



**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 25, 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 7:04 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: Tom Rogers, Principal Geneva High School; Laura Sprague, Communications Coordinator; Todd Latham, Director Business Services; Mike Wilkes, Technology Director; Dr. Andy Barrett, Assistant Superintendent of Teaching & Learning; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Kent Mutchler, Superintendent.

Others: Sandra Wilson, Jessica Breugelmans, Brigid Buchman.

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

- 2.1 Regular Session, September 11, 2017
- 2.2 Executive Session, September 11, 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 HEARINGS**

- 3.1 Presentation of GenOmetrics – Dr. Barrett & Mr. Wilkes

Dr. Barrett and Mr. Wilkes presented information on the BrightBytes program that is being used in the district. With this new program, we will be able to see how we can use data to support our vision. BrightBytes is a company that that we brought in after talking with other districts that were wanting the same information for feedback and data. We want a tool that not only helps to measure data, but also that measures our data against other districts. This program is for all K-12 teachers, and all information is entered anonymously. It is not about how one student is doing, but about how our district is doing. We rate high in “access” because of our 1-to-1 program. In “skills”, we are able to measure how comfortable students feel using technology. In “environment” we can measure how comfortable the teachers and community feel. The next steps will be to continue to live and promote

our vision; focus on inputs; evaluate progress, celebrate successes, and watch for areas of growth. We will bring this back in the spring, because we know there will be areas for growth.

Board comments, questions, concerns: Do you create the questions? (No, they are pre-determined by BrightBytes.) Do you know the percent of people polled? (We do not recall the exact number, but it is significant. The program will not give you data without a certain percentage of participation.)

#### **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.*

Last week was a tough week for the district, and you are commended for all that you did for the staff and students. It is crucial that staff are trained on how to properly communicate with students and parents within their buildings. The district website does not show that staff was ever trained in this area. My daughter was a special education student in Geneva, and it was not a pleasant experience. We started with due process in kindergarten, which made for a very rocky road for my daughter. It is frustrating that staff in Geneva are not able to explain to a parent the process of due process, and parents should not have to come to the central office to receive their information. The district should be able to provide information to a parent whether they are requesting it in person or over the phone. Parents need to be educated on due process, and they need to go to the building principal to express their concerns so that staff can be properly trained. I am just asking that you look at this problem district wide and provide authentic training to staff on how to talk to a student that has a 504 Plan or an IEP. The district also needs to offer evening conferences for those parents who work, because teachers do not want to meet outside of their workday.

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

The Superintendent shared his thanks to the Board for attending recent PTO meetings. Each Board member has been given several copies of the Goals Booklet to hand out during these meetings. We are in the beginning stages of administrator and teacher evaluations. Remember that October 9<sup>th</sup> is Columbus Day, so our Board meeting will be on October 10<sup>th</sup> (Tuesday) instead. At the upcoming Board Retreat on October 21<sup>st</sup>, the Board will focus on the district's vision.

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

##### **6.1 2017-2018 Budget Hearing (Policy 6230)**

- 6.1.1 Public Hearing Agenda
- 6.1.2 2017-2018 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

Motion by Nowak, second by Lamb, to approve the above-listed budget for 2017/2018, item 6.1.1. 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 changes regularly.

##### **7.2 Tax Levy**

The Superintendent shared that the tax levy to support this budget will be recommended in October.

#### **8. INFORMATION**

- 8.1 FOIA Requests
- 8.2 Suspension Report

**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)

Long-Term Substitutes Certified Staff

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

Family and Medical Leave Certified Staff

Ruckoldt, Scott, HES, Grade 3, 1.0 FTE, effective 9/18/17-10/10/17

Lindahl, Christina, GMSS, Spanish, 1.0 FTE, effective 11/27/17-2/23/18

Seitelman, Annie, GHS, Physical Education, 1.0 FTE, effective 1/31/18-4/30/18

Mansk, Karen, MCS, Grade 3, 1.0 FTE, effective 3/16/18-5/31/18

New Hires Support Staff

Swanson, Chrissy, HSS, 9 month, Special Education Assistant, effective 9/21/17

Pagano, Carly, HSS, 9 month, Special Education Assistant, effective 10/1/17

Reappointments/Reclassifications

Phillips, Patty, Garage, 9 month, from Special Education Bus Monitor to School Bus Driver

Steuart, Cathy, Garage, 9 month, from Special Education Bus Monitor to School Bus Driver

Motion by Juby, second by Lamb, to approve the above-listed items 9.1-9.2. 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 Facility Task Force meeting today, and the district has managed to dodge a couple of potentially costly repairs given the age of some of our buildings. Harrison PTO had their first meeting last week, where there were a lot of parent concerns and questions. Overall, parents were pleased with how the administration handled the events of last week. A big thank you to all PTOs for everything you do for our schools. Fabyan Elementary had their first PTO meeting this month, and Board members answered questions and presented the goals. Joint PTO met last week, and Dr. Barrett gave a great presentation on our vision. The IASB Kishwaukee Dinner meeting will be next week in Machesney Park. Thank you to Harrison Street PTO for their love and support during last week's events. Music Boosters met last week, where they announced that they had a great mum sale. They are always in need of volunteers if you are interested. Board members attended a recent law seminar where topics like technology, rights of students and collective bargaining were discussed. IASB training is now online for Board members to register. The GAF had their Gala over the weekend with Board members, district staff, and many community members in attendance. They celebrated 30 years with two of the spouses of founding members present. Principal Rogers received many compliments on how the administration handled last week's events. Our conference call to do our bond refunding was a success. Thanks to Dr. Mutchler for his persistence in getting our agent to reduce their fee by \$30,000. We did our bond signing today, and we would like to thank Todd Latham for his hard work on this.

**12. NOTICES / ANNOUNCEMENTS**

**13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO STUDENT DISCIPLINARY CASES [5 ILCS 120/2(C)(9)]. (Bylaw 0167.2)**

At 7:40 p.m., motion by McCormick second by Egan, to go into executive session to consider matters pertaining to student disciplinary cases. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

At 8:28 p.m., the Board returned to open session.

**14. POSSIBLE ACTION FOLLOWING EXECUTIVE SESSION**

14.1 Disciplinary Action – Student A

Motion by McCormick, second by Nowak, to approve the administration’s disciplinary recommendation to expel Student A through August 2019, and in lieu of expulsion, Student A will attend the Safe Schools Program, 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 8:32 p.m., motion by Lamb, second by McCormick, and with unanimous consent, the meeting was adjourned.

APPROVED October 10, 2017  
(Date)

\_\_\_\_\_ PRESIDENT

SECRETARY \_\_\_\_\_

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