



**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, November 23, 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: Policy Committee Chair Leslie Juby, David Lamb, Mike McCormick, Vice President Kelly Nowak, Mary Stith, President Mark Grosso.

Late: None. Absent: Finance Committee Chair Bill Wilson.

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

District staff present: Tom Rogers, Principal Geneva High School; Kristy Poteete-Kriegermeier, Communications Coordinator; Mike Wilkes, Director of Technology; 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: Brigid Buckman, Michael & Elaine Haughan, Monica Haughan, Melissa Miller, Claire & Madeleine Nowak, Heather & Emily Belanger, Bob Thomson, David & Linda Belzer, Paige Belzer, Cindy Leake, McKenzie Altmayer, Taryn Christy, Allison Dudman, Sophia McDonnell, Molly McQueeny, Holly Nusser.

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.

Monica Haughan, a Geneva High School student, shared with the Board concerns the student body has with removing the English IV Honors course. Students at the high school feel this course should be phased out rather than replaced by AP Language and Composition. A petition was presented to the Board containing signatures from 505 Geneva High School students to support her request.

3. APPROVAL OF MINUTES (Bylaw 0168.1)

- 3.1 Regular Session, November 9, 2015
- 3.2 Executive Session, November 9, 2015

Motion by Juby, 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, one (1), Wilson. Abstained, none (0).

- 3.3 Board Retreat, October 24, 2015

Motion by Lamb, second by Juby, to approve the above-listed minutes, item 3.3 as presented. On roll

call, Ayes, four (4), Juby, Lamb, Stith, Grosso. Nays, none (0). Absent, one (1), Wilson. Abstained, two (2).

4. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARING

4.1 Tradition of Excellence: GHS Students

- Girls Cross Country State Qualifiers

Geneva High School Principal Tom Rogers presented students in recognition of their accomplishments. Students recognized included:

Girls Cross Country State Qualifiers

McKenzie Altmayer	Allison Dudman	Emma McSpadden
Emily Belanger	Emma Claire Ehrhardt	Mary Grace Neville
Paige Belzer	Sophia McDonnell	Madeleine Nowak
Taryn Christy	Molly McQueeny	Holly Nusser

4.2 Special Needs Transportation Cost Analysis, Mary Torrance (Policy 8600)

Mary Torrance presented to the Board a cost analysis on purchasing versus leasing special education buses for the District. The analysis includes the cost of 5-27 passenger lift buses, bus drivers, bus aides, salary for a Special Needs Safety Coordinator, training and fuel. The total estimated cost savings for leasing is \$546,366, and the savings for purchasing is \$577,510.

Board comments, concerns, question: How many students will we transport? (We currently have 42 students that we outsource transportation for, but we plan to bring 26 of those students back into the district to transport.) Those 26 students are divided up amongst the five routes? (Yes, there are five schools left that have one student. We brought back the schools that have more students because there's more of a cost savings.) Could we reduce the number of routes? (We will review this. One issue is the start time of the schools.) Are we outsourcing? (Yes.) Who currently covers lawsuits? (The company that is outsourcing would cover legal matters.) Have you checked with our insurance carrier as to what the cost would be if we provide transportation? (No, we have an umbrella policy but can find out any additional cost.) We need to know the worst case scenario for costs to the District if there is a lawsuit. Do we need to add another full-time position? Is it possible for this person to be part-time? (The additional employee would be trained in all special needs area to be able to train our drivers and aides. They would also be the contact with parents. We could outsource this person or we could train a current employee. We should be able to cut this person down to part-time.) Is this annual training? (It's a one-time certification with annual refreshers for the trainer, the drivers, and aides.) When we talked about mileage are you estimating about 20,000 miles at the end of five years? (It's actually about 10,000 miles a year per bus.) Do we maintain our buses well? (Yes.) Do we currently have an annual contract? (We have a two year contract, and then we go out to bid.) Have we had any performance concerns with our outsourcing provider? (No.) Have we factored in increased maintenance? (It was based on five years, and that's when you usually see added maintenance.) What we would like to do now that we have the Board's feedback is to bring it back at a future meeting with more information and a recommendation. We do have an aggressive timeline to get this done for next year. The driver's come back in August, but the driver's will need to know in June if they want these routes so that there is adequate time to train them. What if we were to wait until the following year to do this? (It would give us breathing room, but it's a substantial savings that might be put off for another year. Who handles calls regarding transportation now? (Calls come into either student services or directly to transportation.) Do you see a problem finding aides? (Not at this time.)

4.3 Website/1:1 Program Presentation, Mike Wilkes & Dr. Andy Barrett

Mike Wilkes and Dr. Andy Barrett presented information on the 1:1 growth projections. This program is about supporting the learning environment and understanding the roadmap of planning, professional development, curriculum, expectations and communication. The critical perspectives are: professional development that supports all teachers as they work to shift their practices; common tools, platforms, and resources for students and teachers; equal access to those tools and resources; a consistent experience for all students; and time and support as we grow in this new paradigm. The proposed growth and cycles to realize "1:1" as a District by 2018-2019 are as follows: 2016-17:

Grades 1,4,6, 9,10; 2017-18: Grades K, 3, 6, 9; 2018-19: Grades 2, 5, 6, 9; and 2019-20: Grades 1, 4, 6, 9. The replacement cycles will be based on expected usable life which is three years for grades K-8 and four years for grades 9-12. They also presented information on cost with leasing versus purchasing, as well as information on possible infrastructure and network improvements. Detailed information from the presentation can be found by clicking [here](#).

Board comments, concerns, question: When do the 7th graders get there 1:1 device? (In this plan, it would be next year.) So 6th grade devices will go to 7th and the 6th graders will get new ones? (Yes.) As we roll this out, what about the students that are using their own devices? (What we are finding with other districts that allowed “bring your own device” was that they have a harder time with teaching and support, because they don’t have the common tools and platforms. Common devices allow best for effective learning and technical support.)

5. SUPERINTENDENT’S REPORT (Policy 1210)

The Superintendent reported that we had a fabulous American Education Week throughout last week. There were many service projects highlighted by students at our buildings. Education is much more than academics in our current world. It’s about many different things. The week culminated with the Illinois Association of School Boards Annual Convention in Chicago, and we would like to thank those Board members who were able to attend and take part in American Education Week. We do have, this evening, parent/teacher conferences that will continue into tomorrow. This is a great opportunity for partnering with parents and helping our students to succeed. We had quite an opportunity last Friday, that we don’t normally get, with the measurable snowfall that came in on Friday. It gave us an opportunity to do a trial run without having the pressure to open school on Saturday. We were able to test the equipment and process to get everything cleaned up. As with most first processes we did find areas that need to be improved.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

6.1 Policy Updates: Second Reading (Bylaw 0131.1)

6.1.1 Policy 3220, Staff Evaluation, **Revised**

6.1.2 Policy 3310, Freedom of Speech in Noninstructional Settings, **Revised**

6.1.3 Policy 7540.02, District Web Page, **Revised**

Motion by McCormick, second by Stith, to approve the above-listed policies, items 6.1.1 – 6.1.3 as presented. On roll call, Ayes, six (6), Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, one (1), Wilson. Abstained, none (0).

6.2 Tax Levy 2015

Donna Oberg presented to the Board information on the upcoming levy. By law, the District must file a tax levy by the last Tuesday of December (29). If the levy increases by more than 5%, School Districts must hold a Truth in Taxation hearing to explain the increases. The District must notify the public of the hearing not less than 20 days prior to the adoption of the aggregate levy as to the estimated levy request. Notice of the hearing must be posted in a newspaper of general circulation no more than 14 days or less than 7 days prior to the date of the public hearing. There will be no public hearing for the levy. Summarized below are the tax rates that the District is expected to achieve based upon the projected EAV, .8% CPI increase, and expected new growth.

Fund	Estimated Tax Rate 0.8% CPI
Education	\$3.9207
Special Education	\$0.2710
Tort Immunity	\$0.0000
Operations & Maintenance	\$0.7561
Transportation	\$0.1858
I.M.R.F.	\$0.0849
Social Security	\$0.0849
Bond & Interest	\$1.3116
Estimated Total Tax Rate	\$6.6150

The tax levy increase recommended for adoption is 4.05% from the prior year’s extension moving the

levy rate from 6.58 to 6.61. This is an estimated increase of \$3,338,726. The actual tax rate and levy amount will not be finalized by the County until March 2016. More information on this presentation can be found on the District's website.

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS

7.1 2016-2017 School Calendar DRAFT (Policy 8210)

Dr. Mutchler pointed out that we are not looking for approval at this time. This is a DRAFT that has been compared with the Mid-Valley Coop and Fox Valley Career Center member schools to maximize student attendance. Some items to look at are August 22nd as the first day back for teachers, August 24th as the first day for students, the winter break which has been extended by one day, and the last day of school on June 5th. We will bring this calendar back to the Board at the next meeting for possible approval. Please share any comments or concerns regarding this DRAFT calendar with Dr. Mutchler.

8. INFORMATION

8.1 Suspension Report (Policy 5610)

8.2 FOIA Requests

8.3 GHS Out-of-State Field Trip Request (Policy 2340)

9. CONSENT AGENDA (Bylaw 0166.1)

9.1 Monthly Financial Reports and Interfund Transfers (Policy 6800)

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

Reappointments/Reclassifications Support Staff

Schimpf, Frank, all buildings, from 2nd shift Maintenance to 1st shift Operations & Maintenance Technology Assistant

Motion by Stith, second by Nowak, to approve the above-listed minutes, items 9.1 – 9.2 as presented.

On roll call, Ayes, six (6), Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, one (1), Wilson. 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

Board members attended PTO meetings at Mill Creek, Harrison, Fabyan and Geneva Middle School North. At Mill Creek, Board members were thankful for being part of the Facility Task Force to address parent concerns about parking and pick up. We have been able to keep traffic off of Schoolhouse Lane and keep things more orderly. While attending a conference one Board member was proud of our Communications Task Force and their outreach. Everything that was suggested, we seem to have in place. One Board member attended the Music Boosters meeting and there was talk about new uniforms for orchestra. There was a post prom meeting, and there are fabulous people putting this together. There will be upcoming fundraisers to help fund the post prom activities. Many Board members attended the IASB conference in Chicago where they benefitted from workshops such as Using Data to Make Decisions, Closing the Gap, and The Basics of Governance. The IASB Board of Directors has a new president. One Board member attended the Delegate Assembly, and it was the shortest one in nine years. The Coalition for Youth currently have a workshop called "Chick Chat" for girls and are looking to create something similar for boys. The Leadership Breakfast is always a great event. A big thanks to our teachers for the work they do with our students to help them to develop as leaders.

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)]; 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 8:25 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, six (6), Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, one (1), Wilson. Abstained, none (0). Motion carried unanimously.

At 8:38 p.m., the Board returned to open session.

14. ADJOURNMENT

At 8:38p.m., motion by McCormick, second by Juby, and with unanimous consent, the meeting was adjourned.

APPROVED December 7, 2015 _____ PRESIDENT
(Date)

SECRETARY _____ RECORDING
SECRETARY