



**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, July 31, 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: 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: Larry Bidlack, Principal Geneva Middle School North; Terry Bleau, Principal Geneva Middle School South; Laura Sprague, Communications Coordinator; Martin McConahay, Interim CFO; Todd Latham, Director Business Services; Dr. Andy Barrett, Assistant Superintendent of Teaching & Learning; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Kent Mutchler, Superintendent.

Others present: Karen Peruba.

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

- 2.1 Special Meeting & Board Retreat, June 23, 2017

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

- 2.2 Executive Session, June 23, 2017

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

- 2.3 Regular Session, June 26, 2017

- 2.4 Executive Session, June 26, 2017

Motion by Juby, second by Nowak, to approve the above-listed minutes, items 2.3-2.4. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

- 2.5 Special Meeting, July 19, 2017

Motion by Juby, second by Egan, to approve the above-listed minutes, item 2.5. 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 Middle School Exploratory Program Review – Larry Bidlack & Terry

Larry Bidlack and Terry Bleau presented to the Board changes they would like to make to the current exploratory program at the middle schools. Currently at the middle school's students are given the opportunity to explore courses that allows them access to new experiences and to acquire new skills. Sixth graders currently take a semester each of Art and General Music. Seventh graders currently take a semester each of Family & Consumer Science (FACS) and Technology Education (Tech Ed). Eighth grade students currently have a choice between taking a full year of a foreign language or two of the following three semester options: Art, FACS, Tech ED. The two middle schools work together closely and with the high school to share staff to offer these courses to the students. There are definitely challenges with staffing and class sizes.

The proposed solution to resolve staffing is moving to a trimester model to eliminate the part time FACS and Tech Ed positions. This will result in a new class being added in both the 6<sup>th</sup> and 7<sup>th</sup> grades. Eighth grade students who choose not to take a foreign language would now have the option of taking three of the following classes for a trimester each: FACS 1, FACS 2, Robotics, Computer Science, Art 1, Art 2 or General Music. Any additional needs beyond the new full-time positions can be met by having other part-time staff teach a section of Entrepreneurship. This course would involve further developing communication skills, problem solving skills, and technology skills.

The next steps would be to have the new curriculum outlined by January of 2018 to allow students to register for their 8<sup>th</sup> grade electives, the middle schools would shift to trimesters for the 2018-2019 school year, and in the spring of 2019, after implementing the new courses, Mr. Bidlack and Mr. Bleau would come back to the Board to give them an update.

Board comments, questions, concerns: What would the cost be to the district? (Most of the expense would be cost neutral. The General Music course will incur some expense. The FTE impact would be .1-.4 increase. We also plan to make sure that the music and entrepreneurship classes can run off of the 1:1 devices.) What about the timing of final exams? (This should not affect the students in any way. We are not exactly sure when finals would be.) If the middle schools move to trimesters then K-8 would be on the same schedule. Are other districts experiencing the same issues? (Yes.) Are other districts having trouble filling these same kinds of positions? (Yes.) We have looked at many districts and those that have a lot of course offerings are having staffing problems. We just want to expand a little.

### 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 there is a lot going on in the district right now as we prepare for the start of a new school year. We found that a boiler at the high school needed new heating tubes that will cost the district \$24,000. The repiping and resealing at Western Avenue is complete. An HVAC unit at one of the middle schools is having problems, so we are checking to see if water is the problem. Things are going well with the super cleaning, parking lot work, and new flooring at GHS. The extended school year program is taking place with pre-school thru elementary, primarily with Mid Valley. New teachers and support staff have been coming in on a regular basis for orientations.

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

#### 6.1 2017-18 Preliminary Budget

Marty McConahay presented to the committee the 2017-18 preliminary budget. Revenue assumptions are based on property taxes, State and local funding, General State Aid, bus buy back and E-Rate funding. Expenditure assumptions are based on salary costs per agreements, benefits,

Operations & Maintenance Plan (O&M), Security Plan, Technology Plan and Bus Purchase.

Expenditures are up by 5% in the Education Fund with expenditures projected to be \$64,982,937 and revenues projected to be \$62,935,414 leaving a projected \$2,047,523 deficit. There is a projected beginning fund balance of \$18,495,688 leaving a projected ending fund balance of \$16,488,145.

Expenditures are down by 7.2% in the O&M Fund with expenditures projected to be \$11,824,117 and revenues projected to be \$11,309,419 leaving a projected \$740,591 deficit. There is a projected beginning fund balance of \$1,687,242 leaving a projected ending fund balance of \$946,651.

Expenditures are up by 2.94% in the Transportation Fund with expenditures projected to be \$5,645,679 and revenues projected to be \$5,667,458 leaving a projected \$21,869 balance. There is a projected beginning fund balance of \$4,700,488 leaving a projected ending fund balance of \$4,722,357.

Board comments, questions, concerns: There is a big concern with the increase in benefits. We know the support staff is costing us more, but can we get additional information on this to give us an idea of where we are at and where we are heading? (Yes. We are not the only district exploring other options. We have great plans but they are costly.) We also need to understand the migration from PPO to HMO better. Could we see the breakdown, along with how many could make this shift, trending over five years? (We will work on getting this information for you.)

Motion by Nowak, second by Lamb, to move item 6.1 forward as a tentative budget at the next meeting. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

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

### **7.1 Board Meeting/Presentation Schedule**

The Superintendent shared that this is the first draft for the 2017-2018 Board discussion calendar. We based the topics on what we have done this past year. This schedule is for the public to know what topics will be discussed at upcoming Board meetings. Look this over and if there are any changes we can make them at the next meeting.

### **7.2 2016-2017 Board and District Goals**

There have been some changes made to the draft of the Goals Booklet. We used information from the Board retreat and recent meetings that we have had. Our goal is to get this booklet out early in the school year as opposed to mid-year.

Board comments, questions, concerns: It is great that we are trying to get this out earlier. The links are very helpful and the booklet does a great job of explaining our vision. This should be submitted to INSPRA for an award.

## **8. INFORMATION**

### **8.1 FOIA Requests**

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

### **9.1 Monthly Financial Reports and Interfund Transfers**

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

#### New Hires Certified Staff

Wagner, Lauren, WES, Grade 5, 1.0 FTE, effective 8/21/17

#### Family & Medical Leave Certified Staff

Simoncelli, Eric, GHS, Math, 1.0 FTE, effective 9/25/17-10/16/17

Cotter, Jordyn, HSS, Grade 2, 1.0 FTE, effective 1/24/18-4/2/18

#### New Hires Support Staff

Lombardo, Vincenzo, GMSS, 2<sup>nd</sup> Shift Custodian, 12 month, effective 7/25/17

Goodfellow, Emily, HSS, Special Education Assistant, 9 month, effective 8/21/17

Resignations Support Staff

Barlow, Wendi, GMSN, Special Education Assistant, 9 month, effective 6/5/17

Herrera, Lisa, FES, Special Education Assistant, 9 month, effective 6/5/17

Reynolds, Allison, WAS, Special Education Assistant, 9 month, effective 6/5/17

Reappointments/Reclassifications Support Staff

Jessup, Tamara, from Special Education Assistant at GELP 17 hrs week to 31.25 hrs week, 9 month

Skinner, Jodie, from Kindergarten Assistant at MCS 15 hrs week to 29.75 hrs week, 9 month

Weber, Gretchen, from Kindergarten Assistant at HES 15 hrs week to same position, 9 month

Ziegler, Jody, from Special Education Assistant at GELP 17 hrs week to same position, 9 month

Family & Medical Leave Administrators

Oros, Kristin, GMSS, Dean, 10 month, effective 1/18/18-4/20/18

9.3 Disposition of Verbatim Record of Closed Meetings January 2015 through December 2015

9.4 2016-2017 Mid-Valley Special Education Cooperative Classroom Use Agreement:

Geneva High School, Geneva Middle School South, Fabyan, Mill Creek, Western Avenue

9.5 Hazardous Bus Routes for 2017-2018

9.6 Gifts, Grants, Bequests: \$10,000, Anonymous Donor, for installation of new stat boards

Motion by Juby, second by Lamb, to approve the above-listed minutes, items 9.1-9.6. 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*

A Board member attended the Senate Bill 1 overview hosted by the League of Women Voters where Dr. Jacoby was the keynote speaker who explained SB1 and how to talk to your constituents about it. He does not think this is a bailout for Chicago Public Schools. Handouts are available for any Board members that would like one. One Board member was in Springfield this month with the executive committee for IASB and reviewed information on the upcoming annual conference. The search committee for the new director of IASB posted the position. Board members attended the Sports Boosters meeting where they are planning the annual Corn Boil for August 23<sup>rd</sup>, which is the first day of school. They also have created a new line of Geneva gear that will be available soon for purchase.

**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 Nowak, 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). Abstained, none (0).

At 9:36 p.m., the Board returned to open session.

**14. ADJOURNMENT**

At 9:37 p.m., motion by Stith, second by Lamb, and with unanimous consent, the meeting was adjourned.

APPROVED August 14, 2017  
(Date)

\_\_\_\_\_ PRESIDENT

SECRETARY \_\_\_\_\_

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