



**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, June 12, 2017, at 7:00 p.m. at the Coultrap Educational Services Center, 227 North Fourth Street, Geneva, Illinois

**A. CALL TO ORDER (Bylaws 0163 & 0164)**

1.1 Roll Call

1.2 Welcome Comments

The meeting was called to order at 7:00 p.m. by President Grosso.

Board members present: Taylor Egan, Policy Committee Chair Leslie Juby, Finance Committee Chair Dave Lamb, Mike McCormick, Vice President Kelly Nowak, Mary Stith, President Mark Grosso. Late: None. Absent: None.

District staff present: Kristy Poteete-Kriegermeier, Communications Coordinator; Tom Rogers, Principal Geneva High School; Mike Wilkes, Technology Director; Shonette Sims, Director of Teaching & Learning; Dr. Andy Barrett, Assistant Superintendent Teaching & Learning; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Kent Mutchler, Superintendent.

Others present: Peter Raak, Jason Flaks, Karen Tatlock, Joshua Rodgers, Kristin Higgins.

**B. EXPLANATION OF THE REASON FOR AMENDING THE BUDGET**

2.1 Administrative Rationale

President Grosso explained that on April 24, 2017, the Board of Education received advice from the Administration that the annual budget for fiscal year 2017 needed to be amended. The Board of Education approved the tentative amended budget and set a public hearing date for this evening. However, approval of the amended budget was inadvertently omitted from this evening's regular meeting agenda. Therefore, and in an effort to afford anyone who is interested an opportunity to comment on the amended budget, the Board of Education is commencing the public hearing on the amended budget this evening, after which it will adjourn the public hearing to June 26, 2017 when it will be completed.

Dr. Mutchler explained that the reason for the budget amendment is that legislation requires school districts to account for TRS flowthrough dollars.

2.2 Questions from Members of the Board of Education

None.

2.3 Public Comment on the Amended Budget

None.

**C. MOTION TO ADJOURN THE PUBLIC HEARING TO MONDAY, JUNE 26, 2017 AT 7:00 P.M.**

3.1 Roll Call Vote

Motion by Juby, second by Stith, to approve adjourning this public hearing to June 26, 2017 at 7:00 p.m. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

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**1. REGULAR MEETING 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 7:05 p.m. by President Grosso.

Board members present: Taylor Egan, Policy Committee Chair Leslie Juby, Finance Committee Chair Dave Lamb, Mike McCormick, Vice President Kelly Nowak, Mary Stith, President Mark Grosso. Late: None. Absent: None.

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

District staff present: Kristy Poteete-Kriegermeier, Communications Coordinator; Tom Rogers, Principal Geneva High School; Mike Wilkes, Technology Director; Shonette Sims, Director of Teaching & Learning; Dr. Andy Barrett, Assistant Superintendent Teaching & Learning; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Kent Mutchler, Superintendent.

Others present: Peter Raak, Jason Flaks, Karen Tatlock, Joshua Rodgers, Kristin Higgins.

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

- 2.1 Regular Session, May 22, 2017
- 2.2 Executive Session, May 22, 2017

Motion by Juby, second by Stith, to approve the above-listed minutes, items 2.1-2.2. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

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

- 3.1 Tradition of Excellence Award: Geneva High School Students (Policy 5451)  
Boys and Girls Track

Boys Track State Qualifiers

Scott Creger	Brian Kuehl	Joshua Rodgers
Tyler Dau	Cole Montgomery	

Girls Track State Qualifiers

Kristin Higgins	Sophia McDonnell	Georgia Reed
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- 3.2 Technology Video Presentation – Mike Wilkes

Technology Director Mike Wilkes shared with the Board information on a new video management system that he hopes to have approved later during this meeting. The goals of this new system are to support all students and staff, provide district-wide support for recording, curation and multi-device playback, offer efficient use of network resources, remove dependency on coax/tuners for video delivery and provide a single platform to support all locations. Our immediate needs will allow our staff and students to be effective communicators and self-directed, lifelong learners. The cost for this new system is projected to be \$62,000.

Board comments, questions, concerns: Are any other districts using video distribution? (Not really, so we are a bit ahead of the curve.)

- 3.3 NCLB Plan – Dr. Andy Barrett & Shonette Sims

Shonette Sims shared with the Board, information on the ESSA (Every Student Succeeds Act) District Title I Plan. The requirements for ESSA are that you are collaborative, coordinated, and present to the Board, and get ISBE (Illinois State Board of Education) approval. We have been told that this year's funding will be 20-40% less than last year. The purpose of this grant is to provide a high quality

education to our students, close achievement gaps and determine school wide waiver status. We are currently providing targeted Title services in three of our buildings. New this year will be the Title IV grant that will provide funding for library-digital literacy and arts. The reduction in funding is part of this new grant program.

Board comments, questions, concerns: So, we are required to expand our net with a 20-40% cut, and we are still supposed to continue with the programs we offer? (Yes.) Where are we supposed to get the funding for these programs since our current funding is being cut? (Do not know. It will probably fall to district funds.) So, all the districts will have yet another mandate added to underfunded mandates? (Correct.) Were these cuts across the state? (I believe so.)

#### 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 shared that although we said farewell to our students and staff last Monday, we have many things going on including summer camps, summer school and professional development. Last week, the Superintendent was able to attend a professional academy on the updating of core evaluations for principals and teachers. We will be hosting one of these academies in our district in the near future. Coming up on Tuesday and Wednesday mornings at the high school, we have our group from CEC taking our administrators, department chairs, and GEA leadership through a workshop on Crucial Conversations to keep problem solving at the lowest level. We have Leadership Council on Tuesday and Wednesday afternoons to look at our goals from last year, and to set new goals for next year. This takes us into the Board Retreat on June 23<sup>rd</sup>. There will be a lot of information to share at the retreat. On Wednesday morning beginning at 8 .am., we will provide OSHA training at the transportation office for our O&M staff.

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

##### 6.1 2017-2018 Textbook Adoptions (Policy 2510)

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

##### 6.2 Student Discipline Recommendation

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

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

##### 7.1 Board Meeting/Presentation Schedule

Board members discussed changing their July 24<sup>th</sup> meeting to a different date due to a number of Board members being unavailable that evening. It was decided that the Board would tentatively set the July meeting for the 31<sup>st</sup>. The schedule will also be adjusted to reflect the second part of the budget hearing for June 26<sup>th</sup>. We may need an earlier meeting in July as well.

##### 7.2 Policy Updates-First Reading (Bylaw 0131.1)

7.2.1 Policy 1217, Weapons, **Revised**

7.2.2 Policy 3217, Weapons, **Revised**

7.2.3 Policy 4217, Weapons, **Revised**

7.2.4 Policy 5772, Weapons, **Revised**

7.2.5 Policy 5330, Administration of Medications, **Revised**

7.2.6 Policy 7440, Facility Security, **Revised**

These policies will be moved forward for a second reading at the next Board meeting.

##### 7.3 PRESS/NEOLA Discussion

Board members shared sample policies that they received during an IASB workshop to assist in

giving the Board more information before moving from NEOLA to Press. The current recommendation is to have IASB come in for a comprehensive rewrite to move us over to Press at an approximate cost of \$9,000 to implement. After the initial implementation, it would cost the district approximately \$900 a year to maintain.

Board comments, questions, concerns: The samples give footnotes at the bottom showing how the policy came about. These footnotes are removed once the policy is adopted or revised. These policies are much easier to read as well.

## **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)

### New Hires Certified Staff

Anderson, Deanna, GELP/WES, Speech Language Pathologist, 1.0 FTE, effective 8/21/17  
Brill, Lindsey, GMSS, School Psychologist, 1.0 FTE, effective 8/21/17  
Joiner, Madison, GHS, Spanish, 1.0 FTE, effective 8/21/17  
Swanson, Katlyn, MCS, Kindergarten, 1.0 FTE, effective 8/21/17  
Vahldick, Kristin, WAS, Grade 4, 1.0 FTE, effective 8/21/17  
Woodruff, Katherine, GHS, English, 1.0 FTE, effective 8/21/17

### Resignations Certified Staff

Burns, Taylor, FES, Special Education, 1.0 FTE, effective 6/5/17  
Horvorka, Scott, GMSS, Special Education, 1.0 FTE, effective 6/5/17  
Ladd, Dylan (new hire), GMSS, Music-Vocal, 1.0 FTE, effective 5/31/17

### Reappointments Certified Staff

Clark, Tyler, GHS, Social Studies, .80 FTE

### Long-Term Substitutes Certified Staff

Abel, Lisa (Kristin McAvoy), HES, Grade 5, 1.0 FTE, effective 8/21/17-12/22/17  
Paul, Lisa (Sara Consdorf), GHS, Family & Consumer Science, 1.0 FTE, effective 8/21/17-9/20/17

### Family & Medical Leave Certified Staff

Rolf, Shelly, GMSS, Guidance Counselor, 1.0 FTE, effective 5/11/17-6/5/17  
Lefevre, Rene, HSS, Grade 1, 1.0 FTE, effective 5/19/17-6/5/17  
Consdorf, Sara, GHS, Family & Consumer Science, 1.0 FTE, effective 8/21/17-9/20/17  
Kouri, Stephanie, GHS, Guidance Counselor, 1.0 FTE, effective 10/31/17-2/12/18

### New Hires Support Staff

Neri, Angela, WAS, Registered Nurse, 9 month, effective 8/21/17

### Retirement Support Staff

Aucunas, Georgia, WES, Special Education Assistant, 9 month, effective 6/5/17

Fanfan, Ivette, Garage, Bus Driver, 9 month, effective 6/5/17

### Reappointments Administrators

Haugen, Lauri, from Student Assistance Coordinator at HSS to Principal at FES, effective 7/1/17

### Resignations Administrators

Poteete-Kriegermeier, Kristy, CESC, Communications Coordinator, effective 7/31/17

- 9.2 Resolution Ascertainning Prevailing Wages in Geneva CUSD 304

- 9.3 Resolution to Interfund Loan from O&M to Working Cash

- 9.4 2017-2018 Policy Committee Calendar (Bylaw 0155)

- 9.5 Bid Summary/Award: \$37,112.89, Advanced Disposal, for waste & recycling

- 9.6 Bid Summary/Award: \$59,673.50, Fathom Media, Inc., 66 Epson classroom projectors and installation and testing of classroom projectors

- 9.7 Pay Request: \$20,750, Apple Inc., for 250 Apple IPAD's and protective cases

- 9.8 Pay Request: \$61,140.15, AVI-SPL, Inc., Discover Video equipment and software

Motion by Lamb, second by Juby, to approve the above-listed items, 9.1-9.8 as presented. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, 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*

During the Communications Task Force meeting today, we talked about where we go next with community engagement and a community liaison. Board members attended an IASB seminar for new Board members. We were the only district to send veteran Board members to this workshop with new members. Tickets are available online for the GAF Gala event to celebrate 30 years. They are hoping for 175 in attendance to this event. The Facility Task Force met to discuss resurfacing the tennis courts at the high school and replacing a steam line at Western Avenue.

**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 8:00 p.m., motion by McCormick second by Egan, 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), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Motion carried unanimously.

At 11:00 p.m., the Board returned to open session.

**14. POSSIBLE ACTION FOLLOWING EXECUTIVE SESSION**

14.1 Approval of Administrator Contracts and Appointments for 2017-2018

Motion by Lamb, second by Juby, to approve the above-listed administrator contracts, item 14.1 as presented. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

**15. ADJOURNMENT**

At 11:02 p.m., motion by Nowak, second by McCormick, and with unanimous consent, the meeting was adjourned.

APPROVED \_\_\_\_\_  
(Date)

\_\_\_\_\_  
PRESIDENT

SECRETARY \_\_\_\_\_

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RECORDING SECRETARY