



**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, November 28, 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, David Lamb, Mike McCormick, Vice President Kelly Nowak Mary Stith, Bill Wilson, President Mark Grosso. Late: None. Absent: None.

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

District staff present: Kristy Poteete-Kriegermeier, Communications Coordinator; 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: Tom Livingston, Taylor Egan.

**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 Regular Session, November 14, 2016
- 3.2 Executive Session, November 14, 2016

Motion by Nowak, second by Lamb to approve the above-listed minutes, items 3.1-3.2 as presented. On roll call, Ayes, six (6), Juby, Lamb, McCormick, Nowak, Stith, Wilson. Nays, none (0). Absent, none (0). Abstained, one (1), Grosso.

**4. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARING**

**5. SUPERINTENDENT'S REPORT (Policy 1210)**

The Superintendent thanked the Board and staff for making parent/teacher conferences go so well, and mentioned that GHS semester testing will take place prior to winter break which is new this year.

**6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION**

- 6.1 Policy Updates: Second Reading

6.1.1 Policy 3437.01, Family Military Leave, **Renumbered**

6.1.2 Policy 5722, Student Publications and Productions, **Revised**

Motion by Juby, second by McCormick to approve the above-listed policies, items 6.1.1 – 6.1.2 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

## **7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATION**

### **7.1 Board Meeting/Presentation Schedule**

The Superintendent shared that this is a working document to help keep everyone informed of what is planned to be discussed at each upcoming Board meeting.

## **8. INFORMATION**

8.1 FOIA Request

8.2 2016 Budget Vs. Actual

8.3 1<sup>st</sup> Quarter Financial Report

## **9. CONSENT AGENDA (Bylaw 0166.1)**

9.1 Monthly Financial Reports and Interfund Transfers (Policy 6800)

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

### New Hires Certified Staff

Yingst, Nicole, GHS, Art (2<sup>nd</sup> semester), 1.0 FTE, effective 1/3/17

### FTE Adjustment Certified Staff

Jones, Duane, GMSS, Technology Education, from 1.0 FTE to 1.17 FTE, effective 1/17/17

### Long-Term Substitutes Certified Staff

Salzman, Stacie (Ryan Seal), HSS, Grade 1, 1.0 FTE, effective 11/14/16-1/11/17

Kurkowski, Devon (Maggie Ring), FS, Speech Language Pathologist, 1.0 FTE, effective 1/3/17-6/5/17

### Family and Medical Leave Certified Staff

Ring, Maggie, FS, Speech Language Pathologist, 1.0 FTE, effective 1/3/17-1/25/17

### Leave of Absence Certified Staff

Ring, Maggie, FS, Speech Language Pathologist, 1.0 FTE, effective 1/26/17-6/5/17

### New Hires Support Staff

Ziegler, Jody, FS/WAS, Special Education Assistant, 9 month, effective 11/15/16

Jorgensen, Cymber, Garage, Bus Driver, 9 month, effective 11/17/12

Cortez Moreno, Juan, GHS, 2<sup>nd</sup> Shift Custodian, 12 month, effective 11/21/16

Prado Viveros, Epifania, HSS/WAS, 2<sup>nd</sup> Shift Custodian, 12 month, effective 11/21/16

Krahn, Sherry, FES, Special Education Assistant, 9 month, effective 11/28/16

Waldchen, Jennifer, WES, Special Education Assistant, 9 month, effective 11/28/16

### Resignations Support Staff

Gray, Steven, GMSS, 2<sup>nd</sup> Shift Custodian, 12 month, effective 11/29/16

### Reappointments/Reclassifications Support Staff

Hayes, William, from Technology Assistant at MCS to District Technician at GHS, 12 month, effective 11/28/16

9.3 Pay Request #6: \$110,011.69, FGM Architects, for 2016 Capital Improvements

9.4 Pay Request #4: \$45,589.15, Monaco Mechanical, for the GHS Steam Line Replacement

9.5 2015 PTAB Appeals – Home Depot Inc. & PPG Industries Inc.

Motion by Wilson, second by McCormick to approve the above-listed items 9.1-9.5 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

## **10. COMMENTS FROM THE PUBLIC ON BOARD OF EDUCATION ACTION**

None.

## **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*

Board members attended the GEA Trivia Night. Several Board members attended the Triple I Conference in Chicago, where they were able to take part in a variety of workshops. A big Thank You to Kristy Poteete-Kriegermeier and Taylor Egan for presenting at the Triple I Conference on Community Engagement. Anyone who didn't attend the conference but would like information on the workshops can find that information on the IASB website. The IASB Board of Directors had their quarterly meeting at the conference where new members and officers were elected. Board members attended the recent Mill Creek PTO meeting that included the topics of PTO meeting attendance, Joint PTO, and fundraisers. Thank you to those who put together the American Education Week Leadership Breakfast, which was held on November 16th. Met with school board members from both Batavia and Kaneland, and it would be nice if after the first of the year would could find time to formally sit down and talk with them. During conferences, Board members had an opportunity to see teachers coaching teachers. This is an awesome process to be able to see. The Delegate Assembly met during the Triple I Conference, where our Board voted against two of the recommendations. In the future, it would be nice if we could discuss the recommendations prior to the conference. The Facility Task Force met today to discuss the modular classrooms, steam line and the upcoming 2017 Capital Plan.

**12. NOTICES / ANNOUNCEMENTS**

**13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO 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 [5 ILCS 120/2(c)(11)]. (Bylaw 0167.2)**

The Board did not have reason to go into executive session.

**14. ADJOURNMENT**

At 7:15 p.m., motion by Nowak, second by Wilson, and with unanimous consent, the meeting was adjourned.

APPROVED December 12, 2016  
(Date)

\_\_\_\_\_  
PRESIDENT

SECRETARY \_\_\_\_\_

\_\_\_\_\_  
RECORDING  
SECRETARY