



**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, September 12, 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, 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: Tom Rogers, Principal Geneva High School; Kristy Poteete-Kriegermeier, Communications Coordinator; Mike Wilkes, Technology Director; Shonette Sims, Director Teaching & Learning; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Andy Barrett, Assistant Superintendent Teaching & Learning; Donna Oberg, Assistant Superintendent Business Services; Dr. Kent Mutchler, Superintendent.

Others present: Martha Behlow, Gina Nolan, Joe & Nicole Cook, Carter Cook, Duane & Trisha Billek, Jack Billek, Brenda Schory, Aaron Housenga.

**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, August 22, 2016
- 3.2 Executive Session, August 22, 2016

Motion by Juby, second by Nowak, to approve the above-listed minutes as amended, 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 Award: Geneva Students (Policy 5451)

Assistant Superintendent Dr. Andy Barrett presented students in recognition of their contribution to opening day for staff. Students recognized included:

Carter Cook  
Jack Billek  
Aaron Housenga  
Samantha Wiesneth

#### 4.2 IASB Master Board Member and/or LeaderShop Academy Program Awards

Dr. Mutchler recognized Board members Leslie Juby, Mary Stith and Kelly Nowak for their awards from IASB.

#### 4.3 Technology/Innovative Practices Update

Mike Wilkes and Dr. Andy Barrett presented a technology update to the Board and highlighted 2016-2017 projects including student devices for 1:1 support, classroom projector replacements and staff device replacements. The 2016-2017 major infrastructure projects were internet service enhancements, firewall/filter installations, phone system upgrades and network improvements/equipment replacements. All projects are complete, with the exception of staff device replacements and network improvements/equipment replacements, which are ongoing projects. There was a lot of summer work that would not have gotten done without the help of the district's data team, network operations and technical support. Many thanks to those on these teams. The key initiatives in planning for 2017-2018 are continued growth of 1:1, phone system (current licenses for support expire June 30), staff device replacements, data center storage strategy, network infrastructure and video distribution over IP.

Dr. Andy Barrett shared with the Board video clips of students and teachers telling us how technology has had an impact on their learning. A teacher shared how eSchool helped her to get emails out to all of her parents, and students shared how devices help them to collaborate. Students are blogging, skypeing and emailing their parents, all within the first two weeks of school. There were almost 1,900 devices distributed throughout the district at the start of this year.

Board comments, questions, concerns: In terms of social media, it is nice to see that what we are doing in the classroom is getting out to the public, so that they can see what we are doing with our students.

#### 4.4 Update on Seal of Biliteracy

Shonette Sims and Gina Nolan presented to the Board an update on the Seal of Biliteracy. This was initiated two years ago by GHS French teacher Martha Behlow. Staff attended a conference hosted by ISBE to learn more about this program and felt that it aligned to our shared goals. This program was started in California in 2008 and enacted in California in 2011. Illinois joined in 2013, and at that time there were 20 states involved. This program encourages the study of other languages, offers benefits to our students and the global community, aligns with curriculum, is an opportunity for more than just AP students, and is a prep for college placement exams. This program allows students to receive two recognitions in the Seal of Biliteracy or the State Commendation if they demonstrate a high level of proficiency in four domains. This past year in Illinois, 496 students received the Seal of Biliteracy and 213 received Commendations. Geneva had 9 students receive the Seal of Biliteracy and 57 receive Commendations with 70 students taking the AAPPL test. Geneva plans to participate again this school year. Letters will be going out to parents this week.

Board comments, questions, concerns: This sounds like a great opportunity for our students. So there were 57 out of 70 awards given to Geneva students in Illinois? (There were 57 out of our 70 students that received Commendations. There were actually 213 students statewide.) Is 70 a good turn out? (For the first year it is. Like most things, as word spreads, more will participate.) Thank you for sharing that you will study where there were struggles on the test, and that you will inform curriculum with that in mind.

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

The Superintendent reported that there is a lot going on with the start of a new year. He then asked Dr. Law and Dr. Barrett to share information on new staff and professional development.

Dr. Law shared that we had 90 new staff this year. Of those 90, 51 are teachers and of those 51, 13 are brand new first year teachers. He had an opportunity to talk with some of the new staff, and there seems to be a lot of positive energy out there. Research suggests that teacher mentor programs and teacher induction programs can really support new staff. New staff receive a half day orientation over the summer and then a one-week new teacher institute just prior to school starting. Mentor assignments are given and at the end of the year a survey is given. Board members will have an opportunity to meet the new teachers in October.

Dr. Barrett shared that teachers have already taken part in professional development this year. The ongoing PD is what is important. The goals for PD are tied to our vision for students. Teams are getting together to drive their strategies. We have 16 Collaborative Teacher Projects starting with about 160 teachers participating. This is voluntary professional development. Over the course of the year, you will hear from those teachers and their students about what they are learning and how that is changing instruction.

Board comments, questions, concerns: Is the number of teachers in CTP growing each year? (Yes. It's similar to what Shonette said earlier about growing by word of mouth.)

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

- 6.1 2016-2017 Budget Hearing (Policy 6230)
  - 6.1.1 Public Hearing Agenda
  - 6.1.2 2016-2017 Budget
  - 6.1.3 Questions/Comments from Board Members
  - 6.1.4 Questions/Comments from Audience Members
  - 6.1.5 President Closes Hearing
  - 6.1.6 Board Action on Budget

At 7:45 p.m., the Board President called to order the Budget Hearing. The Assistant Superintendent of Business Services gave a brief overview to the Board and asked for approval. The 2016-2017 budget has been on display to the public for six weeks and needs to be filed with the county clerk by September 30<sup>th</sup>. There have been at least six presentations of parts of this budget and in its entirety over the last six months. There were no comments from the public. At 7:50 p.m., the Board President closed the hearing.

Motion by Wilson, second by Nowak, to approve the above, item 6.1 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

- 6.2 Resolution providing for the issue of not to exceed \$39,000,000 General Obligation Refunding School Bonds for the purpose of refunding certain outstanding bonds of the School District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the execution of a Bond Purchase Agreement with William Blair & Company in connection with the sale of said bonds

Motion by Nowak, second by Wilson, to approve the above, item 6.2 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

- 6.3 Resolution authorizing and directing the execution of an Escrow Agreement in connection with the refunding of certain outstanding bonds of the School District

Ms. Oberg shared that the district will be receiving their Standard & Poors rating soon. PMA shared that we received AA+ Stable rating. The AAA rating is extremely difficult to get in Illinois, and we are too small a district to obtain it, so our rating is as high as a district our size can attain.

Motion by Nowak, second by Wilson, to approve the above, item 6.3 as presented. On roll call,

Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0).  
Absent, none (0). Abstained, none (0).

## 7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATION

### 7.1 Policy Updates: First Reading

7.1.1 Policy 2431.01, Concussions and Head Injuries: Students, **Revised**

7.1.2 Policy 5136, Student Use of Personal Wireless Communication Devices, **Revised**

7.1.3 Policy 5200, Attendance, **Revised**

7.1.4 Policy 5610, Suspension and Expulsion of Nondisabled Students, **Revised**

7.1.5 Policy 5611, Due Process Rights, **Revised**

These policies will be brought back to the Board at their next meeting for a second review.

### 7.2 Board Meeting/Presentation Schedule

The Superintendent shared that we have used this schedule for several years to plan out Board meetings but would like to make this a working public document for planning. He is not looking for approval but a thumbs up. This can come back at each meeting for review. He also asked for feedback on the October 22<sup>nd</sup> Board retreat, as Laura Martinez from ISBE contacted him about doing the third workshop on Community Involvement. The Board gave a thumbs up to move forward with both the document and the workshop.

## 8. INFORMATION

8.1 FOIA Requests

8.2 Out-of-State 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)

### New Hires Certified Staff

Warren, Tricia, GHS, Guidance Counselor, .40 FTE, effective 8/22/16

### FTE Adjustment Certified Staff

Glinke, Mary, GHS, Math, 1.0 FTE to 1.20 FTE, effective 8/22/16

### Long-Term Substitutes Certified Staff

Slocum, Cindy (Emily Laske), MCS, Social Worker, .50 FTE, effective 11/1/16-1/17/17

### Family and Medical Leave Certified Staff

Falls, Megan, FES, Special Education, 1.0 FTE, effective 8/25/16-9/6/16

Gyllborg, Amy, FES/FS, Psychologist, 1.0 FTE, effective 8/30/16-9/12/16

Hoselton, Elizabeth, WES, Reading Teacher, 1.0 FTE, Intermittent Days

Duppler, Erica, GMSN, Guidance Counselor, 1.0 FTE, effective 2/5/17-6/5/17

Cotter, Jordyn, HSS, Grade 2, 1.0 FTE, effective 3/21/17-6/5/17

### Retirement Certified Staff

Grissinger, Louise, GHS, Art, 1.0 FTE, effective 12/16/16

### New Hires Support Staff

Steuart, Cathy, Garage, Special Education Bus Monitor, 9 month, effective 8/26/16

Walden-Mather, Jamie, GHS, Special Education Assistant, 9 month, effective 8/29/16

Poniatowski, Scott, CO, District Network Specialist, 12 month, effective 8/31/16

DeGrado-Conforti, WAS, Special Education Assistant (3 hrs day), 9 month, effective 9/6/16

Smith, Julie, Garage, Bus Driver, 9 month, effective 9/6/16

Sopha, Jeramie, GHS, Special Education Assistant, 9 month, effective 9/6/16

Talarico, Kathleen, GMSS, Reading Lab Assistant, 9 month, effective 9/7/16

Rush, Laura, CO, Administrative Assistant-Facilities, 12 month, effective 9/15/16

### Resignations Support Staff

Oneal, Trisha, Garage, Bus Driver, 9 month, effective 8/17/16

Contreras, Victor, GHS, Security, 12 month, effective 8/23/16

Manimbo, Jeff, GHS, Technology Assistant, 12 month, effective 8/30/16

Vandermeij, Jill, MCS, Reading Tutor, 9 month, effective 10/1/16

### Reappointments/Reclassifications Support Staff

Brennan, Cheryl, from Special Education Assistant at HSS, 15 hrs week to same position, 9 month,

effective 8/22/16

Campana, Gary, from In School Suspension Supv at GHS 21 hrs a week to ISS Supv at GHS 35 hrs a week (3 days to 5 days week), 9 month, effective 8/22/16

Mainzinger, Elaine, from Reading Lab Assistant at GMSS to Special Education Assistant at GMSS, 9 month, effective 9/6/16

Retirement Support Staff

Bumbar, Joan, FES, 2<sup>nd</sup> Shift Custodian, 12 month, effective 9/30/16

9.2 Illinois State Board of Education 2016-2017 Application for Recognition of Schools

9.3 Pay Request #3: \$477,475.89, Laub Construction, for Districts' 2016 CIP Projects

9.4 Out-of-Country World Language Trip Proposal – Spring Break 2017

Motion by McCormick, second by Stith, to approve the above-listed items 9.1 - 9.4 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**

None.

**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*

Board members attended Back-to School night. At Fabyan Elementary, they were able to listen to the Principal and brought back samples of what was shared with parents. The Community Task Force met today and started to identify key communicators. They will continue to gather ideas to run by the Board. They also discussed an Innovative Technology Night on October 27<sup>th</sup> and how they could get more people to attend. Talked a little bit about Alumni Engagement. They will talk to the GAF about helping with this.

**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/(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 8:14 p.m., motion by McCormick second by Stith, 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, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Motion carried unanimously.

At 8:50 p.m., the Board returned to open session.

**15. ADJOURNMENT**

At 8:56 p.m., motion by Wilson, second by Juby, and with unanimous consent, the meeting was adjourned.

APPROVED September 26, 2016  
(Date)

\_\_\_\_\_ PRESIDENT

SECRETARY \_\_\_\_\_

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