



**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, March 13, 2017, 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, Mike McCormick, Kelly Nowak, Mary Stith, Bill Wilson, President Mark Grosso. Late: None. Absent: David Lamb.

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

District staff present: Tom Rogers, Principal Geneva High School; Kristy Poteete-Kriegermeier, Communications Coordinator; Dr. Andy Barrett, Assistant Superintendent Teaching & Learning; Dr. Adam Law, Assistant Superintendent Personnel Services; Donna Oberg, Assistant Superintendent Business Services; Dr. Kent Mutchler, Superintendent.

Others present: Taylor Egan, Cathy Fuller, Brooke Helmlinger, Gigi Kimball, Rene Swidenbank, Nancy Rizzo, Corinne Laird, Payton Glod, Lindsay Blackmore, Briana Borkowicz, Anilise Bragg, Anna Burke, Brittany Caskey, Kyla Chenier, Emma Harkleroad, Stephanie Hart, Grace Loberg, Madison Mallory, Lexie Moore, Eliza Peters, Kristin Ralston, Emily Uplegger, Margaret Whitley, Madeline Yelle, Sarah Meadows.

**2. APPROVAL OF MINUTES (Bylaw 0168.1)**

- 2.1 Regular Session, February 27, 2017
- 2.2 Executive Session, February 27, 2017

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

**3. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARING**

- 3.1 Tradition of Excellence Award: Geneva High School Students  
Gymnastics, Boys Swimming and Girls Basketball, Comprehensive Annual Financial Report  
CAFR) Award

Gymnastics State Qualifiers

Michaela Allen

Claire Ginsberg

Kelly Frank

Boys Swimming State Qualifier

Payton Glod

Girls Basketball State Champions

Lindsay Blackmore	Emma Harkleroad	Eliza Peters – Manager
Briana Borkowicz	Stephanie Hart	Kristin Ralston
Anilise Bragg	Grace Loberg	Emily Uplegger
Anna Burke	Madison Mallory	Margaret Whitley
Brittany Caskey	Lexie Moore	Madeline Yelle
Kyla Chenier		

3.2 Student Growth Update – Dr. Barrett & Dr. Law

Dr. Barrett and Dr. Law gave a brief recap of the presentation given at the last Board meeting then opened the floor to teachers who shared what is happening in their classrooms this year to encourage student growth. Brooke Helmlinger is using a Jolly Phonics assessment with her kindergartners at Western Avenue, Sarah Cann is using PLC's to share resources for her 6<sup>th</sup> grade language arts students, Gigi Kimball uses assessments for her library students at GMSN, Nancy Rizzo & Corinne Laird were using PLC's and formulating assessments in collaborating on data for their English students at Geneva High School, and Mike Graham uses video skills assessments to help his 1<sup>st</sup> grade gym students achieve. As we look ahead, we seek continued improvement, continued support for our teachers, and continued exploration for options for improvement.

**4. 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.

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

The Superintendent reported that there were several beneficial professional development activities in our district on the Kane County Institute Day that involved teachers, not only from our district, but also from all over. Spring break is nearly already upon us with no school March 27-31. This means the year is coming to a close, but there is still so much to do.

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

6.1 Out-of-Country World Language Trip Request

Board comments, questions, concerns: How are we insured? (We have a policy called Foreign Liability.)

Motion by Nowak, second by McCormick, to approve the above-listed trip request, item 6.1 as presented. On roll call, Ayes, six (6), Juby, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), Lamb. Abstained, none (0).

6.2 Annual Resolution for Dismissal: Certified Part-time Teachers (Policy 3140)

The Assistant Superintendent of Personnel presented the resolution for dismissal of certified, part-time teachers due to the return of teachers from full or partial leave, enrollment uncertainty in specific academic areas, or other reasons not related to a teacher's job performance. This protects the school district from employing individuals whose services may not be required next school year. It also provides administrators with greater flexibility in creating a staffing plan that is responsive to changes in student enrollment and/or student course selection patterns.

Motion by Juby, second by Wilson, to approve the above-listed resolution, item 6.2 as presented. On roll call, Ayes, six (6), Juby, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), Lamb. Abstained, none (0).

6.3 Annual Resolution for Dismissal: Certified Full-time Teachers (Policy 3140)

The Assistant Superintendent of Personnel presented the resolution for dismissal of certified, full-time

teachers due to the return of teachers from full or partial leave, enrollment uncertainty in specific academic areas, licensure deficiencies, or for performance-related reasons. This protects the school district from employing individuals whose services may not be required or who will not hold the proper Illinois teaching license next school year. It also provides administrators with greater flexibility in creating a staffing plan that is responsive to changes in student enrollment and/or student course selection patterns.

Motion by Nowak, second by Juby, to approve the above-listed resolution, item 6.3 as presented. On roll call, Ayes, six (6), Juby, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), Lamb. Abstained, none (0).

6.4 Annual Resolution for Joint Agreement as Part of the FVCC (Policy 2451.01)

Motion by Wilson, second by Juby, to approve the above-listed resolution, item 6.4 as presented. On roll call, Ayes, six (6), Juby, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), Lamb. Abstained, none (0).

6.5 Student Fees for 2017-18 (Policy 6152)

The Assistant Superintendent of Business Services presented to the Board the recommended fees for the 2017-2018 school year. It is being recommended that the district maintain the current fee structure and keep the lunch and milk fees the same for 2017-2018. There are only a few changes requested for individual course fees for supplies.

Motion by McCormick, second by Wilson, to approve the above-listed student fees, item 6.5 as presented. On roll call, Ayes, six (6), Juby, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), Lamb. Abstained, none (0).

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

7.1 Policy Updates-First Reading

7.1.1 Policy 1430.07, Temporary Illness or Temporary Incapacity, **Revised**

7.1.2 Policy 3430.07, Temporary Illness or Temporary Incapacity, **Revised**

7.1.3 Policy 4430.07, Temporary Illness or Temporary Incapacity, **Revised**

7.1.4 Policy 1719.01, Privacy Protections of Self-Funded Group Health Plans, **Revised**

7.1.5 Policy 3419.01, Privacy Protections of Self-Funded Group Health Plans, **Revised**

7.1.6 Policy 4419.01, Privacy Protections of Self-Funded Group Health Plans, **Revised**

7.1.7 Policy 5111.02, Homeless Students, **Revised**

These policies will be brought forward to the next Board meeting for approval.

7.2 Board Meeting/Presentation Schedule

The Superintendent shared that the Board continues to make changes as necessary and hopes that the community will continue to watch for future agenda items that might be of interest to them. This is a planning document that does change regularly.

## 8. INFORMATION

8.1 FOIA Requests

8.2 Suspension Report

## 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)

New Hires Certified Staff

Cromer, Jade, HSS, Psychologist, 1.0 FTE, effective 8/21/17

Resignations Certified Staff

Slechta, Matthew, GHS, Science, 1.0 FTE, effective 6/5/17

New Hires Support Staff

Hanson, Jennifer, GMSS, Special Education Assistant, 9 month, effective 3/13/17

Family and Medical Leave Support Staff

Kenney, Thomas, CO, 1<sup>st</sup> Shift Custodian, 12 month, effective 2/6/17-2/27/17

Williams, Bella, MCS, Special Education Assistant, 9 month, effective 3/13/17-4/10/17  
Skogman, Valerie, GHS, Special Education Assistant, 9 month, effective 4/3/17-4/21/17  
9.3 2017-2018 IHSA Membership Renewal  
9.4 Bid Summary/Award: \$58,308.77, Midland Paper Company, copy paper for the district  
9.5 Inter-Fund Loan Resolution

Motion by Juby, second by Wilson to approve the above-listed items 9.1-9.5 as presented. On roll call, Ayes, six (6), Juby, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), Lamb. 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*

The Facilities Task Force met today, and it is amazing and frustrating how expensive it is to run a district with all of the mandates and things that we have to do. Condolences to District 303 on the loss of two students. Board members hosted a rally on Wednesday in honor of the girls' basketball team, dance team and gymnastics. It was wonderful to hear all of the wonderful things said about the students. Hello Dolly is coming to the stage on Thursday and several of our PRIDE volunteers will be attending. The GAF met recently and are working on their fall fundraiser that helps to support their grants. The IASB Board of Directors met this past weekend in Springfield and reviewed the surveys from the conference. The Board of Directors also had an opportunity to talk to Representatives Will Davis and Bob Pritchard, who sit on several school and education committees. We hear so much positive feedback about District 304, and we are appreciative of both the academics and athletics. During the Facilities Task Force meeting, not only did we talk about unfunded mandates, but we also discussed that at Fabyan and Mill Creek we pay \$500 a month for each school for a fire protection fee, because we have a water pipe that exceeds a certain diameter going into the school, and we pay a \$170 commercial service charge per month for each of those schools. It was also brought up that we are penalized by the City of Geneva when we use our air conditioning when it is warm out, which costs the district anywhere from \$20,000 to \$35,000 in penalties.

**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)]. (Bylaw 0167.2)**

At 8:14 p.m., motion by Juby second by McCormick, to go into executive session to consider matters pertaining to collective negotiating matters between the public body and its employees or their representatives; student disciplinary cases. On roll call, Ayes, six (6), Juby, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), Lamb. Motion carried unanimously.

At 9:13 p.m., the Board returned to open session.

**14. ADJOURNMENT**

At 9:14 p.m., motion by McCormick, second by Stith, and with unanimous consent, the meeting was adjourned.

APPROVED April 10, 2017  
(Date)

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PRESIDENT

SECRETARY \_\_\_\_\_

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RECORDING SECRETARY