

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.
SEPTEMBER 8, 2015 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: Kristin Fitzgerald, Donna Wandke, Mike Jaensch, Suzyn Price, Terry Fielden, Susan Crotty and Jackie Romberg.
- Administrators present were: Dan Bridges, Superintendent; Kaine Osburn, Deputy Superintendent; Brad Cauffman, Chief Financial Officer; Carol Hetman, Chief Human Resources Officer.
- Crotty moved, seconded by Wandke 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. The sale or purchase of securities, investments, or investment contracts. 5 ILCS 120/2(c)(7).
 3. Litigation, when an action against, affecting or on behalf of the particular District had been filed and is pending before a court or administrative tribunal. 5 ILCS 120/2(c)(11).
 4. Collective Negotiating matters between the District and its employees or their representatives.
- Meeting Opening Crotty made a motion, seconded by Wandke to return to Open Session at 7:03 p.m. A voice vote was taken. Those voting Yes: Jaensch, Fitzgerald, Fielden, Price, 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, Suzyn Price, Jackie Romberg, Susan Crotty and Terry Fielden.
- 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 thanked the community, the sponsors and all the volunteers for making the first D203 Community Picnic such a tremendous success. Over 600 community members attended in spite of the rain that forced

the picnic indoors at Naperville Central High School. There have been many positive comments received. People connected with each other as well as community resources.

Public
Comment
Student
Ambassador
Report

None

Kevin Angell, NCHS reported:

- He introduced himself to the Board – he is a senior at NCHS. He is a member of the Debate Team and the Wall Street Society.
- Noted that the Chromebook roll out went fairly smoothly with a few problems accessing the internet. Teachers are using it and it is very useful.
- Pro-life picketers were at NCHS the second week of school. Their signs were graphic and disturbing. Many students disagreed with them. They created a small disturbance.
- National Merit Scholars were announced last week and will be published tomorrow.
- A new testing center was created for students to take make-up tests without having to make separate arrangements directly with the teacher.

Superintendent
Staff/School
Report

School Improvement Plan – River Woods

Gina Baumgartner and Catherine Cohoon gave a presentation about the Rising Star School Improvement Plan at River Woods. They noted that they are always striving to do better work within the school community. As they developed their school improvement plan they kept the District Mission and the School's Mission in mind. Data was analyzed to determine specific measures that can be taken to help close the achievement gap. Once the plan is developed, it is implemented and assessed. Adjustments are made as necessary. The leadership team consists of staff members from all areas of the school. Staff members hold each other in high esteem. In 2013 the 150 students in the Dual Language program were welcomed to River Woods. The focus has been on communicating in English and Spanish to nurture bilingual learning for all and to foster a safe and welcoming environment. A school environment survey was developed to gauge how safe and welcome students feel. Office referrals for verbal acts and noncompliance have gone down. Students feel that they have friends beyond their own classroom. Staff results showed an increase in the positive climate at school and staff members looked forward to going to work. Positive and proactive approaches are being taken toward acts of unkindness or bullying with kid-friendly terms being used to define bullying. In the spring and summer of 2014 teachers attended professional learning and received training in the PLC process. All teachers differentiate assignments in response to multiple assessments and performance on tests. Instructional Assistants work individually with students in all content areas. A four year downward trend on ISAT tests in math has been turned around and now they are showing good growth in math. Through working together, they have focused on a positive and nurturing school climate.

Board Questions/Comments

- Extraordinary bridges are being built with Dual Language.
 - At first the goal was to integrate the students socially, and now academic integration is the focus.

- There are after school programs that include all students.
- Student Council has been rearranged so students who ride the bus can participate.
- Parental participation has increased.
- Teachers stay after school and play games with students.
- All teachers have been offered Spanish class to develop a base of words to communicate with students.
- What kinds of thing are being done to fill the gap?
 - Intervention blocks are held during the day.
 - Instructional assistants provide small group work, sometimes with high achieving students so the teacher can work with the students who need extra help.
- Has anything been done to help parents who are not in the Dual Language program embrace the new community?
 - All parents have been invited to take part in the literacy program at night.

ACT Report

Tim Wierenga noted that his report is the annual ACT report focusing this year on the previous graduating class of 2015. The data arrived in August. He noted the key points to remember. Even with changes to ACT and state testing, over the long range our scores are trending upward; Subgroups ACT composite average is closer to the District composite average than they were in 2013; and our overall ACT college and career readiness percentage increased since last year. He reviewed some of the changes in State testing. The State has put out a request for proposals for College Entrance Testing in Illinois. ACT and SAT are expected to submit proposals. The State is expected to announce its plans by the end of the calendar year with testing to begin in March or April. PARCC will be given in high school, but it is unclear for which courses. Since the State budget has not yet been approved, it is still uncertain what the State testing will include.

Students self-reported their demographic data in the ACT report for 2015. Some variability may exist in this data due to the nature of self-reporting. Additionally, Some information is not contained in the report such as low income and IEP status. The class of 2015 was the second highest scoring in the history of D203 with the highest being the class of 2014. This data represents students who have had many years of schooling, therefore the work of the entire D203 system contributed to their progress over the years. Another trend of note is that both high schools demonstrate consistency in the education received by students at all schools. The graphs of their scores wind their way around each other in an upward direction. Mr. Wierenga reviewed the historical testing trends beginning in 1980s. With the class of 2013 all students who took the test were included in the data. Prior to that, students who required extended time on the tests were left out of the data. Cohort data was reviewed last summer. Cohort data helps us understand both the achievement and the growth of our students. Staff has worked to reduce the gaps with the subgroups, and those scores have slightly increased. The achievement gap is narrowing both with low income and students with IEPs. We continue to work on reducing those gaps and the goal is to accelerate that process. College and Career readiness involves more than just test scores. Opportunities are provided

through athletics, activities along with curriculum to promote behaviors that will help students be successful beyond the test scores. Our scores are very good, but we continue to strive to improve them so students have more opportunities.

Board Comments/Questions:

- It is encouraging to see the gaps closing.
- Interesting to see the growth trajectory, what do you expect going forward in terms of trajectories?
 - The class of 2016 trajectory shows that they are outpacing their predecessors.
- Would like to see ethnicity in the low income profile.
- If core of more makes such a difference how are we guiding people to those courses?
 - Efforts are being made to encourage students to take algebra and science.
 - Intentional, differentiated work efforts are being targeted at identified groups of students
 - We are actively identifying potential and creating pathways for success for students.
 - Supports are being provided within the courses to help students be successful.

Graduate Survey

Malee Farmer, Director of Research and Analytics, gave a presentation that summarized data gathered from surveys taken by students who graduated from D203. She focused on the Senior Exit Survey for the Class of 2015, the 18 Month Graduate Survey for the Class of 2013 and the 5 year Graduate Survey for the Class of 2010. She reviewed the indicators of success. One indicator of success for this long-term project is that we had a 20% response rate 5 years after the students graduated. The community is aware of the survey and has access to the results. Graduates continually report that they were adequately prepared for their academic careers, and are demonstrating the District mission in their post-secondary experiences. The high schools will use the data in their continuous school improvement process. Questions on the survey pertained to students overall experience, various curriculum areas, parts of their high school education they use now and social emotional aspects of their high school experience. Additionally, questions were asked about plans for attending school post-high school. The five-year survey of the Class of 2010 indicated that 89% of the respondents had earned a Bachelor's Degree. We develop the questions and work with School Perceptions to administer the survey and gather the data.

Questions/Comments from the Board:

- The mailed survey's format made it look like junk mail.
 - Possibly in the future, we could send the survey out from the District instead of School Perceptions.
- Possibly gather contact information and get the response rate up at high school reunions that start the 5th year after graduation.
- Could we consider tracking a question related to items that students felt interfered with learning?

- Post high school activity is influenced by many factors that affect choices.

President's
Report

Board President noted that in BoardDocs under the President's report is a summary of the Board review that took place August 24.

Board of
Education
Reports
Action by
Consent

The following items were presented on the Consent Agenda:

Personnel Agenda

Resignation – Certified

Jennifer Karan, August 31, 2015, Student Services, Physical Therapist

Appointment – Certified (Full Time)

Karen Kumfer, September 8, 2015, KJHS, Learning Behavior Specialist

Bela Patel, September 8, 2015, Ellsworth, ELL

Revised Contract Pt

Ann Cussick, August 17, 2015, MJHS, Art (67%)

Lori Peterson, August 17, 2015, MJHS, FACS (67%)

Christopher Talac, August 17, 2015, Elmwood, Mill, Naper Physical Education (47.95%)

Revised Contract Ft

Graciela Calkins, August 27, 2015, Mill St & Steeple Run, Bilingual Speech-Lang Pathologist

Termination – Classified

Daniel Barber, August 21, 2015, Transportation, Bus Driver

Retirement – Classified

Laurie Baldwin, October 30, 2015, ARECC, Special Education Assistant

Jane Roberts, August 14, 2015, Connections, Special Education Assistant

Nancy McMullan, August 18, 2015, Mill Street, Special Education Assistant

David Dillon, August 28, 2015, NCHS, Campus Supervisor

Donna Finke, October 13, 2015, NCHS, LRC Assistant

Resignation – Classified

Laura Kaufman, September 18, 2015, Elmwood, Special Education Assistant

Elizabeth Sutton, September 8, 2015, Highlands, Special Education Assistant

Michele Foster, September 3, 2015, LJHS, Special Education Assistant

Kathryn Ricci, August 16, 2015, Meadow Glens, Special Education Assistant

Roger Sorg, September 8, 2015, NCHS, Pool Maintenance

Brooks Anderson, August 18, 2015, NCHS, Special Education Assistant

Patrick Spreadbury, September 1, 2015, NNHS, Auditorium Manager

Margaret Gahan, August 18, 2015, Prairie, Special Education Assistant

Gregory Rupp, August 28, 2015, RV/MG, Custodian

Andrew O'Connor, August 13, 2015, Transportation, Bus Driver

Madison Pollitz, August 18, 2015, WJHS, Special Education Assistant

Employment – Classified

Adam Hague, August 31, 2015, Connections, Special Education Assistant

Amber Stevenson, August 31, 2015, Connections, Special Education Assistant

Shannon Leland, September 21, 2015, Elmwood, Special Education Assistant

Joann Naples-Hullfish, September 9, 2015, Highlands, Special Education Assistant

Elise Pecorin, August 19, 2015, Highlands, Special Education Assistant

Carol Nathe, August 26, 2015, LJHS, LRC Assistant
Mary Kaskie, August 19, 2015, Meadow Glens, Instructional Assistant
Laura Majersky, August 19, 2015, Meadow Glens, Special Education Assistant
Eric Oslos, August 19, 2015, Meadow Glens, Special Education Assistant
Kimberly Kelsch, September 14, 2015, Mill Street, Special Education Assistant
Kelsey Gierzynski, August 19, 2015, Naper, Instructional Assistant
Matthew Maloney, August 19, 2015, Naper, Computer Support Associate
Maria Roca, September 8, 2015, NCHS, Special Education Assistant
Charles Voss, August 19, 2015, NCHS, Special Education Assistant
Carol Naughton, September 14, 2015, NNHS, LRC Assistant
Pamela Mason, August 19, 2015, NNHS, Campus Supervisor
Holly Welsh, August 19, 2015, NNHS, Special Education Assistant
Darrell Green, August 19, 2015, Transportation, Bus Driver
Fran Schlesinger, August 19, 2015, Prairie, Special Education Assistant
Kathleen Hilgeman, August 19, 2015, Ranch View, Instructional Assistant
Judith Muraglia, August 19, 2015, WJHS, Special Education Assistant
Devin Wise, August 19, 2015, WJHS, Special Education Assistant

Employment – Classified (Part-Time)

Kim Liska, August 19, 2015, Meadow Glens, 3-5 Instructional Assistant

Employment – Non-Union-Classified

Jeff Petrick, August 24, 2015, PSAC, Senior Support Analyst

Leave Of Absence – Classified

Sheryce Jetter, 10/1 – 12/22/15, Prairie, Special Education Assistant

Addendum

Appointment – Certified (Full Time)

Tiffanie Kimura, September 14, 2015, District, Physical Therapist

Retirement – Classified

Dan Kerrigan, October 16, 2015, Transportation, Bus Driver

Resignation – Classified

Nancy Ulch, September 18, 2015, Meadow Glens, Special Education Assistant

Crotty made a motion to approve the Consent Agenda as presented. Fitzgerald seconded the motion. A roll call vote was taken. Those voting yes: Romberg, Fitzgerald, Wandke, Jaensch, Crotty, Price, and Fielden. The motion carried.

Discussion
Without Action

Health Insurance and Benefits

Brad Cauffman noted that annually, the Health Insurance Committee meets to review the District's Self-Funded insurance program. Last year numerous changes were made to ensure compliance with the Affordable Care Act. He summarized the discussion by the Committee. He reviewed the Tower Watson report noting that the District's five year trend is 1.6% below the survey group. Additionally, he indicated that the committee closely monitors the ACA set threshold for the Cadillac Tax to ensure that the District is never assessed that tax. The recommendation of the Committee and Administration is to increase the Medical and Prescription premiums by 4.5% and hold the Vision and Dental insurance rates flat for the plan year January 1, 2016 to December 31, 2016.

Board Questions and Comments:

- Questioned that the 9% inflation rate seems way too high.
 - Brad will check with the company to verify.

- Are flex and spousal surcharges included?
 - HSA is included but flex and spousal surcharges are not included because they are optional.
- We want to be prudent going forward.
- Who is on the insurance committee?
 - Representatives of management have 4 positions, and each union has 2 positions.
- Question about what the projected cost of insurance was last year.
 - We will go back and check what the projection was last year.
 - If we have higher costs than our premiums, we will look to make changes to the plan.
- For the long term we need to look at charging slightly higher deductibles and co-payments, the recommendation is to keep them flat.
 - That information will be provided at the next meeting.

Policy Review – First Reading (third review) 4.40, 4.100

4.40, Incurring Debt

Kaine Osburn noted that no changes have been made to the policy. A memo was provided by Mr. Cauffman at the Boards' request that included definitions of cash and cash equivalents from three outside sources. With guidance from the Board on their preferred language for the policy, changes to the policy will be made accordingly.

Board Member Comments/Questions:

- Would like to see 90 days or less for cash or cash equivalent.
- If revenues are delayed, we need to have some cash available.
- In the spirit of the policy, is there a history on how often we are in the circumstance of being in deficit?
 - The State is the biggest wildcard although a small portion of the revenue. Taxes are the largest portion.
- Cash is cash so money is fluid.
- Do we have any benchmark data from other districts?
 - We will check.
- 24 months is too long.

We will work up new language and bring back without action next time.

4.100, Insurance Management

Kaine Osburn noted that the policy was revised align with State statute. Brad Cauffman provided a memo for clarification. The District has insurance for all students; the State statute mandates that catastrophic insurance be provided for 9 – 12 students.

Board questions/comments:

- Do we want to include all grades?
- The law is the bare minimum.
- Possibly include language that we “may” provide it for all.

Superintendent Bridges noted that we will bring back language that suggests that we shall provide catastrophic insurance to 9 – 12 students and may provide it for all grades.

Policy Review – First Reading Section 5

Superintendent Bridges indicated that Section 5 is very large so for tonight Kaine Osburn will review only a portion of them.

5.35, Anti-Nepotism (Fair Labor Standards Act)

PRESS replaces the current policy 5.35 with “Compliance with the Fair Labor Standards Act and moves “Anti-Nepotism” to 5.38

5.38, Anti-Nepotism

Renumbered from 5.35, the existing Anti-Nepotism Policy.

5.40, Communicable and Chronic Infectious Diseases

Aligns policy and procedures with State and Federal mandates, Illinois Department of Public Health rules, and other Board Policies.

5.42, Bloodborne Pathogens

No PRESS revisions, only minor typographical change.

5.60, Expenses

Minor language changes, including submission of payment vouchers. There was a question about the procurement card policy and cross references. This policy will be revised and brought back for a second First Reading 9/21/15.

5.70, Religious Holidays

Minor language and statutory reference changes.

5.80, Court Duty

Minor language changes for clarity.

5.100, Staff Development Program

Minor language clarification and revision.

5.105, Training for ADHD Identification

Typographical revisions.

5.130, Responsibilities for Internal Information

Adds statutory references.

5.140, Solicitation by or From Staff

Adds “designee” to superintendent to approve soliciting. Adds cross reference.

5.202, Salary Guides

Language stricken that is unnecessary for policy.

5.204, Tutoring

Typographical revisions.

We do have some musical lessons after school. The language will be clarified and brought back for a second First Reading on 9/21/15.

5.210, Resignations

This is a new policy. All current language is assigned to 5.212.

5.222, Summer School

Typographical revisions.

5.230, Maintaining Student Discipline

Typographical revisions, cross reference additions.

5.240, Suspension

Suspension of employees including conditions for repayment

5.272, District IMRF Contribution

Retitled to reflect content.

The following policies will be on the September 21, 2015 Agenda for a First Reading:

- 5.50, Drug and Alcohol Free Workplace
- 5.90, Abused and Neglected Child Reporting
- 5.120, Ethics and Conduct
- 5.125, Personal Technology and Social Media Usage and Conduct
- 5.150, Personnel Records
- 5.170, Copyright of Materials Developed by Employees
- 5.180, Temporary Illness or Temporary Incapacity
- 5.185, FMLA
- 5.190, Teacher Qualifications
- 5.200, Terms and Conditions of Employment and Dismissal
- 5.212, Administrative Fringe Benefits
- 5.220, Substitute Teachers
- 5.250, Leaves of Absence
- 5.260, Student Teachers
- 5.270, Compensation and Assignment
- 5.280, Teaching Assistants, Coaches, Bus Drivers
- 5.285, Drug and Alcohol Testing for Bus Drivers
- 5.290, Employment, Suspension, Termination for Support Staff
- 5.300, Support Staff Schedules and Employment Year
- 5.320, Support Staff Evaluation
- 5.330, Support Staff Fringe Benefits

Superintendent Bridges recapped:

All policies will be brought back for a second reading with the exception of the following which will be brought back for a second First Reading:

- 5.60, Expenses - Language will be revised.
- 5.204, Tutoring - Language will be revised.

Under Armour Agreement with NCHS Athletics

Deputy Superintendent Kaine Osburn noted that this is an opportunity to seek alternative revenue sources and see if this kind of agreement can provide value for the schools. The contract calls for a five year transition to wearing all Under Armour products for those items usually purchased by a team, for a team: uniforms, warm-ups, shoes, socks, and head wear. Any athletic items that

would normally be purchased by the individual are not required to be Under Armour products. According to the agreement, two Under Armour banners will be placed at locations identified by the NCHS administration. Additionally, coaches gear will be discounted and an annual stipend will be paid to NCHS. Board questions/comments:

- We try to keep the two high schools equal. How will this work if it is only at one high school?
 - Since this is new to D203, it is a good opportunity to see how it works before it is implemented in more schools.
- Have we checked into the ethics of this company?
- The provided revenue will free up some of the dollars and how they are spent.
- This program is meant to build value for the athletics program as a whole.
- Is the amount of money worth it?
- Bigger concern is that a 5 year contract is a long time.
- Suggested that the same offer be presented to NNHS. If they are not interested, then fine.
- Are there traps that other districts have discovered?
- What is the normal turn over for team uniforms?
 - We will get more information about the cycle of uniforms.
- How much input came from the coaching staff? Is this what they really want?
 - We will get more detailed feedback.
- What coaches products are included? Does 15% go to coaches and their jackets, etc.?
 - We will clarify.
- What facilities does this include? How would we deal with other teams using our facilities like swimming teams?
- Where would the banners be placed?
- Would prefer termination for convenience.
- Free products come at the end of the year after everything else has shipped.
- Where are other districts with this?
- How is this going to benefit us?
 - This is all new territory for us so it is unclear exactly how this will benefit us.

Superintendent Bridges noted that we will seek clarity on:

- The level of sports involved – is it just varsity?
- We will work with legal counsel to clarify the opt-out language.

Discussion With **Naperville Education Support Professionals Association (NESPA)**
Action **Agreement**

Superintendent Bridges indicated that the School District and NESPA have come to agreement on a new three year contract. The membership vetted the contract on August 19, 2015. Some of the changes were outlined and Superintendent Bridges noted that the new contract reflects the great contributions the members of NESPA make to student learning on a daily basis. The contract is fair to the NESPA members as well as the community.

Crotty made a motion to approve the Agreement as presented with the Naperville Education Support Professionals Association as presented. Wandke seconded the motion. A roll call vote was taken. Those voting yes: Crotty, Fielden, Romberg, Wandke, Jaensch, Fitzgerald, and Price. No: None. The motion carried unanimously.

Policy Review : Second Reading 4.10, 4.15, 4.30, 4.80, 4.110

4.10, Fiscal and Business Management

4.15, Identity Protection

4.30, Revenue and Investments

4.80, Accounting and Audits

4.110, Transportation

Superintendent Bridges noted the timeline in Policy 4.30, Revenue and Investments. The goal is realignment by 2017.

Wandke made a motion to approve Policies 4.10, 4.15, 4.30, 4.80, and 4.110 as presented. Romberg seconded the motion. A roll call vote was taken. Those voting yes: Jaensch, Price, Fitzgerald, Romberg, Fielden, Wandke, and Crotty. No: None. The motion carried.

New Business

Old Business

Upcoming

Events

- Focus 203 – State of the District, Wednesday, September 16, 2015, 7:00 – 9:00 p.m. NCHS Cafeteria.
- Focus 203 – State of the District, Thursday, September 17, 2015, 8:30 – 10:30 a.m., Grace Church
- Board of Education Meeting, Monday, September 21, 2015, 7:00 p.m.

Adjournment

Crotty made a motion to adjourn the meeting at 9:43 p.m. Romberg seconded the motion. A unanimous voice vote was taken.

Approved

September 21, 2015

Terry Fielden, President
Board of Education

Ann N. Bell, Secretary Pro Tem
Board of Education