

MINUTES OF A SPECIAL 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.

AUGUST 18, 2017 AT 8:30 A.M.

Meeting Opening

President Kristin Fitzgerald called the meeting to order at 8:30 a.m. Board members present: Kristin Fitzgerald, Paul Leong, Kristin Gericke, Charles Cush, Donna Wandke, and Janet Yang Rohr. Absent: Terry Fielden. Also present was Barbara Toney, IASB.

Administrator present was: Dan Bridges, Superintendent

Call to Order; Welcome and Mission

Roll Call

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

Pledge of  
Allegiance

Board Members led the Pledge of Allegiance

Public Comment

None

Motion for Closed  
Session

Wandke moved, seconded by Leong to go into Closed Session at 8:30 a.m. for consideration of:

1. Self-evaluation, practices and procedures, or professional ethics, when meeting with a representative of a statewide association of which the District is a member.

A roll call vote was taken. Those voting yes: Leong, Cush, Wandke, Gericke, Fitzgerald and Yang Rohr. No: None. The Motion carried.

Meeting Opening

Wandke made a motion to come out of Closed Session at 12:10 p.m. Cush seconded the motion. Those voting yes: Wandke, Yang Rohr, Fitzgerald, Gericke, Leong and Cush. No: None. The motion carried.

Discussion

Without Action

**Board Procedures, Policies and Obligations**

Superintendent Bridges introduced Frank Garrett, Robbins Schwartz who will cover topics on board governance general issues and how to address conflict issues. Additionally, how you face the community and answer parent questions; what your limitations are what you can and cannot say.

Model Board Governance Issues

- School Code and Board Policy 2.20 define things related to schools.
- The Board's primary role to set the policy and direction of the school district.
- Responsible for revising /looking at policy and making sure they are compliant with the law.
- The Board's most critical job is employment and evaluation of the superintendent.
- Entering into contracts on behalf of the district upon the recommendation of the staff.
  - What is the legal obligation for bidding procedure?

- Depends on the bid.
- Anything that is exempt from bidding we always go through an RFP process.

There are times when the District and the Board face law suits and possibly Board members as individuals.

- The Board indemnifies an individual board member if they get sued as a board member involving board action or activities.
- If you are outside the duties of the Board, and you get sued, the Board would not defend you.
- Robbins Schwartz is council for the Board, not the individual board members.
- Stay on point with your duties.

Terry Fielden joined the meeting at 12:50 p.m.

Abused and neglected child act

- You have an obligation to call DCFS if you believe or suspect there is child abuse going on.
- Any person is obligated to make the call.
- Dan will check with PRESS for clarification of verbiage.
- Board members would like to be trained.
- Possible fines, litigation, penalties of the district or possible individuals misdemeanor or felony.

Authority and Ability of the Board to Act.

- Board members can only “act” as a Board, by majority vote, at a public meeting at which a quorum (4 of the 7) is present.
- Individuals do not have the ability to take action individually.
- Board members have free speech as an individual, but not speaking for or on behalf of the board.

Striking the right balance.

- Board members should be familiar with what is going on in the district.
- Avoid micro-managing the district, but you don’t want to rubber stamp either.
- Exercise independent judgement, use your expert knowledge.

Duty and loyalty

- Interests of the district are paramount
- Focus on the future of the district: reputation, mission core values and financial strength.
- Confidentiality of board business.

Respect among Board members

- Advance the mission.
- Respect opinions of other Board members.
- Respect the vote of the Board even though you do not support it.

#### Travel Expense Account Act

- Policy 2.125 models what the law requires.
- The Board must adopt regulations covering expense reimbursement for Board member's attendance at conferences, meetings and functions on behalf of the Board.
- Reimbursement may go above the stated limits in an emergency situation, but are subject explanation and approval.
- A roll call vote will be taken on Board expenses.

#### Ethical requirements for school board members

- Board policy 2.100 covers conflict of interest.
- Statement of Economic interest must be filed with the County Clerk.
- A Board member should not have an interest in any contract, work or business of the school district or in any sales or purchases of the District. They must abstain from voting on a contract award.
- There are exceptions to be considered case by case.

#### State Ethics Act

- Policy 2.105 provides for and covers the law.
- Any political activity is prohibited during compensated time using district property or resources.

#### State Ethics Act – Gift Ban

- Applies to Board members, employees, spouses, and family members.
- Cannot accept gifts in order to incur a favor.
- Either return the gift or donate like of kind to an appropriate charitable organization.
- This includes anything having a monetary value over \$75.00.

#### Criminal Offenses

- If in official capacity it is misconduct for a Board member to fail to perform mandatory duties or perform an act which he knows is forbidden by law.

#### Conclusion

- Be aware that actions may constitute conflicts of interest.
- Let Superintendent Bridges know if you have any further questions.
- Mr. Garrett left the meeting at 2:15 p.m.

The meeting resumed at 2:25 p.m.

#### **2017 – 2018 Board Planning**

Superintendent Bridges indicated that the next part of the meeting will be planning for the future and establishing clear goals.

- He reviewed his entry, onboarding process and transition plan.

- The main goal was to ensure a smooth transition of leadership.
  - He went on a listen and learn tour of the district, talking to administrators, staff, students, parents and community members.
- Based on feedback he developed an action plan and goals for the 2012 – 2013 school year.
- Future Focus Community Engagement Sessions were started to help formulate District goals through engaging in meaningful dialogue with community members to identify key themes, values and priorities to drive the future direction of the District.
- The Strategic Blueprint with four areas of focus was created based on feedback from the Board and the community.
- This document is reviewed annually and updated according to priorities of the Board as a whole.
- Board members were given Post-it notes and asked to indicate 1 celebration of the school district per page.
- They were grouped by topic:
  - ADK - 3
  - SEL
  - Connections
  - PI and PI+
  - Dual Language
  - DLI - 3
  - Summer School
  - Community Engagement
  - Fiscal responsibility - 3
  - Achievement Gap - 3
  - Rankings
- Next Superintendent Bridges asked them to write down opportunities / Challenges / areas that we need to get better.
- They were grouped by topic:
  - SEL and Mental Health
  - Better recruiting of minority staff members – diversity in hiring.
  - Personal financial planning – from the students perspective
  - Fiscal responsibility
  - Gap closing and including families in the process
  - Engaging families without kids in the District
  - Connecting students to resources
  - Free academic offerings in the summer
  - Improved test scores
  - More integration of low income families – boundary issue
  - Whole child philosophy – not just academics
  - More opportunities for kids to find the way – college is not for everyone
  - Financial
  - Realign the curriculum so students will learn something they will really use in life.
  - More opportunities for blended learning – if we have the student interest, we should provide the opportunity
  - Real world opportunities for students – intern opportunities

The Board received a list of 2017 – 2018 Priorities  
Superintendent Bridges reviewed each one to get a sense of the Board's continued interest.

- **School Day/School Year**
  - The 1<sup>st</sup> part, PLC has been completed; the second part, instructional time for kids is not finished yet.
  - We will move forward with this but this is not our largest financial undertaking.
- **Gap Closing Measures**
  - We will continue to focus on gap closing measure/academic achievement
- **SEL**
  - New curriculum initiative this school year
- **Multi-tiered System of Support**
  - Goes with gap closing
- **Early Childhood**
  - Long-term commitment
  - Develop a collaborative to understand what K readiness means for us
- **College and Career Counseling**
  - Authentic work for students
  - Post-secondary readiness
- **Science**
  - **Professional** learning for new curriculum roll out next year
- **Standards Based Reporting**
  - Elementary in place
  - Working on junior high –seeking more feedback here to determine if it will work across the district.
  - High school put off for now – cannot eliminate grades due to the college system
- **DLI Online and Blended**
  - Have increased the sections
  - eLo evaluation – our numbers are back up
- **Administrator Compensation**
  - Are there ways to compensate administrators besides salary?
  - Possibly changes to benefits
  - We will review this
- **Superintendent/Administrator Evaluation Framework**
  - Working on an admin evaluation framework
- **Administrator Talent Development**
  - Succession planning – talent management
  - Pool of candidates for diverse recruiting
  - What are the retention rates of minority hires?
  - Dan will work with Carol Hetman on this.
- **There will be more Focus 2020 sessions in the fall of 2018**
  - We will be engaging the community in their understanding
  - Work with Michelle to get talking points for talking to the community

- Will work on engaging target groups like senior citizens and underrepresented families to find out what they are thinking
- Will fully engage the community as much as possible
- Outreach to people who have not registered for Talk 203
- Help the community understand what the goals are
- **Budget**
  - How do we make sure we are not wasting money?
  - Difference between the levy and the reserve amount
  - Not levy the maximum and then be able to come back and retrieve some of it
- Dan will begin the process of showing the Board how we are going to close the gaps.

Adjournment      Fielden made a motion seconded by Cush to adjourn the meeting at 4:20 p.m. A voice vote was taken. Those voting yes: Cush, Leong, Wandke, Fitzgerald, Fielden, Yang Rohr and Gericke. No: None. The motion carried.

Approved      September 18, 2017

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Kristin Fitzgerald, President  
Board of Education

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Ann N. Bell, Secretary  
Board of Education