



**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, February 13, 2017, 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, 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: Darcy Thompson, Principal Fabyan Elementary; Tom Rogers, Principal Geneva High School; Reed Allison, Dean of Students Geneva High School; Shonette Sims, Director of Teaching & Learning; Kristy Poteete-Kriegermeier, Communications Coordinator; Anne Giarrante, Director of Student Services; Mike Wilkes, Director of Technology; Dr. Andy Barrett, Assistant Superintendent Teaching & Learning; Dr. Adam Law, Assistant Superintendent Personnel Services; Donna Oberg, Assistant Superintendent Business Services; Dr. Kent Mutchler, Superintendent.

Others present: Rich Martin, Steve Cordogan, Sarah Sielisch, Stacey Lueck, Donna Borse, Carrie Hollman, Cindy Stuewe, Monica O'Haro-Noonan, Ashlee Tyberg, Marcie Lafferty, Angie Carlson, Marcy Bowman, Megan Wassell, Wendy Graves, Courtney Falls, Sheavon Lambillotte, Jodeen Rogers, Kasey Keller, Susanna Watson, Michael Leverino, Susan Sarkauskas, Alex Cordogan, Grayson Frazier, Quinn Hensley, Alex Tschetter, Ariela Policastro, Susan D'Onofrio, Lyndsey Gerbec, Lily Karlson, Triana Lee, Fiona McManus, Kasey Murphy, Riley Niselli, Madeline O'Rourke, Alexis & Ashley Pender, Carly Ruggeri, Julianna Severino, Mackinzie Sheridan, Katy Wagner, Amanda Werner.

**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.*

Stacey Lueck, a parent, spoke on behalf of the recommendation for the new pre-school program. The current program does not allow her child to grow and develop as he needs. When you have a special needs child you do not get to shop around for a pre-school, because you have to go with the early intervention program. He currently is enrolled in two different pre-school programs to help meet his needs. He gets about ninety minutes of services each week. Having more days in the classroom would really benefit and help him to prepare for kindergarten.

**3. APPROVAL OF MINUTES (Bylaw 0168.1)**

- 3.1 Regular Session, January 23, 2017
- 3.2 Executive Session, January 23, 2017
- 3.3 Special Session, January 30, 2017
- 3.4 Special Executive Session, January 30, 2017

Motion by McCormick, second by Nowak, to approve the above-listed minutes, items 3.1-3.4 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

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

- 4.1 Tradition of Excellence: GHS Students (Policy 5451)  
All-State Music Festival Participants and Varsity Dance Team

ILMEA All-State Music Festival

Alex Cordogan – All-State Honors Orchestra – Violin  
Grayson Frazier – All-State Honors Jazz Band – Tenor Sax  
Quinn Hensley – All-State Honors Chorus – Tenor II  
Alex Tschetter – All-State Honors Orchestra – Tuba  
Ariela Policastro – Participated in the ILMEA Future Music Educators Seminar

Dance Team State Qualifiers

Susan D’Onofrio	Kasey Murphy	Carly Ruggeri
Lyndsey Gerbec	Riley Naselli	Julianna Severino
Lily Karlson	Madeline O’Rourke	Mackinzie Sheridan
Triana Lee	Alexis Pender	Katy Wagner
Fiona McManus	Ashley Pender	Amanda Werner

- 4.2 Update on District Metrics – Steve Cordogan

Steve Cordogan presented to the Board a summary of academic performance measures for Geneva schools. It focused on recent standardized test scores and other academic performance measures. It compared current Geneva 304 performance levels for comparable districts that are also the top performing unit districts in Illinois. The following measures were examined: basic demographic indicators, PARCC performance levels, MAP scale score levels, graduations rates, college enrollment rates, AP performance indicators and ACT performance indicators. This summary indicates that Geneva is one of the smaller unit districts in the far west suburbs, their free/reduces lunch population levels are lower than its peers, LEP levels are low (though IEP levels are about average), has the highest 4-year graduation rate, and is tied for 2<sup>nd</sup> highest 16-month college attendance rate. Geneva’s academic performance is among the highest in the state; AP and ACT performance levels have increased dramatically over the last several years, and Geneva 304 has the potential to become the best of the best on all performance measures, if it continues its current trends.

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

The Superintendent reported that the district is currently in the process of preparing for the 2017-18 school year and are working to wrap up evaluations. We are celebrating some of our winter activities, as you saw tonight with the Tradition of Excellence awards. We are extremely proud of all of our groups and know that being involved in activities contributes to their overall student success.

Dr. Barrett shared information about science instruction and resources at the elementary level. As Jill Marsh has said, “the shift in the science standards is learning about to figuring out”, and we are excited about this. This is directly tied to our vision. The committee is trying to find resources that can help us do this, so not only are they teaching, but they are also acting as a research and development team. Publishers are not always on the forefront of making that transition, and sometimes they are not even trying to get there. We hope to bring more information back to you at a later date with a more concrete plan.

## 6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

### 6.1 Student Discipline Recommendation

This recommendation was presented at the last Board meeting.

Motion by Nowak, second by Wilson, to approve the above-listed discipline recommendation, item 6.1 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

### 6.2 Pre-School Program Recommendation

Anne Giarrante and Stephanie Martin presented this recommendation at a previous Board meeting.

Motion by Stith, second by Nowak, to approve the above-listed pre-school recommendation, item 6.2 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

### 6.3 TIF Common Talking Points

The Board discussed the talking points at a previous Board meeting. These talking points will be posted on the district's website.

Motion by Wilson, second by Lamb, to approve the above-listed talking points, item 6.3 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 there have been some slight changes in this schedule. We do our best to try to even out the length of each Board meeting by spreading out the presentations accordingly. This schedule will continue to be a working document with changes as needed.

### 7.2 Policy Updates-First Reading

7.2.1 Policy 2371, Remote Educational Program, **Revised**

7.2.2 Policy 2430, District-Sponsored Curricular Activities and Clubs, **Revised**

7.2.3 Policy 6145.01, Debt Management, **New**

7.2.4 Policy 6151, Bad Checks, **Revised**

7.2.5 Policy 6152, Student Fees, Fines, and Charges, **Revised**

7.2.6 Policy 6423, Use of Purchasing Cards, **Revised**

7.2.7 Policy 6610, Student Activity Fund, **Revised**

These policies will be brought back to the Board for a second reading at the next meeting.

### 7.3 Preliminary Staffing Plan Proposal for 2017-2018

Dr. Law presented to the Board the preliminary staffing plan for 2017-2018 which includes the following recommendations:

1. Change 9-month Building Technology Assistants to 10-month employees and change the title of the position to "Building Technician".  
*This change would support the growth of technology in the District and should allow for a more efficient start and end to the school years.*
2. Change title and FTE of Web Application Specialist (.6 FTE) to Client Services Coordinator (1.0 FTE).  
*The Client Services Coordinator position will supervise the daily technical support operations and work to develop the standards and processes needed for the District.*
3. Increase part-time, 9-month HR Administrative Assistant to full-time, 10-month position.  
*Over the last few years, the amount and extent of required work in the HR Department has increased due to unfunded mandates by the state and federal government, shifting responsibilities between departments, and the addition of another union within the district.*
4. Add a math tutor for new math intervention center at GHS.  
*The addition of a math tutor in a math intervention center at GHS will help to address students' needs for college and career readiness more fully and in a timelier manner.*
5. Add up to 5 per diem days for each GHS department chair as needed.

*The per diems will be used on an "as needed" basis during breaks and summertime for department chairs to administer placement testing, review teacher candidate applications and interview potential candidates.*

6. Add 5 per diem days to a pool for the GHS Counseling and Advising Office.  
*These additional per diem days would promote better customer service to GHS students and parents during the summer in returning voicemail messages and making scheduling changes.*

Board comments, questions, concerns: What changes in employee benefits would there be going from 9-month to 10-month? (None.) Is the salary competitive for the Web Application Specialist? (Yes. We looked at other districts and this salary is comparable.) Do the department chairs get a stipend? (Yes.)

## **8. INFORMATION**

8.1 Suspension Report

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

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

### Long-Term Substitutes Certified Staff

Salzman, Stacie (Sheryl Clark Leturgey), HES, Grade 1, 1.0 FTE, effective 5/9/17-6/5/17

Martin, Sandy (Lisa Freeman), MCS, Kindergarten, 1.0 FTE, effective 4/3/17-5/17/17

### Family and Medical Leave Certified Staff

Bryant, Molly, GMSS, Language Arts, 1.0 FTE, effective - Intermittent Days

Clark Leturgey, Sheryl, HES, Grade 1, 1.0 FTE, effective 5/9/17-6/5/17

### New Hires Support Staff

Ovell, Amy, HSS, Special Education Assistant (16/17 only), 9 month, effective 2/13/17

### Long-Term Substitutes Support Staff

Tucholski, Kristin (Diane Dargis), WAS, Special Education Asst., 9 month, effective 2/10/17-4/1/17

9.2 Pay Request #5: \$13,750, Laub Construction, for 2016 Capital Improvement Projects

Motion by Lamb, second by McCormick to approve the above-listed items 9.1-9.2 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

## **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*

The Music Boosters are meeting tonight to work on their brand new website, many reports and their budget. They are excited about the upcoming Disney trip. On January 27<sup>th</sup>, Fermilab held their 50<sup>th</sup> anniversary celebration. The Communications Committee met this morning and talked about how we are going to distribute our Goals Booklet, how we are going to further our community engagement through IASB, and how we are going to implement our key communicators now that we have identified them. With the Goals Booklet, we talked about how we can be more efficient and where we could distribute them most effectively. Board members are welcome to take some to hand out. The Joint PTO met last week, and Kristy presented on communications and our vision. Governor Board members will be attending an IASB workshop in Springfield this week. Governor Rauner will be speaking to school board members and administrators from around the state. Geneva had two great basketball games this past week. Both the boys' and girls' teams won against St. Charles East last Friday to capture the conference championship. The Facility Task Force met today and discussed changes to the entrance at Harrison Elementary and replacing the roof at Western Avenue. We were told this evening that the roof cost will be covered by insurance, and that the only cost to the district would be the deductible, which will be shared with the Park District. The Board President did a ride-

along on an elementary bus route, and then stopped at Heartland Elementary for a tour, where he was able to sit in on a third grade class using a Smartboard.

**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)]; STUDENT DISCIPLINARY CASES. [5 ILCS 120/2(C)(9)]. (Bylaw 0167.2)**

At 8:30 p.m., motion by Nowak second by Wilson, to go into executive session to consider matters pertaining to collective negotiating matters between the public body and its employees or their representatives; student disciplinary cases. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Motion carried unanimously.

At 8:59 p.m., the Board returned to open session.

**14. POSSIBLE ACTION FOLLOWING EXECUTIVE SESSION  
- Disciplinary Action – Student A**

While deliberating in closed session, a majority of the Board made the following findings, based upon the Administration’s presentation:

1. That the student’s continuing presence would pose a threat to the safety of others in the school community and/or that the student’s continuing presence would substantially disrupt or interfere with the orderly operation of the school;
2. That removing the student from the school is in the best interests of the school community;
3. That the duration of the expulsion or alternative placement is justified given the circumstances of the misconduct, the need to discipline the student and the need to protect the school community;
4. That all appropriate behavioral and disciplinary interventions have been exhausted in light of the misconduct; and
5. That it is in the best interest of the student.

Motion by Wilson, second by Lamb to find Student A eligible for expulsion through the end of the 2016-17 school year and to accept the Administration’s recommendation that the student be placed in lieu of expulsion at the MVSEC Safe School program for the same period of time, pending successful completion of that program. The Superintendent will draft a written expulsion decision documenting the Board’s findings in closed session. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

**15. ADJOURNMENT**

At 9:00 p.m., motion by Wilson, second by McCormick, and with unanimous consent, the meeting was adjourned.

APPROVED February 27, 2017  
(Date)

\_\_\_\_\_ PRESIDENT

SECRETARY \_\_\_\_\_

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