

**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, June 8, 2015, at 7:00 p.m. at Williamsburg Elementary School, 1812 Williamsburg Avenue, 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: 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: Kristy Poteete-Kriegermeier, Communications Coordinator; Scott Ney, Director of Facility Operations; 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: Tom Rogers, Joe Schoen, Cheryl Dispensa, Roxanna Curtis, 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, May 26, 2015
- 3.2 Executive Session, May 26, 2015

Motion by Nowak, second by Wilson, to approve the above-listed minutes, items 3.1 - 3.2 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

4. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS

4.1 Tradition of Excellence Award: Geneva High School Students
Geneva High School Principal Tom Rogers presented students and staff in recognition of their accomplishments. Students and staff recognized included:

Boys Track State Qualifiers

Ezekiel Buck – State Qualifier in 4x400
Nicholas Carlton – State Qualifier in 4x400
Tyler Dau – State Qualifier in 4x400
Donald Friedel – State Qualifier in 4x100
Justin Nebel – State Qualifier in 4x100 and 4x400

Ryan Skibinski – State Qualifier in 4x100
Justin Taormina – State Qualifier in Long Jump and 4x100
Girls Track State Qualifiers
McKenzie Altmayer – State Qualifier in 4x8 and 1600m
Emma Claire Ehrhardt – State Qualifier in 3200m
Kristin Higgins – State Qualifier in High Jump
Foster Ignoffo – State Qualifier in 400m dash and 4x4
Colette Malovany – State Qualifier in 100m dash and 4x4
Jane McCloughan – State Qualifier in 300m hurdles and 4x4
Molly McQueeney – State Qualifier in 4x8
Brooke Nusser – State Qualifier in 4x8 and 1600m
Holly Nusser – State Qualifier in 4x8
Georgia Reed – State Qualifier in 4x4

National Association of Geoscience Teacher's

Joe Schoen - Illinois Outstanding Earth Science Teacher 2015 Award

5. SUPERINTENDENT'S REPORT (Policy 1210)

The Superintendent thanked Board members for attending some of the many end of the year activities, which included 8th grade promotion on Monday, June 1, 2015. The last day of school for students was Tuesday, June 2, 2015. Our 8th graders took 3rd place in the Nation in the WordMasters competition. As a result of this competition the Superintendent included several different WordMaster words in his speech at 8th grade promotion. The students would shout out each time they heard a word. Today, we kicked off our summer school program at the high school, middle school and the extended school year for our special needs students. Our libraries will be open this summer at scheduled times, and we will have an evening of reading scheduled at most of the schools.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS

7.1 GHS Steam Line Repair and Boiler System

Director of Facility Operations Scott Ney presented information to the Board on the GHS boiler system. The four Kewanee steam boilers in the boiler house deliver steam to the high school via underground steam pipes. The insulation on the underground steam pipes has deteriorated to a point of concern and will continue to deteriorate further. A temporary patch has been made to the steam pipe in the basement mechanical room for the short term. Over the next several years, there will come a point where we will be unable to locate parts and we may not be able to repair these boilers. CS2 Engineers have worked with us on two options. Option 1 is replacement of the 12" steam pipe and supportive insulation and stability trough with an estimated cost of \$375,000. Option 2 would be to relocate the current heating plant to the high school and install new high efficiency boilers on site for an estimated cost of \$1,050,000. This would allow us to abandon the existing steam lines and remove the four Kewanee boilers.

Board comments, questions, discussion: Board President Grosso shared that this was discussed at the recent Task Force meeting and that they struggled with a choice based on the estimated costs. Mr. Ney shared that one boiler is from the 2001 renovation, one is from 1967 and two are from 1957. They no longer manufacture the boiler as of 2001, so it is going to become harder to find the parts to repair the existing system. What is our maintenance cost each year on the existing system? (It's around \$30,000 a year.) Is there residual value if we sell the parts? (Yes.) Are all four boilers currently operational? (Yes. We use two when it's cold and three when it's extremely cold.) If we switch to a hot water system do we have room to house it? (Yes. We had CS2 do an inspection for this.) There are efficiencies to be gained if we replace the current system. It would be nice to see an appraisal for the parts of the current system. What's the life expectancy of a hot water system? (It should be 15-20 years.) What's the life expectancy on the patch we did? (Not able to be estimated. It's actually broken further down the line.) You mentioned that we might need new steam lines, so is that included

in the \$350,000 estimated repair cost? (Yes it is.) What about the erosion in the expansion loop? (This would also be repaired.) Have we looked at any financing options? (There's the possibility of a loan or a debt certificate.) Would the funding come from the O&M funds? (Yes, which is why we are pushing back some of our projects.) We do also have the working cash even though that would not be our first option. We may want to look at a PMA projection. (Donna will look into this.) If we make a decision, this project won't happen until after this next winter correct? (Correct.) What is the lead time? (It would be 10-12 weeks. We would like to do an RFP, and then hopefully have approval in January.) When were the boilers last re-tubed? (They have been done several times in the last 15 years.) With the age of the boilers, it is possible that we could have two down at any given time and three of them are already at their life expectancy. The boilers were inspected last week, and as always, we were complimented on how well we keep them. Is there a significant safety hazard? (There is the possibility of electrocution, burns, and guaranteed system failure if the patch fails.) Is there anything else that could be moved around in the O&M budget? (Mr. Ney will look over his list again to see if there are any more projects that could wait.) The Board will reflect on the boiler situation and bring this issue back at the next meeting. Scott will put out RFPs to at least secure financial figures better than estimates.

7.2 Board Goals Discussion

Goal #1: Community Engagement: Mary reported that the Communications Task Force met today, and it was suggested that they share with the Board what was discussed. She also felt there were parts of the community that we don't connect with. There will be another Communications Task Force meeting in July. The committee will draft wording for the goal at their next meeting. We want a communication plan, and the plan does not mean we have to have answers. Bill reminded the Board that during the Board Retreat, they discussed surveying the community as it's been a while since that has been done. We need to reach out beyond our parents, staff and committees. Leslie reported that during the Communications Task Force meeting, Kristy indicated that she would like to know what the Board wants on the survey. Kelly thought the goal needed to be completed before the survey, and that the Board needed to make sure that the data that is sent out is what the community wants to see.

Goal #2: Monitoring Performance: Mark indicated that the District Website Dashboard needs to be straight forward in a visual manner so that everyone can understand it. It was indicated that redesigning the website was discussed at the Board Retreat, and he thinks that this should be coordinated with the new technology director. If everyone is in agreement, we'd like to give the Superintendent direction. Leslie mentioned that Kristy had sent the Communications Task Force information on other district websites where they used bar graphs, color coding, and seemed very easy to understand. These things should be forwarded on to the entire Board to review. Bill thinks the key is getting information out to the community, so that they can see where we are succeeding and where we need work. The Superintendent pointed out that there are two subsets for this goal topic. These are disaggregating the data and presenting information in a way that is straightforward and visual. If these make sense, you will want to select someone to write a SMART Goal. This could be another task for the Communications Task Force.

Goal #3: Policy: Mark indicated that the trend is to incorporate guidelines into actual policies, and that maybe it would be good to have workshops to engage the community. We are in preliminary discussions about this. The Superintendent pointed out that this was also discussed at the Communications Task Force meeting, and that having an active Policy Committee helps to ensure that all policies are reviewed. Mary talked about how all of the goals indicated actually work together. It might be good to bring an IASB workshop in house to be more cost effective. We need to be very conscious of the changes made to policies, because if there is too much change, then it takes longer to get the policies approved. Mike proposed talking more about each policy rather than just following NEOLA updates.

7.3 Policy Updates: First Reading (Bylaw 0131.1)

7.3.1 Policy 1460, Physical Examination, **Revised**

7.3.2 Policy 3160, Physical Examination, **Revised**

7.3.3 Policy 4160, Physical Examination, **Revised**

- 7.3.4 Policy 1430.01, Family & Medical Leaves of Absence (FMLA), **Revised**
- 7.3.5 Policy 3430.01, Family & Medical Leaves of Absence (FMLA), **Revised**
- 7.3.6 Policy 4430.05, Family & Medical Leaves of Absence (FMLA), **Revised**
- 7.3.7 Policy 3217, Weapons, **Revised**
- 7.3.8 Policy 4217, Weapons, **Revised**
- 7.3.9 Policy 5772, Weapons, **Revised**
- 7.3.10 Policy 7217, Weapons, **Revised**
- 7.3.11 Policy 8325, Receipt of Legal Documentation by District Employees, **New**
- 7.3.12 Policy 2270, Religion in the Curriculum, **Revised**
- 7.3.13 Policy 2370, Educational Options, **Revised**
- 7.3.14 Policy 2371, Remote Educational Program, **New**
- 7.3.15 Policy 8330, Student Records, **Revised**

Mary indicated that the memos that are included for policies being reviewed are very helpful. The Board will review these policies for second reading at their next regular meeting.

8. INFORMATION

- 8.1 Suspension Report
- 8.2 FOIA Requests

9. CONSENT AGENDA (Bylaw 0166.1)

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

New Hires Certified Staff

Duppler, Erica, GMSN, Guidance Counselor, 1.0 FTE, effective 8/17/15
 Falls, Courtney, FS, Special Education, 1.0 FTE, effective 8/17/15
 Gyllborg, Amy, FES/FS, Psychologist, 1.0 FTE, effective 8/17/15
 Haugen, Lauri, HSS, Student Assistant Coordinator, 1.0 FTE, effective 8/17/15
 Henrich, Holly, GHS, Special Education, 1.0 FTE, effective 8/17/15
 King, David, GHS, Counseling and Advising Dept Chair, 1.0 FTE, effective 8/17/15
 Moroni, Haley, MCS, Special Education, 1.0 FTE, effective 8/17/15
 Napravnik, Jennifer, HSS, Grade 5, 1.0 FTE, effective 8/17/15
 Safran, Allison, FES, Grade 4, 1.0 FTE, effective 8/17/15
 Swanson, Ashley, FS, Special Education, 1.0 FTE, effective 8/17/15

Returning from Leave of Absence Certified staff

Fedore, Mary, GMSS, Social Studies, 1.0 FTE, effective 8/17/15
 Thorpe, Kaite, FES, Speech Language Pathologist, 1.0 FTE, effective 8/17/15

Reappointments Certified Staff

Baker, Taylor, GHS, Physical Education, from .90 FTE to .60 FTE
 Boutler, Scott, GHS, Math, from .80 FTE to 1.0 FTE
 Holstein, Kim, WES, Social Worker, from .75 FTE to .75 FTE

Leave of Absence Certified Staff

Gratz, Lisa, GMSS, Certified Nurse, 1.0 FTE, 2015/2016 school year

New Hires Support Staff

Menth, Lynn, CO, Administrative Assistant-Payroll Specialist, 1.0 FTE, effective 6/29/15

Resignations Support Staff

Potocki, Rebecca, WAS, Special Education Assistant, 9 month, effective 6/2/15
 Sullivan, Chad, WAS, Special Education Assistant, 9 month, effective, 6/2/15

Retirement Support Staff

Nelson, Bob, Garage, Bus Driver, 9 month, effective 6/2/15

FS Extended School Year Pre-School

Seibel, Carly, Speech Language Pathologist, new employee for 15/16
 Falls, Megan, Special Education Teacher, current employee
 Falls, Courtney, Special Education Teacher, new employee for 15/16
 Koester, Clover, Special Education Assistant, current employee
 Hansen, Jenny, Special Education Assistant, current employee
 Koehn, Nancy, Special Education Assistant, current employee

Adams, Andrea, Special Education Assistant, new employee
 Falls, Lisa, Special Education Assistant, current employee
 9.2 Resolution Ascertainning Prevailing Wages in Geneva CUSD 304
 9.3 2015-2016 Mid-Valley Special Education Cooperative Classroom Use Agreement:
 Geneva High School, Geneva Middle School South, Fabyan, Harrison, Mill Creek, Western
 9.4 Gifts, Grants, Bequests: \$4,184.20, Mill Creek PTO, for the purchase of concrete activity tables
 and games to be placed near the playground (Policies 1611, 3211, 4211, 7230)
 9.5 Bid Summary/Award, \$1,494,292, Mechanical Inc., HVAC Maintenance Services
 9.6 O&M Work Agreement
 9.7 Request for Purchase: \$270,576, Insight Public Sector, purchase of 480 Lenovo ThinkPad
 Yoga 11e portable devices with a 3 yr. warranty with ADP
 Motion by Wilson, second by Juby, to approve Consent Agenda Items 9.1 – 9.7. 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, 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*
 None.

12. NOTICES / ANNOUNCEMENTS

**13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO 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)]; COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS
 EMPLOYEES OR THEIR REPRESENTATIVES [5 ILCS 120/2(c)(2)]. (Bylaw 0167.2)**
 At 8:12 p.m., motion by McCormick second by Wilson, to go into executive session to consider
 matters pertaining to student disciplinary cases; the appointment, employment, compensation,
 discipline, performance, or dismissal of specific employees of the public body or legal counsel for the
 public body; collective negotiating matters between the public body and its employees or their
 representatives. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso.
 Nays, none (0). Absent, none (0). Motion carried unanimously.

At 9:26 p.m., the Board returned to open session.

14. ADJOURNMENT
 At 9:27 p.m., motion by Wilson, second by Juby, and with unanimous consent, the meeting was
 adjourned.

APPROVED June 22, 2015 _____ PRESIDENT
 (Date)

SECRETARY _____ RECORDING
 SECRETARY