

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 6, 2017 AT 7:00 P.M., CLOSED SESSION 5:30 p.m.

Call to Order

President Terry Fielden called the meeting to order at 5:30 p.m. Board members present: Jackie Romberg, Mike Jaensch, Donna Wandke, Terry Fielden, and Kristin Fitzgerald. Susan Crotty at 5:31 p.m.

Romberg made a motion to allow Charles Cush to join the meeting by phone. Wandke seconded the motion. A unanimous voice vote was taken. The motion carried.

Administrator present was: Dan Bridges, Superintendent;
At 6:25 p.m. Carol Hetman, Chief Human Resources Officer and Bob Ross,
Chief Operating Officer
At 6:30 p.m. Brad Cauffman, Chief Financial Officer

Romberg moved, seconded by Fitzgerald to go into Closed Session at 5:30 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. Collective negotiating matters between the public body 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 7:03 p.m. A roll vote was taken. Those voting Yes: Fitzgerald, Fielden Jaensch, Romberg, Crotty and Wandke. No: None. The motion carried.

Meeting
Opening

Welcome and Mission

Roll Call

Board Members present were: Kristin Fitzgerald, Donna Wandke, Mike Jaensch, Susan Crotty, Jackie Romberg and Terry Fielden. Absent: Charles Cush.

Student Ambassadors Present:
Thomas Zugay, NNHS
Anthony Molina, NCHS

Administrators present: Dan Bridges, Superintendent; Bob Ross, Chief Operating Officer; Jayne Willard, Assistant Superintendent for Curriculum and Instruction; Chuck Freundt, Assistant Superintendent for Elementary Education; Nancy Voise, Assistant Superintendent for Secondary Education; Jen Hester, Chief Academic Officer; Christine Igoe, Assistant Superintendent for Student Services; Carol Hetman, Chief Human Resources Officer; Tim Wierenga, Assistant Superintendent for Assessment and Analytics; Brad Cauffman, Chief Financial Officer; Roger Brunelle, Chief Information Officer.

Pledge of

Board members led the Pledge of Allegiance.

Allegiance
Good News

Graduates and coaches from both high schools have been inducted into their respective Hall of Fame. They spoke about how their attendance and involvement with extra-curricular activities helped form them into the people they are today. A former Student Ambassador, Brett Lullo was one of the inductees at Naperville Central High School.

Public
Comment

Dave Nelson
A Lisle resident introduced himself to the Board. He spoke of the activities he is involved in. He will be presenting to the Board in two weeks.

Action by
Consent

The following items were presented on the Consent Agenda:

Adoption of the Personnel Report

Retirement – Administration

Nick Micensky, June 30, 2017, Scott, Principal

Resignation – Administration

Christine Trendel, end of 16-17 school year, Mill Street, Assistant Principal

Retirement – Certified

Sarah Anderson, end of 16-17 school year, Elmwood, Art

Ann Andonian, end of 16-17 school year, Kingsley, Reading Specialist

Kathleen Angelos, end of 16-17 school year, Meadow Glens, 4th Grade

Nanette Awe, end of 16-17 school year, WJHS, School Counselor

Joyce Bailey, end of 16-17 school year, Elmwood, Vocal Music

Charles Bell, end of 16-17 school year, NCHS, Mathematics

Barbara Bostrom, end of 16-17 school year, NNHS, FACS

Denise Boykins, end of 16-17 school year, NNHS, Learning Behavior Specialist

James Braun, end of 16-17 school year, NCHS, Mathematics

Deborah Cota, end of 16-17 school year, PSAC, Project Manager

Diana Cramer, end of 16-17 school year, River Woods, Learning Behavior Specialist

Mary Farrelly, end of 16-17 school year, ARECC, Speech-Language Pathologist

Laurie Faryan, end of 16-17 school year, NNHS, Learning Behavior Specialist

Janice Fling, end of 16-17 school year, Beebe, 3rd Grade

James Gardner, end of 16-17 school year, MJHS, Science

Judy Gervase, end of 16-17 school year, Highlands, Learning Behavior Specialist

Linda Gross, end of 16-17 school year, NCHS, School Counselor

RoseMarie Haring, end of 16-17 school year, Kingsley, 3rd Grade

Patrick Keating, end of 16-17 school year, NCHS, Social Science

Mary Ellen Keith, end of 16-17 school year, Highlands, 4th Grade

Mary Kienstra, end of 16-17 school year, Beebe, Gifted

Robert Krol, end of 16-17 school year, WJHS, Mathematics

Linda Lazzara, end of 16-17 school year, Steeple Run, 3rd Grade

Stella Mills, end of 16-17 school year, Beebe, Reading Specialist

Robin Moss, end of 16-17 school year, Highlands, 5th Grade

John Pape, end of 16-17 school year, LJHS, Learning Behavior Specialist

Laurie Pettit, end of 16-17 school year, WJHS/Prairie/Ellsworth, Instrumental

Music

Sandra Rapcan, end of 16-17 school year, KJHS, Science

Mary Riordan, end of 16-17 school year, JJHS, Science/Social Science

Susan Sarwark, end of 16-17 school year, Ellsworth, Learning Behavior Specialist

Laura Starke, end of 16-17 school year, NCHS, Communication Arts

Michael Wessel, end of 16-17 school year, LJHS, Science

Ann Wickliffe, end of 16-17 school year, NCHS, School Psychologist

Maureen Wunderlich, end of 16-17 school year, NNHS, Spanish

Beverly Wysocki, end of 16-17 school year, Meadow Glens, Vocal Music

Jerry Zitko, end of 16-17 school year, MJHS/Scott/River Woods, Instrumental Music

Retirement Revoked – Certified

Mary Farrelly, end of 18-19 school year, ARECC, Speech-Language Pathologist

Resignation – Certified

Yinhui Liao, end of 16-17 school year, NCHS, Chinese

Appointment – Certified (Full Time)

Alexis Nash, January 30, 2017, WJHS, Science / Social Science

Leave Of Absence – Certified

Ryan Smith, 40% LOA First Semester 2017-18, NNHS, Communication Arts Teacher

Extend Leave Of Absence – Certified

Elizabeth Skopec, 40% LOA for 2017-18 school year, NNHS, Communication Arts Teacher

Retirement – Classified

Mary Puttrich, February 17, 2017, NCHS, Campus Supervisor

Arthur Charlan, February 6, 2017, Transportation Bus Driver

Resignation – Classified

Michelle Wavering, February 13, 2017, KJHS, Academic Support Assistant

Jana Mucho, February 10, 2017, NCHS, Department Secretary

Kristeen Peiffer, February 15, 2017, River Woods, Special Education Assistant

Employment – Non-Union-Classified

Michelle Wavering, February 16, 2017, PSAC, Benefits Coordinator

Addendum

Retirement – Certified

Thomas Arlis, end of 16-17 school year, NNHS, Art

Appointment – Certified (Full Time)

Michelle Meneses, 2/13/17 – 5/26/17, Steeple Run, Dual Language 4th Grade

Employment – Classified

Deberie Hubbert, January 30, 2017, Ranch View, ELL Assistant

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

Student
Ambassador
Report

Thomas Zugay, NNHS Reported:

- Closing up winter sports swimming and divining.
- Juniors are having conferences with counselors.
- 8 Seniors were nominated as Presidential Scholars.
- AP test registration is coming up.
- Spring sport sign-ups are starting.
- DECA – there were many winners at their competition.
- Show Choirs competitions were held last weekend.
- Clash of the Sequins is being hosted at NNHS.
- Orchestras shows are this weekend.
- Spring blood drive was held last week. There were 120 donors.

Anthony Molina, NCHS Reported:

- Sports going on.
- Color guard took first place.
- DECA won many events.
- Science Olympiads several students placed top in their events.
- Math team won.
- Mr. NCHS is coming up this Wednesday with a Grammy's theme.
- Fund raiser leading up to the Mr. NCHS is at Mongolian Grill.
- Turn About Dance is this Saturday – Theme is New York. Assembly is on Friday.
- Poetry slam will be in the Little Theatre on the 10th. Proceeds will go to a foundation to be named.
- Tri-M, the new Music Honors Society is performing on the 19th at the new hotel. It is a fundraiser with the proceeds going to a high school in Baton Rouge Louisiana.
- AP Registration going on
- Course selection wrapping up most students are finished meeting with counselors.

Superintendent
Staff/School
Report

School Improvement Plan – Naperville Central High School

Bill Wiesbrook, Principal at NCHS and Rachel Fruin, Algebra Specialist reported to the Board on the School Improvement plan and the steps that are being taken. They are working on two Rising Star commitments: All teachers differentiate instruction and All students and staff feel safe and respected at school. Their Rising Star Team is comprised of staff from all across the school. When they meet monthly, they usually split in two groups and work on the individual goals. They acknowledge that there are gaps for low income, IEP and some minority students. Their School Improvement plan is working to close those gaps. They have developed a plan to encourage lower represented sub groups to sign up for AP courses. These courses help build confidence and produce higher achievement on tests. A summer bridge course will be introduced to help students who might need a boost prior to beginning an AP course.

Rachel Fruin indicated that the goal is for all teachers to differentiate assignments in response to each individual student's needs. All algebra teachers are taking part in professional learning on differentiated instruction. Her

position was created to help teachers who have students at all levels differentiate their assignments. Training sessions are planned on the four guiding questions for PLCs. Teacher feedback after the differentiated training was very positive. There are many ways to create differentiated lessons for students. Teachers are choosing to take the training. Students were surveyed about their perceptions of differentiation happening in the classroom. This was the first time the survey was given as a baseline and some of the data was not as high as they wanted. It has helped teachers know of specific areas of differentiation to focus on. The survey will be repeated in the spring.

Mr. Wiesbrook indicated that the next Rising Star goal will be a merger between Differentiated Instruction and Teacher Collaboration. Teachers will collaborate to help support each student through differentiation.

Mr. Wiesbrook indicated that the second goal is that the environment of the school will be safe, welcoming and conducive to learning. This should be true for both students and staff. All staff training is being provided on how to address negative behavior in positive ways and support students behaviorally. Staff members have advertised opportunities for clubs, activities, and athletics. The “B-3” program is being continued as well as Tip 203, a tool for students to report inappropriate behavior. Data from a Senior Exit Survey that was given has been studied. As a result, deans and student services teams have set goals to connect with students to improve attendance and to connect with students who are not participating in co-curricular activities to encourage them to get involved. Survey data was reviewed. The same survey will be given to students in the spring. New SEL standards are being infused into the curriculum in the fall of 2017. Steps that are being taken to ensure that the staff feels safe and respected also were reviewed including meetings with the Union Reps, and staff celebrations during faculty meetings. Additionally, Teachers are encouraged to take the 5 Essentials survey.

Board Questions/Comments:

- Do you know how many sub-group students took the AP classes and how they scored?
 - Results from College Board do not separate or designate if the students are free and reduced lunch kids.
- What did you bring back from the conference you attended on PLCs?
 - We have monthly late arrivals that have been successful but after attending the conference there is much more benefit for teachers including helping students who are not achieving where they should be.
 - Weekly collaboration will benefit all students both high and low achieving.
- How are students identified to be encouraged to take an AP class and how are the parents notified?
 - When students are in an AP class, they need to be motivated and supported by an adult.
 - Gathered all AP teachers together to talk about getting all kids in AP classes.

- Staff needs to understand that administration is not trying to be the gatekeeper so they take only kids that will succeed in AP classes.
 - Identifying kids that can take the bridge class.
 - Talk to parents when appropriate.
 - Rely on teachers and counselors to open the door for kids to try an AP course.
- Is there a way to know from the data of the needs assessment who the students are that are being affected by harassment?
 - The surveys are all anonymous. In order for students or staff to report honestly, they need to know that they will not be tracked down.
 - Have a program called check in check out – a volunteer teacher reaches out to a student twice a day to make a connection.
- What are we doing to improve the numbers of students involved in co-curricular activities?
 - Students who are not involved in anything have been identified and staff members from Student Services are reaching out to them to make a personal connection.
- Have we looked at students that are involved outside school?
- It is so important to have an adult in children’s lives. The check in, check out program is great.
- How do you find the kids that need to be in that program?
 - Student Services teams locate students who might be having some problems and go from there.
- Check in, check out is happening in the Special Ed Department and other departments as well.
- Share the concern that too much emphasis is being put on one marker – the AP test and just trying to get the numbers up.
- It is not productive to get kids in that will do poorly or drop out half way through.
 - The push is in reply to a question that was posed - why shouldn’t we expose all kids to the most rigorous curriculum that we have?
 - We don’t want to be gatekeepers – we want kids in that will benefit from the curriculum – not push kids in.
- If a student just takes the regular curriculum they will be really well off.
- How do we address that kids are moving on to the next course even though they did not do so well?
 - Differentiation has been huge in helping students retake or learn material even though they are moving on. Teams are working on re-teaching or retesting. It is worth going back to previous material because we want the kids to get it.
- Can a student opt into an enriched class if they want to even though they have not been nominated by a teacher?
 - Yes.
- You never know how well you can do until someone pushes the limits.
- We do a good job of making the kids feel safe and not bullied.
- Staff members are very dedicated to extending their day for a one on one with a student. It takes a professional staff to do that.
 - Teachers put in an incredible amount of hours. They come in early

and give up their lunches to help as many kids as possible.

Five Year Financial Forecast/Citizen Finance Advisor Report

Superintendent Bridges indicated that the Citizen's Financial Advisors Committee met on January 24. Now that CPI is known, it can be put in the forecast formula. Brad Cauffman shared an update of the Five Year Financial Forecast based on feedback from the committee and other administrative changes. He noted the key points: D203 projects a balanced budget, anticipate declining tax rate, on track to pay off the Bonds, and a tentative recommendation to abate the debt service levy which should result in the average taxpayer saving \$40.00. Legislative updates and feedback from the committee are incorporated into the projections. The model has been updated for all areas that are affected by the CPI. 5 Cast software has two major calculators that use historical data and current input assumptions to calculate the expenditures. He noted that a Sensitivity Analysis is important to understand how individual assumptions affect the forecast. CPI is the largest single revenue assumption. On the expense side, he indicated that salaries are the most critical assumptions. All salaries and benefits affected by CPI are incorporated into the updates. He reviewed several charts and noted that changes in the model resulted in positive change.

Superintendent Bridges asked if Board members had questions and if there was additional information needed for the next meeting's discussion.

- Are we still ok with the 10% fund balance or should we re-examine it?
 - If we look at Policy 4.10, bond rating and cash flow are addressed. It is a good guideline.
- What do other school districts do?
 - It varies across the State. Some districts have a policy in place, some do not. Our policy is very specific and covers the largest concern and that is cash flow.
- What did the committee think about the tax freeze? It seems to be a real concern and possibility.
 - The consensus of the committee was that they did not see it as a threat. We did a financial model that includes a tax freeze and will make it available to the Board.
 - The committee did not think it made any sense to keep the pension cost shift, so it was removed.
- There is certainly a lot of discussion about the Senate considering it as part of their proposal.
 - The thought is that the Senate proposal is not going to pass.
- The 10% reserve was put in place in case we did not receive State funding?
 - It was put in place to cover whatever source of revenue might be late in coming in.
- Historically is there a number of how far behind the State is in paying us?
 - Typically they are behind by 3 to 6 months.
- It is sound fiscal management to have a reserve. We had a lot of discussion a number of years ago and 10% was a good amount.
- The cash number is increasing and our long term investments are going down.
 - We need to meet with our financial consultants and discuss our

financial strategies and our situation. We will bring back information.

- We will also bring back projected numbers based on increased staffing. The models will be updated.
- We did not have a committee before; we are so much healthier and robust than we were before.
- Ask PMA how other districts are performing.

Business and Community Partnerships

Bob Ross and Director of Community Relations, Julie Carlsen reviewed the achievements of the Business Partnership program and discussed some future efforts. In the Strategic Blueprint the commitment calls for the establishment of business partnerships that provide students with authentic learning experiences. The team has put a strong infrastructure in place. They have identified their mission and purpose and organized into working groups with clear goals and outcomes. Staff members complete a Partnership Reflection form at the end of each year.

The Business Council on College and Career Readiness has been the key to the program's success. Business leaders from 16 different career clusters/job sectors comprise the council, from small businesses, non-profit, and multi-national corporations to educators. Additionally, new council members have been added this year to help with STEM initiatives, as well as a Naperville Chamber staff person. Programs that have occurred in the last year were highlighted: Student Leadership Institute, Job Shadow Program, Internships in Summer 2016 and the Architectural Challenge.

Future steps include retaining the partnerships that we have and attract and engage new partners. We would like to expand the programs in place and leverage the District 203 communications platforms to advertise opportunities to parents and students. The Exemplary Business Partnership Breakfast is tomorrow morning. The new Business INCubator program will be highlighted. Business leaders will be encouraged to support and participate in this new program. Our partnerships are strong and getting stronger. With the help of the council we look forward to engaging the talents of a variety of professionals that will enhance our curriculum and provide real world experiences for students.

Board Questions/Comments:

- The connection to college and career readiness with internships and other programs for students is great.
- What can the Board do to help grow the internship program? It can be just a short workplace experience.
 - You can support us by flexibly thinking about what is available.
 - Come to the breakfast.
 - Encourage any contacts that you have to become active participants.
 - Make connections; find opportunities in our own community.
- We do not want this to be disruptive to the business.
- Maybe we can try to get the companies to do multiple job shadow days instead of just one.
- How do you re-qualify the partnerships to be sure they are still engaged with us?

- Teachers are asked to fill out a form to reflect on their experience. Teachers and businesses talk about what went well and what did not.
- It was suggested that when students interact with adults they use Linked-In to connect with them and network.
- These experiences help our kids look different than those from other districts.
- Did you have more capacity at the job shadow locations to accommodate more students?
 - We reach out to the businesses to find out how many spots are available and then we seek kids and connect them to the right places.
 - We have refined the types of questions the businesses fill out to really define what opportunities they can provide for students.
 - We are always looking for new opportunities for our students.
- Our program focuses on the two non-attendance days for students.
- The Board is excited to see the program grow. Businesses are finding that our students are well prepared. They are getting a good solid foundation to grow from.

President's
Report
Board of
Education
Reports

Kristin Fitzgerald indicated that as a part of a project from last year through the SFCP Core team, The SUCCESS group had an event last week. There were great student presentations for building success as well as presentations for parents.

Discussion
Without Action

General and Optional Fees

Superintendent Bridges indicated that annually, the Board of Education is asked to review and approve the General and Optional Fees. He reported that there is only one proposed fee increase and that is the Tech fee for K – 5 increasing from \$29.00 to \$50.00. All other fees remain the same. The Board will take action on February 21, 2017.

Board Questions/Comments:

None

High School Course Fees

Superintendent Bridges indicated that annually the Board is asked to review and approve high school course fees. Nancy Voise reviewed the proposed changes noting that the majority of the changes were due to publisher increases for supplemental materials such as workbooks and sheet music. There are two classes that reduced their fees, having to do with supplemental materials. She summarized the differences between the high schools indicating that they are more aligned than in the past. The differences are in the selection of supplementary materials. The Board will be asked to take action on February 21, 2017.

Board Questions/Comments:

None.

Career 203 Updates

Carol Hetman and Gina Herrmann gave a presentation on the performance of

Career 203 and some recommended changes. Career 203 is District 203's professional growth model created to reward educators for participation in relevant and rigorous educational opportunities that enhance the needs of students. Participation continues to grow as educators are involved in many professional learning experiences. Each brick in the D203 model is compensated by points or one-time payments. Strategic university partnerships have allowed us to establish targeted learning experiences that have immediate impact on student learning and growth. Additionally, we have leveraged these partnerships to develop and recruit teacher candidates. The Career 203 Assessment Committee met in January to review the performance of Career 203 and to make recommendations for changes to the program. The recommended changes were reviewed, including a change to the title of the Career 203 Guide, some verbiage changes and clarification of payments. The proposed changes are minor, but further enhance the program and better align Career 203 with the Strategic Blueprint.

Board Questions/Comments:

- Can you clarify why you state that they can get a one-time payment once per year?
 - A one-time payment is one that is not included in a salary; it is a flat payment that does not accrue.
- Can educators at the end of their careers, continue to earn compensation until they retire.
 - We encourage educators to continue to learn and develop but if they are locked into the 6% salary increase, they cannot earn above that.
- How do you go about searching for partners and the topics that you want them to cover?
 - We sent a survey to educators to see what they are interested in learning about. Once we have a focus, we seek partnerships.
 - The key to partnership opportunities is looking at our Strategic Plan and the District goals and aligning professional opportunities to what our needs are.
- Do our partnerships help us seek qualified teachers?
 - Yes, we collaborate with the universities to determine focus areas for teacher candidate cohort sessions.
- This program has come a long way. We have a good partnership with the Teachers Union, NUEA.

Mark Bailey, NUEA President indicated that the vision when we started working on this program was that we wanted things to be relevant and in time. Now we have programs that teachers can use right now. He is looking forward for the program to continue to grow.

The Board will be asked to take action at Feb 21, 2017 meeting.

Discussion With
Action
Board
Agreements

Board President Fielden indicated that they are looking for a date to continue working on the Board Agreements. Options are:

- Barb Toney can potentially come to the two meetings in April.

- The Board can work on the agreements by themselves in open session.

Board Comments:

- Part of the benefit is the richness of discussion among people who have been working together.
- This can be used as an onboarding tool for new Board members.
- It is a constructive, positive process that can be changed by the next Board.
- If we facilitate ourselves, we are modeling what we are expecting our staff to do.
- Can we look at what is left and decide how long it will take?
- President Fielden will check Barb Toney’s availability for the first meeting in April.

New Business

Old Business

Upcoming

Events

- February 7, 2017, Exemplary Business Partnership Breakfast
- February 21, 2017, Board of Education Meeting
- March 6, 2017 Board of Education Meeting
- March 20, 2017, Board of Education Meeting
- March 27 – 31, 2017 Spring Break

Election information is in BoardDocs along with Candidate Forum information.

Adjournment

Crotty made a motion to adjourn at 9:21 p.m. Romberg seconded the motion. A voice vote was taken. Those voting yes: Crotty, Romberg, Wandke, Jaensch, Fitzgerald, and Fielden. The motion carried.

Approved

February 21, 2017

Terry Fielden, President
Board of Education

Ann N. Bell, Secretary
Board of Education