

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.  
NOVEMBER 16, 2015, 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, Mike Jaensch and Terry Fielden. Absent: Donna Wandke, Jackie Romberg. Susan Crotty arrived at 6:06 p.m.
- Administrator present at 6:00 was: Dan Bridges, Superintendent  
Present at 6:25 p.m.; Kaine Osburn, Deputy Superintendent; Carol Hetman, Chief Human Resources Officer; Brad Cauffman, Chief Financial Officer.
- Closed Session Jaensch moved, seconded by Price to go into Closed Session at 6:00 p.m. for consideration of:
1. Discussion of lawfully closed minutes whether for purposes of approval by the body of the minutes 5 ILCS 120/2(c)(21). 10-19-15, 11-2-15
  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. The sale or purchase of securities, investments, or investment contracts 5 ILCS 120/2 (c)(7).
  5. Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public or public property 5 ILCS 120/2(c)(8).
  6. The setting of a price for sale or lease of property owned by the District 5 ILCS 120/2(c)(6).
  7. Collective negotiating matters between the District and its employees or their representatives 5 ILCS 120/2(c)(2).
  8. Student Disciplinary Cases 5 ILCS 120/2(c)(9).
- Meeting Opening Crotty moved seconded by Fitzgerald to return to Open Session at 7:02 p.m. A voice vote was taken. Those voting Yes: Fitzgerald, Price, Fielden, Jaensch, and Crotty. No: None. The motion carried.
- Meeting Opening Welcome and Mission
- Roll Call Board Members present were: Kristin Fitzgerald, Terry Fielden, Susan Crotty, Suzyn Price, and Mike Jaensch. Absent: Jackie Romberg, Donna Wandke.
- Student Ambassadors Present: Abby Rader and Kevin Angell
- Administrators present: Dan Bridges, Superintendent; Kaine Osburn, Deputy Superintendent; Jen Hester, Chief Academic Officer; Jayne Willard, Assistant

Superintendent for Curriculum and Instruction; Bob Ross, Assistant Superintendent for Secondary education; Kitty Ryan, Assistant Superintendent for Elementary Education; 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; Steve Mathis, Director of Buildings and Grounds; Michelle Fregoso, Director of Communications.

Pledge of Allegiance

Lisa Polomsky, Principal of Elmwood Elementary introduced the following students who led the Pledge of Allegiance: Will Callahan Jr., Cody and Luke Venstam, Doran Sanford, Cole Miller, Nate Giffin, Christian and Caleb Coleman, and Patrick Clune.

Recognition

**Good News**

Superintendent Bridges noted that yesterday, November 15, 2015, was designated as “School Board Members Day” in Illinois. He thanked the Board of Education for the many hours they spend voluntarily serving the students, staff, families and community of District 203.

**Girls Cross Country State Champion**

Superintendent Bridges congratulated Judy Pendergast, senior at Naperville North High School, for winning first place at the IHSA Girls Class 3A Cross Country Meet on November 7, 2015. Not only did she win first place, but she also broke a State record.

**Mission Maker Award**

Superintendent Bridges congratulated the November Mission Maker recipients and read their nomination, “The eight student nominated presented their experience with transformational learning and digital citizenship in a 1:1 learning environment during the October 28th Focus 203 Community Engagement session. The students and their teachers contributed to their community by sharing how their learning environment allows them to achieve higher levels of collaboration with their teachers and peers and, for the high school students, the global community. They also shared how the collaborative 1:1 environment allows them to think critically and become self-directed learners.”

Superintendent Bridges recognized them with Certificates and T-Shirts. The students are: Bailey Sniadecki, Maplebrook; Ashleigh Hunt - Maplebrook; Isabella Pece - Washington; Wagner Osborne - Washington; Emma Johannes - North; Hayden Williams - Central; Sarah White – Central and Trevor Higgins – Central.

Public Comment

None

Price made a motion to allow Donna Wandke to enter the meeting via telephone. Fitzgerald seconded the motion. A unanimous voice vote was taken. The motion carried.

Communications  
Student  
Ambassador  
Reports

**Student Ambassador Reports**

Abby Rader, NNHS:

Sports update

- Cross country placed 2<sup>nd</sup> at the IHSA State level with Judy Pendergast leading.
- 6 Girls' swimmers qualified for State.
- In honor of Veterans Day there was a ceremony on Monday during the school day.
- National Honors Induction is this week.
- CTE Career Carnival was held last week. People from different career paths came and spoke to students.
- There is a Stop Beeber fundraiser throughout the hallways between classes. Raising money for the Healthy Huskies Club and the money goes to the Chris Heron Purple project. Social unrest started – students getting involved.
- Juniors concerned that ACT will not be given due to State funding and is being replaced by the PARCC test.
- Tim Wierenga noted that the District is working with ACT as part of their program to bring it back to the school day. Next month we will be asking the Board to approve a contract with ACT to have the juniors take the ACT test during the PARCC window in April if the State does not come through with the funding.

Kevin Angell, NCHS:

- NCHS Freshman Class Council is holding their annual food drive next week to encourage students to donate food for Loaves and Fishes.
- Held Veteran's Day ceremony during 2<sup>nd</sup> hour last Wednesday. Recognized 10 Veterans and one active service person. Classes also visited the Healing Wall across the street as part of their class on Wednesday in order to honor those who have served.
- National Honor Society induction is tomorrow.
- Annual blood drive was last week – many students took the opportunity to donate blood.
- Students at NCHS are also concerned about the ACT.
- Two BPA members were elected to State office.

Written  
Communications

**Freedom of Information Requests:**

- Lemmon request for salary information.
- Bergquist request for position information.
- Eagan request for assessment information.
- Kocher request for staff information.
- Krivanek Wernick request for contractor information.

Superintendent  
Staff/School  
Reports

**Enrollment Update**

Superintendent Bridges noted that our current enrollment information is in BoardDocs for review.

Additionally, Kaine Osburn indicated that the Memo in BoardDocs puts the October 30 enrollment data in the context of Dr. Kofron's projections. His data

came in late last week. We feel that our current enrollment is within his projections and makes us feel comfortable with his figures. His data does not include programmatic projections. Current live birth data will not be available until January.

Questions/Comments from the Board:

- When will a report be given with the additional data we just received from Dr. Kofron? Trends will be interesting to review – it seems like we are a little higher than projected.
  - We need to take some time to vet the information ourselves and then review it with Dr. Kofron. We do not have a date set yet.
- How do we account for new move-ins?
  - We have reached out to the City to be informed about new developments that are coming in.
  - Looking at cohort data helps to see where the move-ins are.
  - Building our trends over the years will make it more predictable.
  - We have always had kindergarten preview.
  - We have been talking about new ways to reach out to families to let us know where they are and when they move in.
  - Home and Schools are encouraged to help new families get involved with the schools.
- No one can predict what the real estate market will do.

**Audit Report**

Superintendent Bridges noted that annually we use an independent audit firm to provide a financial report. The information is in BoardDocs. He encouraged Board members to reach out to Brad Cauffman with questions as we prepare our analysis of the report.

President’s Report

Board of Education Reports

Mike Jaensch indicated that every school in the District held an event in honor of Veteran’s Day. He spoke to a group of Veterans here at the Administration Center. In the past, Veteran’s Day was a school holiday. We have made a concerted effort of bring local veterans into the schools to teach students about Veteran’s Day. It has been a resounding success thanks to all the Veterans that participate by going out to the schools to talk to the students.

Superintendent Bridges noted that Ray McGurry, Executive Director of the Naperville Park District reached out to him to thank students from D203 for participating in an event at the Healing Field.

Monthly Reports

- Treasurer’s Statement – The Board received the September Treasurer’s Statement.
- Investments – The Board received the September Investment Report as well as an additional Cash and Investment Report.
- The Board received Budget Reports for September.
- The Board received the September Insurance Report.

Action by  
Consent

The following items were presented on the Consent Agenda:

1. **Bills and Claims** from Warrant #403519 through Warrant #404400 totaling \$18,826,102.45 for the period of October 20, 2015 to November 16, 2015.

**2. Personnel**

**Resignation – Certified**

Patrice Salerno, November 13, 2015 Ellsworth, Physical Education (23.5%)

**Appointment – Certified (Full Time)**

Samantha Olenick, November 2, 2015, Prairie, 2<sup>nd</sup> Grade

**Revised Contract Ft**

Margaret Burrell, August 17, 2015, NCHS, Science

**Leave Of Absence – Certified**

Domenica Ottolino, Partial LOA 1/6 – 5/26/16, Student Services, Social Worker

**Retirement – Classified**

Margaret Dowjotas, December 11, 2015, Buildings & Grounds, Buildings & Ground Secretary

Kathleen “Bo” Wozniak, December 1, 2015, MJHS, Special Education Assistant

**Resignation – Classified**

Sergio Cale, October 30, 2015, NNHS, Campus Supervisor

Pamela Mason, November 12, 2015, NNHS, Campus Supervisor

Michael Kinshaw, November 2, 2015, Transportation Bus Driver

**Employment – Classified**

Laraine Tong, November 2, 2015, ARECC, Special Education Assistant

Brian Neckrosh, November 2, 2015, JJHS, Custodian

Karly Miller, October 12, 2015, Mill Street, Special Education Assistant

Shantae Swift, October 28, 2015, NNHS, Campus Supervisor

Elizabeth Hoelle, October 26, 2015, Transportation, Bus Driver

**Employment – Classified (Part-Time)**

Karen Curran, October 12, 2015, Ranch View, Computer Support Associate

**Leave Of Absence – Classified**

Patricia Lewis, 1/6/16 – 1/8/17, NNHS, Special Education Asst.

**3. FY 16 Naperville Development Partnership Membership.**

**4. Bid: Lacrosse Helmets**

Jaensch made a motion to approve the Consent Agenda as presented.

Fitzgerald seconded the motion. A roll call vote was taken. Those voting yes:

Crotty, Wandke, Fitzgerald, Jaensch, Price and Fielden. No: None. The motion carried.

Discussion  
Without Action

**Five Year Financial Forecast**

Superintendent Bridges indicated that each year in November the Administration provides the Board with an updated Five Year Financial Forecast. Using new software called 5Cast, PMA Financial Network assisted the administration with the development of the forecast. All funds are included in the forecast. The Citizens Financial Advisory committee met for input in the forecast development. As a result of their discussion, changes were made in

the assumptions used in the model.

Brad Cauffman gave an overview of the specifics in the forecast. He indicated that the Five Year forecast is a comprehensive, interactive planning tool that the District uses in making important financial decisions: budget development, tax levy determination, and general future planning. The District provides data elements to PMA to be plugged into the 5Cast software. The District's FY 2016 working budget is the base for the financial projections. We have the actual results of the FY 2015 budget to use in comparison so adjustments can be made as appropriate. He reviewed in detail the revenue source assumptions: Property Taxes, Other Local Taxes, General State Aid, Other State income, and Federal income. He noted that property taxes make up 85% of the revenue. Changes in individual assumptions can impact the Five Year Financial Forecast. Next he discussed expenditures by object, again indicating that the working budget is the key building block for the expenditure forecast. Salaries and benefits account for 78% of the District's expenditures. We have the actual results of the 2015 budget to use to make adjustments where appropriate in the 2016 original budget. He gave a detailed overview of the expense assumptions: Salaries and Benefits, Purchased Services, Supplies and Materials, Capital Outlay and other objects. Variance of any of the expenditure assumptions can affect the Five Year Financial Forecast. He reviewed the effect a property tax freeze would have on the District.

Questions from the Board:

- What about the lottery money for students and education?
  - The money is supposed to be collected and disbursed across the state to schools.
- Federal revenue is down.
  - Yes, we aligned the 2016 budget to the 2015 actuals.
- Explain the variance in salaries and benefits.
  - This touches a lot of different areas. We are planning to put together a full analysis report for the Board.
  - The report will be on December 7.
- People seemed to think that the pension cost shift will come and at a faster rate than expected.
  - We are not hearing anything specific yet, but if we get more concrete information from Springfield, we will make adjustments.
- With the methodology change with 5Cast, we will be able to refine the numbers and make good decisions going forward.
- What is the latest on the property tax freeze?
  - We anticipate something is coming, but there is no definite time line.
- We have been able to extend the balanced budget through careful spending and careful saving and being responsible stewards of the funds.
- Tell us about the makeup of the committee.
  - Warren Dixon from the assessment office, Chris Hall from the finance world, attorneys, health industry people and a cross section of community members that have a variety of experiences that can really benefit the District.
- Remind the community that there is a policy in place that refers to the amount of cash and cash equivalents we are to have on hand.

- We will have additional information about policy 4.40 at the next meeting.
- How is a tear down assessed? The District gets new construction value out of a tear down.

### **2015 Tax Levy Determination**

Superintendent Bridges noted that annually the District sets a Tax Levy. We are seeing the value of existing properties increase as well as new property growth within the District. Brad Cauffman noted that the levy provides the District with more than 85% of its total revenue. Setting of the levy is governed by three laws that have specific requirements that must be followed.

The first is the Truth in Taxation Law. The District is not required to publish a public notice or hold a hearing since the estimated tax levy this year represents less than a 5% increase over last year's. If that changes, the law will have to be followed.

The second law, School Code and Property Tax Code, requires that the final levy must be adopted and filed with the County Clerk's office on or before the last working Tuesday in December, which in this case is December 29.

The third law, Property Tax Extension Limits Law (PTELL) limits the amount the tax levy can increase over the prior year's tax levy. Three factors determine the allowable tax 1) the amount of the prior year's tax extension, 2) the increase in the Consumer Price Index for Urban (CPI-U) as of December 2014, 3) new construction. Since the new construction will not be known until April 2016, the District must estimate the new construction and it will be adjusted after the final figures are in to the County Treasurer.

The estimated tax levy is an increase of 1.75% over last year, or an average increase to tax payers of 0.8%. The impact to a \$375.00 homeowner will be about \$54.00. The recommendation is to adopt the tax levy as presented. This will be discussed again on December 7 with action December 21, 2015.

### **Naper School Recommendation**

Superintendent Bridges introduced Jon Vogel, Principal of Washington Junior High, Julie Beehler, Principal of Naper Elementary, Kitty Ryan and Bob Ross who presented a recommendation for Naper School. The purpose of the report is to provide information about the impact of enrollment at Naper and to make a recommendation to address the situation. The current enrollment at Naper and future projections (provided by Dr. Kofron's demographic study) show that enrollment continues to exceed program requirements. A committee has worked over the last several months to review the current situation and determine the most appropriate solutions. Focus groups with parents, school staff and administrators were held to collect feedback in order to refine the recommendation that was introduced. Mrs. Beehler discussed the current situation with classes being held in the hallways, teachers' lounge, LRC and various other places in the school. Every available space is utilized. She indicated that staff members are incredibly flexible and creative when scheduling and sharing the space. She discussed class size and that according to the projections; enrollment is expected to keep increasing. Alternate

attendance is already offered to new families. Mrs. Beehler reviewed several options that were considered and explained the rationale behind not recommending them:

- Reconfigure Naper's existing space;
- Close Naper as a student attendance center;
- Build on to Naper;
- Reduce the number of students assigned to Naper.

She reviewed the rationale behind assigning 5<sup>th</sup> Grade to WJHS which would open up two classroom spaces and reduce the number of students attending. The feeder pattern of Naper, WJHS, NNHS remains the same, the transition to WJHS just happens one year earlier. Principal Vogel is collaboratively working to create a strong program comparable in every way to what students would have at Naper. Mr. Vogel referred to the Kofron enrollment projections for WJHS indicating that enrollment is expected to dip over the next four years. He described the physical setting for the 5<sup>th</sup> graders at WJHS, and noted that the arrival and departure times would remain the same. He talked about what the school day would look like for the 5<sup>th</sup> graders. Students would take part in lunch and recess separately from the older students; participate in before and after school clubs and outdoor education just as they would at Naper.

Mrs. Beehler explained the preliminary plans for Naper which include refreshing the LRC and restoring the Art and Band areas. Mrs. Ryan read the recommendation and reviewed the next steps. There will be ongoing parent communication while transitioning the students and families. Logistics of classroom location, provisioning materials, staffing and scheduling will be finalized.

#### Board Questions/Comments

- How will the specials for students be handled?
  - The whole program will move and they will have the same provisions that are at Naper.
- As the seasoned principal at Naper, when you take the emotion out, this is the best choice for the students.
  - Yes, we have looked at all sorts of options and kept our target on providing the best experience for students.
- Are there any concerns?
  - The process we followed holding focus groups for parents was very helpful.
  - Some parents expressed concerns about the logistics and making sure students are cared for.
- How long do you expect to have 5<sup>th</sup> graders at WJHS?
  - Permanent is a difficult word, but it is the plan for the future.
  - We will watch enrollment carefully.
  - This will address the immediate need and according to projections, enrollment is expected to increase at Naper.
  - Neighborhood reassignment is not a part of this presentation.
  - We will continue to offer alternate attendance.
- Will they continue to have Halloween parties, field day and the 5<sup>th</sup> grade play?
  - Yes, those activities are important to people and we want to make



sure our students continue to experience all the same kinds of things.

- This is an opportunity for growth and a possibility to create new traditions.
- How are the WJHS people reacting to this?
  - They are excited to welcome the 5<sup>th</sup> graders.
  - Focus groups have been held to explain the recommendation to the junior high parents.
- Has the feedback been positive?
  - Yes, parents are supportive.
  - The recommendation has been explained to all students; they are excited.
  - Members of the Executive Board of Home and School are helping families.
- What about the other schools that are involved with moving?
  - Magnet programs are moving to KJHS that will involve moving equipment. There is room for the programs at KJHS.
  - At WJHS, we will be looking at repurposing the LRC with a section for 5<sup>th</sup> grade resources.
- What about providing a playground for the 5<sup>th</sup> graders?
  - The 5<sup>th</sup> graders really do not play on the playground. They will be provided equipment like jump ropes and balls just like at Naper.
- Staff members have done a great job of prepping Home and School members who have been very active in helping explain the situation.
- Parents are being very cooperative and flexible.

Superintendent Bridges noted that a timeline will be provided and additional questions answered at the December 7 Board meeting. The Board will be asked to take action on December 21, 2015.

Discussion With  
Action

**Summer School 2016**

Superintendent Bridges asked if there were any additional questions or follow up from last meeting.

Questions/Comments from Board members.

- Want to highlight that it is important to get kids to want to sign up for a reading offering. Maybe rename the class so it sounds more interesting to kids.
  - Renaming is a challenge. We are building out curriculum and getting resources lined up, but it is a challenge to get kids to want to read.
  - Teachers and counselors in the buildings will be the best ambassadors to promote the summer classes.
- Seems like at the junior high level, there are high end classes and low end classes and not much in-between. Would like to see the junior high journey continue into summer and get as many kids as possible involved in an academic setting for a couple hours a day.
- How are we leveraging community resources?
  - That is mostly a reference to our relationship with the Park District

- and how we partner with them.
- Another part to community resources is seeking internships for kids since they do not have time to fit them in during the school year.
- What are the plans to incorporate summer school offerings into the registration for the high school?
  - There will be an insert for summer school offerings in the course book.

Fitzgerald made a motion to approve the Summer Learning Plan for 2016. Crotty seconded the motion. A roll call vote was taken. Those voting yes: Fielden, Price, Wandke, Jaensch, Fitzgerald, and Crotty. No: None. The motion carried.

### **Contract for the Bridge/Alternative Program**

Questions/Comments from Board members:

- What is the average daily attendance?
  - 17.44 days
- We pay the cost per day for all 50 seats whether they are occupied or not.
- Senate Bill 100 has the potential to cut back and place restrictions on out of school placements.
  - Staff members are attending a seminar in January to learn about it.
  - We have a two year contract with an option for a third year so we have some flexibility.
  - We are comfortable with 50 seats.

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

### **Policy Review: Second Reading Section 6**

6.30, Organization of Instruction

6.65, Student Social and Emotional Development

6.120, Education of Children with Disabilities

6.140, Education of Homeless Children – a modification will include the full title of the McKinney – Vento Act.

6.170, Title I Programs

6.200, Class Size number change to 6.202 – This policy will be discussed at a later date.

6.214, Musical Instruments – a modification will be made to include language of inclusion.

6.230, Library Resource Center Program

6.260, Complaints About Curriculum

6.300, Graduation Requirements – This policy will be discussed at a later date.

Price made a motion to approve Policies 6.30, 6.65, 6.120, 6.140, 7.170, 6.214, 6.230 and 6.260. Crotty seconded the motion. A roll call vote was taken. Those voting yes: Crotty, Fitzgerald, Wandke, Jaensch, Price and Fielden. No: None. The motion carried.

**Board Meeting Minutes 10-19-15**

Crotty made a motion to approve the Board meeting minutes from 10-19-15. Price seconded the motion. A roll call vote was taken. Those voting yes: Fitzgerald, Fielden, Wandke Jaensch, Crotty and Price. No: None. The motion carried.

**Board Meeting Minutes 11-2-15**

Price made a motion to approve the Board meeting minutes from 11-2-15. Crotty seconded the motion. A roll call vote was taken. Those voting yes: Crotty, Price, Wandke and Fitzgerald. No: None Abstain: Fielden and Jaensch.

New Business

Old Business

Upcoming  
Events

- Thursday and Friday, November 26, 27 Thanksgiving Holidays
- Thursday, December 3, 2015, NEF Appreciation Breakfast 7:00 a.m. Naperville Country Club
- Friday, December 4, 2015, Mayor’s Community Breakfast, 6:30 a.m. Fry YMCA
- Friday, December 4, 2015, Mock Trial, 9:00 a.m. – 2:30 p.m., Municipal Center
- Monday, December 7, 2015, Board of Education Meeting, 7:00 p.m. PSAC

Adjournment

Crotty made a motion at 9:16 p.m., seconded by Fitzgerald to adjourn the meeting. A unanimous voice vote was taken. The motion carried.

Approved

December 21, 2015

\_\_\_\_\_  
Terry Fielden, President  
Board of Education

\_\_\_\_\_  
Ann N. Bell, Secretary  
Board of Education