
MINUTES OF A 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 ROAD, NAPERVILLE, IL. February 4, 2019 AT 7:00 P.M., CLOSED SESSION 5:30 p.m.

Call to order

President Kristin Fitzgerald called the meeting to order at 5:30p.m. Board members present: Terry Fielden, Kristin Fitzgerald, Kristine Gericke, Janet Yang Rohr, Donna Wandke and Paul Leong. Absent: Charles Cush.

Administrators present were:

Dan Bridges, Superintendent,
Bob Ross, Chief Operating Officer,
Nancy Voise, Assistant Superintendent for Secondary Education

Closed Session

Donna Wandke moved, seconded by Kristine Gericke to go into Closed Session at 5:30p.m. for consideration of:

- Pursuant to 5 ILCS120/2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District.
- Pursuant to 5 ILCS 120/2(c)(9) Student Disciplinary Cases.
- Pursuant to 5 ILCS 120/2/(c)(2) Collective negotiating matters between the public body and its employees or their representatives.
- Pursuant to 5 ILCS 120/2(c)(11) 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.

Meeting Opening

Donna Wandke made a motion, seconded by Kristine Gericke to return to Open Session at 7:07 pm. A voice vote was taken. Those voting yes: all No: None. The motion carried

Welcome and Mission

Kristin Fitzgerald welcomed all and read Naperville Community Unit School District 203's Mission Statement.

Roll Call

Board members present: Kristin Fitzgerald, Donna Wandke, Paul Leong, Terry Fielden, Kristine Gericke and Janet Yang Rohr. Absent: Charles Cush.

Student Ambassadors present: Seamus McGuinness, NCHS and Haley Cush, NNHS.

Administrators present: Dan Bridges, Superintendent, Roger Brunelle, Chief Information Officer Chuck Freundt, Assistant Superintendent for Elementary Education, Jennifer Hester, Chief Academic Officer, Christine Igoe, Assistant Superintendent for Student Services, Rakeda Leaks, Executive Director of Inclusion and Diversity, Sinikka Mondini, Executive Director for Communications, Patrick Nolten, Assistant Superintendent for Assessment and Accountability, Bob Ross, Chief Operating Officer, Nancy Voise, Assistant Superintendent for Secondary Education, and Jayne Willard, Assistant Superintendent for Curriculum and Instruction. Absent: Carol Hetman, Chief Human Resources Officer.

Pledge of Allegiance

Led by students from Highlands Elementary.

Good News

Superintendent Bridges announced that we have two State Championship teams from Naperville North. The Dance Team won their first State Championship while the Science Bowl had won for the third time. We will recognize them at a future meeting.

Public Comment:

None

Action by Consent:

1. Adoption of Personnel Report

| | EFFECTIVE DATE | LOCATION | POSITION |
|--|----------------------------|--------------------|-----------------------------|
| LEAVE OF ABSENCE-CERTIFIED | | | |
| Kayla Wagner | 2019-20 School Year | Scott | PE |
| Amber Cotrano | .4 LOA 2019-20 School Year | Naperville Central | Math |
| EXTEND LEAVE OF ABSENCE-CERTIFIED | | | |
| Taryen Polykandriotis | .4 LOA 2019-20 School Year | Naperville Central | Communication Arts |
| RESIGNATION-CLASSIFIED | | | |
| Annie McKinney-Cullins | 11-Jan-19 | Transportation | Bus Driver |
| EMPLOYMENT-CLASSIFIED FULL-TIME | | | |
| Janet Eggenberger | 5-Feb-19 | Mill Street | Special Education Assistant |
| Virginia Nee-Radeke | 5-Feb-19 | Washington | Health Technician |
| Anthony Ricely | 5-Feb-19 | Jefferson | Custodian |
| Kayla Smith | 5-Feb-19 | Naperville North | Special Education Assistant |

2. Student Discipline

Terry Fielden made a motion to approve the Consent Agenda as presented, seconded by Paul Leong. Those voting yes: Fielden, Leong, Wandke, Gericke, Yang Rohr and Fitzgerald. No: None.

Student Ambassador Reports

Haley Cush

One month into 2019 and North has already had some spectacular wins and events.

- Naperville North Dance Team won State and our dance club Orchestis has their shows this week on Thursday Friday and Saturday.
- Naperville North Science Bowl Teams took 1st and 2nd in their state match and will be going to Washington DC to compete in nationals
- Ladies Huskie Gymnastics took 3rd in their regional match.
- Norths Girls Basketball team had a great weekend going 2-0 and beating Naperville Central 63-53 on Friday night and Metea Valley on Saturday.
- Boys soccer team was recognized as the #1 national team.
- North hosted its annual 2000s dance, and the proceeds benefit the Swifty Foundation and the gay straight alliance
- 5 Essentials Survey for students was given on Wednesday. Prior to February 15, Parents will need to go on the Naperville North website to complete the survey.

- On February 12 NNHS will celebrate our National Blue Ribbon Recognition from 6:30-8PM in the NNHS Learning Commons.
- Spring Job Shadow Day opportunity - available for Sophomore - Senior students - on Thursday, February 14th.
- "Hooray for Hollywood" Senior Fashion Show Tickets on Sale Now!
- Clash of the Sequins is coming on February 16 with High Heeled Harmony & Entourage, accompanied by the Hot Broomsticks, who placed 1st in their divisions at the Diamond Classic in Albertville, Alabama
- Parent teacher conferences will be held February 14 and 15.

Seamus McGuinness

- Second semester is moving right along at Naperville Central, as last Friday saw our Athletic Hall of Fame inductions for 2019, with 7 alumni being honored at the event.
- Looking ahead to the next few weeks, this Wednesday, February 6th, Central will have a shifted schedule to allow a 30-minute period during 7th hour for teachers to give an overview of the ALICE system for intruder response.
- Our speech team is sending multiple competitors to the state sectionals, and Central's wrestling team will be sending 8 wrestlers to IHSA sectionals next weekend.
- Mr. NCHS, the annual competition/event for senior boys, will take place February 6th, in the auditorium at 7pm.
- Finally, this week is Central's winter dance, and this year's theme is The Great Gatsby! The assembly will be this Friday during 7th hour, and the dance will be held starting at 7pm on Saturday, February 9th.

Superintendent/Staff/School Report

Superintendent Bridges invited Laura Noon to offer Highlands' SIP report.

- Highlands celebrated its 60th Birthday last year!
- Last Summer our Learning Commons was transformed into an innovative learning space.
- Our School Improvement plan has been designed to meet the social emotional and academic needs of our students, with a focus on the whole child.
- We consistently look at data as part of our School Improvement Process. We have remained steady in the achievement of our students based on PARCC ELA, with a 2% gain from the 16-17 to the 17-18 school year. We attribute these gains to the work that occurs within our weekly PLC's. Our grade level teams, leadership team, as well as our Instructional Support Team reflect on data to plan for targeted instruction for all students.
- For mathematics, while we had a 1% increase from 2016-2017 to 2017-2018 school year, we had a drop from 2015-2016 to 2016-2017 for the number of students that met or exceeded expectations. We focused our attention on instructional practices in this area. Our Learning Support Coach provided modeling and co-teaching opportunities at all grade levels. We began observing math lessons both in and out of Highlands. This led us to focus on deepening our students' conceptual understanding of mathematics. Our observations and other data points indicate we are trending in a positive direction.
- In the areas of ELA and Math we noticed a decrease in the number of Asian students who met or exceeded on PARCC from the 16-17 to 17-18 school years.
- We are pleased to report that the percentage of students with IEP's that met or exceed on PARCC ELA significantly increased from 16-17 to 17-18 by 17 percentage points in ELA and 26 percentage points in Math.
- Our Student Support Coach is working closely with our Instructional Support team to plan targeted instruction to meet students learning needs.

- Members of our Instructional Support Team, grade level teachers and administration are continuing to work closely and meet about specific students during weekly Child Study Team Meetings.
- We are continuously using data to monitor progress and make adjustment along the way.
- We noticed that our existing gender gap closed by 3% in the area of ELA. This gender gap is less pronounced in Math.
- We have surveyed students in grades 2 through 5 in the area of ELA to gain a deeper understanding of students' needs and interests. Our survey results revealed that our boys were less interested in reading. As a result, we ordered additional books within various genres and series that came as high interest from our male population in which all students had access to.
- We have 3 school improvement goals in the areas of ELA, math and Social Emotional Learning. It is our goal that by the Spring of 2019 we will have 80% of our students meeting or exceeding on the ELA and Math PARCC Assessment. Our SEL goal focuses on building a stronger staff community so that together we maximize our resources by working together efficiently and collaboratively to better reach the needs of all our students.
- To extend our achievement gains in literacy for all students we have implemented a process in alignment with the District's MTSS Framework in which we are intentionally planning for the needs of ALL students.
- Our study skills and literacy clubs also provide further support beyond the school day in the area of literacy.
- In the area of Math, the MTSS Framework continues to be the foundation for our planning and implementation as we strive to meet all of our students' needs. Student to student learning conversations are a key part of our math practice as it allows students opportunities to explain, reason and justify their thinking leading to deeper levels of learning.
- Highlands continues to create a culture for learning in which students feel safe and respected. The SEL curriculum is providing our students with lifelong coping skills and strategies in order to independently problem solve and manage their emotions. We attribute much of our SEL success to the SEL lessons that include concrete learning targets in alignment with the Social Emotional Learning Standards and daily morning announcement that our students lead and serve as reminders of our core values.
- Co-teaching allows us to meet the diverse social emotional needs of our students in the classroom.

Questions:

How has your work to ensure that the growth rate for the students with average achievement equals the growth rate for students who are either above or below average contributed to your growth and achievement?

It continues to be a focus. We looked at students in the 3rd and 4th quartile and followed them in the fall and winter testing. We are seeing some growth in those students. We still have some ways to go and are excited to see their growth in the Spring.

Can you speak to your growth in Special Ed?

Having a full time Assistant Principal has been very impactful. It allows us to dive deeply into data. We meet with LBS's and other support staff to look at how students are progressing toward their goals. She has demonstrated support to support staff by looking at data and problem solving with them.

Five Year Financial Forecast:

Superintendent Bridges thanked Melanie Brown for pulling this presentation together.

Superintendent Bridges reviewed the next steps, following this evening's presentation:

- On Monday, February 11, the Citizen Finance Advisors will meet to review the forecast and provide feedback

- On Tuesday, February 19, I will provide the Board with any changes or revisions to the model based on feedback from the Board tonight and the Citizen Finance Advisors on February 11.
- On Monday, March 4, the Board is scheduled to discuss an abatement of the Debt Service Levy and any additional abatement to its tax extension.
- On Monday, March 18, the Board will need to take appropriate action in order for staff to file any abatements with the county
- Our financial forecasting is a comprehensive and interactive planning tool that assists in our budget development process, the tax levy determination, and for general future planning. We regularly update scenarios and information as the current financial year progresses. As you recall, the Board was provided with a forecast in November.
- The five year financial projections are developed based on historical data. The assumptions that drive this model are updated based upon past practice and known future changes.
- The Board has the authority to levy two types of taxes – an operating levy and a debt services levy. The operating levy is tax capped. Automatically levied unless it is abated, the debt service levy is not tax capped.
- The Property Tax Extension Limitation Law, or PTELL, limits the increase in our operating tax levy to the lesser of 5% or the Consumer Price Index (CPI).
- Debt service is set as a part of the bond referendum and is automatically levied unless abated by the Board.
- New growth plays a large part in future revenue planning for the District. This is an area we will continue to review and update with input from our townships.
- The 2018 number is a confirmed estimate from the townships. The projections for future years is based on past presentations and our conversations leading up to the presentation
- A key update to this forecast compared to the November forecast is CPI. Using information, we had at the time, the CPI for 2018 was estimated to be 2.1%. It has been updated to the actual of 1.9%.
- The EAV growth for 2018 is a confirmed calculated estimate from the townships (4.12%). Future years are set at 3% based on past presentations and our conversations leading up to the presentation
- As you are aware, the State of Illinois has a new method to determine state funding for schools. Approximately 8% of our funding comes from the State. State funding is determined first by the availability of local funding in comparison to expenses associated with evidence-based best practices that meet the needs of students in a community.
- School districts are placed in a tier based on their local available funding, identifying Tier 1 districts as needing the most state funding. District 203 is a Tier 4 district. In our forecast last year, we anticipated about \$30,000 new state dollars. However, as the formula was refined and updated, we expect to receive about \$18,500 in new money from the state.
- The forecast is sensitive to a number of factors. The three largest levers on our five-year forecast are any change in CPI, new property growth, and any proration or change to state funding.
- The Consumer Price Index is the most important revenue assumption in our model.
- As is shown, about 89% of our revenue comes to Naperville 203 from local sources.
- Salaries and benefits estimates are designed with meeting our commitments made in our current collective bargaining agreements. The model makes assumptions or estimates regarding future agreements.
- This projection assumes current programs are maintained.
- Note that this model does not project a pension cost shift scenario. We will monitor any potential changes that could impact this forecast.
- As there is sensitivity with our revenue, there too is sensitivity in our expenditures. The largest indicators in this model are salaries and benefits.

- The projection assumes the Board will elect to abate the debt service levy in March, and in future years.
- If all our assumptions hold consistent and true, and we maintain current educational programming without additions, this slide provides a look at the financial state of the District.
- The assumptions are calculated into individual fund financial statements, which are then aggregated into a final projection summary.
- As previously discussed, the Board is committed to doing what it can to reduce the property tax burden on the community. As such, the Board has indicated it plans to abate at least \$1 million from the education fund extension. As this should be an annual decision based on current financial needs, future extensions are assumed to be to the extent allowed.

Superintendent Bridges noted that the Board of Education should be credited with saving taxpayers' money thru the debt services abatement.

Questions:

Can we include some numbers that evaluate spending and income that meet the minimum adequacy?

Yes.

Can we have further scenarios with additional abatement, like \$2 million, \$2.5 million, 3 million?

Can the board reach consensus on additional scenarios the staff can do the work?

Would caution that if we abate too much, down the road the Board of Education could get into deficit spending. We have a 6 to 9-month reserve but we don't have a policy that guides us in that reserve. Let's get a CSBO on board and then get a longer term look, 10-15 years to see where the district might be.

We need to be cautious about what it looks like 7 to 10 years down the road.

Could we have the reserve level included so that we can keep an eye on it?

Superintendent Bridges took the time to mention that the Board of Education should be celebrated for having this conversation and for the savings that have already been passed along to taxpayers. The buyback of the 2008 bonds offers a permanent savings to taxpayers.

Can we look at policy for cash balance and the level of reserves for a once we have a CSBO?

What is the increase in benefits and where do we stand in spending? Citizen Finance Advisors can take a look at the benefits cost.

President's Report

Thank you for attending the Legislative Breakfast. Very good dialogue with other boards and Legislators. We have heard from Legislators regarding the abatement resolutions.

Board of Education Reports:

Board member reported on attending the Legislative Education Network of DuPage (LEND) this group meets monthly. A lot of the legislators who represent LEND have very strong education backgrounds. It is encouraging that a unified education voice will be represented in Springfield. Mental Health issues came up as a concern. It is a priority for all and the group would like Springfield to recognize that. It appeared that the consensus was that the best approach is holistically and not in a piecemeal fashion.

Discussion without Action

General and Optional Fees:

Superintendent Bridges is recommending that the Board approve on February 19, 2019, the School Fees as presented. The changes requested are the tuition for Early Childhood Half Day program to go from \$245-\$255 and the Early Childhood Full Day program to go from \$490 to \$520. These increases will all the program to include snacks, milk and breakfast for the community students. Presently there is a fee that covers those expenses. These increases would eliminate those fees.

Questions:

None

High School Course Fees:

- Assistant Superintendent for Secondary Education, Nancy Voise, presented for the Board's approval at the February 19, 2019 meeting our High School Course fees. The fees are now on one document rather than two separate school documents. The differences are so few that we were able to combine them and just delineate in the few places where they are different.
- The course fee increases are due to publisher increases, material costs, and course or text changes. Jewelry/Metals increased their fee due to the cost of silver, International Business added a fee for the first time to cover project supplies, Photography increased due to the increasing cost of chemicals and supplies, Music Productions has only been offered for one year and they now realize the need for mp3 downloads, and loopmaster sample packs, Floral Design increased due to the cost of fresh flowers, and World Languages went through a new textbook adoption resulting in an increase for the new workbooks.
- A number of new courses are being added next year and those fees are included.
- Administration will be asking for action on this at our next Board meeting on February 19, 2019.

Questions:

None

Career 203 Update:

- Gina Herrmann, Director of Human Resources, presented an update to Career 203.
- Career 203 is Naperville District 203's professional growth model created to reward educators for participation in relevant and rigorous educational opportunities that fulfill the evolving needs of the District's students.
- Educators are now engaging in various learning experiences such as the creation and facilitation of professional learning courses, research, lesson study, series of courses, curriculum development, and a series of Professional learning experiences.
- Each brick on the Career 203 model is compensated by points or one-time payments.
- Career 203 also awards educators who have maximized their lane advancement by offering the opportunity to earn a \$1500 onetime payment upon the accrual of 120 points.
- Participation in Career 203 remains high
- One of the greatest benefits of Career 203 is the teamwork of District and Building personnel to establish learning opportunities that have immediate and direct impact on an educator's role. The courses are directly associated with the District's Focus 2020 blueprint commitments and the Learning forward standards.
- The feedback from the courses has been significant as they are purposeful, engaging, and allow educators across the District to collaborate with one another to positively impact our students.
- By contract, the Assessment Committee was created in order to review performance of the bricks, unforeseen issues brought forward, and overall performance of the model.
- The Career 203 Assessment Committee met on January 16, 2019 to review the performance of Career 203 and to determine recommendations for changes to the program. This year, we have three recommended changes:
 - a. The Career 203 Professional Growth Guide contains a page entitled "Transition to Career 203." This information was necessary as we began to transition to Career 203 in 2013. We have now made a complete transition to Career 203.

The Career 203 Assessment Committee recommends removing this page from the guide.
 - b. Salary advancement credit is provided twice per school year in accordance to the NUEA and Board of Education Collective Bargaining Agreement. Prior to earning credit for a

brick, educators are required to submit a reflection and all applicable brick documentation.

The career 203 assessment committee recommends adding language to the brick credit section of the professional growth guide that clearly explains the requirements to earn salary advancement credit.

- c. The Career 203 Professional Growth Guide includes a page for each brick that describes the brick, provides the requirements for completion and details the brick credit process.

In order to reinforce the submission and approval of the brick reflection form, the Career 203 Assessment Committee recommends adding the language “submission and approval of brick reflection for credit” under the Brick credit process for each brick.

- The committee believes the recommended modifications to the Career 203 Implementation Guide will further enhance the Career 203 Program.

Questions:

Can we look at the Career 203 guide?

Gina will send the Career 203 document to each Board member digitally.

Blueprint is a working and living document so it is important that the community know that the District is giving relevant opportunities to staff that work together with the Focus 2020 Blueprint.

Learning Services spends a lot of time and effort making sure that the staff learning is relevant.

Each year it seems to get better and it is hard to believe that this has been around seven years. Allows staff some terrific learning opportunities as well as the opportunity to pass on expertise to their colleagues.

Discussion with Action

None

Old Business

None

New Business

None

Upcoming Events

Superintendent Bridges highlighted some upcoming events:

Board of Education meeting on February 19

The Exemplary Business Partnership Breakfast on February 28

The January Focus 203 meetings will be held on March 13 and March 14

NEF Building a Passion Breakfast will be held on March 20

Janet Yang Rohr moved seconded by Paul Leong to adjourn the meeting at 8:06p.m. A voice vote was taken and the motion carried unanimously.

Approved: February 19, 2019

Kristin Fitzgerald, President, Board of Education

Susan Patton, Secretary, Board of Education

