



**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, August 14, 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: 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.

2. APPROVAL OF MINUTES (Bylaw 0168.1)

- 2.1 Regular Session, July 31, 2017
- 2.2 Executive Session, July 31, 2017

Motion by McCormick, second by Nowak, 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

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 new teachers are coming in this week for New Teacher Orientation and are anxious to get into their classrooms to get started. All staff return on August 21, and students are returning for our first day of school on August 23. Operations & Maintenance has made sure that all of the buildings are ready to go.

Dr. Law shared that we are welcoming 32 new teachers. Hiring started back in March, so kudos to those principals and staff who spent hours reviewing applications and interviewing applicants. The District feels confident that the teachers recommended are quality candidates. New Teacher Orientation, which is an intense week, is how we get to know our new staff. Each new staff member is assigned a mentor that works to support them throughout the year. Dr. Law also meets with new teachers throughout the year to discuss different topics such as school safety and parent teacher conferences. The number one goal for quality new staff is to support them.

Dr. Barrett shared that there have been many things happening this summer to prepare for our new teachers. Last week was the summer institute where teachers from our district volunteered to offer a variety of professional development workshops including differentiation, tech and math instruction. Coming up is the second year of "Innovation You" at the high school. We have tried to refine some of our curriculum for this each year. Next week, we will welcome returning staff back. They will be in their buildings on Monday and we will welcome our students back on Wednesday. Teachers' District professional development kicks off the year with their first school improvement day September 1.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

- 6.1 Resolution providing for the issue of not to exceed \$52,200,000 General Obligation Refunding

School Bonds for the purpose of refunding certain outstanding bonds of the 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 Raymond James & Associates, Inc., in connection with the proposed sale of said bonds

Elizabeth Hennessey presented to the Board a brief long-term financial update and talked about her move from William Blair to Raymond James. She asked that we approve the resolution to allow her to continue working with the district through Raymond James.

Dr. Mutchler read aloud the bullet points of the refinancing and escrow resolution; and then asked for motions to approve these resolutions as presented.

Motion by Lamb, second by Nowak, asking the Board of Education to adopt the Resolution providing for the issue of not to exceed \$52,200,000 General Obligation Refunding School Bonds for the purpose of refunding certain outstanding bonds of the 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 Raymond James & Associates, Inc., in connection with the proposed sale of said bonds, item 6.1. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

6.2 Resolution authorizing and directing the execution of an Escrow Agreement in connection with the issue of not to exceed \$52,200,000 General Obligation Refunding School Bonds of the District

Motion by Lamb, second by McCormick, asking the Board of Education to adopt the Resolution authorizing and directing the execution of an Escrow Agreement in connection with the issue of not to exceed \$52,200,000 General Obligation Refunding School Boards of the District, item 6.2. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

6.3 2017-2018 Tentative Budget Presentation

Marty McConahay presented to the committee the tentative budget. There were a few changes made to the tentative budget from the preliminary budget presented last month. One change was the cost increase of insurance benefits, which has dropped to 7%-7.6% in all funds. This change reduces spending in the Education Fund by just over \$1 million. Other changes included a decline in the Capital Plans, and increase of \$122,762 in salaries, an increase in the General State Aid for Operations & Maintenance, a decrease in the IMRF (Illinois Municipal Retirement Fund) rate. The next step is to adopt the tentative budget and put it on display for the public.

Comments, questions, concerns: We need to create language to explain to the public so that they more fully understand. (Marty will work on the language.)

Motion by Nowak, second by McCormick, to approve posting a budget hearing for September 25 and putting the tentative budget on public display, item 6.3. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

6.4 2017-18 Board Goals

The Superintendent shared that the Board of Education asked the Communications Task Force to look at the Board goals and the changes made from their input. At this time, we do not need an action plan approved, but we are asking for approval of the goals.

Our Communications Coordinator shared that the Board would like to expand their communications with the public, and so she would like to share her observations. If a social media account was started for the Board, all members would have to be involved. We need to increase engagement level in our pre and post meeting topics. If we want to get more creative, photos tend to boost conversation by 35%. We have a few accounts where we do really well and several that we do so so. The voice of a page should be "District" not "I". We need to research what kinds of posts and stories would be engaging to the public.

Board comments, questions, concerns: How will the two-way communication be handled? (This can be discussed at our upcoming.) People were skeptical, but it does appear that Facebook pages may have more negative comments than positive, which has to do with the content posted.

Motion by Nowak, second by McCormick, to approve the above-listed goals, item 6.4. 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 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 planning document does change regularly.

8. INFORMATION

8.1 FOIA Requests

8.2 New Teacher Induction Program

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

Aceto, Kelly, GHS, Business Education (First Semester Only), .60 FTE, effective 8/21/17

Clarkson, Margaret, HSS, Grade 5, 1.0 FTE, effective 8/21/17

Gonzalez-Mendez, Melissa, HSS, Special Education, 1.0 FTE, effective 8/21/17

Hale, Courtney, FES, Kindergarten, 1.0 FTE, effective 8/21/17

McDonald, Jeannine, FES, Librarian, 1.0 FTE, effective 8/21/17

Pysarenko, Jessica, WAS, Grade 5, 1.0 FTE, effective 8/21/17

Reappointments Certified Staff

Machut, Lindsay, GHS/GMSS, Physical Education, .60 FTE

Reclassifications Certified Staff

Abel, Lisa, HES, from long-term sub Grade 5 to full-time teacher for 17/18

Long-Term Substitutes Certified Staff

Salzman, Stacie (McNally, Lindsay), HES, Grade 2, 1.0 FTE, effective 1/16/18-3/12/18

Sweet, Deb (Cotter, Jordyn), HSS, Grade 2, 1.0 FTE, effective 1/24/18-4/2/18

Family & Medical Leave

Bradac, Katie, GMSN, Art, 1.0 FTE, effective 1/8/18-4/2/18

McNally, Lindsay, HES, Grade 2, 1.0 FTE effective 1/16/18-3/12/18

Thorpe, Katie, GELP, Speech Language Pathologist, 1.0 FTE, effective 11/6/17-1/16/18

New Hires Support Staff

Boan, Doris, FES, Special Education Assistant 30 hrs wk, 9 month, effective 8/21/17

Danosky, Christine, GMSN, Special Education Assistant 35 hrs wk, 9 month, effective 8/21/17

Hollis, Katie, FES, Kindergarten Assistant 29.75 hrs wk, 9 month, effective 8/21/17

Resignations Support Staff

Hanson, Jennifer, GMSS, Special Education Assistant, 9 month, effective 6/5/17

Spring, Thomas, GMSN, Special Education Assistant, 9 month, effective 6/5/17

Tobin, Sue, HSS, Reading Tutor, 9 month, effective 6/5/17

King, Jeffrey, GHS, Special Education Assistant, 9 month, effective 9/1/17

Reappointments/Reclassifications

Hecker, Julie, WAS, from Special Education Asst. 30 hrs wk to Reading Tutor 15 hrs wk, 9 month

9.2 Authority to Solicit Bids for the GHS Track Resurfacing

9.3 Bid Summary/Award: \$4,685, Midwest Snow & Ice Removal, snow & ice removal for Fabyan, Mill Creek, Geneva Middle School South & Geneva Middle School North

9.4 Engagement of and Disclosures by Underwriter

9.5 Gifts, Grants, Bequests: \$2,828.11, Honeywell International, for Science Day assemblies

Motion by Juby, second by Lamb, to approve the above-listed minutes, items 9.1-9.5. 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

Board members attended the recent GAF meeting where planning is continuing for the Gala. Tickets for this event are available online. June and July were spent working on the IASB Governance Recognition Award that is due August 1. One of the requirements of this award is to do in-house IASB workshops, which the Board has done on Community Engagement. It states that one of the workshops must be on self-evaluation, which we have not done. We met exceeded in all other categories, so maybe they will overlook this. We have added 2-3 new community members to the Communications Task Force that we will be meeting with on August 28. The task force has set aside Monday's before Board meetings for any meetings they might have. Board members attended the new teacher's lunch at GMSN, where they were able to meet and talk with new teachers.

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 8:04 p.m., motion by Stith 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; 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 8:29 p.m., the Board returned to open session.

14. ADJOURNMENT

At 8:30 p.m., motion by Lamb, second by McCormick, and with unanimous consent, the meeting was adjourned.

APPROVED August 28, 2017 _____ PRESIDENT
(Date)

SECRETARY _____ RECORDING
SECRETARY