

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. DECEMBER 18, 2017 AT 7:00 P.M. CLOSED SESSION 6:00 p.m.

Call to Order President Kristin Fitzgerald called the meeting to order at 6:01 p.m. Board members present: Kristine Gericke, Kristin Fitzgerald, Janet Yang Rohr, Paul Leong, Donna Wandke, Charles Cush, and Terry Fielden.

Administrators present were: Dan Bridges, Superintendent; Bob Ross, Chief Operating Officer; and Nancy Voise, Assistant Superintendent for Secondary Education.

Closed Session Wandke moved, seconded by Fielden to go into Closed Session at 6:01 p.m. for consideration of:

1. Discussion of minutes of meetings lawfully closed under the Open Meetings Act, 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). 11/20/17, 12/4/17.
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. Student Disciplinary Cases 5 ILCS 120/2(c)(9).

Meeting Opening Wandke moved seconded by Fielden to return to Open Session at 7:00 p.m. A voice vote was taken. Those voting Yes: Fitzgerald, Gericke, Leong, Cush, Yang Rohr, Fielden and Wandke. No: None. The motion carried.

Meeting Opening Welcome and Mission

Roll Call Board Members present were: Kristin Fitzgerald, Paul Leong, Donna Wandke, Janet Yang Rohr, Kristine Gericke, Terry Fielden, and Charles Cush.

Student Ambassadors Absent:
Preston Chao, NNHS and Vanessa Eklou, NCHS

Administrators present: Dan Bridges, Superintendent; Jennifer Hester, Chief Academic Officer; Bob Ross, Chief Operating Officer; Chuck Freundt, Assistant Superintendent for Elementary Education; Nancy Voise, Assistant Superintendent for Secondary Education; Jayne Willard, Assistant Superintendent for Curriculum and Instruction; Patrick Nolten, Assistant Superintendent for Assessment; Michelle Fregoso, Director of Communications; Roger Brunelle, Chief Information Officer; Marcy Boyan, Chief Financial Officer.

Pledge of Allegiance Sue Salness, Principal of Mill Street Elementary school, introduced the following students who led the Pledge of Allegiance: Zachary Petzold, Zaylan

Simpson, Zevin Simpson, Owen Ferguson, Angelina Becerra, Charlie Haigh, Layla Sopkovich, Rose Lavigne, Cullen Dunne, and Alex Navarrete.

Public Hearing

Hearing on State Waiver – Redemption of the 2008 Bonds

Board President Fitzgerald called the Hearing on the Redemption of the 2008 Bonds to order at 7:04 p.m. She explained the procedure for the hearing.

Administration Comments

Kristin Fitzgerald indicated that the purpose of the hearing is for the Board of Education to approve the defeasance of the 2008 Bonds. The 2008 Bonds are subject to redemption with a call date of February 1, 2018. The Citizen Finance Advisory Committee has reviewed and recommended this permanent abatement.

Marcy Boyan noted that the reserves are currently in the Education fund. Because the 2008 bonds were used for capital projects, we want to hold a public hearing to resolve funds moving from Education fund to Operations and Maintenance fund to Debt Service. This process will follow school code and provide the desired results.

Superintendent Bridges noted that \$9.5M in long term investment reserves will be used to pay-off said bonds. An additional \$187,356.25 is owed in accrued interest, on deposit in the Debt Service fund from levy year 2016. This defeasance has the potential to eliminate more than \$3.2M in interest owed after the call date.

Public Comments

There were no public comments.

Board of Education Comments

Board President Fitzgerald noted that this was brought forward by staff several years ago. The Board has discussed and planned for this for several years. The Citizens Financial Advisory Committee is supportive.

Close Hearing on State Waiver – Redemption of the 2008 Bonds

Fielden moved to Close the Hearing on the Redemption of the 2008 Bonds at 7:07 p.m. Cush seconded the motion. A roll call vote was taken. Those voting yes: Yang Rohr, Cush, Fitzgerald, Wandke, Leong, Fielden and Gericke. No: None. The motion carried.

Recognition

Mission Maker Award

Superintendent Bridges, Principal Hugh Boger and nominating teachers Kate Boyens and Jill Jacobucci recognized Scott School 2nd grader Knox Held as a Mission Maker for being a Self-Directed Learner, Collaborative Worker, and Community Contributor.

Knox is a leader and role model in his 2nd grade classroom. He is always going above and beyond to help and do things that aren't asked of him, such as pushing in chairs for peers, helping clean up snacks that have fallen on the floor, and volunteering to help with tasks before he even knows what the tasks

are. He is also an incredibly empathetic, collaborative partner who is patient with all students and is willing to help guide his peers through challenging activities. He takes on a mediator role amongst his peers and has strong problem-solving skills. He is able to make valuable suggestions during class meetings, peer interactions, and SEL lessons, and he is able to do these things without even being explicitly taught the skills. Knox also consistently reaches out to include peers during recess or partner activities when he knows a student is excluded or doesn't have many friends. He is an exceptional D203 student who truly embodies the district's mission and deserves this special recognition.

Public Comment None

- Monthly Reports
- Treasurer's Statement – The Board received the October Treasurer's Statement.
 - Investments – The Board received the October Investment Report
 - The Board received Budget Reports for October.
 - The Board received the October Insurance Report.

Action by Consent

The following items were presented on the Consent Agenda:

- 1. Bills and Claims** from Warrant # 1003080 thru Warrant # 1003691 totaling \$17,658,226.17 for the period of November 21, 2017 to December 18, 2017.
- 2. Adoption of the Personnel Report**
 - Resignation – Certified**
Jacqueline Chaidez, 1/11/2017, Elmwood, Art
 - Appointment – Certified (Part-Time)**
Lauren Frances, 1/8/18-5/25/18, NCHS, Agriculture (60%)
Andrew Jensen, 1/8/18-5/25/18, NCHS, Art (80%)
 - Revised Contract Ft**
Ellen Hanson, August 14, 2017, NCHS, Foreign Language-Spanish
 - Leave Of Absence – Certified**
Taryen Polykandriotis, .4 LOA 2018-19 School year, NCHS
 - Retirement – Classified**
Lynn Storrie, January 31, 2018, NCHS, Financial Secretary
 - Resignation – Classified**
Nancy Lietz, January 7, 2018, Highlands, Special Education Assistant
Tonya Schmidt, December 8, 2017, Transportation, Bus Driver
Carrie Nadziejko, December 29, 2017, Special Education, Senior Secretary
 - Reassignment – Non-Union Classified**
Robert Rechenmacher, January 8, 2018, Buildings & Grounds, District Operations Manager
 - Employment – Classified**
Shelby Villers, December 4, 2017, NCHS, Special Education Assistant
Melissa Recka, January 8, 2018, WJHS, Learning Commons Assistant
Richard Brockman, November 17, 2017, Transportation, Bus Driver
 - Employment – Non-Union-Classified**
Alex Gervacio, January 22, 2018, PSAC, Assessment Technology Manager

Leave Of Absence – Classified

Cecilia Arredondo, 3/23/18 – 5/25/18, Meadow Glens, Special Education Assistant

Addendum

Appointment – Certified (Full Time)

Nicholas Marasco, 1/8/2018-5/25/2017, NCHS, Science

Resignation – Classified

Joseph Scaccia, 12/18/17, Connections, Special Education Asst.

Employment – Classified

Randall Cupp, 12/15/17, Transportation, Bus Driver

Jeffery Haines, 12/15/17, Transportation, Bus Driver

3. Board meeting Minutes from 11/20/17, 12/4/17

4. Notice to Remedy as Discussed in Closed Session

5. Superintendent’s Employment Agreement

Kristine Gericke, who reviewed this month’s bills and claims noted that the District had to refund money to the State. It was grant money for a pre-school program that we were unable to use and our students unable to realize the additional benefit of due to the timing of when we received it from the State. Actions at the State level have a direct impact on our students. The District is feeling confident that we will receive the money for this school year. The amount was just under \$300 thousand.

Gericke made a motion to approve Warrant # 1003080 thru Warrant # 1003691 totaling \$17,658,226.17 for the period of November 21, 2017 to December 18, 2017 and the remaining items on the Consent Agenda numbers 1 through 5 with the exception of the Board Meeting Minutes from 11/20/17 as presented. Fielden seconded the motion. A roll call vote was taken. Those voting yes: Leong, Fitzgerald, Wandke, Cush, Gericke, Fielden and Yang Rohr. No: None. The motion carried.

Gericke made a motion to approve the Board Meeting Minutes from November 20, 2017. Wandke seconded the motion. A roll call vote was taken. Those voting yes: Gericke, Leong, Yang Rohr, Fitzgerald, Cush and Wandke. No: None. Abstain: Fielden. The motion carried

Board President Fitzgerald announced that with the approval of the Consent Agenda, the Board approved the reappointment of Superintendent Dan Bridges and a five year extension of his contract. The District has seen substantial progress during his tenure with the implementation of all-day kindergarten and weekly late start at the high schools to allow for more professional learning time for teachers to name a few. She thanked him for his leadership and indicated that the Board is looking forward to continuing to work with him. Superintendent Bridges indicated that he is grateful to the Board for trusting and supporting his leadership. He noted he is blessed to have a Board who cares about kids and lets administrators do their work. It is a reflection of the incredible work of his team of administrators and the administrators and teachers in all the schools who are focused on what is best for kids. He stated

that he is honored to continue to work in the office of the Superintendent.

Communications
Written
Communications

Freedom of Information Requests:

- Stenger FOIA for staff information.
- Loizzi request for SRO Information.
- Propst request for bid and billing information.
- Brown request for natural gas information

Student
Ambassador
Reports
Superintendent
Staff/School
Reports

Student Ambassadors were absent.

FY 2017 Audit Report

Superintendent Bridges indicated that Board members received a copy of the FY 2017 Financial Audit at the last Board meeting. Marcy Boyan gave a high level overview and summary of the audit. The report follows Illinois State Board of Education guidelines to ensure consistency in reporting across all school districts. Each year the District works with an independent accounting firm to perform an audit of financial records in accordance with Governmental Auditing standards. The auditors have found that our financial records correctly represent the District’s financial position – known as an “Unqualified Opinion”. The auditors also are required to communicate to the District any areas of concern or recommendations for improvements. They did not identify any deficiencies in internal control that they considered to be of material weakness. They did not find any areas of noncompliance on matters that required reporting. She reviewed some of the recommendations made by the auditors noting that several of them are already in place. The variances in revenue and expenditures were both less than 1% difference to what was planned for the fiscal year. She commended the Citizens Financial Advisory Committee for their guidance in helping to make this variance possible. In summary the District continues to be financially stable with a AAA bond rating, Highest Financial Profile Designation by Illinois State Board of Education and on track to repurchase the 2008 series bonds. We strive to achieve financial stability to ensure that the financial concerns of the State of Illinois do not interfere with our ability to provide high quality and consistent educational programming.

Board questions/comments:

- We continue to have the ongoing discussion about the 5 year financial forecast and the variance seems to be primarily in regard to our estimate of benefits. We try to be careful to estimate correctly to be sure we have adequate funds.
 - In addition to health and dental is TRS and THIS.
- In the audit report they recommend that we do something different with our recognition of capital assets.
 - When we get new equip of \$5,000 or more we record it in the program as well as if we sunset something.
 - They are recommending that we bring in an appraisal company and do a physical inventory for all items of capital value of \$5,000 or

- more.
- We are going to do a RFP with appraisal companies and bring back some information to the Board. We will look at the price and complexity.
- This has been mentioned in previous audits.
- We will look at the process and see what it will entail to change our practice
- It will be a noted exception in the audit if we keep our current practice.
- It does not negatively affect our ratings in any way.
- Will this tend to overstate or understate the current expense level?
 - We need to understand if we have depreciated any long term capitol objects that we have had in our accounting.
 - If we don't show the depreciated value, then we are overstating it.
- Why are they suggesting that we do this?
 - To understand the true value of the physical assets of the District.
 - Also to make sure we are insured properly.
 - We will do the RFP and see what comes forward.
- Are there other districts that are doing something similar?
 - We will get that information.

President's
Report

Board of
Education
Reports

Discussion
Without Action

Discussion With
Action

2017 Tax Levy Determination

Superintendent Bridges indicated that the Administration is asking for approval of the levy that has been presented to the Board and discussed at several meetings. There is no new information this evening. The recommendation is:

- Support for a Tax Levy to the Full Extent.
- File Tax Levy with Debt Service.
- Tentatively Recommend Abating Debt Service Levy in March 2018.
- Re-purchase of 2008 bonds.

Board Questions/Comments:

- How does the redemption of the bonds work with the levy process?
 - We have them included in the levy and then we send notice of redemption.
- We will be coming back in February to discuss the possibility of abating the debt service levy. We will discuss it at both February meetings, hopefully make a decision at the second meeting in February, but if need be we can vote at the first meeting in March.

- The budget calendar is an internal calendar and we will update it.

Cush made a motion to approve the 2017 Tax Levy Determination as presented. Fielden seconded the motion. A roll call vote was taken. Those voting yes: Cush, Leong, Fitzgerald, Fielden, Gericke, Wandke, and Yang Rohr. No: None. The motion carried.

Designate CFO/CSBO to Prepare the Budget

Marcy Boyan indicated that in conjunction with the Citizens Finance Advisory Committee and PMA Financial Network, the district has been analyzing past practices and actions, along with making conservative estimates of future revenue and expenditures needs. A timeline has been developed for creating a tentative and final budget for fiscal year 2019. We are respectfully recommending that Marcy Boyan be given the designation to prepare the budget.

Wandke made a motion to approve the designation the CFO/CSBO to prepare the Budget. Gericke seconded the motion. A roll call vote was taken. Those voting yes: Fielden, Cush, Wandke, Yang Rohr, Leong, Fitzgerald, and Gericke. No: None. The motion carried.

School Improvement Plans

At the December 4, 2017 Board of Education meeting, Dr. Patrick Nolten reviewed the School Improvement Process and provided SIP plans for all schools. There is no new information to present.

Board Questions/Comments:

- The preparation, clarity and consistency in the plans has been very helpful.
- It is easy to compare schools working toward similar goals.
- The SMART goals make seeing where schools want to go very clear.
- The goals are stretching staff members to really help students meet their potential.
- There is a tremendous amount of effort and time that goes into the plans.
- Teachers and staff are also working to improve themselves to help the students.
- Everyone is working toward the goals.

Fielden made a motion to approve the School Improvement Plans as presented. Gericke seconded the motion. A roll call vote was taken. Those voting yes: Wandke, Gericke, Fitzgerald, Leong, Yang Rohr, Cush, and Fielden. No: None. The motion carried.

Redemption of 2008 Bonds

Superintendent Bridges indicated that approving the redemption of the 2008 bonds will eliminate interest owed and cause a permanent abatement.

Board Questions/Comments:

- Glad we are doing this; we have been talking about it and putting money aside for it for years.

Fielden made a motion to approve the redemption of the 2008 Bonds. Cush seconded the motion. A roll call vote was taken. Those voting yes: Leong, Gericke, Fitzgerald, Wandke, Yang Rohr, Cush, and Fielden. No: None. The motion carried.

Consideration of Board of Education Expenses

Superintendent Bridges indicated that according to Board of Education policy 2.125, all Board member expenses for travel, meals, and/or lodging must be approved by a roll call vote at an open Board of Education meeting. On the weekend of November 17 – 19, 2017 Board members attended the IASB Triple I Conference in Chicago. Receipts were provided. Board members discussed the professional learning that occurred at the conference during the December 4 Board meeting.

Board Questions/Comments:

- Board members felt that it is a huge value to the Board to be able to attend and participate in different sessions with a variety of topics.

Fielden made a motion to approve the Board of Education expenses as presented. Yang Rohr seconded the motion. A roll call vote was taken. Those voting yes: Fielden, Leong, Wandke, Gericke, Yang Rohr, Fitzgerald, and Cush. No: None. The motion carried.

Old Business

New Business

Upcoming Events

- Winter Break December 22, 2017 to January 5, 2018
- Classes Resume January 8, 2018
- Board of Education meeting Monday, January 8, 2018
- Intergovernmental Dinner January 17, 2018

Adjournment

Wandke moved seconded by Cush to adjourn the meeting at 7:47 p.m. A voice vote was taken. Those voting yes: Gericke, Fitzgerald, Wandke, Cush, Leong, Fielden, Yang Rohr. No: None. The motion carried.

Approved

January 22, 2018

Kristin Fitzgerald, President
Board of Education

Ann Bell, Secretary
Board of Education