

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.
FEBRUARY 1, 2016 AT 7:00 P.M., CLOSED SESSION 6:00 p.m.

- Call to Order President Terry Fielden called the meeting to order at 6:00 p.m. Board members present: Kristin Fitzgerald, Suzyn Price, Terry Fielden, Mike Jaensch, Donna Wandke and Susan Crotty. Absent: Jackie Romberg.
- Administrators present were: Dan Bridges, Superintendent; Kaine Osburn, Deputy Superintendent; Brad Cauffman, Chief Financial Officer; Carol Hetman, Chief Human Resources Officer.
- Price moved, seconded by Wandke to go into Closed Session at 6:00 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. The sale or purchase of securities, investments, or investment contracts. 5 ILCS 120/2(c)(7).
 3. The setting of a price for sale or lease of property owned by the District 5 ILCS 120/2(c)(6).
 4. Collective Negotiating matters between the District and its employees or their representatives. 5 ILCS 120/2(c)(2).
- Meeting Opening Crotty made a motion, seconded by Wandke to return to Open Session at 7:07 p.m. A voice vote was taken. Those voting Yes: Fitzgerald, Fielden, Price, Crotty, Jaensch and Wandke. No: None. The motion carried.
- Meeting Opening Welcome and Mission
- Roll Call Board Members present were: Kristin Fitzgerald, Donna Wandke, Suzyn Price, Terry Fielden, Mike Jaensch and Susan Crotty. Absent: Jackie Romberg.
- Student Ambassadors absent: Kevin Angell, NCHS, Abby Rader, NNHS.
- Administrators present: Dan Bridges, Superintendent; Kaine Osburn, Deputy Superintendent; Bob Ross, Assistant Superintendent for Secondary Education; Jayne Willard, Assistant Superintendent for Curriculum and Instruction; Kitty Ryan, Assistant Superintendent for Elementary Education; Jen Hester, Chief Academic Officer; 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.
- Pledge of Allegiance Board members led the Pledge of Allegiance.
- Recognition Superintendent Bridges noted that 18 high school students have been chosen as candidates for the United States Presidential Scholars Program. We will

recognize them at the February 16 Board meeting.

Public
Comment
Student
Ambassador
Report

None

Superintendent
Staff/School
Report

School Improvement Plan – Madison Junior High School

Superintendent Bridges noted that every month one school is invited to come to the board meeting and showcase their School Improvement Plan and activities taking place in the school. He introduced Erin Anderson, Principal of Madison Junior High School. The School Improvement Team at Madison consists of members of the Building Leadership Team. In order to tailor make a plan that meets the needs of all students, it is important to know who the students are. Madison’s population has fluctuated in number as well as demographics. There are students from a variety of countries, school backgrounds and cultural experiences. Since creating more collaborative work spaces in the building, the students are now organized into teams of small learning communities.

Ms. Anderson then described several different meeting formats that take place that allow for collaborative conversations including team meetings, specialists meetings, department meetings, PLCs, and monthly professional development staff to staff. She described several initiatives, activities, clubs, and programs that help support their first Rising Star indicator around embracing diversity. A safe and supported learning environment makes a significant difference in the results of the learner.

With the second Rising Star Indicator staff members review academic, physical, social, emotional, and behavioral data to inform decisions about instruction. Ms. Anderson explained multiple formative assessments that are studied to assist in planning. Teams meet regularly to discuss instructional strategies, data and best practice. She discussed test data which led into the third Rising Star indicator of using data to differentiate instruction. Many strategies are applied to meet the unique learning needs of each student. Teachers can maximize the use of technology as a tool for learning when designing differentiated experiences for students.

Standardized testing data is also used as information to assess the effectiveness of their practices. PARCC results were discussed. Overall the students did well, while the focus is always on looking for more opportunities to close the achievement gap and surpass growth expectations.

Questions/Comments from the Board:

- How many students participate in the different programs?
 - It varies with the program; Early Birds depends on the time of year, homework load, etc. but averages about 40 – 60 students per week, sometimes even higher.
 - The Mentoring program has close to 50 students this year.
- With all the efforts to close the gap, are students making up or surpassing

- the gap or are they doing what is expected?
 - Some of each.
- Is there something comparable to Early Birds after school?
 - There is a homework club that is aimed at a targeted group of students.
- How could we utilize personalized learning?
 - Students make choices about what and how they want to learn. Teachers design lessons for students according to their choices so their learning is more meaningful for them.
- There are really good teachers at Madison and they do a fine job of educating.

Five Year Financial Forecast

Superintendent Bridges noted that the Five Year Financial Forecasting model or 5Cast is the first step toward developing the budget. The figures have been updated with new information and the Citizens Financial Advisory Committee has given feedback. Brad Cauffman noted that the 5Cast is a comprehensive, interactive planning process that can be dynamically updated to assist in making important financial decisions. The District contracts with PMA Financial of Naperville who provides the software as well as a consultant to help with the planning tool. He indicated that some of the assumptions have changed since the Board last reviewed the forecast:

- CPI was estimated at 0.0% but actual is 0.7%;
- ISBE announced the loss of Special Education State funding;
- The State updated its census report and early estimates indicate the District will not be losing Title 1 funding so this was restored.

Additionally, some expenditures have also changed:

- Salaries have been adjusted to reflect actual contracts and historical increases;
- The ½ % TRS phase-in has been delayed until FY 2018;
- Health Insurance increase was changed from 5% to 6% based on Board and Committee recommendations;
- Natural gas increase was changed from 6% to 3.5% based on current economic conditions.
- Electricity increases were changed from 6% to 3.6% based on information provided by the City of Naperville;
- Special Education Tuition increase was changed from 6% to 2% based on historical information.

Sensitivity analyses for both revenue and expenditures help us know how individual assumptions will impact the Five Year Financial Forecast. He noted that all the assumptions are cumulated into individual fund financial pro-forma, which are finally aggregated into a final projection summary. He indicated that the projection includes that the District will call (paid-off) the \$9.5 million in outstanding bonds in February 2018.

Questions/Comments from the Board:

- How in the projections of CPI are those determined?
 - When looking at the CPI we looked at trending across the years –

- the average is about 2%.
 - It is one of the largest factors, but it is well known in advance.
 - We rely on the committee to help with perspective on this.
 - What are the historical trends in special education changes?
 - In the last few years it has been declining because we are trying to service as many students as possible in-District.
 - Dr. Igoe will present a continuum of services to the Board on February 16.
 - With regard to teacher salaries, is the average still Masters + 5?
 - We are trending a little lower – Masters + 2 or 3.
 - Recommendations for abatement.
 - The Board was asked to get questions to the Superintendent and to identify the scenarios needed to have the discussion.
 - Tear downs are a factor in new growth. If interest rates rise, it will have an impact on new growth.
 - PMA rewrote the Forecast 5 program and it is their proprietary software. They input the data, but we can plug in different figures to look at things differently.
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President's
Report
Board of
Education
Reports
Action by
Consent

The following items were presented on the Consent Agenda:

1. Personnel Agenda

Retirement – Administration

Kitty Ryan, June 30, 2016, PSAC, Assistant Superintendent for Elementary Education

Resignation – Certified

Molly Boyd, January 25, 2016, MJHS, Occupational Therapist

Retirement – Classified

Jacinda Au, February 12, 2016, Connections, Special Education Assistant

Employment – Classified

Kevin Kloss, February 1, 2016, NCHS, Campus Supervisor

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

Discussion
Without Action

General and Optional Fees

Superintendent Bridges noted that annually, the Board of Education must approval all School Fees. He indicated that the only two changes are:

- JH Technology Fee - increased to \$50.00

This increase is to provide funding for the Digital Learning Initiative which is scheduled to roll out to the JH level during FY2016-17. This recommended fee increase was initially presented to the Board of Education in May 2015 when the Board approved the administration's recommendation for the Digital Learning Initiative.

- HS Towel fees –decreased to \$3.50 for Grade 10, decreased to \$7.00 for Grades 9, 11, 12

The fee decrease is based on a decrease in our towel contract pricing.

- The District pays all fees that are assessed free and reduced students.
- In all levels, there are additional supplies fees, how is that addressed?
 - In multiple ways including: Supply collections take place, efforts by staff and parent organizations, Kid Boosters through NEF, Social Workers identify students in need, Title 1 funds can be used to support students with their basic needs.
- Hopeful that all principals are aware of all the different resources that are out there.
 - We are confident that all principals do everything needed to be sure all students are ready for school.
- Our Tech fee is really low compared to other districts.
- Hoping that keeping our Tech fee so low does not hinder us from doing other things that we might be interested in.
- If students do not take swimming class, why are all students assessed a towel fee?
 - Towels are not limited to swimmers, they are used for sweat.

The Board will be asked to take action February 16, 2016.

High School Course Fees

Bob Ross noted that annually, the Board of Education approves high school course fees. He indicated that the majority of the changes result from changes in the cost of materials such as workbooks. There are some differences in fees between the two high schools. These differences are the result of some variance in the selection of supplementary materials. Consistency between schools is the goal, and this year's fees are more consistent than in the past. The Board will take action on February 16, 2016.

Questions/Comments from Board members:

- If a student wants to take an AP course but is not interested in taking the AP exam, could they opt out of buying the text or workbook?
 - They use the test for the class, not just for the exam.
- How many kids take the class and how many kids actually take the test?
 - We will check for that data.
- Didn't we recently survey parents?
 - We are looking at structuring that.

Career 203 Recommendations

Gina Herrmann, Director Career 203 and Carol Hetman, Chief Human Resources Officer, gave an update on Career 203 and discussed some proposed changes to the Career 203 Implementation Guide. The Assessment Committee, by contract, is comprised of 6 Association members and 6 Administrators and charged with reviewing the overall performance of bricks and the model. They met in January to review the program. The system of advancement and compensation was explained noting that the participation is growing as expected. They reviewed several proposals for language modifications to the Career 203 Implementation Guide, a new brick proposal, and modifications to current bricks.

Questions/Comments from the Board

- Impressive to see – are new employees coming to us because of this?
 - Yes, they look at this as an opportunity and we can use it for recruitment.
 - We are retaining and attracting new applicants.
 - Something that makes this unique to D203 is the cooperation between the teachers and administration.
 - Other districts are looking to us for direction.
 - We have a union that offers support and we have great teachers and leadership.
- Did the co-teaching model used to be just observations?
 - Teachers and students work together to plan ahead of time and work on co-teaching strategies.
 - North Central is the cooperating school that we working with and doing a pilot with a small group of teachers.
- Great recommendations.
- It is a testament to collaboration.
- Have you thought about presenting at places like the Triple I Conference in November?
 - Carol Hetman was part of a session last year.
- Possibly offer to give a brief overview at DuPage IASB event.

Discussion With
Action

Second Reading Policy: 5.90, 5.204, 6.72, 6.110, 6.160, 6.180, 6.250, 6.300

Kaine Osburn noted that there were no extensive changes made since the last meeting.

Policy 6.250, resource persons refers to both parent and community volunteers. It has permissive language so volunteers can be used in a variety of ways.

Policy 6.300, the law gives us the ability through administrative code to allow credit for certain classes.

Fitzgerald made a motion to approve revisions to policies 5.90, 5.204, 6.72, 6.110, 6.180, 6.250, and 6.300 as presented. Wandke seconded the motion. A roll call vote was taken. Those voting yes: Fielden, Wandke, Crotty, Jaensch, Fitzgerald, and Price. No: None. The motion carried.

New Business
Old Business

- Appreciate all the calendar feedback that has been solicited.

Upcoming
Events

- Tuesday, February 9, 2016, Exemplary Business Partnership Breakfast, 7:00 a.m. Meson Sabika
- Monday, February 15, 2016, President’s Day Holiday
- Tuesday, February 16, 2016, Board of Education Meeting 7:00 p.m., PSAC

Adjournment

Wandke made a motion to return to Closed Session at 8:35 p.m. Fitzgerald seconded the motion. A roll call vote was taken. Those voting yes: Fielden, Fitzgerald, Price, Crotty, Jaensch, and Wandke. No: None. The motion carried.

Approved

February 15, 2016

Terry Fielden, President
Board of Education

Ann N. Bell, Secretary
Board of Education