The list of bills and obligations prepared for payment on September 11, 2023, as well as the revolving and imprest issued in August 2023 as shown on the list submitted under the date of September 11, 2023, in the total amount of \$1,508,203.56 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 SEPTEMBER 11, 2023
LIST OF BILLS & EXPENDITURES

EDUCATION FUND

List of Bills – September 11, 2023	\$675,959.61
Imprest Checks - August 2023	\$18,646.27

OPERATIONS & MAINTENANCE FUND

List of Bills – September 11, 2023	\$147,693.46
Imprest Checks - August 2023	\$0.00

<u>DEBT SERVICE</u>		
List of Bills – September 11, 2023		\$0.00
<u>TRANSPORTATION FUND</u>		
List of Bills – September 11, 2023	\$177,465.69	
Imprest Checks - August 2023		\$0.00
<u>IMRF</u>		
List of Bills – September 11, 2023		\$0.00
<u>FICA/MEDICARE</u>		
List of Bills – September 11, 2023		\$0.00
Revolving Fund - August 2023		\$0.00
<u>SITE & CONSTRUCTION FUND</u>		
List of Bills - September 11, 2023	\$456,462.92	
Revolving Fund – August 2023		\$0.00
<u>CAPITAL - REFERENDUM</u>		
List of Bills - September 11, 2023		\$31,975.61
<u>WORKING CASH FUND</u>		
List of Bills - September 11, 2023		\$0.00
<u>FIRE & LIFE SAFETY FUNDS</u>		
List of Bills - September 11, 2023		\$0.00
<u>MEDICAL INSURANCE RESERVE FUND</u>		
List of Bills - September 11, 2023		\$0.00
<u>SINKING FUND</u>		
List of Bills - September 11, 2023		\$0.00

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

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

8. RECOMMENDATIONS FOR ACTION

A. 2023-2024 Budget

Member Weiner moved and Member Olczyk seconded the motion to approve 2023-2024 Budget as presented.

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

NAYS: None

Motion carried

B. 2023-2024 Amended School Calendar

Member Weiner moved and Member Ellis seconded the motion to approve the 2023-24 Amended School Calendar as presented.

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

NAYS: None

Motion carried

C. Recommendation to Change Pharmacy Benefit Management (PBM) Provider

Member Weiner moved and Member Harris seconded the motion to approve Aetna as the District's pharmacy benefit management provider, effective January 1, 2024.

ROLL CALL VOTE: AYES: Members Doshi, Ellis, Hanus, Harris, Hughes, Olczyk 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 Ellis seconded the motion to approve the following item:

A. Bid Package #1 for Herrick, O'Neill and Summer 2024 Elementary Projects

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

NAYS: None

Motion carried

10. **ANNOUNCEMENTS**

President Hughes announced the following dates:

Tuesday, September 19, 7 a.m.

Policy Committee
O'Neill Middle School

Wednesday, October 4, 3:45 p.m.

Legislative Committee
O'Neill Middle School

Friday, October 6, 7 a.m.

Financial Advisory Committee
O'Neill Middle School

Monday, October 9, 3:45 p.m.

District Leadership Team Meeting
O'Neill Middle School

Monday, October 9, 7 p.m.

Regular Board Meeting
Downers Grove Village Hall

11. CLOSED SESSION

Member Ellis moved and Member Weiner seconded the motion to move to closed session for the purpose of discussing matters relating to:

- 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).

VOICE VOTE

Motion carried

Member Weiner moved and Member Ellis seconded the motion to reconvene in open session.

VOICE VOTE

Motion carried

The Board convened to closed session at 8:50 p.m. and reconvened to open session at 8:56 p.m.

12. ACTION AS A RESULT OF CLOSED SESSION

A. Approval of Destruction of Verbatim Recordings

Member Weiner moved and Member Doshi seconded the motion to approve the destruction of the following verbatim recordings that are at least twenty-four (24) months old:

District 58
04/12/21
05/10/21
06/14/21
07/12/21
08/09/21
09/13/21

VOICE VOTE

Motion carried

B. Semi-Annual Review of Permanently Closed Minutes

Member Ellis moved and Member Weiner seconded the motion to make available for public inspection the written minutes from the September 13, 2021, District 58 closed session meeting.

VOICE VOTE

Motion carried

C. Maintain Permanently Closed Minutes

Member Weiner moved and Member Ellis seconded the motion to keep the District 58 and District 69 closed session minutes listed in Attachment 09/11/23* permanently closed for reasons of confidentiality.

VOICE VOTE

Motion carried

13. ADJOURNMENT

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

VOICE VOTE

Motion carried

The meeting was adjourned at 8:57 p.m.

Darren Hughes, President

Melissa Jerves, Secretary