

**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, September 22, 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, Mike McCormick, Vice President Kelly Nowak, Policy Committee Chair Mary Stith, Finance Committee Chair Bill Wilson.
Late: None. Absent: President Mark Grosso, David Lamb.

The Vice-President welcomed everyone, reminded them to sign the attendance record, and asked the new teachers to lead the Pledge of Allegiance.

District administrators present: Amy Campbell, Safety/Security Supervisor; Scott Ney, Director Facility Operations; Kelley Munch, Communication Coordinator; 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: Linda Odem, Nancy Powers, Elly Skok, Lori Dowd, Dan & Cheryl Giesen, Kerry Gain, Taylor Egan, Jason Stone, Dee Neukirch, Kristina Dauber, Scott Ruckoldt, Kathleen Doyle, Elise Raz, Sue San.

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, September 8, 2014
- 3.2 Executive Session, September 8, 2014

Motion by McCormick, second by Wilson, to approve the above-listed minutes, items 3.1 & 3.2, as presented. On roll call, Ayes, four (4), Juby, McCormick, Nowak, Wilson. Nays, none (0). Absent, two (2), Grosso, Lamb. Abstained, one (1), Stith.

4. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS

- 4.1 Safety & Security Upgrades, Amy Campbell

Amy Campbell, Safety/Security Supervisor reported on safety and security upgrades throughout the district.

- Secured Front Entrance – GHS
- Raptor Visitor Management System – all schools over the course of the school year
- Doors at Center Street – GHS
- Security Cameras – all schools
- Security Window Film – all schools

The district received the IEMA School Safety Grant in the amount of \$73,420 that will help to cover the cost of security window film at all schools.

The district recently had their annual review with first responders. Our first responder partners are the City of Geneva, Kane County Emergency Management, Geneva Fire Department, American Red Cross, Kane County Sheriff, Elburn & Countryside Fire Department, and Kane County Health Department. Topics covered in this review were:

- Evaluate our Safety Plans
- Brought in our Safety Team Meetings as needed
- Conduct Presentations Together
- Red Cross has identified some of our buildings as potential sites in case of disaster
- Kane County Health Department and plans in case of a health outbreak
- First Responders assist schools with their drills, observe, provide feedback, etc.
- Police Partners are an active part of our Threat Assessment Team
- As you recall they were a key part of our full scale drill in April of 2013
- Constant and open communication is key

We are currently using CPTED (Crime Prevention through Environmental Design) to reduce opportunities for crime to occur, to reduce fear, and to improve overall safety of schools.

- Natural Surveillance – Maximizes the ability of authorities to observe the environment in higher risk areas such as parking lots and building entrances.
- Access Control – Taking steps to design the facility's physical environment in a way that deters criminal activity.

The district has posted concealed carry signs in all buildings and has implemented a district-wide anonymous tip line at 630-463-3990.

Board comments, questions, discussion: Thank you for all of your hard work and time you have put into this. Our kids are our most important asset we have. It's good to know that when we send them off to you that you are thinking about their safety. This film is amazing as to how much time it can buy us in a crisis and thank you for finding a funding source for this.

4.2 Capital Improvement Plan Update, Scott Ney

Scott Ney, Director of Facility Operations, reported on capital improvement summer projects.

- Parking Lots – repaired and re-surfaced damaged sections, crack filled and seal coated needed areas
- Sidewalks – repaired heaved sections, repaired and replaced cracked sections
- Flooring Upgrades Throughout GHS
- Replaced Auditorium Roof From Storm Damage at GHS
- Resurfaced Both Middle School Running Tracks
- Replaced Water Main at Western
- Installed New Fire Lane at Western
- Replaced Ceiling Tile at Harrison Elementary
- Repaired Damaged Floor Sections at Harrison

These capital improvements have come in at \$189,425 under budget. Remaining projects include the window security film throughout the district and replacing the terrazzo tile at Fayban.

Board comments, questions, discussion: I don't think people realize how much time you took out of your schedule to tour us around to all of the buildings. What impressed me is how well Mr. Ney knows our buildings. He carefully and thoughtfully took the time to inventory everything. His knowledge of our buildings is amazing. What many don't know is that we had a 5 year capital improvement plan but because of budget restraints we stretched it out over seven. That isn't easy an easy task but he did it willingly and he did a great job. We were able to do this and stay under

budget.

5. SUPERINTENDENT'S REPORT

The Superintendent reported that the district had a very smooth start to the school year and credits his staff for this. We have excellent staff that works collaboratively with us. As I visit buildings I can see that they have already established a pattern and a rhythm. The district had their annual meeting with first responders to review emergency plans and safety information. Many first responders commented on how valuable their partnership is with the school district. It's this kind of collaboration that makes our district special. The district has almost completed MAP testing and will give updates as the year progresses. Building principals will meet with the Superintendent this week to review their school's improvement plan which will give us a target for continued improvement. We just completed our meeting with new staff and we let them know that their success is our student's success, and our student's success is our success as a district.

The Assistant Superintendent of Personnel gave a historical perspective as to how this year's staff compares to one's we've hired in the past. Over the years the district has recruited teachers from several universities with the largest number coming from Northern Illinois University. We keep this information, because it gives us benchmarks over time and helps us with our recruiting efforts. Due to the addition of full-day kindergarten this has been the largest number of new hires at the elementary level. Looking ahead, the district will increase their recruiting efforts as they anticipate many elementary teacher retirements. The most challenging positions to fill have been in our student services department. Speech Pathologists have been the hardest positions to fill as we have to compete with hospitals and clinics. This has been an ongoing challenge for us. Over the last couple of years the number of hires has been small; however this is the first year where we have felt the recruiting efforts have been more challenging. The competition is even more fierce now than it has been in the past so we will need to get out there earlier to recruit.

Board comments, questions, discussion: Did we open Heartland in 2002-2003? (Most likely yes.) Did we have upticks then as we opened Fabyan? (No, in 2004-2005 the additional students at the elementary level started to moderate, so when Fabyan came on board we didn't have the large uptick because we had some retirements as well. Looking at the retirements this year and what we anticipate over the next couple of years this hiring is cyclical.)

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

None.

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS

None.

8. INFORMATION

8.1 Suspension Report

9. CONSENT AGENDA

9.1 Monthly Financial Reports & Interfund Transfers

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

Reclassifications Certified

Sweeney, Karin, FS, Speech Language Pathologist from .60 FTE to .80 FTE, effective 9/22/14

Thorpe, Katie, FES, Speech Language Pathologist from .60 FTE to .80 FTE, effective 9/22/14

New Hires Support Staff

Contreras, Victor, GHS, Security, 12 month, effective 9/8/14

Boutan, Chelsey, GMSS, Special Education Assistant, 9 month, effective 9/9/14

Bumbar, Joan, FES, 2nd Shift Custodian, 12 month, effective 9/15/14

Ferguson, Timothy, GHS, Security, 12 month, effective 9/15/14

Tawzer, Samantha, FES, Special Education Assistant, 9 month, effective 9/29/14

Resignations Support Staff

- Brown, Deborah, HSS, Special Education Assistant, 9 month, effective 9/10/14
 Brown, Tom, GMSS, 2nd Shift Custodian, 12 month, effective 10/3/14
 Duncan, Shayna, FES, Reading Tutor, 9 month, effective 8/28/14
 Regan, Wendy, GMSN, Special Education Assistant, 9 month, effective 9/26/14
 9.3 Illinois State Board of Education 2014-2015 Application for Recognition of Schools
 9.4 2014 Administrator & Teacher Compensation Report
 9.5 Bid Summary/Award: Security Upgrade-Window film, \$101,110, Commercial Window Shield, Taylors, South Carolina, installation of security window film at all nine school locations

Motion by Wilson, second by Juby, to approve Consent Agenda Items 9.1 – 9.5. On roll call, Ayes, five (5), Juby, McCormick, Nowak, Stith, Wilson. Nays, none (0). Absent, two (2), Grosso, Lamb. Motion carried unanimously.

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, 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

Mary Stith met with the GAF and they are mapping out their Viking Hustle race the Saturday morning of homecoming weekend. They are looking for as many participants as possible. Thanks to our communications coordinator as she has done a great job of getting the word out. They will have a band and concessions, so get your running shoes on. Kelly Nowak and Mike McCormick attended the PTO meeting at Heartland Elementary where they talked to parents about Senate Bill 16 and answered questions they had. Kelly Novak and Dave Lamb attended the Sports & Music Booster meetings where Senate Bill 16 was also talked about. Thanks to the Boosters for all of their hard work as well. I'd also like to thank the communications coordinator because the Communications Task Force met and they thought they should put out some information as well, and she did a great job of getting that out to the staff and community. The IASB dinner is coming up where they will talk about state funding and some of the challenges on the horizon. The Board received Report to Membership, which I was unable to participate in this year, but the representatives of the 22 districts of the IASB met and this is the consolidation of what was talked about.

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)]

At 7:49 p.m., motion by Juby, second by McCormick, to go into executive session to consider matters pertaining to collective negotiating matters between the public body and its employees or their representatives. On roll call, Ayes, five (5), Juby, McCormick, Nowak, Stith, Wilson. Nays, none (0). Absent, two (2), Grosso, Lamb. Motion carried unanimously.

At 7:55 p.m., following a break to relocate to the Williamsburg conference room, the Board moved into executive session.

At 8:12 p.m., motion by Wilson, second by McCormick, and with unanimous consent the Board returned to open session and relocated to the Williamsburg cafeteria.

At 8:13 p.m., the Board returned to open session.

15. ADJOURNMENT

At 8:14 p.m., motion by Wilson, second by Juby, and with unanimous consent, the meeting was adjourned.

APPROVED October 14, 2014
(Date)

PRESIDENT

SECRETARY _____

RECORDING
SECRETARY