



**GENEVA COMMUNITY UNIT SCHOOL DISTRICT NUMBER 304
227 NORTH FOURTH STREET, GENEVA, ILLINOIS
RECORD OF PROCEEDINGS OF A REGULAR SESSION
OF THE BOARD OF EDUCATION**

The Board of Education of Community Unit School District Number 304 met in a regular session on Monday, August 8, 2016, at 7:00 p.m. at the Coultrap Educational Services Center, 227 North Fourth Street, Geneva, Illinois

1. CALL TO ORDER (Bylaws 0163 & 0164)

- 1.1 Roll Call
- 1.2 Welcome
- 1.3 Pledge
- 1.4 Reminder to sign attendance sheet

The meeting was called to order at 7:00 p.m. by President Grosso.

Board members present: Policy Committee Chair Leslie Juby, Mike McCormick, Vice President Kelly Nowak, Mary Stith, Bill Wilson, President Mark Grosso. Late: None. Absent: David Lamb.

The President welcomed everyone, reminded them to sign the attendance record, and lead the Pledge of Allegiance.

District staff present: Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Andy Barrett, Assistant Superintendent Teaching & Learning; Donna Oberg, Assistant Superintendent Business Services; Dr. Kent Mutchler, Superintendent.

Others present: Shelbi Bushe.

2. PUBLIC COMMENTS

Per Board Policy 0167.3, Section C, Attendees wishing to speak at the Board meeting must register their intention to participate in the public portion(s) of the meeting upon their arrival at the meeting. Complete the form found in the Welcome to Our Meeting brochure (print legibly) and give it to the Presiding Officer or the Recording Secretary before the meeting is called to order.

None.

3. APPROVAL OF MINUTES (Bylaw 0168.1)

- 3.1 Special Session, July 25, 2016
- 3.2 Executive Session, July 25, 2016

Motion by Juby, second by Nowak, to approve the above-listed minutes as amended, items 3.1-3.2 as presented. On roll call, Ayes, five (5), Juby, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), Lamb. Abstained, one (1), McCormick.

4. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARING

5. SUPERINTENDENT'S REPORT (Policy 1210)

The Superintendent reported that there is a lot going with O&M, and that we are on track with most of the projects. We are waiting on a couple of parts at WAS and HES but all should be ready for the start of school. New certified staff will be in next week, all staff return on the 22nd, our all staff program on the 23rd and students start on the 24th.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

- 6.1 Policy Updates: First Reading (Bylaw 0131.1)
 - 6.1.1 Bylaw 0144.3, Conflict of Interest, **Revised**
 - 6.1.2 Policy 1130, Conflict of Interest-Private Practice, **Revised**
 - 6.1.3 Policy 3113, Conflict of Interest, **New**
 - 6.1.4 Policy 4113, Conflict of Interest, **New**
 - 6.1.5 Policy 2370, Educational Options, **Revised**
 - 6.1.6 Policy 6110, Grant Funds (Uniform Grant Guidance), **Revised**
 - 6.1.7 Policy 6111, Administration of Grant Programs, **Revised**
 - 6.1.8 Policy 6112, Cash Management of Grants, **New**
 - 6.1.9 Policy 6113, Internal Controls, **New**
 - 6.1.10 Policy 6114, Cost Principles – Spending Federal Funds, **New**
 - 6.1.11 Policy 6116, Time and Effort Reporting, **New**
 - 6.1.12 Policy 6325, Procurement – Federal Grants/Funds, **New**
 - 6.1.13 Policy 6550, Travel Payment and Reimbursement, **Revised**
 - 6.1.14 Policy 7300, Disposition of Real Property, **New**
 - 6.1.15 Policy 7310, Disposition of Surplus Property, **Revised**
 - 6.1.16 Policy 7450, Property Inventory, **New**
 - 6.1.17 Policy 8450, Control of Communicable Diseases, **Revised**

Motion by Juby, second by McCormick, to approve the above-listed policies, items 6.1.1-6.1.17 as presented. On roll call, Ayes, six (6), Juby, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), Lamb. Abstained, none (0).

6.2 2016-17 Board Goals Discussion/Decision

This is a continuation of the conversation from the last meeting. The Superintendent thanked the Communications Task Force for their work on this. We need to change some of the wording on items 1 and 2. There was a request for a goal that has to do with the use of technology and science standards. If there are changes that the Board would like to make, then we can do that, but we would like the Board to take action tonight so that we can proceed with our goals booklet.

Board comments, questions, concerns: We do a great job of saying what we want to do but not on how we measure it. We need to explain how we plan to achieve each goal. (It's difficult right now to define specific indicators or benchmarks, because these goals are fluid.) We are not the only ones that will be looking at these goals. Our target audience may not speak the same language that we do. It really started with the Board and the retreat session that we had. We need to determine the level of participation for community engagement. In terms of the first goal, we don't know how we want to finalize the goal. We will have the Communications Task Force present at the fall IASB Conference as one indicator. One thing that we did a while back was developing a discussion session. This could be an action for goal 2. We can define our indicators over time.

Motion by Juby, second by McCormick, to approve the above-listed, item 6.2 as presented. On roll call, Ayes, six (6), Juby, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), Lamb. Abstained, none (0).

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATION

7.1 Possible 2016-17 School Calendar Modification

The Superintendent reported that every year the district tries to be as efficient and effective as possible because the students are our most precious commodity. We have worked hard over the years to provide professional development for our staff without losing student time. The Board approved the calendar several months ago, but we are here now recommending some possible changes. We would like to remove the one-hour early dismissal for elementary schools, and the high school would like to have semester exams prior to winter break this year. One last change would be to move the school improvement day on April 17th to May 19th.

Board comments, questions, concerns: What typically takes place on a school improvement day? (It could be any number of things. We could be working on student growth, curriculum, Danielson

Framework, or any other number of things. It is harder to plan for when it's for the entire district.) Are you comfortable with this change that we're not losing too much? (Absolutely.) When you talk about exams before winter break and look at the calendar, the year-long classes are okay but we need to keep those semester classes in mind. Professional development is one of the greatest indicators of student success. We will bring a final recommendation back at a future meeting.

8. INFORMATION

8.1 New Teacher Induction Program

9. CONSENT AGENDA (Bylaw 0166.1)

9.1 Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires (Policies 1520, 3120, 4120)

New Hires Certified Staff

Augustine, Alexandra, WAS, Grade 5, 1.0 FTE, effective 8/22/16

Doll, Pamela, HES/WAS, Social Worker, 1.0 FTE, effective 8/22/16

Machut, Lindsay, GHS, Physical Education, .50 FTE, effective 8/22/16

Rathunde, Kristine, WAS, Grade 3, 1.0 FTE, effective 8/22/16

Vallone, Jennifer, FS/WES, Speech Language Pathologist, 1.0 FTE, effective 8/22/16

Resignations Certified Staff

Marlowe, Lara, HES/WAS, Social Worker, 1.0 FTE, effective 5/26/16

Thompson, Sarah, GHS, Career Counselor, .40 FTE, effective 5/26/16

Titus, Collette, GMSN, Speech Language Pathologist, 1.0 FTE, effective 5/26/16

Long-Term Substitutes Certified Staff

Deknatel, Johnathan (Sandie Brady), GMSS, Science, 1.0 FTE, effective 8/22/16-12/16/16

Sweet, Deb (Meredith Highmark), HES, Grade 4, 1.0 FTE, effective 12/8/16-3/22/17

Family and Medical Leave Certified Staff

Seal, Ryan, HSS, Grade 1, 1.0 FTE, effective 11/30/16-1/30/17

Highmark, Meredith, HES, Grade 4, 1.0 FTE, effective 12/8/16-3/22/17

New Hires Support Staff

Metz, Maryann, Garage, Special Education Bus Monitor, 9 month, effective 8/17/16

Sanchez, Sheri, Garage, Special Education Bus Monitor, 9 month, effective 8/17/16

White, Michael, Garage, Bus Driver, 9 month, effective 8/17/16

Grimes, Jerry, GHS, 2nd Shift Custodian, 12 month, effective 8/18/16

Reynolds, Allison, WAS, Special Education Assistant, 9 month, effective 8/22/16

Beran, Kara, HSS, Reading Tutor, 9 month, effective 8/29/16

Feucht, Valerie, MCS, Reading Tutor, 9 month, effective 8/29/16

Resignations Support Staff

Johnson, Erinne, HSS, Special Education Assistant, 9 month, effective 5/26/16

Costabile, Joseph, GHS Special Education Assistant, 9 month, effective 8/4/16

Reappointments/Reclassifications Support Staff

Van Den Akker, Nancy, WAS, Kindergarten Assistant 3 hrs day, 9 month

9.2 Gifts, Grants & Bequests: \$3,000, Parent Donation, \$2,000 to update and improve the library and \$1,000 to buy music supplies

9.3 Gifts, Grants & Bequests: \$12,000, WES PTO, for the purchase of 8 Mimio Touchboards

Motion by Wilson, second by Juby, to approve the above-listed items 9.1-9.3 as presented. On roll call, Ayes, six (6), Juby, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), Lamb. Abstained, none (0).

10. COMMENTS FROM THE PUBLIC ON BOARD OF EDUCATION ACTION

11. BOARD MEMBER COMMENTS AND REPORTS

Policy Committee, Finance Committee, Boundary Task Force, Communications Task Force, Facilities Task Force, Technology Task Force, Joint PTO, Geneva Academic Foundation, Geneva All-Sports Boosters, Geneva Music Boosters, Geneva High School Theater Boosters, GEARS, K-12 Discipline Committee, Geneva Coalition for Youth, PRIDE, Fox Valley Career Center, IASB/Legislative, IASB Kishwaukee Governing Board

At the last Finance meeting, Ms. Hennessey presented about the upcoming refunding of bonds. She has created several options for us so we have asked Ms. Oberg to get the presentation out to all

Board members, and to carve out a little bit of time at the next Board meeting for us to discuss and give the administration some guidance. The earliest to start refunding bonds is the first part of October, so be ready to discuss at the next Finance meeting. (Ms. Hennessey is scheduled to attend the August 22nd Board meeting to talk about the debt restructuring.) One Board member will be attending the quarterly IASB meeting this weekend, where they will be evaluating the current director.

12. NOTICES / ANNOUNCEMENTS

13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES [5 ILCS 120/(c)(2)]; THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY OR LEGAL COUNSEL FOR THE PUBLIC BODY [5 ILCS 120/2(c)(1)]; LITIGATION WHEN AN ACTION AGAINST, AFFECTING, OR ON BEHALF OF THE PARTICULAR PUBLIC BODY HAS BEEN FILED AND IS PENDING IN A COURT OR ADMINISTRATIVE TRIBUNAL, OR WHEN THE PUBLIC BODY FINDS THAT SUCH AN ACTION IS PROBABLE OR IMMINENT, IN WHICH CASE THE BASIS FOR THE FINDING SHALL BE RECORDED AND ENTERED INTO THE MINUTES OF THE CLOSED MEETING. [5 ILCS 120/2(c)(11)]. (Bylaw 0167.2)

At 7:40 p.m., motion by Nowak second by Stith, to go into executive session to consider matters pertaining to collective negotiating matters between the public body and its employees or their representatives; the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body; litigation when an action against, affecting, or on behalf of the particular public body has been filed and is pending in a court or administrative tribunal, or when the public body finds that such an action is responsible or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. On roll call, Ayes, six (6), Juby, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), Lamb. Motion carried unanimously.

At 8:44 p.m., the Board returned to open session.

14. ADJOURNMENT

At 8:45 p.m., motion by Wilson, second by Juby, and with unanimous consent, the meeting was adjourned.

APPROVED August 22, 2016
(Date)

_____ PRESIDENT

SECRETARY _____

_____ RECORDING SECRETARY