

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 ROAD, NAPERVILLE, IL.
APRIL 20, 2015, AT 7:00 P.M.

- Call to Order President Jackie Romberg called the meeting to order at 4:00 p.m. Board members present: Jackie Romberg, Kristin Fitzgerald, Susan Crotty, Suzyn Price, Donna Wandke and Terry Fielden. Absent: Mike Jaensch.
- Administrators present were: Dan Bridges, Superintendent; Kaine Osburn, Deputy Superintendent; Carol Hetman, Chief Human Resources Officer; Brad Cauffman, Chief Financial Officer.
- Closed Session Crotty moved, seconded by Wandke to go into Closed Session at 4:00 p.m. for consideration of:
1. Discussion of lawfully closed minutes 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).
 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).
 4. Collective negotiating matters between the District and its employees or their representatives. 5 ILCS 120/2(c)(2).
 5. The setting of a price for sale or lease of property owned by the District. 5 ILCS 120/2(c)(6).
 6. Self-Evaluation, practices and procedures, or professional ethics, when meeting with a representative of a statewide association of which the District is a member.
- Meeting Opening Crotty moved, seconded by Wandke to return to Open Session at 7:04 p.m. A voice vote was taken. Those voting Yes: Wandke, Fitzgerald, Romberg, Fielden, Jaensch and Crotty. No: None. The motion carried unanimously.
- Meeting Opening Welcome and Mission
- Roll Call Board Members present were: Jackie Romberg, Kristin Fitzgerald, Donna Wandke, Terry Fielden, Mike Jaensch, and Susan Crotty. Absent: Suzyn Price.
- Administrators present: Dan Bridges, Superintendent; Kaine Osburn, Deputy Superintendent; Jen Hester, Chief Academic Officer; Jayne Willard, Assistant Superintendent for Curriculum and Instruction; Kitty Ryan, Assistant Superintendent for Elementary Education; Christine Igoe, Assistant Superintendent for Student Services; Tim Wierenga, Assistant Superintendent for Assessment; Carol Hetman, Chief Human Resources Officer; Brad Cauffman, Chief Financial Officer; Roger Brunelle, Chief Information Officer; Steve Mathis, Director of Buildings and Grounds.

Student Ambassadors present: Kyle Hafkey, NCHS and Bryce Dunlap, NNHS

Pledge of
Allegiance

Nick Micensky, Principal of Scott Elementary introduced the following students who led the Pledge of Allegiance: Jayden Borgens, Oscar Riddle, Myles Rogers, Nora Johnson-Guy, Senibua Sander.

Good News
Recognition

Mission Maker Award

The District 203 Mission Maker Award is a monthly award given to students who live the district mission in exemplary ways.

Business Partnership - Student Leadership Institute Program

The Student Leadership Institute Program was developed to help students build desired characteristics for employability. Through an application process at both high schools, students were chosen to take part in the program. The program was completely optional and all five sessions took place outside school time. Facilitated by Rick Lochner, RPC Leadership Associates, the students learned and practiced a variety of character building skills such as personal goal setting, communicating, and problem-solving. Thank you to Adam Russo, Edgewood Clinical Services, for providing a generous sponsorship to launch the pilot program this year. Congratulations to the following Self-Directed Learners for completing the program: Alana Austin, Quinn Baenziger, Colin Bradley-Leon, Gabby Champion, Emily Newell, Jim Nieves, Naina Prasad Danielle Pugh, John Schneider, Chris Sullivan, Nikita Vijayakumar, Zoe Walts Margaret Zega, Thomas Zugay.

Illinois Principals Association Assistant Principal of the Year

Congratulations to Kaye Corrigan who was nominated by the IPA DuPage Region and named by the Illinois Principals Association as the Horace Mann sponsored 2015 - 2016 Assistant Principal of the Year. The award recognizes her outstanding positive contributions to her students and learning community.

NCHS Boy's Swim Relay Team State Champions

Congratulations to the NCHS Boy's Relay Team for winning 1st place in the IHSA State Championship Swim Meet. Members of the team are: Christian May, Liam Coakley, Connor Walsh and Eric Gerlach.

Coaches are: Head Coach - Mike Adams, Assistant Coach - Steve Leclair
Assistant Coach - Chris Hagenbauer, Assistant Coach (Diving) - David Likar
Vol. Asst. Coach - Brian O'Dowd, Vol. Asst. Coach - Bob Peto.

BPA

Business Professionals of America is the leading Career and Technical Student Organization for students pursuing careers in business management, office administration, information technology and other related career fields.

Competitive events began at the regional level in January at Metea Valley High School. Top ranking students advanced to the state level competition held in Oak Brook in February. Nationals will be held in May in Anaheim CA.

State Champion: Rohan Parepally, Baking and Finance.

Advisor: Carliss Harris

DECA

DECA is an international organization that prepares emerging leaders and

entrepreneurs for careers in marketing, finance, hospitality and management in high schools and colleges around the globe. It provides co-curricular programs that integrate into classroom instruction, applying learning in the context of business, connecting to business and the community and promoting competition. Competitive Events begin at the Sectional level in Rosemont in January. The top ranking students advanced to the State Competition was held in Decatur in March. Nationals will be held in April in Orlando, FL. State Champions: Rikin Shah, Food Marketing Series, Martin Li, Accounting Applications Series
Advisors: Carliss Harris and Susan Gebel

Public Comment Steve Deutsch Spoke regarding SB1 on school funding and reform. He indicated that the School District should not be taking a position on this topic or any political items. He recommended that information on the District website regarding SB1 be removed. He suggested that issues be addressed proactively, not reactively.

Student Ambassador Report **Kyle Hafkey, NCHS reported**

- The annual Multi-Cultural Event took place the Thursday before Spring Break.
- Drum Show also took place and was well received.
- Next week on PARCC testing days, AP testing review will be offered at no charge to students preparing to take AP tests.
- The theme for Prom this year is “Sky Full of Stars”.
- The upcoming musical will be “Tarzan”

Bryce Dunlap, NNHS reported

- Student Government elections were held – students texted to vote.
- Last week a school-wide assembly was held to listen to motivational speaker Selamawi (Mawi) Asgedom. His holistic message was about defining success as any time you try to grow and about being yourself.
- AP review opportunity will be available during PARCC testing.
- Link Crew leaders are being trained to help integrate incoming freshmen.
- WISE team got 3rd in State.

Written Communication Freedom of Information Requests:

- Scott Rogers, Stuart-Rogers Ltd. Request for photography RFP information.
- Justin Grygiel, Durham School Services request for transportation contract information.
- Michelle Cunningham, West Bus Service request for Transportation RFP information.
- David Giuliani, Illinois Policy Institute request for conference information.

Superintendent Staff/School Reports **Tentative Board Planning Calendar**
Superintendent Bridges noted that a tentative calendar of topics to be discussed at upcoming Board meetings through June 15 is available for review in BoardDocs. He highlighted some of the upcoming topics for discussion and noted that this is not an official agenda, but a way to be transparent with the community and provide pertinent information.

Food Service Update

Barb Brown, Sodexo General Manager and Chris Gargiulo, Sodexo, District Manager gave an overview of some of the challenges food service providers are experiencing due to changes in federal nutritional requirements. The United States Department of Agriculture (USDA) is the governing board for the food service industry via the State Board of Education. The first significant changes started in 2012 when the Healthy Hunger Free Kid Act established new mandates for schools participating in the National School Lunch Program. The requirements specified the amount of protein, whole grains, fruits and vegetables that must be included in meals. It became very challenging to comply with the regulations and Sodexo had to remove many of the items students really liked from the menus. Additionally, in 2014, smart snack rules went into effect that limited the amount of sodium and sugar that can be in snacks sold by any group selling food on campus. Condiments served with a smart snack have to be included in the nutritional value of the food. Sodexo employees have met with students to taste some foods and talk about communication to students. They have worked with manufacturers to provide snacks that meet the requirements and continue to look for new recipes and combinations that meet the criteria. The largest impact has been felt at the high school level. Many more students are bringing brown bag lunches from home. The USDA has relaxed some of the regulations regarding meat portions, but not the criteria for smart snacks. Many districts have dropped out of the National School Lunch Program to avoid the mandates imposed by the USDA.

Student Ambassador comments:

- Most of the time one ambassador brings his own lunch from home and occasionally purchases a sandwich if he is really hungry.
- Many students were disappointed that they cannot purchase the chicken any longer.
- Students complain about the food service, but do not understand the stringent regulations that have been put in place by the USDA.
- Sodexo has done a great job of working around the regulations to provide the best tasting meals possible.
- Prior to the regulations, the food was really good.

President's Report

Mrs. Romberg noted that prior to this evenings open meeting, the Board met with a facilitator from the Illinois State Board of Education to engage in a Board Self-Evaluation. As a group they decided that the time spent in this type professional learning together is very beneficial.

Board of Education Reports

Monthly Reports

- Treasurer's Statement – The Board received the February Treasurer's Statement.
- Investments – The Board received the February Investment Report as well as an additional Cash and Investment Report.

Mr. Cauffman provided detailed information regarding the District long-term investments. He noted that six months ago the Board approved the Administration's recommendation for two new long-term investment advisors, Twin Oaks and Ehlers and Associates. With their help, the District has built two robust long-term investment portfolios which are now returning the District an estimated annual increase in investment income of \$1.2 million or 3.6% average yield. All district investments are in line with School Board Policy 4.30, Revenue and Investments and State law. He indicated that 18% of the District's long-term portfolio was affected by the City of Chicago/CPS's downgrading by Moody's and Standard and Poor's. The greatest risk to the District is liquidity. If the District wanted or needed to sell a bond before it matures, it would have to be sold on the open market at the current market price. Mr. Cauffman reviewed some of the specifications that are in the Board policy and concluded by noting that the Administration recommends no changes to the portfolio at this time. All bonds will continue to be monitored closely.

Board questions and comments:

- By law we must invest in the top 4 categories.
 - We choose to invest in the top 3 categories.
- The investment policy is too relaxed for what we should be doing.
- If we want to pay off the District's bonds issue in 2018, will we have enough liquidity to do it? Yes.
- We have to do what we can to look at investment assets that are performing.
- Would like to see the District more nimble by having more invested within the 3 – 5 year term investments.
- Brad approved the recommendations made by the investment advisors.
- Bonds are held electronically in the District's name.
- What are the benchmark districts doing?
 - Majority are investing in the Ill. Liquid Asset Trust Fund or investing with local banks.
- It is too soon to adjust the investment criteria.
- Not willing to gamble with the tax payers' money – we are being too aggressive.
- Concerned about the current state of liquidity – it would be nice to have a cushion.

Superintendent Bridges noted the Boards' concern and indicated that we will continue to monitor the investments closely and keep the Board informed. Going forward we will use a conservative approach, investing in the top three categories with caution choosing investments to be made.

- The Board received Budget Reports for February.
- The Board received the February Insurance Report.

Action by
Consent

The following items were presented on the Consent Agenda:

1. Bills and Claims from Warrant #397499 through Warrant #398448 totaling \$18,311,991.25 for the period of March 17, 2015 through April 20, 2015.

2. Adoption of the Personnel Agenda

Appointment – Administration

Andrew O'Brien, August 10, 2015, Kennedy Junior High, Assistant Principal

Resignation – Certified

Mark Gardner, May 11, 2015, Jefferson Junior High, Language Arts /
Mathematics

Maureen Reinert, July 1, 2015, Kennedy Junior High, Language Arts

Appointment – Certified (Full Time)

Marion Binet, August 17, 2015, ARECC, Early Childhood

Edith Nava, August 17, 2015, Elmwood, Dual Language 3rd Grade

Ruth Navarro, August 17, 2015, Beebe, Dual Language 2nd Grade

Ruth Pavona, August 17, 2015, Steeple Run, Dual Language 3rd Grade

Employment Of Interns

Jamie Potts, August 17, 2015, NNHS, School Social Worker Intern

Retirement – Classified

Karen Kotovsky, June 2, 2015, LJHS, Special Education Assistant

Ikmet Osmani, June 5, 2015, NNHS, Custodian

JoAnn Van Slobig, May 24, 2015, NNHS, Department Secretary

Lynn Kirchhoff, June 12, 2015, River Woods, Senior Secretary

Resignation – Classified

Stephanie Mills, June 2, 2015, LJHS, LRC Assistant

Artan Shehaj, April 17, 2015, NCHS, Maintenance

Brenda Quintero Avina, April 12, 2015, PSAC, Senior Administrative
Secretary

Kaitlyn Manade, April 6, 2015, River Woods, Special Education Assistant

EMPLOYMENT – CLASSIFIED

Lisa Bednar, March 2, 2015, Kingsley, Special Education Assistant

Wendy Quiroz, April 29, 2015, PSAC, Senior Administrative Secretary

Kristeen Peiffer, April 6, 2015, River Woods, Special Education Assistant

Rebecca Charleston, April 6, 2015, Steeple Run, Dual Language Assistant

Ursula Klemz, March 24, 2015, Transportation, Bus Driver

Leave Of Absence – Classified

JoAnn Van Slobig, 4/10 – 5/23/15, NNHS, Department Secretary

Sabbatical Leave – Certified

Letitia Zwickert, 2nd Semester 2015-2016, NCHS, Social Science

3. Board Meeting Minutes 3/16/15, 4/6/15.
 4. Retain/release Closed Session minutes as discussed in Closed Session
 5. Admin Contract Renewals
 6. Bid: Buses
 7. Bid: Copy Paper
 8. Bid: Bus Fuel
 9. Bid: Science Lab Renovations, NCHS, NNHS and Exterior Wall Panel Replacement NNHS
 10. Bid: Canopy Addition at JJHS
 11. Bid: Playground Equipment at Elmwood Elementary
 12. Dues: LUDA Membership
 13. Naperville Development Partnership Contribution FY 2015
- Jaensch made a motion to approve Bills and Claims from Warrant #397499 through Warrant #398448 totaling \$18,311,991.25 for the period of March 17,

2015 through April 20, 2015 and all other items on the Consent Agenda 1 - 13 as presented with the exception of number 6, Bid: Buses. Wandke seconded the motion. A roll call vote was taken. Those voting yes: Fielden, Fitzgerald, Crotty, Wandke, Jaensch, and Romberg. No: none. The motion carried.

6 Bid: Buses

Board questions and concerns

- Why did only one of the five companies that submitted bids include a bid for 71 passenger buses? Concern that the bidding is not competitive.
 - The same specs were advertised and all the companies should have been able to bid on the 71 passenger buses.
 - The bid that did come in for the 71 passenger buses was not out of line.
 - We got a good trade in value.
 - The bid is advertised in the newspaper and all companies on our list who have expressed an interest are mailed the bid specs.
- Is there a cost benefit to trading the buses in as opposed to keeping them longer?
 - We looked at keeping them longer; it is in our best interest to trade them in due to the expense of maintenance and upkeep of older buses.
- Suggestion that possibly we should go out to bid earlier in the year to give companies more time for production to meet our timeframe.

Crotty made a motion to approve number 6, Bid: Buses. Fielden seconded the motion. A roll call vote was taken. Those voting yes: Jaensch, Crotty, Romberg, Fielden and Fitzgerald. No: Wandke. The motion carried.

Discussion

Without Action

2015 – 2016 Budget

Superintendent Bridges noted that this is the first of several discussions over the next two months regarding the FY 2015 – 2016 budget. He reviewed some of the highlights.

- The reduction in staffing is a result of a decline in student enrollment; it is not a reduction in staffing to afford another initiative.
- Although the expenditures are slightly higher than last year, proposed/projected spending is reduced compared to overall trending.
- Staffing increases are mostly to address school improvement types of initiatives like math specialists.

Initiatives in the budget are linked directly to the Strategic Blueprint.

- Continue to build the growth of the Summer School Program.
- Provide assistance to attend summer school for students in the free and reduced lunch program.
- Implementation of the growth measure and teacher evaluation process to transition to the new evaluation system.
- Recommendation supporting Career 203 that will result in cost savings down the road.
- Expand the Digital Learning Initiative by providing every high school student with a Google Chromebook. The team will present the full recommendation at the May 4 Board meeting that includes expansion

beyond next year, recommended fee structures and professional learning to support the initiative.

Brad Cauffman called the Board's attention to the Budget Summary Sheet and other supporting documents that are provided in BoardDocs. He indicated that with the Tentative FY 15-16 Budget, several Board goals have been achieved:

- Reduce overall spending increase.
- Support implementation of the Strategic Blueprint.
- Aligned to the Five-Year Forecast.
- Fully funded instructional services.
- Meets Board's cash reserve policy.
- Tax Total Levy 2.13% up (1.5% Existing Home Owners).
- Existing EAV increased by 0.19% - last year 4.42% down.
- New property growth \$27.2 million – Last year \$21.1 million.

He reviewed the budget timeline:

- April 23 – Citizen's Finance Advisors review first draft.
- May 4 – Board review of second draft.
- May 18 – Board review of final budget.
- June 1 – Public Hearing, Board adopt budget.

He gave a high level overview of revenue and expenditures. He noted that Board members received hard copies of the Budget for the first time this evening. There will be budget discussions at the next two meetings to make clarifications and answer any questions. Changes can be made to the budget right up to June 1 when it is approved by the Board.

Board questions and comments

- Question about contingency
 - 13 – 14 - Transfers were made as necessary.
 - 14 – 15 – contingency lowered to offset some other things in the budget.
- Question about trending budget figures in the projections.
 - This will be done in October when the actual numbers are in for the Fiscal Year.
- What changes can families expect with the 5% reduction?
 - They should not feel any impact. Most of the changes were made at the Administration Center and should not affect students.
- Commended the Administration for hearing the Board and making the reductions without affecting learning.

Discussion With
Action

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

Wandke made a motion to Establish the Date of the Public Hearing for the Budget and Direct the Tentative Budget to be put on Public Display. Crotty seconded the motion. A roll call vote was taken. Those voting yes: Fitzgerald, Wandke, Crotty, Jaensch, Romberg and Fielden. No: None. The motion carried.

9 – 12 Certified Staffing

Superintendent Bridges noted that at the last meeting, Bob Ross and Christine Igoe provided a chart comparing staffing of High School and Special Education certified staff between 2014 – 2015, actual and 2015 – 2016 projected. They also provided a chart that included the elementary staffing plan as approved March 16, 2015. Crotty made a motion to approve the 9 – 12 Certified Staffing as presented. Wandke seconded the motion. A roll call vote was taken. Those voting yes: Romberg, Fielden, Jaensch, Crotty, Fitzgerald, and Wandke. No: None. The motion carried.

Second Reading: Policy 7.190, Student Discipline

Superintendent Bridges noted that Bob Ross reviewed the proposed changes to the policy at the April 6 Board meeting. There is no additional information. Crotty made a motion to approve the changes to Policy 7.190, Student Discipline as presented. Fitzgerald seconded the motion. A roll call vote was taken. Those voting yes: Crotty, Wandke, Romberg, Fielden, Fitzgerald and Jaensch. No: None. The motion carried.

Second Reading: Policy 7.240, Co-Curricular Participation

Superintendent Bridges indicated that Bob Ross discussed proposed changes to the policy at the April 6 Board meeting. There is no additional information. Wandke made a motion to approve the changes to Policy 7.240, Co-Curricular Participation as presented. Fitzgerald seconded the motion. A roll call vote was taken. Those voting yes: Jaensch, Romberg, Fielden, Fitzgerald, Wandke, and Crotty. No: None. The motion carried.

Establish Hourly Rates of Pay for Substitutes

Superintendent Bridges noted that Carol Hetman reviewed the proposed changes at the April 6 Board meeting. There are no additional changes. Crotty Made a motion to approve the Hourly Rates of Pay for Substitutes. Fitzgerald seconded the motion. A roll call vote was taken. Those voting yes: Crotty, Jaensch, Fitzgerald, Wandke, Fielden and Romberg. No: None. The motion carried.

New Business

Old Business

Upcoming

Events

May 4, 2015 – Board of Education Meeting, 7:00 p.m., PSAC

May 7, 2015 – NEF Building a Passion Breakfast, 7:00 a.m., Bobak’s

May 18, 2015 – Board of Education Meeting, 7:00 p.m., PSAC

Adjournment

Crotty made a motion to adjourn the meeting at 9:08 p.m. Fielden seconded the motion. A unanimous voice vote was taken and the motion carried.

Approved

May 18, 2015

Jackie Romberg, President
Board of Education

Ann N. Bell, Secretary
Board of Education