



**GENEVA COMMUNITY UNIT SCHOOL DISTRICT NUMBER 304  
227 NORTH FOURTH STREET, GENEVA, ILLINOIS  
RECORD OF PROCEEDINGS OF A SPECIAL SESSION AND RETREAT  
OF THE BOARD OF EDUCATION**

The Board of Education of Community Unit School District Number 304 met in a special session and retreat on Friday, April 27, 2018, at 6:00 p.m. at the Coultrap Educational Services Center, 227 North Fourth Street, Geneva, Illinois

**Friday 4/27/2018**

**1. CALL TO ORDER**

- 1.1 Roll Call
- 1.2 Welcome
- 1.3 Pledge
- 1.4 Reminder to Sign Attendance Record

The meeting was called to order at 6:00 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: Dr. Kent Mutchler, Superintendent.

**2. PUBLIC COMMENTS**

None.

**3. BOARD DIALOGUE TOPICS**

**3.1 Goal Setting**

Mark sent a list of topics out from the different Task Forces to get feedback on where we want to go and what we want to do, and requested other topics from the group. All present indicated to discuss issues around the topics.

**A. Finance Topics and Discussion**

- Six month State of the District Report by the new Assistant Superintendent for Business Services
- Report facts from last couple of years to projections
- Focus on O&M cap, possible dollars to be moved for solvency (from Ed Fund)
- Regular financial updates (as Mrs. Oberg had in the past)
- Actuals vs. Budget

For mid-term finance, would like to see how our new business manager does and have a review with him on our financial situation. After he is here about six months, I would like a State of the District review from him. Would love to see what he brings to us.

**B. Technology Topics and Discussion**

- Continue presentations on Classroom Innovations
- Explore and expand tech (learning) offerings (coding, robotics, repair)
- Expand PLTW/STEM (at all levels)
- Business modeling (simulations) programs

- Explore soft/alt. financing

Mike has thought of a lot with his team already. We need him to keep on doing what he's doing. I'd like to see something to enhance our one or two technology classes that we have at the high school in programming and expand those. We need to get input from specific teachers that teach tech classes. Are there other PLTW modules we are interested in? (We can see.) There are also competency exams they take.

### **C. Facilities Topics and Discussion**

- High school ?
- Big ticket items?
- "Rainy Day Funds" tracking and presentation to unions
- ITTF Safety Recommendations check list?
- Audits?

We need to talk about where the high school is at. We added six classrooms, and need to do a continuous analysis? When I hear facilities, I think of prioritizing. Other things are heating/cooling and roofs. Another big-ticket item is security. We are putting aside funds in the budget for these big-ticket items. What happens if we have a major catastrophe at a building, and insurance doesn't pay it all? (We would have to borrow from the Ed Fund and pay interest to ourselves.) Tied to facilities and how we think about long-term planning, our kindergarten numbers look stable.

One thing about facilities was the ITTF School Safety working group's recommendations. They have a list of recommendations to making students safer. Could we do a check off of this list to make sure we are where we should be? (Yes.) I trust what we are being told, even if it's not in the order of the checklist. Scott brought some recommendations forward from the fire marshal and ISBE. If this checklist is out there, then there's no reason why we shouldn't be looking at it. We don't need to implement everything on the checklist, but we should at least review it.

### **D. Communications Topics and Discussion**

What is the timeline for the focus groups? (We initially said a year. It ended up being a year and a half.) The intent is one to two months per group. What are the twelve groups? (They are changing because some were not originally on the list.) Eventually, we have to bring IASB back. If we continue the way we are, we won't have twelve groups. We have found that we have a lot of crossover. We have also talked about combining groups. We should know by next summer when we need IASB to come back. We definitely need to combine groups so this doesn't stretch out too long. What about another forum? (Yes, we could have another forum.) I think we should do more forums on different topics where we bring a speaker in and push information out to them. It doesn't have to be a question and answer forum. We could possibly do one in the summer.

At 7:24 p.m., Mike McCormick left the meeting.

### **E. Programs Topics and Discussion**

- Ed. start times? (for best learning) (pro's & con's)
- Extended elementary day
- Evaluate extra curriculars

Does programs include studying about later start for the high school? (Yes, it could.) I would like an honest conversation about everything that would be involved with us following the data that tells us when the kids are functioning the best. I don't want to study it and have it be encumbered by what some say or what transportation is. I just want to know that if we were to start with a perfect slate what we would be looking at. I know it will effect transportation, but want to look at it more clinically and objectively. I want pros and cons, facts, then put everything together. We have to include what parents think, or we won't have buy in from them. We also have to talk about that extension for the elementary too. We

need to also evaluate extracurricular activities. Whoever goes to IHSA meetings needs to tell us what they are talking about. (That would be our Athletic Director). We are getting a push for more extra-curricular activities.

**F. Long Term Goals**

- Data driven
- Continual PD improvement? (reports)
- Efficiency for taxpayers
- Continued risk support
- Expand buy-in (trust)
- Instructional coaches
- Grow invites into classrooms/act.
- Quality Board members and mentoring for PD

For me it's the best programs and best staff at what we can afford. Would continuous improvement work for that? (Yes, and obviously data. We need to be more data driven.) The initiative plans we have put into place, like all day kindergarten, PLC's and tech, we need to see them through. Are the reports we've been giving you okay? (Yes.) We also want efficiency for taxpayers. What falls under continuous improvement is professional development. The biggest struggle with professional development is time. The culture that has been created to empower our teachers to take risks needs to be continuous.

Kent thanked Board members for attending and discussing tonight and working through this. Please bring these topics up to committees, and we will plan follow-up discussions and planning. It's important that we get things done.

**4. ADJOURNMENT**

At 8:01 p.m., motion by Juby, second by Egan, and with unanimous consent, the meeting was adjourned.

APPROVED May 14, 2018 \_\_\_\_\_ PRESIDENT  
(Date)

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