



**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, February 8, 2016, at 7:00 p.m. at the Coultrap Educational Services Center, 227 North Fourth Street, 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: Doug Drexler, GHS Associate Principal; Tom Rogers, GHS Principal; Scott Ney, Director Facility Operations; Amy Campbell, District Safety/Security Supervisor; 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: Mark Obermeyer, Jeff Vekony, Taylor Egan, Anthony Riani, Anaka Riani, Neal Shipton, Charles Stuedemann, Julie Lawrence, Kathy Geneser, Bradley Geneser, Alyssa Warcup, Elise Hoffsuemmer, Elena Cramer, Susan D'Onofrio, Madeline Emma, Lyndsey Gerbec, Kasey Murphy, Alexis Pender, Nicole Rinne, Carly Ruggeri, Olivia Saltus, Nicole Serra, Julianna Severino, Mackinzie Sheridan, Jeanine Wagner, Amanda Werner, Amy VanWagenen.

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 25, 2016
- 3.2 Executive Session, January 25, 2016

Motion by McCormick, second by Nowak, 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 Tradition of Excellence: GHS Students

ILMEA All-State Music, Varsity Dance Team

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

ILMEA All-State Music Festival

Bradley Geneser – All-State Honors Band – Tuba

Charles Stuedemann – All-State Honors Band – Trumpet

Alyssa Warcup – All-State Honors Orchestra – Viola

Anaka Riani – Participated in the ILMEA Future Music Educators Workshop

Dance Team State Qualifiers

Diana Brognia

Mary Kate Kaufman

Nicole Serra

Elena Cramer

Kasey Murphy

Julianna Severino

Susan D’Onofrio

Alexis Pender

Mackinzie Sheridan

Madeline Emma

Nicole Rinne

Jeanine Wagner

Lyndsey Gerbec

Carly Ruggeri

Amanda Werner

Mary Kafer

Olivia Saltus

Gabrielle Weron

Charles Stuedemann was one of four trumpet players chosen nationwide for the National Youth Orchestra of America. He will spend the first part of his summer at Carnegie Hall preparing for a European Tour that will take him to Amsterdam, Copenhagen, and Prague.

4.2 Geneva Academic Foundation Presentation – Jeff Vekony

Taylor Egan shared that the GAF is a not-for-profit organization that focuses their efforts on fundraising for the purpose of giving back to the District. The organization was formed by parents and teachers in Geneva, and since 1987, \$1.3 million has been raised and gifted to the district.

Jeff Vekony shared that the GAF has had some great meetings with Dr. Mutchler and staff from the District, and that the GAF has been working to update their bylaws and strategic five year plan.

Mark Obermeyer shared their strategic plan and some of the organization's current fundraising ideas. They will be launching their engraved “Honor” brick fundraiser soon. This fundraiser will provide thousands of dollars annually for the district. The GAF is also looking to partner with the Chicago Steel hockey team. They are looking to do a possible “GAF Night with the Steel”. On April 8th, there will be a Teacher Appreciation Night. The GAF will be meeting with Dr. Barrett to work out the details.

Jeff shared some additional upcoming events that are sponsored by the GAF. There will be an open house at the Old Towne Pub on March 3rd from 7-9 p.m. to help recruit new members. March 14th through 18th McAlister’s Deli will host “Chari-TEA”, and in April, the Little Traveler will host their shopping fundraiser.

Board comments, questions, discussion: When will the bricks be available? (We are hoping to install bricks at the high school in May and September, so they will be available soon.)

4.3 Safety & Security Presentation – Amy Campbell

Amy Campbell presented to the Board an overview of what it takes to make sure that we provide safe and secure buildings for our students and staff. Summer projects, trainings, and annual reviews with first responders are just a few of the things we do. The District has also implemented the Safe School Tip-Line, the Raptor Visitor Management System, security cameras, a Behavioral Threat Assessment Team, FOB Access Control System, and numerous drills. Just this school year, our buildings have had 13,125 visitors registered through the Raptor system. Training is the key to providing safe and secure buildings throughout the district.

Board comments, questions, discussion: You have done a great job working to keep our buildings safe and secure. What is your opinion of our plans? (You are never 100% prepared, but we are as prepared as anyone can be.) Is the Tip Line used? (Yes.) Have there been valid tips? (Yes.)

5. SUPERINTENDENT’S REPORT (Policy 1210)

Dr. Mutchler reported that as Amy talked about the importance of training, we have many areas where we provide training. We want our students to feel safe and comfortable. We are about half way through a training with our administrators called “Mental Health First Aid”. This program helps us to recognize when students need help or are more at risk. We also have something exciting in learning going on in our data meetings. These meetings help us to identify needs help our students achieve and adjust our educational program. We are moving to the end of our evaluations with principals and other certified staff. Spring testing is coming up, and we are preparing for it. It was released today that D304 was one of the top schools in Illinois as ranked by Niche. On February 15th, there will be no school on honor of President’s Day.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

6.1 Mobile Classrooms

President Grosso reported that the district completed a study and analysis at the high school to determine if there was a need for additional space. At the last Board meeting, and at the earlier Finance meeting, this item was discussed. Dr. Mutchler added that there were several options presented to address this issue. The high school currently uses their space efficiently, with 80% to 119% usage throughout the day. We have offered virtual classes out of offices and the early bird program to help alleviate the space issue. This issue is primarily due to an increased number of offerings for students. We are trying to be proactive with this issue and have compared the cost of renovating current space we have against the cost of adding a mobile unit consisting of six classrooms and two bathrooms. It would be well over \$1 million to do renovations and around \$500,000 for a mobile unit. We looked into used units, because they can be secured at a lower cost than new units. We do not technically have to let bid on used units. We are asking that the Board sign a letter of intent to purchase tonight, pending a walk through and final Board approval. In terms of long term planning, mobile units are the recommendation, because we don’t see our enrollment growing so quickly that we would need more at this time, and an addition to the high school is at least ten years out. At the end of our usage, we could sell the units to recoup some of our funds.

Board comments, questions, discussion: If we purchase as opposed to leasing, can we finance or somehow spread the cost out over two years? (yes, we have discussed the finance options but it is still premature as to what is best.) The letter of intent is not payment but more an agreement to follow through with payment? (It is our understanding that there is a waiting list, so this letter of intent would hold a unit for us pending final approval by the Board.) This is a need, but this topic has felt rushed. (We can provide you with more information on financials if you would like.) If we do the letter of intent, can more information be brought back to the next meeting? (Yes. It seems rushed because we are trying to purchase used.) It doesn’t appear that there is much more that we can do at this time, and mobile units are the least expensive route to take. If we enter into a letter of intent, what happens if we want to back out? (The letter of intent means we are intending to purchase by getting on the waiting list, but is pending until the final walk through and Board approval.) The community will be concerned about the aesthetic, so we talked about landscaping. Is this provided as well? (This would be, and there is some natural coverage at the intended sight.)

Motion by Wilson, second by McCormick, to approve the signing of a letter of intent to Innovative Modular Solutions pending a final walk through and Board approval for above-listed item 6.1. On roll call, Ayes, six (6), Juby, Lamb, McCormick, Nowak, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, one (1), Stith.

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS

7.1 Policy Updates-First Reading

- 7.1.1 Policy 5112, Entrance Age, **Revised**
- 7.1.2 Policy 5463, Credits From Non-District Schools, **Revised**
- 7.1.3 Policy 5830, Student Fund-Raising, **Revised**

The Board will review these policies for a second reading at their next regular meeting.

8. INFORMATION

- 8.1 Suspension Report (Policy 5610)
- 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)

Long-Term Substitutes Certified Staff

Anderson, Fran (Christina Gattas), WES/WAS, English Language Learner, 1.0 FTE, effective 2/22/16-3/24/16

Donash, Judy (Kim Torman), GHS, English, 1.0 FTE, effective 4/18/16-9/19/16

Family and Medical Leave Certified Staff

Gattas, Christina, WES/WAS, English Language Learner, 1.0 FTE, effective 2/22/16-3/24/16

Poppen, Jenna, GMSS, Special Education, 1.0 FTE, effective 2/3/16-2/9/16

Retirement Certified Staff

Hepker, Julie, GHS, English, 1.0 FTE, effective 5/26/16

New Hires Support Staff

Dirck, Jessica, FS, Special Education Assistant, 9 month, effective 2/1/16

Schimpf, Nancy, CO, Aesop Administrator/HR, 9 month, effective 2/9/16

Resignations Support Staff

Holstein, Chris, GMSS, 2nd Shift Custodian, 12 month, effective 2/12/16

- 9.2 Gifts, Grants, and Bequests: \$1,000, Parent Donation, for Project Lead the Way Class Motion by Nowak, second by Lamb, to approve the above-listed items 9.1-9.2 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

10. COMMENTS FROM THE PUBLIC ON BOARD OF EDUCATION ACTION

Elise Hoffsuemmer presented to the Board her concerns regarding Policy 5112, Entrance Age. She indicated that there was no discussion on this topic earlier in the meeting and is asking that we not strike but standardize this policy. It is unclear as to how many families have asked about early entry in the last four years, but cut-off dates are always changing. She believes that it is appropriate for some students to enter kindergarten prior to turning five and that they should be given that opportunity. She is asking that the Board please consider her concerns when making that final decision.

Board comments, questions, discussion: There has only been one student in the last four years that has entered kindergarten early. The number assessed at each building is uncertain at this time. This topic will come back to the Board at the next meeting for a final reading.

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

One Board member attended the City Council meeting where Principal Ron Zeman was awarded recognition, along with members of the Get Up & Grow Committee, for their contribution to Wine, Cheese & Trees. The Cultural Arts Commission recognized GHS art students for their work that is being put on display in public locations. Two members attended an IASB workshop intended to get the officers together and see how they could grow their future leaders. It was one of the better workshops IASB has had recently. Discussion included how to get people involved and discussion topics. Mike Jacoby will be speaking at the next Kishwaukee meeting, and Dr. Barrett will be talking to the GEARS group next Tuesday. One Board member attended the boys and girls basketball games on Friday night and also spoke with middle school students from GMSS on questions they had on school lunches. They were reminded of what we ate years ago when we were in school, and given the fact that if they ate lunch every day at school (175 days), it would only be 17% of the meals they would consume for the year.

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 8:29 p.m., motion by McCormick second by Lamb, 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, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Motion carried unanimously.

14. ADJOURNMENT

At 8:58 p.m., motion by Wilson, second by Juby, and with unanimous consent, the meeting was adjourned.

APPROVED February 22, 2016
(Date)

_____ PRESIDENT

SECRETARY _____

_____ RECORDING SECRETARY