



**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, January 25, 2016, 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, 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: Scott Ney, Director Facility Operations; Amy Campbell, District Safety/Security Supervisor; Shonette Sims, Director Learning & Teaching; Kristy Poteete-Kriegermeier, Communications Coordinator; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Andy Barrett, Assistant Superintendent Learning & Teaching; Donna Oberg, Assistant Superintendent Business Services; Dr. Kent Mutchler, Superintendent.

Others present: Jay Markuson, Jessica Parker, Matt Henry.

**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, January 11, 2016
- 3.2 Special Work Meeting, January 11, 2016

Motion by McCormick, second by Juby, 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 HEARING**

- 4.1 5Cast Budget Assumptions

Greg Kubitz of Forecast5 presented information to the Board on 5Cast; which is used for development of multi-year financial plans; scenario comparisons and "what-if" analysis, detailed budget and performance analysis, budget preparation and uploading to accounting systems, and budget distribution and stakeholder reporting. He presented a chart showing where the District's income comes from and where the District's expenses go. Property taxes were the largest income, and salaries and benefits were the largest expense. He also presented charts showing the percent of



change in the existing EAV, new growth EAV, the Consumer Price Index, General State Aid, and estimated enrollment over the next ten years. 5Cast will give the district the chance to create different scenarios to aid in budgeting for the future.

Board comments, questions, discussion: Does this forecast include the preliminary projections for security, technology and facilities? (It does not. It includes the same amount that was set aside for this current year. The TRS pension shift, General State Aid and CPI have been included.) Our low point in 2018 looks like it's at \$15.2 million. Is that correct? (Yes.) What are the dates for defeasance? (December 2017 and December 2018.) These numbers are a bit depressing and scary. Maybe we are not being conservative enough. We are going to be hearing the Technology, Security and Facility Plans, so how do we put all of those into the budget? (This is why the Committee's and Task Force have been working so hard on their plans.) Like when we anticipate needing to add staff, this is something we work on. What we always do when we are adding staff is to look at where there can be reductions.

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

Scott Ney presented to the Board the Operations & Maintenance Pre-preliminary 7-year Capital Improvement Plan. The plan lists the possible improvements for the 2016-2017 school year totaling an estimated \$2,661,905 and improvements over the course of the following six years totaling an estimated \$7,386,600. The total cost to the district for the 7-year capital plan is currently estimated to be \$10,048,505 and includes setting money aside for some major future projects. Detailed information on this plan can be found on the district website.

Board comments, questions, discussion: Is the \$9.2 million in the budget? (No. We budgeted what was existing in the capital plan this year and moving forward every year for the next five years.) When 73% of our total budget is salaries and benefits, that means there is a lot of expenses drawing on the remaining 27%. What we are thinking about doing is putting money in the budget so that if things fail we can replace them. We are being proactive by setting aside funds in this new budget for turf, roofs, and boilers. We tend to forget how much it costs to maintain our buildings. We also need to remember that there are things that come up during our safety inspections that are required to meet code that we don't budget for, such as warm water in the eye wash stations. We have been looking at other revenue sources, as well as financing options. We want to maximize our resources and minimize the cost. There are things we are being cautious on, and we are budgeting for big repairs early on. We have to be careful, because we don't want to front load. Something else that we have done is a space analysis at the high school. The common findings were that additional space is needed due to the increase in programs; there is 80%-114% classroom use at the high school currently. Some spaces could be better utilized, but these are designated spaces for specific classes. Some of the options we came up with were to make the schedule more efficient, renovating the building, and portable classrooms. We would like to have direction on this early in February to ensure that we are ready when classes start in the fall. The cost for creating more space would be included in the capital plan. The traditional model is if you need space you build space and one alternative model would be to use what you have year round. We really need to consider working with what we have. Having students attend year round would take a lot of planning. We have offered early bird classes to help relieve some of the crowding. If we have enrollment growth that could mean that we would have to add additions to the high school in about ten years. You could be looking at multiple referendums which is why we really need to look at the long term. What portables would do is give us time to think long term. 5Cast is one way we plan now for the future. Both space and schedule studies showed a need for more space and not a want. Is one mobile six classrooms? (Yes. Six classrooms is a typical configuration.) Is there a benefit to getting two units? (It provides economies of scale but may not be needed.) Would there be a return on our investment if we purchased the mobiles? (We could get some money back when selling the units.) Would the exteriors be compatible with the neighborhood? (There are things to make them more compatible, like landscaping.) Would they be steel? (That's typically what they are, but there are other options.) I think this topic needs to be brought back at a future meeting. (We will have it as an agenda item at the next meeting.)

Amy Campbell presented to the Board the Pre-preliminary Operations & Maintenance 7-year Security



Capital Improvement Plan. The plan lists possible improvements for the 2016-2017 school year which total an estimated \$82,900. Each individual school is broken into detail, with a total cost for the 7-year capital plan at an estimated \$284,115. Detailed information on this plan can be found on the district website.

Board comments, questions, discussion: In working with Amy, she has done a great job of working the numbers for our security upgrades.

**5. SUPERINTENDENT'S REPORT (Policy 1210)**

The Superintendent reported that there is a lot going on in the district right now. He thanked Kristy Poteete-Kriegermeier, Leslie Juby, Mary Stith and Mike Wilkes for their work on the Communications Task Force. Kristy spent a lot of her time creating our new website which is not fully complete yet but is up and running. A new semester has started for our students at the high school and middle schools, and our students have completed finals. We celebrated Martin Luther King Day, as we do so many of the recognitions throughout the year. MLK Day activities were featured on our Facebook page and on our website. There is a new law that replaces No Child Left Behind.

Dr. Andy Barrett and Dr. Adam Law reported on the new bill that replaces No Child Left Behind. Administrators attended an information session on this new law where congressmen and senators talked about the political perspective of the bill. ISBE legislative experts were there to give the presentation on implications of this new bill. The first slide said "if you are here for answers, we really don't have any". The bill is over 1,000 pages long and they are working to try to interpret this bill and determine what the implications are. A couple of implications are that AYP and the requirement for highly qualified teachers will be gone. We will keep you posted as we learn more. We are currently still working under NCLB.

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

**6.1 Abatement Summary & Resolutions**

**6.1.1 RESOLUTION** providing for the partial abatement of taxes heretofore levied for the years 2015 and 2016 for the payment of principal and interest on the General Obligation School Bonds, Series 2004A, of Community Unit School District Number 304, Kane County, Illinois

Motion by Nowak, second by Lamb, to approve the resolution as presented, item 6.1.1. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

**6.1.2 RESOLUTION** Re: the Transfer of \$5,891,672 from the Educational Fund to the Debt Service Fund Pursuant to 23 ILL ADMIN CODE 100.50

Motion by Juby, second by Wilson, to approve the resolution as presented, item 6.1.2. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

**6.2 Transfer of Funds**

**6.2.1 Resolution** Re: the transfer of \$1,000,000 from the Education Fund to the Working Cash Fund for the purpose of future debt reduction

Motion by Lamb, second by Juby, to approve the resolution as presented, item 6.2.1. On roll call, Ayes, six (6), Juby, Lamb, McCormick, Stith, Wilson, Grosso. Nays, one (1), Nowak. Absent, none (0). Abstained, none (0).

Vice-President Nowak does not approve of where the funds are being transferred to, as she would prefer they go into the Debt Service Fund but is in favor of moving the funds.

**7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS**

**8. INFORMATION**

8.1 Suspension Report (Policy 5610)

8.2 FOIA Requests

**9. CONSENT AGENDA (Bylaw 0166.1)**

9.1 Monthly Financial Reports & Interfund Transfers

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

Long-Term Substitutes Certified Staff

Galvan, Elysia (Mary Glinke), GHS, Math, 1.0 FTE, effective 2/18/16-4/4/16

Family & Medical Leave Certified Staff

Chavez, Tara, GMSN, Social Worker, 1.0 FTE, effective 4/11/16-8/22/16

Rinaldi, Natalie, GMSN, Language Arts, 1.0 FTE, effective 4/18/16-8/22/16

Retirement Certified Staff

Ariss, Carol, GMSN, Special Education, 1.0 FTE, effective 5/26/16

Bass, Jane, HSS, Grade 2, 1.0 FTE, effective 5/26/16

Davidson, Suanne, GMSN, Language Arts, 1.0 FTE, effective 5/26/16

Duneske, Linda, GMSN, Music, 1.0 FTE, effective 5/26/16

Fordonski, Patricia, HES, SAC, 1.0 FTE, effective 5/26/16

Freeman, Barbara, WAS, Acceleration/Enrichment, 1.0 FTE, effective 5/26/16

Giesen, Cheryl, HSS, Grade 3, 1.0 FTE, effective 5/26/16

Grummer, Catherine, WES, Grade 2, 1.0 FTE, effective 5/26/16

Hansford, Cindy, MCE, Grade 1, 1.0 FTE, effective 5/26/16

Hayes, Karen, WES, Grade 3, 1.0 FTE, effective 5/26/16

Holbrook, Victoria, GHS, Counselor, 1.0 FTE, effective 5/26/16

Johnsen, Diane, WES, Physical Education, 1.0 FTE, effective 5/26/16

Kenny, Susan, GMSS, Science, 1.0 FTE, effective 5/26/16

Kolodick, Frances, WES, Grade 2, 1.0 FTE, effective 5/26/16

Luby, LaVonne, GMSN, Special Education, 1.0 FTE, effective 5/26/16

Mahin, Lynn, HSS, Music, 1.0 FTE, effective 5/26/16

Mather, Kris, WES, Kindergarten, 1.0 FTE, effective 5/26/16

O'Connor, James, GMSS, Technology, 1.0 FTE, effective 5/26/16

Romoser, Ellyn, FS, Special Education, 1.0 FTE, effective 5/26/16

Scheiner, Deborah, FES, Grade 1, 1.0 FTE, effective 5/26/16

Selin, Celine, GMSN, Science, 1.0 FTE, effective 5/26/16

Wehrmeister, Judith, MCE, Librarian, 1.0 FTE, effective 5/26/16

Wise, Carla, GHS, Social Studies, 1.0 FTE, effective 5/26/16

New Hires Support Staff

McNally, Lisa, WES, Classroom Assistant, 9 month, effective 1/13/16

Webster, Thomas, GMSN, Special Education Assistant, 9 month, effective 1/13/16

Hicks, Lisa, HES, Special Education Assistant, 9 month, effective 1/22/16

Resignations Support Staff

Snook, Maryann, All Elem, Vision/Hearing Coordinator, 200 hrs. per school year, effective 1/7/16

Family & Medical Leave Support Staff

Arnold, Michelle, GMSS, Special Education Assistant, 9 month, effective 1/27/16-2/5/16

Retirement Support Staff

Borgie, Kelley, GMSN, Administrative Assistant, 10 month, effective 6/2/16

Moellendorf, Jane, HSS, Nurse, 9 month, effective 5/27/16

9.3 Disposition of Executive Session Minutes July 2015 through December 2015

Motion by Wilson, second by Stith, to approve the above-listed items 9.1 – 9.3 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0).

Absent, none (0). Abstained, none (0).

**10. COMMENTS FROM THE PUBLIC ON BOARD OF EDUCATION ACTION**

Matt Henry presented to the Board that he is very appreciative of the job the Board is doing now that he is on the other side of the table. There was something that came out in the Illinois Institute Policy, and I don't think any of us plan to be in this state or maybe even on this earth in 28 years. However, with the Illinois State Pension liability, including the State teacher's liabilities and State legislator's liabilities, we are talking that over the next 28 years the state will be liable for \$529 billion in shortfalls on teacher, legislator, and employee retirement pensions. That is frightening. Not only do we have to



deal with buildings, education and \$77 billion in federal funds that go to the Department of Education which should be sent back to the State, but we are looking at \$15.3 billion that we, as taxpayers, will have to pay to the State to support employees and politicians who aren't working.

**11. BOARD MEMBER COMMENTS AND REPORTS**

*Policy Committee, Finance Committee, Boundary Task Force, Communications Task Force, Facilities Task Force, Technology 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*

The Music Boosters are meeting this evening. A memo was sent to all Board members to pull together a team for the Sports Boosters Trivia Night. We did not get enough people for a team. Two Board members attended the Geneva Coalition for Youth meeting where the discussion was focused on social emotional issues. The GAF Karaoke Night was a success, and there were some great singers on stage. Some of the performers talked about how great Geneva schools are. Board members attended the WAS PTO meeting. They would like it noted that the cold air in the library was brutal. There was a request from parents to bring back the math refreshers and new courses for new parents.

**12. NOTICES / ANNOUNCEMENTS**

None.

**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)]; LITIGATION, WHEN AN ACTION AGAINST, AFFECTING, OR ON BEHALF OF THE PARTICULAR BODY HAS BEEN FILED AND IS PENDING IN A COURT OR ADMINISTRATIVE TRIBUNAL, OR WHEN THE PUBLIC BODY FINDS THAT SUCH AN ACTION IS PROBABLE OR IMMINENT, IN WHICH CASE THE BASIS FOR THE FINDING SHALL BE RECORDED AND ENTERED INTO THE MINUTES OF THE CLOSED MEETING [5 ILCS 120/2(C)(11)]. (Bylaw 0167.2)**

At 9:00 p.m., motion by Stith second by Wilson, to go into 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)]: litigation, when an action against, affecting, or on behalf of the particular body has been filed and is pending in a court or administrative tribunal, or when the public body finds that such an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting [5 ILCS 120/2(C)(1)]. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0). Motion carried unanimously.

At 9:30 p.m., the Board returned to open session.

**14. ACTION POSSIBLE FOLLOWING EXECUTIVE SESSION**

**14.1 Honorable dismissal of two bus drivers**

Motion by Nowak, second by Stith, to approve the honorable dismissal of two bus drivers, Paula Ehrhardt and Rudolf Schlecht, above-listed item 14.1 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

**14.2 Honorable dismissal of substitute caller**

Motion by Wilson, second by Nowak, to approve the honorable dismissal of the substitute caller, Donna Kuntzi, above-listed item 14.2 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

**15. ADJOURNMENT**

At 9:33 p.m., motion by Wilson, second by Juby, and with unanimous consent, the meeting was adjourned.



APPROVED February 8, 2016  
(Date)

\_\_\_\_\_ PRESIDENT

SECRETARY \_\_\_\_\_

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

**@The Board will have an informal meeting with new certified staff for feedback in the LMC at 5:15 p.m.**