

MINUTES OF A BUSINESS MEETING OF THE BOARD OF EDUCATION, NAPERVILLE COMMUNITY UNIT SCHOOL DISTRICT 203, DUPAGE AND WILL COUNTIES, ILLINOIS, HELD AT THE ADMINISTRATION CENTER, 203 W. HILLSIDE RD., NAPERVILLE, IL. SEPTEMBER 19, 2016, AT 7:00 P.M. CLOSED SESSION 6:00 p.m.

- Call to Order President Terry Fielden called the meeting to order at 6:00 p.m. Board members present: Kristin Fitzgerald, Jackie Romberg, Charles Cush, Susan Crotty, Mike Jaensch, Terry Fielden and Donna Wandke.
- Administrators present were: Dan Bridges, Superintendent; Carol Hetman, Chief Human Resources Officer; Bob Ross, Chief Operating Officer and Brad Cauffman, Chief Financial Officer.
- Closed Session Crotty moved, seconded by Wandke to go into Closed Session at 6:00 p.m. for consideration of:
1. Discussion of lawfully closed minutes whether for purposes of approval by the body of the minutes 5 ILCS 120/2(c)(21). 8/15/16, 9/6/16
 2. Appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District 5 ILCS 120/2(c)(1).
 3. Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal 5 ILCS 120/2(c)(11).
- Meeting Opening Cush moved seconded by Crotty to return to Open Session at 7:00 p.m. A voice vote was taken. Those voting Yes: Fitzgerald, Crotty, Cush, Jaensch, Romberg, Fielden and Wandke. No: None. The motion carried.
- Meeting Opening Welcome and Mission
- Roll Call Board Members present were: Kristin Fitzgerald, Jackie Romberg, Donna Wandke, Susan Crotty, Charles Cush, Mike Jaensch and Terry Fielden.
- Administrators present: Dan Bridges, Superintendent; Jen Hester, Chief Academic Officer; Bob Ross, Chief Operating Officer; Chuck Freundt, Assistant Superintendent for Elementary Education; Nancy Voise, Assistant Superintendent for Secondary Education; Christine Igoe, Assistant Superintendent for Student Services; Tim Wierenga, Assistant Superintendent for Assessment; Carol Hetman, Chief Human Resources Officer. Michelle Fregoso, Director of Communications, Brad Cauffman, Chief Financial Officer.
- Pledge of Allegiance Tracy Dvorchak, Principal of Prairie Elementary School introduced the following students who led the Pledge of Allegiance: The Prairie Garden Club members: Anderson Wu, Izel Diaz, Paige Root, Jesse Pardo, Rachel Meikle, Andrew Linton, Colin Schroeder, Tessa McMains, Fisher Muck, Nora Pfeiffer Sloane Cieckiewicz, Molly Sincaglia.
- Recognition Good News

The Illinois Principals Association and Horace Mann recognized Kaye Corrigan for being named the 2015 – 2016 Assistant Principal of the year. Karen Triezenberg, Illinois Principal Association Field Director, thanked Nancy Voise for nominating Mrs. Corrigan. All regions throughout Illinois can nominate assistant principals, they are reviewed by a committee and Kaye Corrigan was the recipient. Congratulations to Mrs. Corrigan.

Mission Maker Award Superintendent Bridges indicated that this is a monthly award given to students who exhibit the District’s Mission Statement. He invited Brian Valek, Principal of Kennedy Junior High School to come up to honor 8th grader, Shane Speer, who strongly exhibits several strands of the district mission: Shane has devoted a significant amount of time ensuring that new students to Kennedy in the multi-needs and structured learning programs have felt welcomed to our school community. Shane has extended assistance and friendship to these new students and their teachers before and after school, during lunch, and in PE classes. His actions have been a great example for all Kennedy students to demonstrate how important kindness is to all members of our school; Shane is truly a community contributor.

Public Comment None

- Monthly Reports**
- Treasurer’s Statement – The Board received the July Treasurer’s Statement.
 - Investments – The Board received the July Investment Report
 - The Board received Budget Reports for July.
 - The Board received the July Insurance Report.

Action by Consent

The following items were presented on the Consent Agenda:

- 1. Bills and Claims** from Warrant # 411505 thru Warrant # 412224 totaling \$17,880,050.58 for the period of August 16, 2016 to September 19, 2016.
- 2. Adoption of the Personnel Report**
 - Resignation – Certified**
Christina Brown, 9/19/2016, MJHS, School Psychologist
Terri Cavello, 9/19/2016, MJHS, Art
 - Appointment – Certified (Part-Time)**
Lena Bierdrzycki, 9/19/2016, MJHS, Art
 - Revised Contract Pt**
Janice Benson, August 29, 2016, Elmwood/Mill St., Vocal Music
Stephanie Fleming, August 15, 2016, Elmwood/Mill St., Art
Christopher Talac, August 15, 2016, Elmwood/Mill St., Physical Education
 - Resignation Of Non-Union Classified**
Rachel Hausmann, September 30, 2016, PSAC, HR Leave Specialist
 - Resignation – Classified**
Gloria Trajkovich, September 13, 2016, ARECC, Special Education Assistant
Maria Roca, September 16, 2016, NCHS, Special Education Assistant
 - Employment – Classified**
Laura Novak, September 19, 2016, Connections, Special Education Assistant
Gail Brockmann, September 13, 2016, MJHS, Special Education Assistant
Sonia Rolon, September 19, 2016, NCHS, Special Education Assistant

Cierra Scott, September 16, 2016, NCHS, Special Education Assistant
Leeann Surin, September 19, 2016, NCHS, Department Secretary
W. Jeffrey Bassett, September 19, 2016, NNHS, Campus Supervisor
Jennifer Umbright, September 12, 2016, Steeple Run, Computer Support Associate

Employment – Non-Union-Classified

Anna Zavala, September 26, 2016, PSAC, HR Leave Specialist

- 3. Board Meeting Minutes 8/15/16, 9/6/16**
- 4. Application for Recognition of Schools**
- 5. Exclusive Beverage Vendor Contract Renewal**

Consent Agenda

Cush made a motion to approve the Bills and Claims from Warrant # 411505 thru Warrant # 412224 totaling \$17,880,050.58 for the period of August 16, 2016 to September 19, 2016 and all other items on the Consent Agenda with the exception of # 3, Board Meeting Minutes and #5, Exclusive Beverage Vendor Contract Renewal. Wandke seconded the motion. A roll call vote was taken. Those voting yes: Romberg, Fitzgerald, Fielden, Crotty, Cush Jaensch, and Wandke. No: None. The motion carried.

Board Meeting Minutes 8/15/16

Wandke made a motion to approve the Board Meeting Minutes from 8/15/16. Crotty seconded the motion. A roll call vote was taken. Those voting yes: Romberg, Fielden, Jaensch, Cush, Crotty, Fitzgerald and Wandke. No: None. The motion carried.

Board Member Minutes 9/6/16

Cush made a motion to approve the Board Meeting Minutes from 9/6/16. Wandke seconded the motion. A roll call vote was taken. Those voting yes: Jaensch. Cush, Fitzgerald, Romberg, Fielden and Wandke. No: None. Abstain: Crotty. The motion carried.

Exclusive Beverage Vendor Contract Renewal

Board Comments:

- Called attention to the signage for products.
 - It was noted that Policy 8.25 allows advertising on score boards that was revised in October of 2014.
 - This is the same contract that was approved 5 years ago.
- The last time three proposals were reviewed by a committee comprised of a wide spectrum of district people.
 - Feedback was sought and considered in making the recommendation this time too.
 - The contract has benefitted the District.
- Is it standard language for five year term or the volume amount whichever is greater?
 - This is standard language and we are comfortable with the amount of purchases.

- 5 years is a typical term for a contract.
- The times of the pop machine availability was a change with the last contract.
 - There are regulations in timing for vending machines. Not offered at lunch and sales went down at the beginning, but sales have been increasing.
- Background is confusing – increase in just the 3rd year or each year?
 - One increase in the third year for the rest of the term.
- Sponsorship funding - proportionate shares for the schools.
 - Buildings have been receiving their commissions and are using the funds for school related purchases.

Communications
Student
Ambassador
Reports

Student Ambassador Reports

Thomas Zugay, NNHS reported:

- Have had an eventful 2 weeks.
- Homecoming is in two weeks, the theme is Atlantis so it involves all things to do with the beach.
- Several events are planned leading up to Homecoming including the Student faculty Basketball Game and Mr. NNHS.
- National Honor Society has been selected.
- Auditions were held for the Children’s play.
- Planning has begun for Senior Celebration.
- Colleges continue to visit.
- There was a Financial Aide Night to help parents understand some supports that are available.
- Public Service Announcements are made as daily reminders of things to do to better life.
- The Football team is 4 – 0. There is a game this Friday and then the Homecoming game.

Anthony Molina, NCHS reported:

- There has been lots of school sprit since homecoming was last weekend.
- They won the football game – lots of student volunteers helped with homecoming.
- DECA held an event at Chipotle last week and the proceeds went to NEF.
- Seniors are meeting with counselors to continue and finish their college applications- this has been very helpful.
- The Marching Band is performing at Benedictine in their annual competition.

Written
Communications

Freedom of Information Requests:

- Smith, Acme Research request for public spending information.
- Lower request for waste and recycling contract information.
- Verheyen, One Chance Illinois request for acceleration policies.
- Rado, Chicago Tribune request for high school placement process.

Superintendent
Staff/School

Annual Administrator/Teacher Salary Report – 2015 - 2016

Superintendent Bridges noted that it is required by law that the salary report be

presented to the Board and the Illinois State Board of Education and then posted on the District website. There were no questions.

Annual Posting of Board Approved Resources

Superintendent Bridges noted that it is mandated that the approved resources be posted on the District website for review.

Board question:

- There seem to be more books on the Spanish side of the Dual Language resources.
 - Dual Language teachers and students have access to all the same resources.
 - For the Dual Language program resources and supplemental resources are provided in Spanish.
 - The Curriculum is the same with the exception of Spanish Language Arts and they have different resources for that class.
 - We are advocating for providers to provide Spanish resources so we don't have to translate.

Hygieneering Water Quality Sampling

Superintendent Bridges indicated that lately the headlines have focused on water quality. In June of 2016, in a proactive manner, he authorized the Buildings and Grounds department to hire a third-party consultant to conduct water quality testing in all District 203 schools. This was not done in response to any known concerns, but to identify if any concerns existed. Hygieneering, Inc. was hired by the District to take and analyze samples of the water throughout the District. In total, 121 samples were taken including all schools, Connections, and the Administration Center. Initially the results indicated that the water quality sampled was safe with the exception of two water draws that exceeded the standards set by the Environmental Protection Agency's National Drinking Water Regulations. Those two places were sampled a second time and determined to be safe. The report is available in BoardDocs. In the future we will follow the recommendation by Hygieneering and continue to monitor and test the water on an annual basis. We are committed to taking the necessary steps to ensure a safe environment for students.

Board Questions/Comments:

- In the report 121 samples were taken in 23 educational buildings and other buildings. What would a normal year look like?
 - We have not tested the District systemically before; it was a proactive testing and will become a part of our annual review.
- What will the scope of the testing be like in the future?
 - Mr. Tom Malomos, Buildings & Grounds Indoor Air Quality Manager, indicated that the testing in the future will include the same number of tests at the same sites.
 - The recommendation is for annual testing.

Board President Fielden indicated that he sent Board members updated IASB By Laws. One Board member needs to attend the DuPage Division meeting on October 4 and cast a vote. He will be attending and will cast the vote. He

indicated that the changes are not profound, but just bringing better alignment with State Policies.

Superintendent Bridges indicated that we received a copy of the proposed resolutions for the Joint Annual Conference in November. He will send them out tomorrow. We will discuss them at the October 3 Board meeting with action at the October 17 meeting.

Board of
Education
Reports

Donna Wandke attended the Business Partnership meeting. It was a great group of business people from the community who are really looking at how they can partner with the District to support college and career readiness. We appreciate everything they do to support the District.

Kristin Fitzgerald indicated that the Legislative Breakfast was held on September 15. She was pleased that Superintendent Bridges was able to bring some of the smaller legislative items into the discussion that the Board had previously brought up. There was quite a bit of dialogue about funding and budget stalemates. She wanted to pass on to her colleagues some discussion that was held following the meeting about equity and if there will be additional funding for schools. There are 27 districts in DuPage County that have less than 750 students. There was some discussion about the efficiencies of small districts in contrast to our large district efficiencies. We are a large district and we coordinate and work with other large district to be even more efficient. This is valuable information as we continue to have school funding discussions.

President Fielden indicated that the questions from the three superintendents were well thought out and coordinated. Consolidation is a hot topic, not easily changed, but worth investigating as a potential avenue for additional State funding. The power to change things lies in the vote. People need to pay attention to what is going on and vote for the right person to move things along in Springfield.

Superintendent Bridges indicated that Board members received information regarding how to get to a community survey which will be open October 4 – 18. We will be gathering information and community input regarding the school day/school year. A Focus 203 session will be held on this topic in November and we plan to have a recommendation to the Board in January.

Discussion
Without Action

**Policy Review:
Policy 2.160, Board Attorney**

Superintendent Bridges indicated that with input from previous discussions on this policy, he has drawn up an alternate proposal. He noted the change that the Superintendent is the contact person if a Board member would like to consult an attorney. The Board President is the contact in case a Board member wants to consult an attorney regarding the Superintendent.

Board Questions/Comments:

- This will be reviewed annually and on the Board planning calendar.
- The Superintendent will notify the whole Board if one Board member

wants to speak to an attorney. If another member wants to ask a related question, he will contact the Superintendent with the additional question(s).

- If the Board President will contact an attorney regarding the Superintendent, they do not have to inform the Superintendent. Action will be taken on October 3, 2016.

Policy 2.120, Board Member Development

Superintendent Bridges indicated that a Board member requested a review and change to this policy. Kristin Fitzgerald proposed that the policy reflect that the Board should have a Self-Evaluation on an annual basis, not just periodically. It is important to have more frequent, consistent opportunities for open dialogue. Additionally, at the request of two or more Board members, an additional Self-Evaluation can be held. The schedule of the Self-Evaluation will depend on the availability of the IASB president.

Board Questions/Comments:

- It is reasonable to have an annual review, flexibility is important, but annually is good.
- The President needs to have the responsibility of scheduling it.

President Fielden will call Barb Toney, IASB Field Representative, to determine her availability.

- This is a very valuable tool.
- The President and Vice President should arrange for the review.
- April of 2014 was the last Self-Evaluation.
- Anything we can do to collaborate and communicate will help the District.
- Question about changing three Board members ability to request a special meeting to two. It will stay at three.

Superintendent Bridges will work on a draft that adds verbiage regarding an annual Self-Evaluation and bring it back for a First Reading on October 3.

Policy 2.220, School Board Meeting Procedures

Kristin Fitzgerald indicated that this is a long policy. The Rules of Order we use are Robert's Rules, which is arcane. She introduced the idea of pulling out the Robert's Rules description for decorum and putting in a simple statement for our expectation of respectful communication. It is a good policy to encourage positive communication and the respectful exchange of ideas.

Board Questions/Comments:

- What are we trying to solve and what are we trying to fix?
- Something we have not done in a Self-Evaluation is developing Written Agreements. We really do not have this now.
- We encourage the exchange of ideas. We have high expectations.
- Having Board norms is a good discussion.
- Suggest that we have a Board Self-Evaluation, develop norms and then talk about changing the policy.
- If we add every detail to every policy, it is a slippery slope.

- There is a more recent addition to Robert's Rules and some typo clean-up.
- Robert's Rules of Order is a huge document, pulling out the decorum aspect indicates its importance.
- The way it is written, Robert's Rules of Order covers everything far beyond information we use.
- The procedure in Robert's Rules is perfect for us.
- Their language for decorum is not what we use. We can write our own and should have some honest discussion and debate about what it looks like.
- The idea of having some agreements on how we will interact with each other is a good one. It would create a sense of ownership.
- Add some clarification under rules of order in regard to decorum. Add a piece that talks to decorum.
- We will be the models for the students and that we have high expectations for ourselves.
- We do need to come up with our own language – who crafts it?
 - You are scheduled to vote on a policy regarding a Board Self-Evaluation. We will work with the field rep; the evaluation could include developing some language on decorum. No vote can be taken in the Self-Evaluation.
 - The only changes to be made are some typos and verbiage change to include the latest edition of Robert's Rules.
 - We will present it at the next meeting for discussion without action.

Policy Review: Second Reading Policy 2.104, 2.110

Superintendent Bridges indicated that no changes were made since last time the Board reviewed the policies.

Board Questions/Comments:

- Wants to know if colleagues have any thoughts over the course of time.
- Point for this is the cycling of everything on a yearly basis.
- All boards of education will come to a year.
- Glad the Self-Evaluation will be an annual event.
- Best practice to review governance annually.
- Works hand in hand with annual review with IASB
- Having been in the role, there would be no problems – it would be a positive for the District.
- President and Vice President will be responsible for the scheduling of the annual review.
- We have gone to annually doing many things in the District.
- Possibly a resolution to present to IASB for consideration.
 - March – April is the deadline for submission.
- The policy is strong the way it is without any changes.
- The amount of time that goes into the process takes away from the real work of the Board.
- Support for leaving the policy as it was.
- The question is whether or not it is a change we are ready for as a Board.
- Glad we are adding in policies to continue more frequent dialogue and communication as a Board.

- See if annual review improves the synergy of the Board and development of all Board members.
- Premature to go to one year terms – we are not ready for it.
- We can implement some of the measures that will improve positivity and ability to work together as a Board.
- This discussion started a positive dialogue about what will make our Board more successful.
- We have debated this issue many times.
- Request to delay the vote on this until November so all Board members can be present.

Superintendent Bridges clarified:

- 2.120 First reading - October 17, Action November 7
- 2.160 Board Attorney - Action on October 3
- 2.120 First reading - October 17, Action November 7
- 2.220 no date at this time
- 2.104, 2.110 First reading October 17, Action November 7

Discussion With
Action

New Business
Old Business

Upcoming
Events

- We will provide a separate document with upcoming dates regarding elections – timelines and deadlines.
- November 11 Veteran’s Day Breakfast

Adjournment

Crotty made a motion to adjourn the meeting at 8:36 p.m., seconded by Fitzgerald. A unanimous voice vote was taken. The motion carried.

Approved

October 17, 2016

Terry Fielden, President
Board of Education

Ann N. Bell, Secretary
Board of Education