

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois, met in regular session on Monday, March 11, 2024, 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, Melissa Ellis, Emily Hanus, and Tracy Weiner. Members absent: Steve Olczyk. 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 Indian Trail School Student Council representatives Rachel Bywater, Delaney Lawrence, Ethan Neidlinger Vogt, Grace Covino, Quinn Molloy and Addison Pacholek Mayer. They shared Indian Trail Student Council initiatives such as spirit days; acts of kindness; fundraising to benefit kids with cancer and PADS; modeling expectations for the student body; and the One Book, One School book about neurodiversity, along with a peer buddy program.

Principal Tracey Ratner reported that the Indian Trail PTA provides support for students, partners with staff, and engages with families. They fundraised for the new playground, pay for Fun Lunch for all students, and sponsor events such as Family Math Night and the International Fair.

Winter benchmarking data showed that students overall met expected growth targets. However, some grade levels had higher than expected growth and some lower. The Indian Trail team discussed how to maintain and continue to grow by strengthening MTSS Tier 1 protocols. Regarding math scores, they hypothesized why students are doing better or worse in various grade levels so as to tailor interventions to student needs. In reading, the team wrote a school improvement goal of using Science of Reading practices to improve small group reading instruction across all grade levels.

Indian Trail's second school improvement goal is to reform student attendance through a variety of strategies; so far, attendance has improved over last year.

3. COMMUNICATIONS

Email Communications

1. Email from Mary Henderson regarding Superintendent of Distinction ~ *response from Board President Darren Hughes.*
2. Email from Erin Berger regarding 2024-25 boys and girls soccer ~ *response from Superintendent Dr. Kevin Russell.*
3. Email from Lou Oviedo regarding middle school soccer for 2024-25 ~ *response from Superintendent Dr. Kevin Russell.*

Freedom of Information Act Requests

1. Freedom of Information Act request from Megan Shannon regarding Raptor data breach ~ *response from Board Secretary Melissa Jerves.*
2. Freedom of Information Act request from Nathaniel Deaton, Liveby, regarding school attendance boundary data ~ *response from Board Secretary Melissa Jerves.*
3. Freedom of Information Act request from Sheri Reid, SmartProcure, regarding purchasing records ~ *response from Manager of Business Services Michelle Kovar.*
4. Freedom of Information Act request from Nathan Michelich, Illinois Retired Teachers Association, regarding 2024 certified staff retirees ~ *response from Board Secretary Melissa Jerves.*

4. SPOTLIGHT ON OUR SCHOOLS

A. Owner's Representative Update on Referendum Projects

Eric Eichler, part of the owner's representative team, reported that the design phase for the middle schools and Phase I elementary schools is complete, and 50% complete for Phase II elementary schools. The ROE has issued a building permit for O'Neill; the Herrick permit is expected mid-March. Site permits are being finalized from the Village of Downers Grove, and Health Department and storm shelter permits have been submitted for review. Furniture planning and move management planning are ongoing. Coordination is ongoing with Nicor, but ComEd has not yet committed to a date for installation of transformers.

73% of the total budget will be committed once the Board approves all the Phase I bid groups. The owner contingency is still at 5%; the construction manager's contingency is adequate to address unforeseen conditions once construction begins. Environmental work for the middle schools will continue over spring break.

Mr. Eichler also provided information about potential alternate bids and contingencies.

B. Staffing Preview

Assistant Superintendent for Personnel Justin Sisul provided a high-level preview of staffing priorities and plans for next year. He reviewed the staffing decisions implemented in 2023-24, including staff for expanding special programs, an additional assistant principal at Herrick Middle School, interventionist positions funded by the final year of ESSER grants, full-day kindergarten implementation. Significant changes in overall full-time equivalent (FTE) positions are not expected for 2024-25, but the following will be considered:

- The two-way Dual Language Program will be rolling up to include second grade, requiring an additional teacher
- Occupational therapist positions will continue to transition to District hires
- Class sizes in both general education and specialized programs
- Elementary gifted program may require slight adjustments in staffing
- Enrollment numbers across the District
- Maintaining 3.0 FTE contingency positions

Reduction in Force (RIF) of certified staff will take place at the April board meeting. This year there are only two certified staff retirements, which may mean the RIF list will be slightly larger than in previous years. As soon as enrollment numbers are confirmed, staff will be rehired.

5. **REPORTS TO THE BOARD**

A. Superintendent

Dr. Russell thanked the Indian Trail students, staff and families for their presentations. He reported on the following topics:

- **Curriculum:** On the March 1 Institute Day, certified staff members enjoyed high-quality professional learning opportunities provided by the DuPage County ROE, SASED, and District 58 staff. Students will take the Illinois Science Assessment and Illinois Assessment of Readiness after spring break; teachers will ensure students are familiar with the online platform and question structures in preparation for the test.
- **Finance:** The Board will vote on a recommendation to approve the National School Lunch Program format for the middle schools for next year. The District will then contract with the selected vendor to provide an elementary cold lunch option. Next year the District will consider other elementary school lunch possibilities in anticipation of the completion of new middle school kitchens. Also on the agenda is the annual transfer of funds from the Working Cash Fund to the Education and Transportation Funds. When property tax funds are received, the Working Cash fund will be repaid before the end of the fiscal year.
- **Technology:** Registration for the 2024-25 school year is in progress.

154 new students have registered (about 90% of them kindergarteners), and 838 returning students have registered. The goal is to have all families complete the process by mid-April.

- **Special Services:** Elementary teaching staff in grades K-4 participated in a day-long workshop on the Zones of Regulation, which is designed to help students gain skills in the area of self-regulation.
- **Public Relations:** The Education Foundation was a sponsor of another successful Reading Games. Applications will close this week for Select 58, which honors 8th graders for service to school and community. Nominations are still open for the Distinguished Service Award honoring exceptional staff. The middle school music department presented the annual Festival of Music on February 26, featuring combined performances of the Herrick and O'Neill choirs, orchestras and bands in the Downers Grove South High School auditorium.

B. Monthly Business

Assistant Superintendent for Business Todd Drafall reviewed the resolution to transfer funds from Working Cash to the Education and Transportation Funds. Grant reports will be submitted by the end of March and funds will be received in April. Next month an electric rate contract renewal will come before the Board.

C. Policy Committee

The Policy Committee has not met since the last board meeting.

D. Legislative Committee

Member Ellis reported on the March 6, 2024 Legislative Committee meeting. The committee met to review feedback from attendees of the Legislative Breakfast.

E. Financial Advisory Committee

The FAC has not met since the last board meeting.

F. District Leadership Team

Member Doshi reported on the February 26, 2024 District Leadership Team meeting. The DLT received updates on each of the five strategic goal areas. In May, the DLT will report to the Board an overview of progress and consider what objectives are ahead for the following year.

G. Health and Wellness Committee

The Health and Wellness Committee has not met since the last board meeting.

H. SASED Report

Dr. Russell reported that SASED held a meet and greet to welcome the new Executive Director. Mr. Drafall and Ms. Stewart will be meeting with SASED regarding services provided to the District and their costs.

6. DISCUSSION

There were no items for discussion.

7. PUBLIC COMMENT

There was no public comment.

8. APPROVAL OF MINUTES

A. Approval of Minutes – February 12, 2024

Member Weiner moved and Member Hanus seconded the motion to approve the minutes of the February 12, 2024 regular meeting as presented.

VOICE VOTE

Motion carried

B. Approval of Minutes – March 4, 2024

Member Weiner moved and Member Doshi seconded the motion to approve the minutes of the March 4, 2024 special meeting and curriculum workshop as presented.

VOICE VOTE

Motion carried

9. 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). Member Weiner moved and Member Doshi seconded the motion to approve the following items:

A. Personnel

- The assignment of three support staff employees, and four custodial maintenance staff employees.
- The resignation of one certified staff member, and one support staff employee.
- The Family Medical Leave of Absence of one certified staff member.
- Staff stipends.
- 2024-2025 Administrative Salaries (5.5% increase).

B. Financial Reports

The list of bills and obligations prepared for payment on March 11, 2024, as well as the revolving and imprest issued in February 2024 as shown on the list submitted under the date of March 11, 2024, in the total amount of \$3,794,228.45 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 MARCH 11, 2024
LIST OF BILLS & EXPENDITURES

EDUCATION FUND (Fund 10)

List of Bills - March 11, 2024	\$1,612,278.26
Imprest Checks - February 2024	\$19,173.71
Revolving Fund - February 2024	\$26,080.00
District Credit Card - February 2024	\$12,844.12

OPERATIONS & MAINTENANCE FUND (Fund 20)

List of Bills - March 11, 2024	\$139,077.81
Revolving Fund - February 2024	\$1,911.43
District Credit Card - February 2024	\$291.26

DEBT SERVICE (Fund 30)

List of Bills - March 11, 2024	\$2,000.00
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TRANSPORTATION FUND (Fund 40)

List of Bills - March 11, 2024	\$1,031,492.02
Imprest Checks - February 2024	\$226.61
District Credit Card - February 2024	\$350.00

IMRF (Fund 50)

List of Bills - March 11, 2024	\$0.00
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FICA/MEDICARE (Fund 51)

List of Bills - March 11, 2024	\$0.00
Revolving Fund - February 2024	\$0.00

SITE & CONSTRUCTION FUND (Fund 60)

List of Bills - March 11, 2024	\$2,281.54
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CAPITAL - REFERENDUM (Fund 61)

List of Bills - March 11, 2024	\$719,053.54
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WORKING CASH FUND (Fund 70)

List of Bills - March 11, 2024	\$0.00
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FIRE & LIFE SAFETY FUNDS (Fund 90)

List of Bills - March 11, 2024	\$0.00
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MEDICAL INSURANCE RESERVE FUND (Fund 13)

List of Bills - March 11, 2024	\$277,168.15
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SINKING FUND (Fund 21)

List of Bills - March 11, 2024	\$0.00
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Total	<u>\$3,794,228.45</u>
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ROLL CALL VOTE: AYES: Members Doshi, Ellis, Hanus, Harris, Hughes,
and Weiner
NAYS: None Motion carried

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

10. RECOMMENDATIONS FOR ACTION

A. Network Equipment Purchase

Member Weiner moved and Member Ellis seconded the motion to approve the purchase of \$88,542.03 of Cisco switches and licenses from CDW-G.

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

B. Bid for Network Cabling Replacement Project (including alternate bid)-- Phase I Elementary Schools

Member Harris moved and Member Weiner seconded the motion to approve the base bids and alternates 1a, 2a, 3a, and 4a from Greatline Communications for network cabling replacement for a total cost of \$683,887.

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

C. Alternate Bid for Door Replacement—Phase I Elementary Schools

Member Weiner moved and Member Doshi seconded the motion to award the bids of Phase I Elementary Schools, Bid Group #3: Henry Puffer Alternate 6, Highland Alternate #5, Hillcrest Alternate #4, and Whittier Alternate #5 in the amount of \$362,796.58.

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

D. Resolution Authorizing Transfer of Monies from Working Cash to Education and Transportation Funds

Member Harris moved and Member Weiner seconded the motion to approve the base bids and alternates 1a, 2a, 3a, and 4a from Greatline Communications for network cabling replacement for a total cost of \$683,887.

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

NAYS: None

Motion carried

E. Downers Grove Public Library Intergovernmental Agreement

Member Weiner moved and Member Hanus seconded the motion to approve the Intergovernmental Agreement to Share Data Between the Downers Grove Public Library and Downers Grove Grade School District 58.

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

NAYS: None

Motion carried

F. Surplus Equipment: Smartboards, Vacuums, Sprayer, Laminator, Ovens

Member Weiner moved and Member Hanus seconded the motion to designate as surplus the equipment listed in the attached memo.

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

NAYS: None

Motion carried

G. Food Service Request for Proposal

Member Hanus moved and Member Weiner seconded the motion to direct the Superintendent and staff to issue an RFP for the 2024-2025 schol year in the same NSLP format currently offered by the Dsitric for middle school lunches.

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

NAYS: None

Motion carried

H. Owner's Risk Builder's Insurance

Member Weiner moved and Member Hanus seconded the motion to approve the owner's builder's risk insurance with Liberty Insurance for the middle schools in the amount of \$158,162.

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

NAYS: None

Motion carried

11. 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 Doshi seconded the motion to approve the following items:

A. Middle School Bid Group #3

B. Phase I Elementary Bid Group #3—Drywall & Electrical

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

NAYS: None

Motion carried

12. ANNOUNCEMENTS

President Hughes announced the following dates:

Friday, April 5, 7 a.m.

Financial Advisory Committee
O'Neill Middle School

Monday, April 8, 7 p.m.

Regular Board Meeting
Downers Grove Village Hall

13. CLOSED SESSION

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

- A. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; 5 ILCS 120/2(c)(2)
- B. 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 Harris moved and Member Ellis seconded the motion to reconvene in open session.

VOICE VOTE

Motion carried

The Board convened to closed session at 8:34 p.m. and reconvened to open session at 9:16 p.m.

14. ACTION AS A RESULT OF CLOSED SESSION

A. Closed Session Minutes

Member Weiner moved and Member Hanus seconded the motion to approve the minutes from the February 12, 2024, closed session meeting and keep them permanently closed for reasons of confidentiality.

VOICE VOTE (Member Ellis abstained)

Motion carried

B. Closed Session Minutes

Member Ellis moved and Member Doshi seconded the motion to approve the minutes from the March 4, 2024, closed session meeting and keep them

permanently closed for reasons of confidentiality.

VOICE VOTE

Motion carried

C. Approval of Destruction of Verbatim Recordings

Member Ellis 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

10/13/21

10/20/21

11/08/21

12/06/21

01/10/22

02/14/22

02/22/22

03/14/22

VOICE VOTE

Motion carried

D. Semi-annual Review of Permanently Closed Minutes

Member Weiner moved and Member Ellis seconded the motion to make available for public inspection the written minutes from the October 13, October 20, and December 6, 2021 District 58 closed session meetings.

VOICE VOTE

Motion carried

E. Maintain Permanently Closed Minutes

Member Harris moved and Member Ellis seconded the motion to keep the District 58 and District 69 closed session minutes listed in Attachment 03/11/24* permanently closed for reasons of confidentiality.

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 9:18 p.m.

Darren Hughes, President

Melissa Jerves, Secretary