

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.
OCTOBER 5, 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, Donna Wandke, Mike Jaensch, Suzyn Price, Terry Fielden, and Jackie Romberg. Absent: Susan Crotty.
- Administrators present were: Dan Bridges, Superintendent; Kaine Osburn, Deputy Superintendent; Brad Cauffman, Chief Financial Officer; Carol Hetman, Chief Human Resources Officer, Bob Ross, Assistant Superintendent for Secondary Education.
- Romberg 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. Discussion of lawfully closed meeting minutes, 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).
 3. The sale or purchase of securities, investments, or investment contracts. 5 ILCS 120/2(c)(7).
 4. Student Disciplinary Cases. 5 ILCS 120/2(c)(11).
 5. The setting of a price for sale or lease of property owned by the District 5 ILCS 120/2(c)(6).
 6. Collective Negotiating matters between the District and its employees or their representatives. 5 ILCS 120/2(c)(2).
- Meeting Opening Wandke made a motion, seconded by Romberg to return to Open Session at 7:04 p.m. A voice vote was taken. Those voting Yes: Jaensch, Fitzgerald, Fielden, Price, Romberg, and Wandke. No: None. The motion carried.
- Meeting Opening Welcome and Mission
- Roll Call Board Members present were: Kristin Fitzgerald, Donna Wandke, Mike Jaensch, Suzyn Price, Jackie Romberg, and Terry Fielden. Absent: Susan Crotty.
- 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 Board members led the Pledge of Allegiance.

Allegiance

Recognition

Superintendent Bridges offered congratulations to Dr. Kaine Osburn who successfully defended his dissertation at Loyola University.

Superintendent Bridges congratulated Meadow Glens for its designation as a National Blue Ribbon School by the U.S. Department of Education.

The DuPage County NAACP recognized District 203 with a certificate for its continual participation in the 2014 and 2015 Education Conference Series which supports the success of students and promotes the importance of parent and community engagement.

Public
Comment

None

Student
Ambassador
Report

Kevin Angell, NCHS reported:

- Tomorrow there will be an all school assembly at which Chris Herron will speak about addiction and his quest for sobriety.
- There will be pre-assembly sessions and discussions following the assembly.
- Tomorrow night Chris Herron will speak at a Community Night.
- Wednesday NCHS will sponsor a volleyball tournament in memory of a former student who passed away last summer.
- Cross town football classic will be Friday evening at North Central College.
- Parent- Teacher conferences are this week.
- NCHS Marching Band took first place in the competition followed closely by the NNHS Band.
- The PSAT exam is being taken during school hours by 306 high performing students.

Superintendent
Staff/School
Report

School Improvement Plan – Steeple Run

Debbie Doyle, principal gave a report on the Steeple Run School Improvement Plan. She noted that the theme for this year is “Be Courageous”. Their School Improvement Team consists of staff members from all areas and the vision and expectation is that all staff members take ownership of the school improvement goals. The team worked hard to align the SIP with their Mission, the District Mission and the Strategic Blueprint. Steeple Run has always had a very diverse population. This year they welcomed students from a self-contained special education program and their Limited English Proficiency (LEP) population has grown. She reviewed data depicting multiple ethnicities that attend Steeple Run and noted that as the SIP team worked to identify and plan their goals, they wanted to be sure the diverse population was represented. She reviewed the goals:

Goal 1 – Develop a Compact to outline common language between teachers, primary care givers and students. It is designed to clarify what families and schools can do to help expand student growth and has validated the communities’ value on school-family relationships.

Goal 2 – Look at performance data and use it to make decisions about school

improvement and professional development.

Goal 3 – Teachers will differentiate assignments in response to individual student performance on all methods of assessment.

Mrs. Doyle indicated that goals 2 and 3 go hand in hand. At Steeple Run, Professional Learning Communities (PLC) are used as the avenue for staff to regularly review data and plan for differentiated instruction. Building schedules have been developed to allow grade levels the opportunity for PLCs to meet, review data, communicate and plan for individualization. She showed a video of teachers reflecting on PLCs and how they have helped with collaboration and student growth. Teachers and staff are dedicated to teaching the whole child each day.

Board questions/feedback

- The School Compact is something we have not seen before. How is it promoted with follow-through?
 - Last year was the first year. It is reviewed and is a living document. It was discussed at parent night; it is highlighted in the morning announcements and integrated into every day practice.
- How is differentiation communicated back and forth with parents?
 - We have had conversations with parents defining and explaining what differentiation is so they understand.
 - We are working with the Home and School Executive Board to help them understand also.
 - Students can see what is happening with differentiation in their classrooms.
 - Differentiation is not always focused on progress, but also on student interest.
- How does the Steeple Run community like the new addition to the school?
 - The community is very appreciative of the beautiful space. Parents are grateful for a place to hold different activities.
 - Teachers have flexibility and it allows for lunch and teaching at the same time.
- With the uniqueness of multiple languages spoken at Steeple Run, how are the LEP students doing compared to the general education students?
 - There are 35 languages spoken at Steeple Run.
 - There has been a gap identified. Professional learning is being provided to teachers to help them support language learners.
 - Several of the teachers are going back to school to acquire their ELL endorsement.

Summer Learning/ESY FY 2015 Report

Superintendent Bridges noted that this is the first of three conversations that will be held with the Board regarding summer learning. Tonight is a summary of what was provided last summer, and in November a recommendation for summer 2016 will be presented. He introduced Kaine Osburn and Kevin Wojtkiewicz, Assistant Principal at Madison Junior High School who acknowledged all the directors and gave the report.

Some of the highlights from summer are:

- Qualified fee waiver registrants increased.
- There was an increase in elementary (including ELL and DL). The elementary program was held at two sites – Mill (north) and Meadow Glens (south).
- Junior high and high school enrollment also increased.
- Transportation was provided at all levels.
- Partnership at the elementary level with the Naperville Park District's Camp LOL Summer School Edition enrollment doubled in size.
- Partnered with Sodexo to provide snacks for students during breaks.
- Support services increased: Counselors, psychologists, social workers and learning behavior specialists were provided.
- Improve the rigor of summer learning while increasing access to those who need it most.

Comments and questions from the Board:

- Special needs students have always had supports in summer programming.
 - General education students and IEP students had the regular accommodations that they would have during the regular school year.
- Are we going to be able to track those students?
 - As we develop digital profiles for students, it will become available.
 - Program evaluation will be done in the future.
- We will promote the program as an extension of the regular school program.
- That will be compelling data when we can track participants.
- What is the boost in numbers for Kinder – up attributed to?
 - Promotion in general and better communications about what opportunities are available.
 - This is a shift in mind-set that we have opportunities for all students.
 - Transportation and the length of the program accounts for the disparity in the costs at the high school level.
- Do we have flexibility in terms of offering greater expansion of the programs by charging additional fees?
 - The proposal last year included a fee increase over a three year period to still be competitive with other districts.
 - We will look at all the facts including transportation costs and come back with a proposal next month that is well defined.
- Since transportation is not reimbursed in the summer, are there any other sources of income like grants to help with this important aspect?
 - We can explore additional funding sources in the future.
- With regard to the financial summaries, what goes into the refunds?
 - High school specifically, parents register students for more classes than they can take, so classes are dropped and changes are made as appropriate. All refunds are reported.
 - There is no revenue for bussing.
- Drivers Education expenses are not itemized out.

- Drivers Ed stands alone in terms of programming.
- Staffing cost is less than during the regular year.
- In the past when we broke out the expenses for Drivers Education we either broke even or made a little money.
- We will have to invest some more money with the success of the summer program.
- Is the elementary summer school program going to be expanded
 - It is part of the plan, it will be brought forward with modeling as close as we can get.
- Have we reached out to parents to see what the interest is?
 - There is a survey ready to go out to all the families that took part in the program. We will have a plan to assess the families who did not attend.

ELL/Dual Language Update

Superintendent Bridges introduced Dr. Marion Friebus-Flaman, Director of Language Acquisition who gave an update on the Dual Language and the ELL Programs and changes that were made last year. She introduced Mary Baum, Principal of Mill Street Elementary who presented her perspective on how the changes are impacting teaching and learning and Dr. Jennifer Hester. Dr. Friebus-Flaman reviewed some of the requirements the Illinois State Board of Education has for the education of English Learners in public schools. We are required to provide Transitional Bilingual Education (TBE) to Spanish speakers. In our District that is done through the Dual Language program. This program provides the opportunity to students who would otherwise only speak English to become bilingual, biliterate and multicultural. English learners who speak other languages at home are provided Transitional Program of Instruction (TPI) support through the ELL program. In the Dual Language program, students who speak Spanish and those who speak English learn together in both languages. She explained the percentages the languages are spoken in the classroom during the day. Both the ELL and the Dual Language programs strive to prepare students for college and career readiness by engaging them in rigorous instruction that is aligned with the District curriculum. A three day summer professional learning session was held for teachers to learn about differentiating instruction for English Learners. The ACCESS for ELLs assessment is used to determine students' English Language Proficiency in the core academic areas. Other assessments are used to determine how close the students are to being at grade level and how well they are progressing. She reviewed data from multiple assessments indicating areas of celebration and some areas where growth is needed. She discussed biliteracy, noting that research shows that students can learn to read and write in two languages at the same time. She reviewed supporting data. Professional learning takes place on a continuing basis in collaboration with the principals at each of the schools that house the programs.

Mary Baum noted that that at the building level there has been change and improvement. Teachers have shifted from looking at the deficits of the students to looking at their strengths. Each day dedicated time is spent for intervention and enrichment both in reading and math which is integrated with the

monolingual peers. It allows for intervention for students not meeting standards and ongoing enrichment for students who have met or exceeded the standard. During grade level PLCs teachers analyze data and work together on strategies to meet students' needs and determine appropriate intervention. Programs have been expanded to engage families in their children's education. More families are being reached through the Bilingual Parent Advisory Council. In support of dual language families, A Dual Language Parent Advisory Group will meet for the first time on October 15.

Questions and comments from the Board.

- Do Dual Language teachers get a chance to talk to their peers in the same grade level so they can share ideas?
 - Yes, teachers meet by grade level to plan, create units and make integration maps.
- What is the progression for grades 3, 4, 5, 6 and 7?
 - Students are making growth and progressing as planned. PLCs are looking at the data and differentiating.
- Disappointment expressed that comparative data is not available since the assessment changed.
- How can we regain confidence that students are progressing and in a program that will serve them well?
 - The programs in place and percentages of languages spoken are founded in research.
- Looking for cost per student information.
 - We will include that information in a future Board report.
- The new Dual Language Parent Advisory Committee is a great effort to get the parents engaged.

President's
Report

- The IASB DuPage Division Dinner/Meeting is tomorrow night.
- D203 is receiving IASB's 2015 School Board Governance Recognition.
- Five Board members are receiving awards for Master Board Member Achievement for participating in IASB activities and attending conferences: Romberg, Fitzgerald, Jaensch, Wandke and Fielden.

Board of
Education
Reports
Action by
Consent

Kristin Fitzgerald noted that she attended the first Business Advisory Council meeting today. It was a great opening meeting with robust dialogue.

The following items were presented on the Consent Agenda:

1. Personnel Agenda

Retirement – Certified

Carol Speckmann, December 22, 2015, LJHS, Learning Support Coach

Leave Of Absence – Certified

Kara Owen, 11/16/15 – 6/2/16, Prairie, Second Grade

Retirement – Classified

Christine Canene, October 1, 2015, WJHS, Special Education Assistant

Resignation – Classified

Jamie Sudar, September 21, 2015, Mill Street, Special Education Assistant

Erica Hough, October 8, 2015, PSAC, Admin Asst Learning Services

Employment – Classified

Nicole Fries, October 12, 2015, Mill Street, Special Education Assistant
Anna Lobdell, October 12, 2015, Mill Street, Special Education Assistant
Christina Tardy, September 28, 2015 NCHS, Main Office Receptionist
Joshua Jansen, September 28, 2015, NNHS, Auditorium Manager

Employment – Classified (Part-Time)

Luz Vera, September 25, 2015, River Woods, Computer Support Associate

Leave Of Absence – Classified

Holly Hogue, 10/5/15 – 6/2/16, Meadow Glens, Instructional Assistant

2. Student Discipline as Discussed in Closed Session

Wandke made a motion to approve the Personnel Agenda as presented and the Student Discipline as discussed in Closed Session. Price seconded the motion. A roll call vote was taken. Those voting yes: Romberg, Fitzgerald, Wandke, Jaensch, Price, and Fielden. The motion carried.

Discussion
Without Action

Policy Review: First Reading Section 5

5.90, Abused and Neglected Child Reporting

Includes language related to reporting hazing that aligns to Policy 7.190 based on Board feedback.

5.185, FMLA

Updates eligibility guidelines, implementation.

5.190, Teacher Qualifications

Details more responsibilities of teachers and Superintendent regarding maintaining qualifications. Statutory reference.

Board Questions:

- Can you explain the meaning of highly qualified?
 - It pertains to hour requirements for teaching within core subject areas and Special Education. Also pertains to NCLB.

5.200, Terms and Conditions of Employment and Dismissal

Designates Superintendent as responsible for managing terms and conditions of employment.

There is an error on legal holidays that will be fixed.

5.250, Leaves of Absence

Asserts alignment of leave policy with CBAs stipulates leaves.

5.260, Student Teachers

Revises language to ensure sending universities or colleges conduct proper background checks. Superintendent's designee is responsible for student-teacher placement.

5.270, Compensation and Assignment

Re-names section; adds section defining "at-will" employees in regard to compensation and assignment.

The Board will be asked to take action on these policies on October 19, 2015.

IASB Resolutions

The Board was provided with the IASB Proposed Resolutions to be acted on at the annual meeting of the IASB Delegate Assembly in conjunction with the Triple I Conference Saturday, November 21, 10:30 a.m. at the Hyatt Regency Chicago. Superintendent Bridges noted that the Administration supports the recommendations from the resolutions committee as they are straight forward. He asked if there were any resolutions Board members would like more information on. More discussion will follow at the next meeting where the Board will take action on the resolutions. The position of the Board on the resolutions will be taken by the D203 Board representative to the Delegate Assembly in November.

IASB Delegate

Donna Wandke expressed a desire to be the D203 representative at the Delegate Assembly November 22. The Board will vote on October 20, 2014.

Discussion With
Action

1. Policy Review: Second Reading Section 5

5.50, Drug and Alcohol Free Workplace

Revisions include references to Medical Cannabis, prescription usage, and district actions to make employees aware of policy and dangers of substance abuse.

5.60, Expenses

Minor language changes, including submission of payment vouchers. Incorporates language per feedback from September 8 Board meeting.

5.120, Ethics and Conduct

Adds reference to ISBE “Code of Ethics for Illinois Educators” as being incorporated into policy.

5.125, Personal Technology and Social Media Usage and Conduct

New PRESS policy outlining boundaries between personal and professional use of technology by staff members. Revised to include “wearable” technology.

5.150, Personnel Records

Adds language related to reporting employees who have been reported to DCFS and adds more specific language regarding access to personnel records.

5.170, Copyright of Materials Developed by Employees

Paragraphs on “Instructional Materials” and “Computer Programs” deleted as unnecessary.

5.172, Intellectual Property

New Policy. Incorporates language from previous 5.170, identifies Superintendent or designee as appropriate. Eliminates outdated language.

5.180, Temporary Illness or Temporary Incapacity

Policy clarifies relevant definitions and aligns itself to relevant statutory and policy updates.

Kaine Osburn noted that one of the policies was changed based on feedback from the Board.

Fitzgerald made a motion to approve Policies 5.50, 5.60, 5.120, 5.125, 5.150, 5.170, 5.172, and 5.180 as presented. Romberg seconded the motion. A roll call vote was taken. Those voting yes: Fielden, Price, Wandke, Jaensch, Romberg, and Fitzgerald. The motion carried.

2. Bid: Roof Replacement, 5th Avenue Building

Superintendent Bridges noted that inspections of the Fifth Avenue facility's roof indicate that it is original to the building and it is steadily deteriorating. A roofing contractor hired by the District has made numerous repairs with limited success due to the poor condition of the roof. Part of the building is unusable until the roof is repaired. By funding this project, the District will be able to move ahead with the relocation of the Novel Closet and other rented storage facilities to this building, saving the District approximately \$30,000 annually.

Board Questions/Comments:

- How are architects fees broken down?
 - Their fee is phased in: design phase, construction documents, at the end of the bidding process they have received 75% of their fees. The last 25% is earned up until the final punch list is finished.
 - We have 2 contracts with Wight; the fee schedules are the same with some new categories added.
 - As project gets larger, their percentage declines.
- This is a project of repair and not maintenance. In the Facilities Master Plan, what is the process of prioritization?
 - We are planning to have an in depth discussion on the process of prioritization.

New Business

Old Business

Upcoming
Events

- 10/14/15 - HURRAH General Meeting, 1:30 – 3:00 p.m., PSAC
- 10/19/15 – Board of Education Business Meeting, 7:00 p.m. PSAC
- 10/28/15 – Focus 203, 7:00 – 9:00 p.m. NCHS Auditorium
- 10/29/15 – Focus 203, 8:30 – 10:30 a.m. Grace Church

Adjournment

Fitzgerald made a motion to adjourn the meeting at 9:00 p.m. Romberg seconded the motion. A unanimous voice vote was taken.

Approved

October 19, 2015

Terry Fielden, President
Board of Education

Ann N. Bell, Secretary Pro Tem
Board of Education