

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  
DECEMBER 2, 2013, AT 7:00 P.M.

- Call to Order President Jackie Romberg called the meeting to order at 6:30 p.m. Board members present: Jackie Romberg, Suzyn Price, Mike Jaensch, Kristin Fitzgerald, Terry Fielden, Susan Crotty and Donna Wandke.
- Administrator present was: Dan Bridges, Superintendent; Carol Hetman, Chief Human Resources Officer; Kaine Osburn, Deputy Superintendent; Brad Cauffman, Chief Financial Officer
- Closed Session Wandke moved, seconded by Price to go into Closed Session at 6:30 p.m. for consideration of:
1. 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).
  2. 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).
- Meeting Opening Wandke moved, seconded by Crotty to return to Open Session at 7:00 p.m. A voice vote was taken. Those voting Yes: Crotty, Wandke, Fitzgerald, Romberg, Jaensch, Fielden and Price. No: None. The motion carried unanimously.
- Meeting Opening Welcome and Mission
- Roll Call Board Members present were: Jackie Romberg, Suzyn Price, Kristin Fitzgerald, Mike Jaensch, Donna Wandke, Terry Fielden and Susan Crotty.
- Administrators present: Dan Bridges, Superintendent; Kaine Osburn, Deputy Superintendent; Jennifer Hester, Chief Academic Officer; Bob Ross, Assistant Superintendent for Secondary Education; Kitty Ryan, Assistant Superintendent for Elementary Education; Tim Wierenga, Assistant Superintendent for Assessment; Carol Hetman, Chief Human Resources Officer; Brad Cauffman, Chief Financial Officer; Kate Foley, Associate Superintendent for Pupil Services, Roger Brunelle, Chief Information Officer;
- Student Ambassadors Present:  
Austin Hansen, NNHS  
Steven Trainor, Absent
- Good News Public Comment Joe and Carla McManus Spoke about the placement of a boundary in the Willoway subdivision that is illogical, destroys the natural flow of the neighborhood, isolates their family and it is affecting their children. They requested that the Board review the situation and allow their children to attend Washington Junior High and

Naperville North like their neighbors.

Communication **Student Ambassadors Report**  
**Austin Hansen**

- NaperBridge teen center opened its doors last week. Donors in the community provided seed money for this to be developed.
- Ms. Carrol, Campus Security Guard, won the monthly award for outstanding staff.
- NNHS Jazz Ensemble is performing at McCormick Place on December 20 for the International Band and Orchestra Clinic
- Both Boys and Girls Cross Country placed well in the state.
- It has been proposed by a teacher, supported by the school and Student Government to rename sections of Mill Street in honor of Tony Milhalo and Andy Pakoney.
- The entire North school community is grieving the loss of Sam Knurek, a senior who passed away last week.

Superintendent **Technology Update**

Staff/School  
Reports

Roger Brunelle, CIO, Joe Jaruseski, Director of IT Infrastructure, John David Son, Director of Instructional Technology, and Melissa Hampton, Director of Professional Learning provided an update on the new wireless network project, reviewed how collaboration with Learning Services is transforming education, and discussed the next steps for the BYOD project.

A history of the wireless project was provided. It replaced an outdated system with state of the art technologies laying the foundation for learning transformation. Each classroom has its own wireless connection. It was noted that that the wireless upgrade is ahead of schedule by about two to three weeks and on budget. The SAMR Model for technology interaction with instruction was demonstrated noting that the district has made great strides in transformation and the future for methods of instruction will be more dynamic, student driven and personalized through blended and online learning opportunities.

The feedback from the BYOD project was noted:

- Increased levels of student engagement
- Helped with their learning activities
- Increased teacher class management and technical support required
- BYOD is useful, but teachers preferred a consistent district provided device.
- Increased the amount of teacher planning and preparation time to accommodate all the different types of devices.
- Students reported that it helped with their collaboration with each other and with teachers.

Previously, a multiyear timeline was provided highlighting a systematic, well-structured approach to providing 1:1 access. We are on target with investigation into all opportunities to enable teaching and learning, and building a framework to implement and sustain a 1:1 program. Students who do not have devices are being helped by the redeployment program and students moving in are supported by learning support coaches and extra technology assistance. We are providing professional learning opportunities for teachers along with imbedding

technology into our practices through the learning management system. Additionally, we are seeking a vendor to support all kinds of learning for teachers.

### **Career 203 Update**

Carol Hetman began with a history of the development of Career 203 that started as a result of committee work. She introduced Gina Herrmann, Director of Career 203, who gave the Board an update on District 203's new professional growth model, Career 203. She indicated that the model encourages educators to relate their professional growth activities to their career paths. Career 203 promotes learning that is directly related to the district's mission; therefore, educators are engaging in professional growth activities that help develop their skillset as well as collaborate with other educators. The percentage of unique activities continues to grow as Career 203 is working to ascertain activities with direct correlation to district initiatives. 209 brick applications have been received; 184 approved, 15 denied, and 10 are under review. The Career 203 Software allows educators to electronically create their individualized career path. Because the software allows professional growth to be visible to educators and administrators, it is extremely valuable for career planning. Communication is important; NUEA has been very supportive and there have been informal meetings at all the buildings with Ms. Herrmann and teachers. Additionally, a Career 203 newsletter is written to communicate any information.

### **Co-Curricular Update**

Bob Ross noted that a request was received to add Lacrosse as a District sanctioned sport. It called to our attention that the District did not have a procedure in place to make such determinations. He proposed a process for adding a high school sport in the District.

- Club or intramural sport with high participation exists for at least two years.
- IHSA has or adds a state series
- By November 1, club sponsors ask athletic directors at each high school to consider
- Title IX refers to gender equity; equitable offerings, space, costs, staffing, benefits are considered
- By January 1, Principals' approval is secured by athletic director
- Further collaboration between the two high schools
- By February 1, Principals propose to Assistant Superintendent for Secondary Education and CFO
- Considered in the annual budget process
- Board Action

This proposal was drawn up for the high school level to formalize the process in case we are approached to add a sport in the future.

Suggestions from the Board:

- Consider an evaluation process to help end a program or sport
- Add a notification to the Assistant Superintendent for Secondary Education so he is aware of what is being considered.

- Develop a model for clubs and activities as well as sports.
- Provide same activities in both schools
- Weigh competing interests for time/space to make the best decision for students
- Look at partnerships with community for other facilities in the area.

President's Report

Jackie Romberg thanked all the Board members for their time in attending the annual conference of school personnel and school board members a few weekends ago. It is a great opportunity to learn from other districts and network.

Board of Education Reports

Kristin Fitzgerald noted that she was the Board representative at the Delegate Assembly during the conference. The resolution proposed by the District passed. The resolution the Board did not support regarding the regulation of curriculum did pass because there was not enough opposition.

Action by Consent

**1. Personnel**

**Appointment – Administration**

Mark Pasztor, November 18, 2013, Mill Street, Interim Assistant Principal

**Leave Of Absence – Administration**

Jessica Freed, 2/14 – 5/16/14, NNHS, Dean Of Students

**Resignation – Certified**

Rebecca Bates, December 6, 2013, WJHS, Reading Specialist

**Appointment – Certified (Full Time)**

Eric Novak, November 12, 2013, NCHS, LBS Teacher

**Employment Of Interns**

Kaylin Jamnicki, November 14, 2013, PSAC, Public Relations Specialist

**Leave Of Absence – Certified**

Sarah Malik, 3/11/14 – 5/30/14, PSAC, Project Manager

Sarah Rogers, 8/18/14 – 9/28/14, KJHS, Language Arts

**Resignation – Classified**

Kyle Reilly, November 15, 2013, JJHS, Custodian

**Employment – Classified**

Patrick Nulty, November 19, 2013, Connections, Special Education Assistant

Russell Linder, December 2, 2013, PSAC, Technology District AV/Media Support Analyst

Wandke made a motion to approve the Personnel Agenda as presented. Crotty seconded the motion. A roll call vote was taken. Those voting yes: Fitzgerald, Wandke, Fielden, Romberg, Jaensch, Crotty, and Price. No: None. The motion carried.

Discussion Without Action

**Financial Forecast**

Superintendent Bridges reviewed the timeline for the financial forecast.

- November 7 - Citizens Finance Advisory Committee met to review a draft five year financial forecast. The administrations recommendation to adopt a tax levy with a 1.7% increase was supported.
- November 18 – Board of Education received a report on the five year forecast and the recommendation to adopt a tax levy with a 1.7% increase.

- Tonight no action will be taken. Questions will be answered.
- December 16 – Action will be requested since this is the Board’s last meeting before the county clerk’s deadline for filing of December 31.
- Late January or early February the forecast will be updated according to changes in the assumptions and presented to the Citizen’s Finance Advisory Committee for review.
- February 18 – the updated five year forecast will be reviewed and discussion will take place on whether or not to consider abatement of the debt service levy.
- March 3 – continued abatement discussions based on the updated financial forecast and action, if any, will take place.
- May and June – detailed discussions on the proposed 2014 – 2015 budget.

A list of areas demonstrating good stewardship and efficiencies in the budget were read that included:

- Centralized enrollment team collecting tuition by identifying students who have not proven residency or have provided false information to gain enrollment.
- Federal Grant money is being used for salaries of appropriate personnel to save a TRS surcharge.
- Technology savings by taking on multiple systems from external providers as well as consolidation of servers into a virtual server environment.
- Savings by participating in bulk technology purchasing
- Considering efficient ways to fill vacancies.
- Cut down on the amount of time teachers are taken from classrooms for committee work reducing the cost for substitutes.
- Increased the efficiency of curricular process
- Reviewed and eliminated some assessment systems and expanded others to create efficiencies.
- Consolidation of summer school sites saving transportation and building operation costs.
- Held on construction plans before the comprehensive facilities plan overview

Additionally, new needs have arisen and we continue to deliver a high quality education while addressing these new needs including:

- Adding ADK to all buildings to improve the early childhood education program.
- Introduced an alternative program for high school students that has significantly reduced the number of expulsions.
- Implementing the common Core State Standards that bring new resources into classrooms.
- Updated the resources used in the classroom to accommodate the shift in demographics.
- Have responded to the financial pressure from external budget factors like legislative decisions and mandates.
- General state aid this year is only 89% of what it is supposed to be.

We have recently heard praise from the community regarding the financial practices of the District through the Future Focus 203 process. Answers to frequently asked questions were provided. The Board will take action at its

December 16 meeting

**First Reading Policy No. 7.185, Teen Dating Violence**

Kaine Osburn noted that the District is required by a new state statute that was enacted in August 2013 to adopt a policy on teen dating violence. The statute has requirements for specific verbiage. Mr. Osburn reviewed the requirements noting that it is a concise version of the law that incorporates a curriculum component as well as staff development. The policy was drafted in consultation with the District's legal counsel and meets all the requirements of the state statute. Action will be taken at the December 16, 2013 Board meeting.

**Enrollment Study**

Brad Cauffman indicated that the district issued a request for proposals for a district wide enrollment study. Regardless of the fact that this does not require formal action, he wanted to present it to the Board for approval. He solicited information from neighboring districts to inquire about what vendors they were using for this purpose. The proposal was sent to six vendors; we received three responses. The Administration reviewed the responses and chose to move ahead with Charles Kofron's proposal. It is a detailed child birth study, in which 10 years of data will be collected. Once this information is collected it will be combined with the district's current student data and analyzed. All of the data will be GEO coded (geographic coordinates) to the district's GIS map (geographic information system). All of the data collected will be stored and owned by the district. Annual updates, if requested by the district, would be approximately \$2,000. The Board will be asked to take action for approval at the December 16, 2013 Board meeting.

Discussion With  
Action

**School Improvement Plans**

Tim Wierenga, Assistant Superintendent for Assessment and Analytics introduced Nancy Voise, Principal at Jefferson Junior High School and Mary Baum, Principal at Mill Street Elementary School who reviewed the School Improvement Process, shared a first year and second year process in Rising Star, the State web based school improvement system. Additionally they presented the improvement plans for the District. Beginning with the Data Strategic Planning Academy (DataSPA), school improvement leadership teams examined the data stored in our data warehouse and introduced Rising Star. The teams assessed the status of 26 of the 100 indicators in the Rising Star system and examined how they relate at their schools. From there the individual schools created their own Rising Star plan choosing between 2 and 10 of the indicators to drive the school improvement work. To monitor the Rising Star plan, the team defined the work on the tasks, monitored the results and adjusted the work accordingly. To comply with the requirements of the State, the State was informed when the starting indicators are completed, then when the planning indicators were completed, then the plans are submitted to the Board of Education. As we continue to use the Rising Star Process, the work will become cyclical as teams assess new indicators or re-assess previous indicators and start the school year with the implementation of the new plans. School improvement will become a journey rather than an annual destination. The principals described how one of the indicators from each of the school's Rising Star Plan is being achieved. The Board received the Comprehensive Rising Star

report for each school that includes the indicators chosen, the description of development at the school, and the tasks to achieve implementation of the indicator. The format of the plans was explained. At the monthly District Leadership Team (DLT) meetings feedback is shared and principals discuss how to integrate the feedback they received to improve their plans. Administrators are part of the process. Weekly, Cabinet members contact each school to hear updates, discuss plans and provide assistance as needed.

Jaensch made a motion to approve the School Improvement Plans as presented. Fitzgerald seconded the motion. A roll call vote was taken. Those voting yes: Wandke, Jaensch, Crotty, Price, Romberg, Fielden, and Fitzgerald. No: None. The motion carried.

New Business	None
Old Business	None
Upcoming Events	Board of Education Meeting December 16, 2013, 7:00 p.m., PSAC
Adjournment	Price moved to adjourn the meeting at 9:46 p.m. Crotty seconded the motion. A voice vote was taken. Those voting yes: Price, Romberg, Fitzgerald, Fielden, Wandke, Crotty, and Jaensch. No: None. The motion carried.
Approved	December 16, 2013

---

Jackie Romberg, President  
Board of Education

---

Ann N. Bell, Secretary  
Board of Education