

**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, December 8, 2014, at 7:00 p.m. at Williamsburg Elementary School, 1812 Williamsburg Avenue, Geneva, Illinois

**1. CALL TO ORDER**

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

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

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

District staff present: Tom Rogers, GHS Principal; Amy Campbell, District Safety/Security Supervisor; Scott Ney, Director Facility Operations; Anne Giarrante, Director of Student Services; Craig Collins, Assistant Superintendent Personnel Services; Donna Oberg, Assistant Superintendent Business Services; Patty O'Neil, Assistant Superintendent Learning & Teaching; and Dr. Kent Mutchler, Superintendent.

Others present: Taylor Egan, Tom Kohoust, Dick Graff, Arney Silvestri, James Solner, Bob McQuillan, Brenda Schory (Kane County Chronicle).

**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**

- 3.1 Regular Session, November 24, 2014
- 3.2 Executive Session, November 24, 2014

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

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

- 4.1 Tradition of Excellence Awards

None.

- 4.2 Operations & Maintenance-Security 7 Year Capital Improvement Plans

The Superintendent thanked the members of the Facilities Task Force and Board members Grosso and McCormick for helping to shape this. Thanks to Mr. Ney and Mrs. Campbell for their work on stretching these out over a longer period of time. This was a very preliminary report. President Grosso reported that Mr. Ney and Mrs. Campbell presented their plans to the Task Force, and that they did a great job in turning 5 year plans into 7 year plans. With the plans presented tonight, we still have options. There are a couple of things that we may want to defer in these plans based on funds. We spent additional funds last year due to the harsh winter. Most don't know the cost of doing

business within the buildings. We are required by statute to pay prevailing wage. The District cannot just hire any contractor. All jobs must go out for bid. We also must have plans approved by architects due to State code. This can be very daunting with all of the projects we would like to do. Board member McCormick expressed his thanks to Mr. Ney and Mrs. Campbell for all of their hard work on this and spreading the plan out over seven years.

Scott Ney, Director Facility Operations, presented to the Board the Facilities 7 Year Capital Improvement Plan. All District buildings were surveyed and needs were prioritized based on cost, needs and efficiencies. Mr. Ney provided the Board with a cost estimate and timeline, which will be updated annually. His presentation gave a breakdown of costs per year with the total for the seven years being \$8,656,000. He also reported on the completed capital improvement projects for 2014-2015. We budgeted \$1,273,000, with our costs being \$878,228, which put us under budget by \$394,772.

Discussion, comments, questions: Thank you Scott for spending time with us to take a look first hand at some of these projects. We are amazed at your knowledge of our assets. Since we are under budget will those remaining funds go forward to help offset some of the cost for next year? (Some of these funds will move forward.) Can you tell us more about the visual barriers that you talked about? (This will be covered in the Safety/Security presentation.) You talked about the Simplex fire panel that will need to be replaced, so do we assume that there will be another one at Heartland in a couple of years? (We have not had as many repairs at Heartland as we have at Mill Creek. Over the last two years, the repairs have escalated to the point where the cost of repairs would be more than the cost of a new one.) You talked about efficiencies, so I am wondering if you have any means to offset these costs? (We did provide some, but there are equations we can do for offsets.) Are there more grants out there that we can utilize? (Yes there are, and there is one that we are working on for the tennis courts which is on the capital improvement list.) There was concern about the tile replacement at Fabyan, was this all our cost? (No it wasn't.) The \$3 million cost for the boilers, is there anything we can do? (The Facilities Task Force has directed me to get more information. We will talk more about this and come up with a plan.) Can you walk us through the process for repairing the leaks repair at the high school? (Since it was an emergency repair, we had to go through the ROE and hire an architect. There are new energy standards that are in effect now, which we are being grandfathered in, but moving forward we will have new requirements.)

Amy Campbell, District Safety/Security Supervisor, presented to the Board the Security 7 Year Capital Improvement Plan. We completed an evaluation of security assessments, drills, and action follow-up reports, and prioritized security needs along with financial considerations. We are keeping in mind that school safety and security is constantly evolving and the importance of staying current and up to date. Her presentation gave a breakdown of costs per year with the total for the seven years being \$297,915. Mrs. Campbell also highlighted the security upgrades that have been taking place during the current school year. We budgeted \$300,000, and our costs were \$137,698, which put us under budget by \$162,302.

Discussion, comments, questions: Thank you for all of your work. One concern that I have is how to stretch costs over seven years if we have priority needs? How did transitioning on priorities go with architects in the past? (Arcon was recommended to the District, so we brought them on board for the middle and the high schools. They prioritized by A, B, C with their recommendations, and then we went from there. DLA are the new architects for the district.) Did the new district architects go through the RSV process? (They were approved through the ROE.)

## **5. SUPERINTENDENT'S REPORT**

The Superintendent reported that we had good attendance at parent/teacher conferences. We continue to evaluate holding conferences on that Monday and Tuesday prior to Thanksgiving, and are looking to do the same thing next year. We need to evaluate that for future years to come. There is a school finance presentation on Thursday, December 11<sup>th</sup> at GMSS featuring guest speaker Ralph Martire who is an expert on school finance. It's hard to believe that our winter break begins already on the 22<sup>nd</sup> and then we are back on January 5, 2015. We are getting information almost every other

day on the new PARCC assessment. It's still not very complete information, nor is it always consistent, so I have asked our Assistant Superintendent Learning & Teaching to give a brief update.

Ms. O'Neil reported that it was suggested and advocated to ISBE to allow districts to alter the grade levels tested at the high school with the PARCC assessment. ISBE recently decided that they would give school districts the opportunity to make the alternate selections that they would like. This was coming at the same time that our test planning was due to the state. In final analysis, we really needed to consider the best interest of our students. I've heard on and off over the last year that it is very clear that this exam would put undue pressure on our juniors. PARCC is not a college entrance exam. There is a lot happening in the spring with our juniors. AP exams begin in May, which made this an easy decision for us to decide to have our freshman take the exam rather than juniors. Not all, but a fair number of other districts have made this same decision. They cited similar reasons as ours.

Discussion, comments, questions: The PARCC exam is required to be administered online, which means we need adequate equipment to do this. There has been talk that this exam takes about 9 hours. Is this correct? (Yes, it is a lengthy exam but it's not all done at one time.) Are we testing our freshman twice? (Correct.) Are both exams lengthy? (Not sure but we can research and get back to you. It will be lengthy, but it can measure critical thinking, which you cannot do with a multiple choice or fill in the blank test. We are asking the students to dig deeper into the thought process.) It feels like mandated testing is cutting into instructional time for students. What happens when the internet crashes? (We would have to move the testing to another day/time. This is why the testing window is so large. We should have the ability to regroup and come back to the exam.) Is the data safe or would the student have to go back to the beginning and start over? (The Director of Technology reported that a student's information is saved automatically, so if for some reason they lost internet or had to switch computers, their information would still be there and they could pick up where they left off.)

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

### **6.1 Tax Levy 2014**

The Superintendent thanked members of the Finance Committee for vetting this. The recommended levy extension interacts with the long term debt to provide the Board flexibility to better level taxes for the community. The recommendation presented was approved initially in preliminary form by the Board at the November 10<sup>th</sup> meeting. Please keep in mind that this is not the actual rate, it's more of a limiting rate. The actual rate will be established in March and will most likely be different. He thanked the Assistant Superintendent of Business Services for her work.

The Assistant Superintendent of Business Services reported that at the November 10<sup>th</sup> meeting she presented the possible extension of the levy. The Board approved the initial recommendation for the levy and resolution. This levy needs to be adopted and filed with the county clerk by the last Tuesday of December. As we move forward, this levy is based on 1.5% CPI. We are requesting CPI of 1.5%. The cap extensions for the operating fund are \$64,425,090. The bond is sustained at \$16,300,000 and would have been substantially higher had we not been doing abatements. The total increase for homeowners is projected at 4.41% increase over last year. Please remember that this is an estimated increase of approximately \$3.7 million. The actual tax levy will not be out until March. New growth will probably come in lower, which may lower the levy. CPT and actual EAV will determine the actual amounts.

Discussion, comments, questions: The Board president had each Board member comment on the proposed levy. Some of the comments included: When I think about the 1.5% as the max rate, it's the max to be captured. I am more concerned about levying what we need. The levy that we are forecasting doesn't matter. We are forecasting dollar amounts based on known salary increases. Total revenue for 2016 is \$81.3 million and our expenditures are \$81.4 million. We should draw on reserves more. We are doing what we should be doing. We do not always have all of the information before having to make a decision on the levy. We have abated back more than \$14 million over the last several years. I am not in favor of the approach we are taking. I think if we just keep chipping away to be conservative over the next year it will show the taxpayers that we are trying. I do know

what's coming down the pipeline and I understand but the taxpayers need a break. Vision 20/20 can show you unfunded mandates that we are required to do with no additional funding. We are trying to keep the costs down but the bottom line is taxes are going up. We have to stay balanced. In going forward, the 1.5% is part of our debt reduction plan. We have known expenses along with salary increases that will cause a deficit, and we do plan to use our reserves to a point.

Motion by Wilson, second by Lamb, to approve the above-listed Tax Levy, item 6.1, as presented. On roll call, Ayes, six (6), Juby, Lamb, Nowak, Stith, Wilson, Grosso. Nays, one (1), McCormick. Absent, none (0). Abstained, none (0).

6.2 Policy Updates: Second Reading

6.2.1 Policy 0170, Bylaw 0175.1, School Board Conferences, Conventions & Workshops, **Revised**

Motion by Stith, second by McCormick, to approve the above-listed policy, item 6.2.1, as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

6.3 2015-2016 Calendar

Motion by Nowak, second by Lamb, to approve the above-listed 2015-2016 Calendar, 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 CONSIDERATIONS**

7.1 Policy Updates: First Reading

7.1.1 Policy 5410, Promotion, Placement, and Retention, **Revised**

7.1.2 Policy 6144, Investment Policy, **Revised**

7.1.3 Policy 8390, Service Animals on District Property, **Revised**

7.1.4 Policy 8420, Emergency Management and Preparedness of Schools, **Revised**

7.1.5 Policy 9150, School Visitors, **Revised**

**8. INFORMATION**

8.1 Suspension Report

8.2 FOIA Requests

8.3 AP Exam – 5 Year Results

**9. CONSENT AGENDA**

9.1 Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires

New Hires Support Staff

Kunzelman, Jacob, GHS, 2<sup>nd</sup> Shift Custodian, 12 month, effective 12/8/14

9.2 Pay Request #3: \$43,844.80, Vortex Enterprises, for next phase of flooring replacement in the academic areas of GHS

9.3 Pay Request #1: \$52,778.70, Mid-Atlantic Service & Supply Corporation dba Commercial Window Shield, for first phase of security film being installed on main entrance windows throughout the district

9.4 Tech Purchase: \$108,000, Heartland Business Services, to purchase 180 HP 820 Elitebooks w/3 year warranty

Motion by Lamb, second by Stith, to approve Consent Agenda Items 9.1 – 9.4. 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**

I have been attending Board meetings for 15 years now. I always make the levy and the budget meetings because they are interesting. I do remember Tim Moran saying that if you are worried about the levy then you have to look at your budget. Every year it's the same thing. You ask for what you need but then you say you are abating funds. It doesn't matter how you look at it but abating is over taxing. Any money leftover has been abated toward the debt. In reality you have overtaxed for

the last several years because of the huge debt from the 2006 referendum. I know that you don't like to look back but one of the reasons that levy was passed was because the public was given falsified enrollment projections. That's why we have the debt we have today. I don't think you are really asking for what you need for next year, you are asking to get extra so that the debt can be bought down every year to prevent that huge spike in the next 4 to 5 years. It's a plan that was made up and maybe it was the best plan to pay down the debt but to say you are only asking for what you need, then you need to go to the next level and say that you are asking for what you need to operate the schools for next year. When you add those words "need to operate", then you are asking for more than you need to operate.

#### **11. BOARD MEMBER COMMENTS AND REPORTS**

*Policy Committee, Finance Committee, Boundary Task Force, Communications Task Force, Facilities 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, REMS Grant Advisory Board*

Board member Stith reported that she attended a workshop on Vision 20/20, which is an initiative that came about from Illinois schools regarding funding. It looks at things such as the unfunded mandates. They have a website at [www.illinoisvision2020.org](http://www.illinoisvision2020.org) and I would encourage you to take a look at it. Most people saw the study that we are the worst run state in the country. Please attend the Ralph Martire presentation on Thursday evening. He will talk about our funding crisis in Illinois and possible solutions. We need to make sure we are reaching the part of the community that does not have students within our school district. State Street Jewelers is hosting a fundraiser for the GAF.

Board member Nowak reported that with Vision 20/20, finance is only a portion of it. They also look at policy changes to attract high quality staff. It gives us an idea of what is really happening in Illinois. Ralph Martire also looks at data, how he collects it, where it comes from, and best practices. Mrs. Nowak's favorite time of the year is the Christmas Walk in Geneva. She was amazed at the number of students and staff that were so involved this year. Thank you to those that helped connect our students to the community.

President Grosso reported that he and Mr. McCormick attended the Facilities Task Force meeting last week and provided guidance to Mr. Ney on costs moving forward. The Board will receive a capacity study from the high school showing the impact of course offerings and facility strains we have even though our student population hasn't really increased in the last couple of years at the high school level. Our students used to have the option of testing out of specific courses but our State Legislature decided that they were no longer going to allow this. If you saw a mandates list, then you would understand the trickle down affect from decisions made at the state level.

#### **12. NOTICES / ANNOUNCEMENTS**

None.

#### **13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES [5 ILCS 120/2(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)].**

At 8:26 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; 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), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Motion carried unanimously.

At 8:34 p.m., following a break to relocate to the Williamsburg conference room, the Board moved into executive session.

At 8:48 p.m., motion by Wilson, second by McCormick, and with unanimous consent the Board returned to open session and relocated to the Williamsburg cafeteria.

**14. ADJOURNMENT**

At 8:52 p.m., motion by Wilson, second by Juby, and with unanimous consent, the meeting was adjourned.

APPROVED January 12, 2015 \_\_\_\_\_ PRESIDENT  
(Date)

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