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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. May 6, 2019 AT 7:00 P.M., CLOSED SESSION 5:30 p.m.

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### **Call to order**

President Kristin Fitzgerald called the meeting to order at 5:30 p.m. Board members present: Kristin Fitzgerald, Terry Fielden, Kristine Gericke, Paul Leong, Janet Yang Rohr and Donna Wandke. Charles Cush arrived at 5:43 p.m.

Administrators present were:

Dan Bridges, Superintendent,

Bob Ross, Chief Operating Officer,

Michael Frances, Chief Financial Officer/CSBO (exit 6:10)

Carol Hetman, Chief Human Resources Officer (exit 6:10)

Nancy Voise, Assistant Superintendent for Secondary Education (exit 5:59)

Also present: Board Member Elect Joe Kozminski, Attorney Frank Garrett and Attorney Nikoleta Lamprinakos.

### **Closed Session**

Terry Fielden moved, seconded by Janet Yang Rohr to go into Closed Session at 5:31 p.m. for consideration of:

1. 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.
2. Pursuant to 5 ILCS 120/2(c)(11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal.
3. Pursuant to 5 ILCS 120/2(c)(9) Student Disciplinary Cases.

### **Meeting Opening**

Janet Yang Rohr made a motion, seconded by Terry Fielden to return to Open Session at 7:05 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, Charles Cush.

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

**Administrators present:** Dan Bridges, Superintendent, , Michael Frances, Chief Financial Officer/CSBO, Chuck Freundt, Assistant Superintendent for Elementary Education, Jennifer Hester, Chief Academic Officer, Carol Hetman, Chief Human Resources Officer, 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: Roger Brunelle, Chief Information Officer, Christine Igoe, Assistant Superintendent for Student Services, Rakeda Leaks, Executive Director of Inclusion and Diversity

**Public Comment:**

None

**Action by Consent:**

**1. Adoption of Personnel Report**

	<b>EFFECTIVE DATE</b>	<b>LOCATION</b>	<b>POSITION</b>
<b>RESIGNATION-ADMINISTRATION</b>			
Megan Bailey	7-Jun-19	Steeple Run	Assistant Principal
<b>RETIREMENT REVOKED-CERTIFIED</b>			
Tracey Gamboa	end of 20-21 school year	Meadow Glens	Kindergarten
<b>RESIGNATION-CERTIFIED</b>			
Richard Bain	11-Aug-19	NCHS	Communication Arts
Justin Elder	11-Aug-19	Scott	Math Intervention Specialist
Michelle Koral	end of 18-19 school year	River Woods	4th Grade
<b>REASSIGNMENT-ADMINISTRATION TO CERTIFIED</b>			
Jennifer Hester Schalk	12-Aug-19	WJHS	Reading Specialist
Melissa Jankowski	12-Aug-19	District	Supervisor-Special Education
<b>APPOINTMENT-CERTIFIED FULL-TIME</b>			
Lillian Carrillo	12-Aug-19	Elmwood	3rd Grade Dual Language
Jesse Gross	12-Aug-19	NCHS/Maplebrook	Music-Instrumental (Orchestra)
Samantha Harris	12-Aug-19	District	Certified School Nurse

Daniel Hemmens	12-Aug-19	JJHS	Learning Behavior Specialist
Kimberly Krzyszkowski	12-Aug-19	Elmwood/S cott	EL
Michelle Kuta	12-Aug-19	Ellsworth	2nd Grade
Anna Marek	21-Aug-19	NNHS	Science
Caryn McKissic	12-Aug-19	District	Certified School Nurse
Nina Stephanides	12-Aug-19	Naper	Kindergarten
Casandra Stevens	12-Aug-19	NNHS	Learning Behavior Specialist
Christopher Werve	12-Aug-19	JJHS	Music-Instrumental (Band)
<b>RE-EMPLOYMENT-CERTIFIED PART-TIME</b>			
Michael Kralovic	12-Aug-19	NCHS	Foreign Language-Mandarin (80%)
<b>LEAVE OF ABSENCE-CERTIFIED</b>			
Megan Plackett	9/10/19 – 1/5/20	NCHS	Learning Support Coach
<b>EXTEND LEAVE OF ABSENCE-CERTIFIED</b>			
Colleen McGovern	2019-20 School year	Ranch View	First Grade
<b>RETIREMENT-CLASSIFIED</b>			
Agron Hoxhalli	31-May-19	Kennedy	Custodian
Janet Walters	31-May-19	River Woods	Instructional Assistant
<b>RESIGNATION-NON-UNION CLASSIFIED</b>			
Charlene Bridges	3-May-19	Transportation	Safety Coordinator
Matthew Maloney	17-May-19	Technology	Network Engineer
<b>RESIGNATION-CLASSIFIED</b>			
Laura Anderson	26-Apr-19	Kingsley	Special Education Assistant

Rebecca Cross	7-Aug-19	PSAC	Senior Secretary
Mark DiMaria	1-May-19	Transportation	Bus Driver
Christine Jurew	10-May-19	Ranch View	Computer Support Associate
Michael Velazquez	15-Jul-19	Mill Street	Head Custodian
TERMINATION-CLASSIFIED			
Eann Cox	15-Apr-19	NNHS	Special Education Assistant
EMPLOYMENT-CLASSIFIED FULL-TIME			
Priscilla De Salvo	7-May-19	River Woods	Dual Language Assistant
LEAVE OF ABSENCE-CLASSIFIED			
Gail Brockman	8/12/19-12/20/19	MJHS	Special Education Assistant

## 2. Student Discipline

Charles Cush made a motion to approve the Consent Agenda as presented, seconded by Donna Wandke. Those voting yes: Fitzgerald, Fielden, Gericke, Cush, Yang Rohr and Wandke. No: Leong.

### Pledge of Allegiance

Led by the Board of Education

### Recognition:

President Fitzgerald mentioned that this is a special meeting as we honored outgoing Board member, Terry Fielden. At this point in the agenda, Board members and Superintendent Bridges shared memories and expressed their gratitude for the years of service and dedication Mr. Fielden has given to the Board of Education and to the students and staff of Naperville Community Unit School District 203. His wit, wisdom, guidance and mentoring will be missed. Mr. Fielden and his family received a plaque, certificate and gift cards.

In response, Mr. Fielden said that he never believed when he was elected in 2007 that 12 years later, he would still be here. He was touched by all the words of his colleagues and believes that this particular board is the best one he has served with. He believes that each member is student focused from the top to the bottom. He appreciates that Superintendent Bridges has listened to and responded to the Board. He thanked Superintendent Bridges for his leadership. Mr. Fielden also thanked his family, particularly his wife Nancy for her unwavering support and the tremendous sacrifices they have made during his time on the Board.

### Adjournment:

**Adjourn Sine Die** (A Latin expression meaning "indefinitely, or without a date set for a future meeting.")

Terry Fielden made a motion to adjourn sine die at 7:25 p.m. Donna Wandke seconded the motion. A voice vote was taken and motion carried.  
A reception was held in honor of outgoing Board members and incoming Board members and their families.

### **Meeting Opening**

#### **Welcome and Mission:**

Following the reception, Board President Pro Tem Kristin Fitzgerald called the meeting back to order at 7:50 pm.

#### **Review Election Results-Information Only:**

##### **April 2, 2019 Election**

Kristin Fitzgerald noted that the results from the April 2, 2019 election are in BoardDocs and asked if there were any questions.

##### **Seating of Re-Elected and Newly Elected Board of Education Members:**

The Counties of DuPage and Will have certified the results of the election and declared that the official winners are incumbent Board members, Janet Yang Rohr and Kristine Gericke. Additionally, Joe Kozminski was also declared a winner.

##### **Oath of Office:**

Mrs. Fitzgerald invited the two newly re-elected Board members and one new Board member to stand and read the Oath of Office together.

Mrs. Fitzgerald welcomed all new /board members and invited Mr. Kozminski and Mrs. Yang Rohr to introduce their guests for the evening.

##### **Roll Call:**

Board members present were: Kristin Fitzgerald, Donna Wandke, Kristine Gericke, Janet Yang Rohr, Charles Cush, Paul Leong and Joe Kozminski.

##### **Election of President:**

Kristin Fitzgerald asked for nominations for the President of the Board of Education.

Kristine Gericke nominated Kristin Fitzgerald for President. There were no other nominations nor any discussion. Charles Cush seconded. The nominations were closed and Kristin Fitzgerald was declared President of the Board of Education by acclamation.

##### **Election of Vice President:**

President Fitzgerald asked for nomination for Vice President. Paul Leong nominated Donna Wandke. Charles Cush seconded the nomination. There were no comments or other nominations. Mrs. Wandke was declared Vice President by acclamation.

##### **Public Comment:**

None.

##### **Consent Agenda:**

1. **Appointment/Salary of Secretary**
2. **Appointment of Treasurer**
3. **Consolidated District Plan**
4. **Bid: Copy Paper**
5. **Electronic Communication Contract**
6. **2019-2020 School Lunch Prices**

Janet Yang Rohr made a motion to approve the Consent Agenda excluding the Consolidated District Plan, seconded by Joe Kozminski. Those voting yes: Yang Rohr, Cush, Fitzgerald, Wandke, Kozminski, Leong and Gericke. No: None.

### **Consolidated District Plan:**

Superintendent Bridges noted that this is not an annual review but is something that is required on a semi regular basis. The District must go thru this in order to meet its obligation to receive Federal funding. We last did this in 2017 and the process has changed some since.

Assistant Superintendent Jayne Willard mentioned that we are following ISBE's direction by creating one consolidated plan for 2019-2020 for all Federal grants. In 2017 the Board was asked to approve only Title I.

This new plan allows districts to answer one set of plans for each grant. This will streamline the application process with the intended outcome to provide holistic support to students. Title 1, 2, 3, 4 and IDEA grants are included in this plan.

Each grant administrator has gathered input from staff and building leadership on the specifics of the plan. Input was also gathered in the 2018-2019 school year from parents and community members. Feedback will continue to be sought so that we can continue to tweak and amend as needed. We are seeking approval in May in order to be ready when the applications are available late this month. Our final grant applications are due June 30, 2019.

### **Questions:**

#### **Could you review the background on the 90% threshold?**

That threshold came from ISBE. We are rolling up to that threshold.

#### **Are there any consequences or rewards of not meeting or exceeding that threshold?**

At this point there are not any that we know of. We do take aspects of that as we think about our designation but right now we do not know of any penalties if we do not meet that benchmark.

#### **Can you talk about the family engagement with Title 1 families? There was an \$8600 budget during the previous year. What kinds of things were used to actually communicate with those families and send home to assist those families?**

Chief Academic Officer Dr. Jen Hester has been working with Principals one on one with this engagement. We are required to do parent involvement. Each school has had to create a school involvement plan that is then incorporated into the district involvement plan. At Beebe, there is a robust plan with Dual Language families that has also included some English first families. This year this engagement is happening once a quarter and will expand if the grant funding allows. The grant actually calls for parent education which includes materials for parents to use with their students and for themselves.

Charles Cush made a motion to approve the Consent Consolidated District Plan as presented, seconded by Kristine Gericke. Those voting yes: Gericke, Fitzgerald, Kozminski, Cush, Yang Rohr, Wandke and Leong. No: None.

### **Student Ambassador Reports: Seamus McGuinness NCHS**

- Theater Central's One Acts production will be Thursday May 9, Friday May 10, and Saturday May 11, all at 7pm in our Auditorium.

- Next week will see the year-end concerts for each of our music programs, with the Choral performance on Monday the 13th, Band on Tuesday the 14th and Orchestra on Wednesday the 15th, as usual at 7pm in the auditorium.
- The commemorative event will be Friday May 17th
- Graduation ceremony will be the evening of May 20<sup>th</sup>

Seamus also share kind words about his time as being a Student Ambassador. He appreciates the efforts of the Board and Administration in putting students first.

President Fitzgerald thanked Seamus with a card and gift card from the Board.

### **Superintendent/Staff/School Reports:**

Superintendent Bridges invited Brian Zallis, Principal of Prairie Elementary School to give Prairie's School Improvement Plan report.

### **School Improvement Plan-Prairie**

- Prairie is a true learning community, comprised of wonderful students, a strong parent community, and an outstanding staff. We are a team with a focus on continuous improvement and growth for all of our stakeholders.
- Our team is comprised of administration, building specialists, and classroom teachers. We meet monthly to review school-wide data, plan professional development, and to monitor our School Improvement Plan.
- Prairie believes in the idea of shared leadership. All staff support our school improvement efforts through their collaboration on specific teams, like our Leadership Team. In addition, there are other teams hard at work supporting our students' growth and achievement as well as our school improvement process. These teams engage in a continuous review of data to plan and monitor efforts to support our growth as a community of learners.
- Our team analyzes the data for strengths as well as opportunities for growth.
- In reviewing the 2018 PARCC data in the area of English/Language Arts, 77 percent of students tested met or exceeded expectations, scoring above the district average.
- While 2018 PARCC math data shows a slight increase in the percentage of students meeting or exceeding expectations, we recognize this is an area of growth for us.
- Prairie's School Improvement goals are focused in the areas of ELA, mathematics and social emotional learning. To support these goals, we have been implementing action steps that have focused on supporting student achievement and growth, the professional learning of all staff, and supporting our students' SEL needs.
- We have been developing an understanding of the different co-teaching models with the goal of getting specialized support staff into the classroom to positively impact student learning and achievement. Teachers involved in co-teaching plan together and deliver instruction to meet the various needs within the classroom. Co-teachers then reflect on student learning and continue the cycle of planning and instruction. Through this model, many specialists have successfully partnered with classroom teachers to meet the diverse learning needs of our students. This has supported our students with IEPs in generalizing skills in the regular classroom. In addition, this has afforded more opportunities for teachers to work with small groups to both remediate and extend learning.
- Through our professional learning related to Multi-Tiered Systems of Support, building staff are enhancing their skills in how to best support students' academic, behavioral and social-emotional needs.
- To ensure that we have a complete picture of each student's strengths and opportunities and as a part of our MTSS work, we have started to identify essential standards. Through this process, grade level teams have dug into the core curriculum, identifying those skills that are key to our students' success as they navigate their learning. We are seeing positive benefits and our work in these areas will continue during the 2019-2020 school year.

- Each day on the announcements I end by encouraging our students and staff to, “Never Stop Learning.” We continue to strive to improve our practice and find new and innovative ways to engage our students and support their academic and social/emotional growth.
- Best practice instruction applies to every learning environment within our school.
- We have also used our data to provide specific and focused professional learning in the areas of math, literacy and social/emotional learning. We also know the importance of teachers learning from one another and the positive impact it has on teaching practices and student learning.
- As a school we have put building-wide structures and professional development in place. Time has been devoted to engage staff in collaborative conversations related to implementation of the SEL curriculum, including ways to integrate it into multiple content areas and how to measure students’ understanding, growth and application of the SEL core competencies. Prairie also has building-wide behavior expectations that are outlined in our Prairie PRIDE acronym.
- Individual classrooms are also focused on students’ SEL growth and development. In addition to the SEL curriculum, Prairie staff has worked with students on developing calming strategies when feeling dysregulated or in need of a quiet space.
- Our parent community has also been provided opportunities to support their student’s SEL growth outside of Prairie. Our social worker has led two parent workshops, one focused on strengths-based parenting and the other on Mindfulness.
- This year Prairie is celebrating its 50th year. It is clear that Prairie is a learning community like no other and has a strong tradition of working together to do what is best for students.

**Questions/Comments:**

**Thank you for your work.**

**What progress are you making with your achievement gap students?**

We really dug into the data specifically looking at our IEP students as that is where we are seeing a significant achievement gap. We are looking at how we divide up caseloads, schedules and how we use co teaching and getting specialists into the classroom. We are seeing some good progress and are looking forward to continued progress next year as well.

**The SEL work at Prairie has the students doing the work, not only learning about it.**

**President’s Report:**

President Fitzgerald reminded the Board about the ISBE-resolutions process and that the submission deadline is Wednesday, June 26, 2019.

**Board of Education Reports:**

Vice President Wandke mentioned that she will be doing adopt a school and committee assignments.

Please consider your work schedule as you think about your service.

Please let Ms. Wandke know your wishes. We will be making assignments in June or July.

Adopt a school is not something that all school boards do and it is a huge strength.

**Discussion without Action:**

Superintendent Bridges invited Chief Finance Officer/CSBO Michael Frances to the table to present the 2019-2020 tentative budget.

**2019-2020 Tentative Budget Presentation:**

- Tonight starts the process for Board review. There will be a series of opportunities for feedback and questions before final approval, which is scheduled for the second meeting in June.
- Similar to previous years, this budget provides funding for instructional services and program expansions to ensure all students reach their full potential.
- It also reflects both of the abatements passed by the Board of Education in March, one for the District’s Debt Service tax levy, as well as the additional \$2 million aggregate extension



abatement. These tax reductions will result in savings to our tax payers on their upcoming tax bills.

- Finally, it is our intent to continue to demonstrate vigilance to ensure long-term financial stability and our Five Year Financial Projections will be adjusted to reflect the recommendations in this presentation.
- The timeline ensures the District adopts its budget in time for the start of the fiscal year which is well before the statutory deadline of September 30<sup>th</sup>.
- The budget document will be reviewed next week with the Citizens Finance Advisors before it comes back to the Board a couple of times before final approval scheduled at the June 17<sup>th</sup> meeting.
- The budget process takes place year-round. The District begins the planning in the fall by updating enrollment projections and the Five Year Financial Forecast.
- The largest budget item is personnel costs which make up over 76% of total expenditures.
- The Administration evaluated all aspects of staffing and recommends changes for the FY20 budget in accordance with our strategic blueprint Focus 2020.
- Additionally, the District continues to modify its educational services based on research and best practices.
- Overall, 5 administrative positions have been eliminated for the 2019-2020 year.
- We are presenting 5 new initiatives for the FY20 budget year:
- We have been in discussions with the Naperville Park District about construction of a turf field at Knoch Park, costs of which would be shared by both entities. Junior High track as well as special Olympic athletes will also benefit from this addition.
- The Let's Talk platform will create a seamless way for our community stakeholders to communicate with us and to receive responses in a quick and efficient manner. It will also offer safety and bullying reporting as well as employee engagement and morale services.
- We are looking for opportunities where we can be more culturally responsive to the needs of our diverse student populations. We believe a curriculum review will allow us to identify any gaps. Further training for the school leadership teams will be completed using the Deep Equity program.
- At its April 22<sup>nd</sup> meeting, the Board of Education approved a bid for the purchase of buses. Based on the size of our bus fleet, on average, we will be replacing approximately 17 buses, or 1/8<sup>th</sup> of them on an annual basis.
- Property taxes are estimated to increase \$7.8 million or 3.3% over the current budget
- The tax rate has decreased again while the Equalized Assessed Value of local property has increased.
- With the abatements that the Board has approved, a homeowner with a \$410,000 value home will have a tax bill that is \$126 less than if the abatements did not occur.
- We are continuing to see a rise in interest income and have increased the revenue budget for that area by approximately \$1 million.
- Corporate Personal Property Replacement Taxes are expected to remain stable
- State funding overall is estimated to increase just over 500 thousand dollars, mainly in special ed private facility tuition reimbursement – aligning it with our current funding.
- We are also estimating a small increase from the new funding formula for state aid, evidence based funding. This new funding includes some categories that were formerly identified as mandated categorical payments and those payments were very rarely made on time. The new formula disbursements are received on a regular schedule.
- Federal revenue is projected slightly down for the upcoming year.
- The largest piece is property taxes which makes up almost 85% of the District's revenue.
- Through this comparison, we see an overall revenue increase of just over \$9 million or 3.2%.
- The vast majority of the revenue increase is coming from local sources, both property taxes and an increase in the amount of estimated investment income earnings.

- Total Revenue is projected at \$291.1 million for the upcoming year.
- The largest by far, is employee salaries and benefits, that makes up over ¾ of all district expenditures.
- The overall total change is \$7.8 million or 2.85% more than the current year budget.
- When breaking down the expenditures by major expenditure objects you can see salaries and benefits are planned to increase by 1.75% over the current budget.
- This includes known collective bargaining terms incorporated as well as all known changes to staffing plans.
- The next three items, Professional Services, Supplies & Utilities, and Capital Outlay, are the result of previously mentioned budget initiatives as well as reallocation of line items by the different budget managers throughout the district.
- The additional technology lease payments are reflected in the debt service payments area of the budget
- Tuition is anticipated to remain fairly stable, with a slight increase budgeted for FY20
- Finally, a contingency has been added to the tentative budget which is equal to ½ of 1% of estimated salary and benefit cost.
- Overall, expenditures for all district funds are planned to be \$283.4 million.

**Questions/Comments:**

**Thank you for the report and to all the administrative staff for the hard work.**

**The Board was asked to really look at the tentative budget and send any questions to Superintendent Bridges.**

**Establish Hourly Rates of Pay:**

Superintendent Bridges noted that annually Administration reviews our hourly rates of pay. There are a lot this year as this is the beginning of our steps to comply with the new minimum wage law. A tentative roadmap was provided not as recommendation but as look at how we may get to the point of compliance with the new law. Each category will be reviewed annually to be sure that we are competitive with neighboring and benchmarking districts. We are seeing reductions in our substitutes so we are looking to increase the rate of pay in that category. We will be asking for action at May 21, 2019 meeting.

**Questions/Comments:**

None.

**2019-2020 Board Meeting Schedule:**

Superintendent Bridges states that with the current board now seated, we need to set the schedule for meetings for 2019-2020. For the most part, we will follow the 1<sup>st</sup> and 3<sup>rd</sup> Monday model but there are a few exceptions.

This schedule will be brought back for action on May 21, 2019.

**Questions/Comments:**

**Confirmation that the July meeting will move from July 22, 2019 to July 15, 2019 was requested. The Board will defer to Superintendent Bridges for his knowledge of the needs of Administration. His recommendation is to go with the schedule as presented and add a meeting if necessary.**

**Discussion with Action:**

**Establish Date for Public Hearing and Direct Tentative Budget to be put on Public Display:**

Superintendent Bridges reported that the Board is required to adopt a budget by September 30, 2019. The Board is also required to set the date of public hearing on the budget and to set the date to display the budget.

**Questions/Comments:**

None.

Joe Kozminski made a motion to approve the resolution setting the date of the Public Hearing on the budget and setting the date the budget goes on public display, seconded by Janet Yang Rohr. Those voting yes: Cush, Leong, Yang Rohr, Kozminski, Fitzgerald, Wandke and Gericke. No: None

**Old Business**

**New Business**

**Upcoming Events**

Superintendent Bridges reminded everyone that Graduation is Monday, May 20, 2019. The next Board of Education meeting is May 21, 2019 and classes end on May 31,2019.

**Adjournment**

Charles Cush moved seconded by Kristine Gericke to adjourn the meeting at 8:51 p.m. A voice vote was taken and the motion carried unanimously.

Approved: May 21, 2019

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Kristin Fitzgerald, President  
Board of Education

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Susan S. Patton, Secretary  
Board of Education