

**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 Tuesday, October 13, 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 7:04 p.m. by Vice President Nowak.

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

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

District staff present: Doug Drexler, Associate Principal Geneva High School; Kristy Poteete-Kriegermeier, Communications Coordinator; Scott Ney, Director of Facility Operations; Dr. Adam Law, Assistant Superintendent Personnel Services; Donna Oberg, Assistant Superintendent Business Services; Dr. Andy Barrett, Assistant Superintendent Learning & Teaching; Dr. Kent Mutchler, Superintendent.

Others present: Lori Dowd, Kelly Kanarowski, Elizabeth Hennessey.

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, September 28, 2015
- 3.2 Executive Session, September 28, 2015

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

4. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARING

- 4.1 Long Term Debt Presentation by Elizabeth Hennessey
Elizabeth Hennessey from William Blair presented an update on the District's Debt Restructuring Plan. The bond market has been good, and at this time the feds are not increasing interest rates. The future of the rates is based on economic factors, including CPI, unemployment rates, and projected growth of our economy become more robust. When the interest rates do rise, it's good to know that it will be impacting the short end of the yield curve. She provided the Board with two options. Option I is to abate thru 2016, then refund/defease (pay off principal on callable bonds) in January 2017 and 2018. This option uses the Educational Fund surpluses over \$14 million per current projection through fiscal year 2017; when refunding takes place in January 2017, it will

stabilize the 2016 tax levy and capitalize on currently callable bonds and refunding savings; remaining refunding and defeasance of Series 2008 Bonds occurs in January of 2018, so there are two bond issues; and it extends debt service payments by four years from current final maturity. Option IB is the same as Option I but with an interest rate increase. Since 2011, the District has abated \$23,556,926 back to the taxpayers. For more detailed information on this presentation, you can access on the District's website the video of the Board meeting.

4.2 Boiler Replacement/Piping Replacement Project

Scott Ney presented to the Board bid information on the possible boiler and steam line replacements at the High School. There are four Kewanee Boilers that deliver steam to the high school via underground steam pipes. Two of the boilers were installed in 1957, one in 1967 and one in 2000. The steam pipes were last installed in 2000. The steam pipe insulated jacket has started to deteriorate, and without the insulation there is a large efficiency loss and possible safety hazard. Kewanee stopped manufacturing all boilers and parts in 2001, and with the age of the existing boilers and the need to replace the steam lines, engineers were consulted on options. Base Bid 1 is decommissioning the existing steam boilers and relocating new high efficiency boilers at Geneva High School for a total cost of \$1,203,360. Base Bid 2 is the replacement of the 12" steam supply line and 2 1/2" condensate line for a total cost of \$193,148. Mr. Ney is asking that the Board discuss these options and hopes to get their approval at an upcoming Board meeting.

Board comments, questions, discussion: Mike reported that the Facilities Task Force is struggling with putting out so much money right now but noted that the systems are old. They were leaning toward replacing the steam line now and the boilers in the future. This issue does, however, need to be addressed. Dave asked what Mr. Ney's recommendation was? (We really didn't come up with a recommendation. These are the initial options and the Board needs to give this some consideration.) Is the pipe an immediate concern? (The pipe was patched in 2014, so it's going to fail again but we don't know when.) Can we expect the backup boilers to work if we need them? (They are made to last, but the parts are hard to find.) Are safety hazards covered in both options? (Yes.) If we repair the steam line, we are investing in something that could be hard to maintain in parts. If we are concerned about safety, and replace the boilers now, where would the funds come from? (They could come from a 3 or 5 year loan, working cash fund, we could transfer funds, or use fund balance.) Bill's initial thought was going the easier route but looking at the age of the boilers and the cost of repairs it might be best to replace the units now. Dr. Mutchler reported that either way they go the projects would not be started until late spring. We know we are on borrowed time, which is why Mr. Nye has noted that we really need to keep an eye on the boilers. Kelly agreed that the safety of our students and staff is our number one priority. There is financing available, so she agrees with Bill that we should replace the boilers now. We need to keep in mind that if we want this project done in a timely fashion we need to make a decision this fall. This was an initial presentation on this topic, and we will bring more information on this and other items to our upcoming Board meetings.

5. SUPERINTENDENT'S REPORT (Policy 1210)

Dr. Mutchler reported that every evening there are activities or meetings taking place in the district. The IASB fall dinner meeting is on October 22nd, the Board Retreat is on October 24th, the next Board meeting is on October 26th, and the Tech Fair and Forum is from 5-7 on October 27th. We hope that anyone in the community that is interested in how we use technology in education will make a point to attend on the 27th. PSAT testing is tomorrow for our high school students. MAP testing for K-8 was earlier this year. We've had some exciting things going on with evaluations. We greatly appreciate the Board and community granting time for us to work on curriculum and professional development. We know it's time when our students are not in school, but that time is extremely valuable to us.

Dr. Barrett reported that last Friday during the institute day, staff focused on the District's Evaluation Plan and the transition that we are working to make requiring us to include student assessment scores in teacher evaluations starting next school year. There is a mandate called the PERA Law that was passed that requires this for next school year. We have a committee of teachers and administrators that have worked very hard to develop a plan with a goal of piloting or rehearsing this. This is our rehearsal year, and we are looking for a fair and equitable system for all staff that uses student growth as part of evaluation. Last Friday, we met with all teachers at the high school to roll

out some of the basic nuts and bolts to give teachers time to start wrestling with how this might look for the rehearsal year. We still have a long way to go, but we continue to take good steps. Dr. Mutchler stated that it has become a Tradition of Excellence in Geneva 304 to have that collaboration. It helps to set our District apart and does make that Tradition of Excellence real for our students, staff and community.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

6.1 Resolution in Support of Red Ribbon Week

Dr. Mutchler recommended that the Board approve this resolution so that it would be ready for Red Ribbon Week. We will ask representatives from our student body at the high school to come to speak at our next Board meeting to kick off Red Ribbon Week. He read the resolution publicly.

Motion by McCormick, second by Wilson, to approve Item 6.1. On roll call, Ayes, six (6), Juby, Lamb, McCormick, Stith, Wilson, Nowak. Nays, none (0). Absent, one (1), Grosso. Abstained, none (0).

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS

7.1 GHS Program of Study

Doug Drexler presented to the Board new and modified courses for Geneva High School for 2016-2017. GHS administrators are recommending seven new courses along with modifications to four existing courses. To date, these new and modified courses have been reviewed and approved by the GHS Department Chairs, Building Leadership Team, Building Administration, the Staff and Curriculum Development Council (SCDC), and the District Department of Teaching and Learning. We are seeking Board approval before allowing students to register for these courses beginning in November. Some of these recommendations do not require a change in staffing, space, or budget, while others will require those changes if they produce sufficient student enrollments. Funding requests for any expenses will follow the current procedures in the spring, once our course registration process is complete. More information on these recommendations can be found on our website. We will be asking for approval of these recommendations at the next Board meeting.

Board comments, questions, discussion: When we move to the next generation of science standards, there will be a lot of upgrades that we're going to require in our labs, so would the \$39,000 upgrade list be for this course or is that what we anticipate our upgrades will have to be in all of our labs? (The \$39,000 is just an estimate for this course. Our space is maxed out, and we don't want to compromise our existing chemistry and physics courses. We are looking to design some things in the space that we have, and of course we will need some lab equipment.) Are we then going to anticipate additional costs for other science courses to bring them up the standards? (We have not had those conversations yet.) Mary would like to see an update at the end of the year from staff on the outcome of the new courses.

7.2 Policy Updates: First Reading

7.2.1 Policy 1411, Whistleblower Protection, **New**

7.2.2 Policy 3211, Whistleblower Protection, **New**

7.2.3 Policy 4211, Whistleblower Protection, **New**

7.2.4 Policy 3111, Creating a Position, **Revised**

7.2.5 Policy 3362.01, Threatening Behavior Toward Staff Members, **Revised**

7.2.6 Policy 6108, Authorization to Make Electronic Fund Transfers, **New**

7.2.7 Policy 6111, Administration of Grant Programs, **New**

7.2.8 Policy 6146, Post Issuance Tax Exempt Bond Compliance, **New**

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

7.2.10 Policy 7230, Gifts, Grants, Bequests, **Revised**

7.2.11 Policy 9190, Charges for Career and Technical Education Projects, **New**

The Board will review these policies for second reading at their next regular meeting. Any questions or concerns can be directed to Dr. Mutchler, Donna Oberg, Dr. Andy Barrett or Dr. Adam Law.

8. INFORMATION

8.1 FOIA Requests

8.2 Suspension Report

8.3 Out-of-State Field Trip Request

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

Russell, Sydney (Sophia Michalek), GHS, Physical Education, .80 FTE, effective 9/24/15 – 12/14/15

Dirck, Jessica (Renee Jurgens), FS, Special Education, .60 FTE, effective 10/7/15 – 1/19/16

Sweet, Debra (Lindsay McNally), HES, Grade 2, 1.0 FTE, effective 3/24/16 – 8/15/16

Resignations Support Staff

Duesler, Dawn, FES, Special Education Assistant, 9 month, effective 10/16/15

Olson, Michele, WAS, Reading Tutor, 9 month, effective 10/16/15

Motion by Juby, second by Wilson, to approve Consent Agenda Item 9.1. On roll call, Ayes, six (6), Juby, Lamb, McCormick, Stith, Wilson, Nowak. Nays, none (0). Absent, one (1), Grosso. 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

Bill reported that the Finance Committee discussed the levy and will bring it to the next Board meeting with two options. The CPI that we are working with is .8%. We would like discussion at the next meeting with hopes that we could get this levy approved in November. Mary reported that October 22nd is the IASB Kishwaukee Division dinner meeting, and we will be receiving our second Governance Award. The topic for the meeting is Public Relations 101 for School Boards. She hopes that Board members will attend.

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 120/2(c)(2)]. (Bylaw 0167.2)**

At 8:14 p.m., motion by Juby second by Lamb, 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, six (6), Juby, Lamb, McCormick, Stith, Wilson, Nowak. Nays, none (0). Absent, one (1), Grosso. Abstained, none (0). Motion carried unanimously.

At 8:41 p.m., the Board returned to open session.

14. **ADJOURNMENT**

At 8:42 p.m., motion by Wilson, second by Stith, and with unanimous consent, the meeting was adjourned.

APPROVED October 26, 2015
(Date)

_____ PRESIDENT

SECRETARY _____

_____ RECORDING
SECRETARY