



**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 28, 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: Taylor Egan, Policy Committee Chair Leslie Juby, Finance Committee Chair Dave Lamb, Mike McCormick, Vice President Kelly Nowak, Mary Stith, 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: Laura Sprague, Communications Coordinator; Dr. Andy Barrett, Assistant Superintendent of Teaching & Learning; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Kent Mutchler, Superintendent.

Others: Brannon Anderson, Terri Helfers, Cathy Carrino, Jessica Breugelmanns.

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

- 2.1 Regular Session, August 14, 2017
- 2.2 Executive Session, August 14, 2017

Motion by Nowak, second by Juby, to approve the above-listed minutes, items 2.1-2.2. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

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

**4. 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.*

Brannon Anderson, a Williamsburg parent, realized two years ago that Williamsburg could do better with their recycling in their lunchroom. She understands that the district has more important matters to deal with, but feels a change could be made. She met with Dr. Dye and Mr. Ney who feel that this would be a tough project during lunchtime. Currently, students have to get permission to get up during lunch; however, monitors do go around with garbage cans so that students can throw away their trash. After some research, she learned that recycling pick-up fees are cheaper than trash pick-

up fees. There are carts that are made to hold two cans that could be purchased allowing students to throw away trash in one and recycling in the other. The cost of the carts could be picked up by the PTO or by parents. It is understood that this project may not happen but would like the Board members to have the thought in the back of their minds.

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

The Superintendent shared that the year is off to a great start and everyone is in their daily routines. He thanked Dr. Law for his work on the mentoring program and Dr. Barrett, and everyone involved, for their work on opening day. Board members were thanked for giving up part of their day to join the opening day activities throughout the district. Thursday, August 31, is open house at all of our elementary schools. There is an upcoming meeting with Elizabeth Hennessey to work on refinancing bonds for the Ratings & Poor.

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

**6.1 Acting Board Treasurer Appointment**

Motion by Lamb, second by McCormick, to appoint Todd Latham as acting Treasurer and so authorize Todd Latham to perform all actions of the School Treasurer who receives the taxes of the District as set forth in the resolution authorizing the issuance of General Obligation Refunding School Bonds, adopted on August 14, 2017; the temporary incapacity of Donna Oberg due to illness being hereby determined. Todd Latham shall serve as acting Treasurer until the Board determines that Ms. Oberg's temporary incapacity no longer exists, item 6.3. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, 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 the Board continues to make changes as necessary and hopes that the community will continue to watch for future agenda items that might be of interest to them. This planning document does change regularly. There will be an IASB representative at our next Policy Committee meeting on September 25<sup>th</sup>. This meeting will begin at 5 p.m. The Board also has their upcoming Retreat on October 21<sup>st</sup>, where they will work on the District's educational vision.

**8. INFORMATION**

**8.1 FOIA Requests**

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

**9.1 Monthly Financial Reports and Interfund Transfers**

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

FTE Adjustment Certified Staff

Thomas, John, GHS, Math, from 1.0 FTE to 1.20 FTE (1<sup>st</sup> semester only), effective 8/21/17

Family and Medical Leave Certified Staff

Prieboy, Michelle, HSS, Reading Teacher, 1.0 FTE, effective 3/12/18-5/24/18

New Hires Support Staff

Carberry, Darcia, GELP, Special Education Assistant, 9 month, effective 8/21/17

Cedergren, Christine, HSS, Kindergarten Assistant, 9 month, effective 8/21/17

Fortino, Norma, GHS, Math Center Tutor, 9 month, effective 8/21/17

Hamilton, Alyssa, GMSS, Special Education Assistant, 9 month, effective 8/21/17

Jeralds, Kellie, WAS, Special Education Assistant, 9 month, effective 8/21/17

Johnson, Samantha, GELP, Special Education Assistant, 9 month, effective 8/21/17

Temple, Tracy, GELP, Special Education Assistant, 9 month, effective 8/21/17

Hopper, Tracy, GMSN, Special Education Assistant, 9 month, effective 8/24/17

Lawrence, Sarah, GHS, Hallway Supervisor, 9 month, effective 8/28/17

Jatczak, Kelliann, HES, Building Technician, 10 month, effective 9/5/17

Resignations Support Staff

Macritchie, Jennifer, HES, Special Education Assistant, 9 month, effective 6/5/17

Hollis, Katie, FES, Kindergarten Assistant, 9 month, effective 8/20/17

Stolfe, Cindy, GHS, Hallway Supervisor, 9 month, effective 8/30/17

Reappointments/Reclassifications Support Staff

Brennan, Cheryl, HSS, from Special Education Assistant to Reading Tutor, 9 month

Gaerlan, Emily, GHS, from Special Education Assistant to Math Center Tutor, 9 month

Pannier, Lesley, FES, Special Education Assistant, 9 month

Ziegler, Jody, GELP, from Special Education Assistant 17hrs to 31.25 hrs, 9 month

McLaughlin, Kevin, CO, from Building Services Coordinator to Skilled Maintenance, 12 month

Retirement Support Staff

Dorsey, Nancy, Garage, Bus Driver, 9 month, effective 8/17/17

9.3 Bid Summary/Award: \$74,723.83, All American Paper, Arthur Williams Industry, Facility Supply Systems, HP Products, North American & Pike Systems, custodial supplies/paper

9.4 Gifts, Grants, Bequests: \$700, Revive Christian Fellowship, gift cards to Goodwill and Salvation Army for homeless families

Motion by Juby, second by Egan, to approve the above-listed minutes, items 9.1-9.3. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, 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 have their first meeting of the new school year this evening. They are still in need of volunteers and their fall mum sales have started. Board members attended the Communications Task Force meeting, where they welcomed two new community members. The meeting was very productive, and their next meeting is in two weeks. Mary Stith received the 2017 Woman of Inspiration Award. IASB had their quarterly meeting in Neville, Illinois this past Friday and Saturday, where they interviewed candidates for future President. Other topics of discussion were the executive director evaluation, conference attendance and legislative issues. IASB took the position of “no” on the vote for school funding. The Facilities Task Force met today, and kudos to O&M for getting all of their work done for the start of the new school year. The tennis courts are finished, and they are truly a “brilliant” blue. The GAF is still selling tickets for their upcoming Gala, and tickets can be purchased online. The new teacher breakfast was great, and Kevin Gannon’s speech was inspiring. The Board has once again earned the IASB Governance Award for their work throughout the past year.

**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)]. (Bylaw 0167.2)**

At 7:23 p.m., motion by McCormick second by Nowak, 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. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

At 8:29 p.m., the Board returned to open session.

**14. POSSIBLE ACTION FOLLOWING EXECUTIVE SESSION**

14.1 GSSA Contract

Motion by Lamb, second by Egan, to approve the above-listed agreement, item 14.1. On roll call, Ayes, six (6), Egan, Lamb, McCormick, Nowak, Stith, Grosso. Nays, one (1), Juby (based on sustainability). Absent, none (0). Abstained, none (0).

14.2 Superintendent's Contract Extension

Motion by Lamb, second by Stith to approve the above-listed Superintendent's contract, item 14.2. On roll call, Ayes, six (6), Egan, Lamb, McCormick, Nowak, Stith, Grosso. Nays, one (1), Juby (based on length of contract). Absent, none (0). Abstained, none (0).

**15. ADJOURNMENT**

At 8:33 p.m., motion by Nowak, second by Stith, and with unanimous consent, the meeting was adjourned.

APPROVED \_\_\_\_\_  
(Date)

\_\_\_\_\_ PRESIDENT

SECRETARY \_\_\_\_\_

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