



**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, November 18, 2019, at 7:00 p.m. at the Coultrap Educational Services Center, 227 North Fourth Street, Geneva, Illinois.

**1. CALL TO ORDER (Policy 2:220)**

- 1.1 Roll Call
- 1.2 Welcome
- 1.3 Pledge
- 1.4 Reminder to sign attendance sheet

The meeting was called to order at 7:02 p.m. by President Grosso.

Board members present: President Mark Grosso, Vice President Taylor Egan, Larry Cabeen, Policy Committee Chair Leslie Juby, Finance Committee Chair Dave Lamb, Mike McCormick, Alicia Saxton. 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: Dr. Dean Romano, Assistant Superintendent for Business Services; Dr. Andy Barrett, Assistant Superintendent for Learning & Teaching; Dr. Adam Law, Assistant Superintendent for Personnel Services; Dr. Kent Mutchler, Superintendent.

Others: Donna Potaczek, Lucas Rojas, Jason Bhatta, Llona Steele, Tara Moen, Cookie Olson, Ellie Lebron, Hillary Einboden, Shelley Stein, Brian Dorn, Sara Holing, Alexa Schwab, Sarah Bryant, Nikki Lutzow, Sarah S., Jordyn Cotter, Lauren Kunster, Cathy Fuller, Annie Bardelas, Kathryn Dages, Kim Hollis, Tom Lawless, Jason Larson.

**2. APPROVAL OF MINUTES (Policy 2:220)**

- 2.1 Regular Session, October 28, 2019
- 2.2 Executive Session, October 28, 2019

Motion by Juby, second by Cabeen, to approve the above-listed minutes, items 2.1-2.2. On roll call, Ayes, six (6), Cabeen, Egan, Juby, Lamb, McCormick, Saxton. Nays, none (0). Absent, none (0). Abstained, one (1), Grosso.

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

- 3.1 Tradition of Excellence Award: Geneva Students (Policy 6:330)  
 Boys Cross Country

Boys Cross Country State Qualifier  
 Benjamin Calusinski

- 3.2 Instructional Coaches and Professional Development  
 Dr. Andy Barrett shared that tonight’s presentation aligns to our Board Goal to support and enhance

innovative and vision-focused practices and programming that foster high-level student achievement. Instructional coaches have three important responsibilities including professional development, resource development and implementation, and supporting students. Our coaches provide professional development through Collaborative Teacher Projects (CTP), voluntary STEM (elementary), departmental and PLC focus (middle and high school) and one-on-one coaching and support. We intentionally took an organic approach to this, and tonight, our staff will share with you what they have been doing with professional development and how it has helped in the classroom.

Board comments, questions, concerns: Do you find that other districts want to visit our classrooms after you have visited theirs? (They haven't formally reached out, but we do share information back and forth. We hope they will want to come visit.) Appreciate that we offer professional development that you find valuable and to see how you take it back to the classroom.

#### **4. LEGISLATIVE UPDATES**

*Board Member Code of Conduct #8 - "I will be sufficiently informed about and prepared to act on the specific issues before the Board, and remain reasonable knowledgeable about the local, State, national, and global education issues."*

Leslie Juby shared that we are waiting for changes to come through when veto session is over. They seem in limbo on the Property Task Force, as they missed their October deadline, and may not make their December deadline. She met with Senator DeWitte, who was extremely helpful and very responsive.

#### **5. SUPERINTENDENT'S REPORT (Policy 3:40)**

The Superintendent shared that this is a great week for education as it is American Education Week. We kicked off with Board Members Day on Friday. We thank them for all they do. They will end their week by attending the IASB Joint Annual Conference, where they will participate in professional development workshops. Like it was said tonight, everyone is striving to get better through professional development. Each day this week, we also have designated for recognition of our teachers, support staff, substitutes and parents. There will also be recognition of leadership this week at our annual Leadership Breakfast. With the recognition of Cross Country, we are returning to the winter activities session. Just a reminder that Friday is the last day with students before Thanksgiving break. Monday and Tuesday, there will be professional development and parent/teacher conferences.

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

##### **6.1 GHS Proposal for New & Modified Courses for 2020-2021**

Motion by Juby, second by McCormick, to approve the above-listed course proposal, item 6.1. On roll call, Ayes, seven (7), Cabeen, Egan, Juby, Lamb, McCormick, Saxton, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

##### **6.2 Approval of Estimated Levy (Policy 4:10)**

Dr. Dean Romano shared that we have readjusted our safeguard levy down to a half a percent across all of our capped funds, and that is what we are requesting the Board to approve as an estimate to what we would be bringing forward before a final approval in December.

Motion by Egan, second by Lamb, to approve the above-listed estimated levy, item 6.2. On roll call, Ayes, seven (7), Cabeen, Egan, Juby, Lamb, McCormick, Saxton, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

##### **6.3 Approval of Request for School Bus Bid (Policy 4:10)**

Dr. Dean Romano shared that there are a few adjustments, and the most noticeable is the fact that the newer buses today have a drive assistance program in them. This has been added to the bid so that we can see the cost to determine if this is something we would want to take advantage of or wait until a future bus bid, as this provides a better resale value.

Board comments, questions, concerns: This would help the resale of our buses, since we sell them back every two years. In the buyback, it says there is a minimum buyback percentage of 75%, but hasn't it been much higher than that? (It's been in the 80's, but when we looked back at the bid from two years ago, it was 72%.) It's nice to see that you are not only considering the safety of our

students, but you are also looking at what would bring us the highest dollar with the buyback.

Motion by Juby, second by Cabeen, to approve the above-listed, item 6.3. On roll call, Ayes, seven (7), Cabeen, Egan, Juby, Lamb, McCormick, Saxton, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

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

- 7.1 Policy Updates: First Reading – **Updated and Reviewed** (Policy 2:240)
- Policy 6:10, Educational Philosophy and Objectives - **Revised**
  - Policy 6:15, School Accountability – **Revised**
  - Policy 6:20, School Year Calendar and Day – **Revised**
  - Policy 6:30, Organization of Instruction – **Revised**
  - Policy 6:40, Curriculum Development – **Revised**
  - Policy 6:50, School Wellness – **Revised**
  - Policy 6:60, Curriculum Content – **Revised**
  - Policy 6:65, Student Social and Emotional Development – **Revised**
  - Policy 6:70, Teaching About Religions – **Revised**
  - Policy 6:80, Teaching About Controversial Issues – **Revised**
  - Policy 6:100, Using Animals in the Educational Program – **Revised**
  - Policy 6:110, Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program – **Revised**
  - Policy 6:120, Education of Children with Disabilities – **Revised**
  - Policy 6:130, Program for Acceleration and Enrichment – **Revised**
  - Policy 6:135, Accelerated Placement Program – **Revised**
  - Policy 6:140, Education of Homeless Children – **Revised**
  - Policy 6:145, Migrant Children – **Revised**
  - Policy 6:150, Home and Hospital Instruction – **Revised**
  - Policy 6:160, English Learners – **Revised**
  - Policy 6:170, School Counseling Program – **Revised**
  - Policy 6:180, Extended Instructional Programs – **Revised**
  - Policy 6:185, Remote Educational Program – **Revised**
  - Policy 6:190, Extracurricular and Co-Curricular Activities – **Revised**
  - Policy 6:210, Instructional Materials – **Revised**
  - Policy 6:220, Student Use of Personal Electronic Devices – **Revised**
  - Policy 6:230, Library Media Program – **Revised**
  - Policy 6:235, Access to Electronic Networks – **Revised**
  - Policy 6:240, Field Trips and Recreational Class Trips – **Revised**
  - Policy 6:250, Community Resource Persons and Volunteers – **Revised**
  - Policy 6:255, Assemblies and Ceremonies – **Revised**
  - Policy 6:260, Complaints About Curriculum, Instructional Materials, and Programs – **Revised**
  - Policy 6:270, School Counseling Program – **Revised**
  - Policy 6:280, Grading and Promotion – **Revised**
  - Policy 6:290, Homework – **Revised**
  - Policy 6:300, Graduation Requirements – **Revised**
  - Policy 6:310, High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students – **Revised**
  - Policy 6:315, High School Credit for Students in Grade 7 or 8 – **Revised**
  - Policy 6:320, High School Credit for Proficiency – **Revised**
  - Policy 6:330, Student Recognition – **Revised**
  - Policy 6:340, Student Testing and Assessment Program – **Revised**

These policies will come back at the next meeting for a second reading.

### 7.2 2020-2021 School Calendar Draft (Policy 6:20)

Dr. Andy Barrett shared that there are two calendar drafts being presented tonight. Both are similar in broad structure to the traditional calendar with breaks, school improvement days, conferences and teacher institute days. Calendar A is the traditional calendar with school starting the third week of August. The benefits of calendar A would be the length of summer and time for O&M to prepare our

buildings. We did survey our staff and community this past year, and the community, in general, expressed interest in this type of structure in Calendar A. Calendar B is similar in structure but would move the start date up to the second week of August. We considered this model and are presenting it to you also as a choice. Positives would be consistency with our neighboring districts, the days in each semester would be more equal and consistency in educational opportunities for our students who participate in programs like the Fox Valley Career Center and Mid-Valley. High school teachers seem to generally feel the earlier start would benefit students academically, especially students who are preparing for standardized assessments and AP exams. It may also be worth considering adopting a two-year calendar and seeking additional feedback.

Board comments, questions, concerns: Do you know the instructional day count for each calendar by semester? (Calendar A would be 80 days (1<sup>st</sup> semester) and 95 days (2<sup>nd</sup> semester) and calendar B would be 85 days (1<sup>st</sup> semester) and 90 days (2<sup>nd</sup> semester). I would ask for feedback from parents and the community again, because we have received several emails throughout the past year about this topic. Does Kaneland do the earlier start? (They are having the same discussions this year as we are.) Do both calendars contemplate having finals before winter break? (Yes.) You talked about a two-year calendar, and most parents like to have that time to plan, but I think it's a little late for that now. I'm not a fan of finals after break, but how many days does that buy us by starting earlier? (One week.) How many years since we have had finals after break? (About five years.) For a typical high school class, how many study units does fifteen days represent? (Most of our courses at the high school are yearlong courses and teachers have been able to shift units from one semester to the other. The challenge with yearlong courses would be if a student has a schedule change. They may have a different teacher. It's really the semester long courses that are a challenge, because the content won't be as evenly split.) Have we considered classes the week of Thanksgiving like Batavia? (No.) We voluntarily hosted Mid-Valley ESY last summer and will again this summer, so we need to keep that in mind as well. We also need to keep O&M in mind. Why not look for other days throughout the year and not start earlier? (This can be challenging, because those days must go somewhere.) There seem to be a lot of Fridays that students are not in class.

## **8. INFORMATION**

- 8.1 Board Meeting/Presentation Schedule
- 8.2 FOIA Requests (Policy 2:250)

## **9. CONSENT AGENDA**

- 9.1 Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires (Policies 3:50, 5:200, 5:280)

### Long-Term Substitutes Certified Staff

Algrim, Stephanie, GMSN, Science, 1.0 FTE, effective 11/25/19-3/8/20  
Hasty, Kristi, GHS, Physical Education, 1.0 FTE, effective 11/18/19-12/20/19  
Mortensen, Mari, MCS, Social Worker, 1.0 FTE, effective 1/6/20-3/20/20  
Mourek, Kathleen, GHS, Librarian, 1.0 FTE, effective 11/21/19-2/26/20

### Family and Medical Leave Certified Staff

Chernich, Tom, GHS, Physical Education, 1.0 FTE, effective 11/1/19-12/20/19  
Rusk, Kathleen, HSS, Grade 4, 1.0 FTE, effective 4/6/20-5/29/20  
Stach, Kelly, GMSN, Music, 1.0 FTE, effective 12/5/19-2/5/20

### New Hires Support Staff

Wilson, Susan, WAS, Special Ed Assistant, effective 11/18/19  
Wise, Scott, All Buildings, On-call Maintenance, effective 11/18/19

### Resignations Support Staff

Corenlson, Irene, GMSS, Special Ed Assistant, effective 11/14/19  
Hertel, Kathy, GMSS, Reading Tutor, effective 12/20/19  
Sullivan-Brief, Jennifer, GMSS, Special Ed Assistant, effective 11/14/19  
Wiedenkeller, Mallory, GMSN, Administrative Assistant, effective 11/29/19  
Wolf, Angie, WAS, Special Ed Assistant, effective 12/6/19

### Terminations Support Staff

Mance, Adam, All Buildings, Grounds, effective 11/4/19

Banta, Ann Marie, All Buildings, On-call Custodian, effective 11/18/19

Family and Medical Leave Support Staff

Johnson, Michael, GMSN, Custodian, effective 10/30/19-11/13/19

Bjerklie, Jeff, FES, Custodian, effective 11/22/19-12/3/19

Leave of Absence Support Staff

Sweeney, Lindsey, MCS, Kindergarten Assistant, effective 12/19/19-1/10/20

9.2 Accounts Payable (Policy 4:50)

9.3 Monthly Financials (Policy 4:40, 4:55)

9.4 Gifts, Grants, Bequests (Policy 8:80): \$25,150, Anonymous Donation, for Project Lead the Way

9.5 Gifts, Grants, Bequests (Policy 8:80): \$14,700, Mill Creek Elementary School PTO, \$14,100 for teachers/classrooms and \$600 for Birthday Books

9.6 Gifts, Grants, Bequests (Policy 8:80): \$300, Scariano, Himes & Petrarca, for the Leadership Breakfast

9.7 Gifts, Grants, Bequest (Policy 8:80): \$2,550, GMSS PTO, for classroom and building supplies

9.8 Pay Request #1: \$179,217.79, Denler, Inc., for paving maintenance and concrete replacement at multiple sites

9.9 Pay Request #4: \$21,053, Johnson Controls, for Direct Digital Upgrades at GMSS

9.10 Pay Request #1: \$31,617, Correct Electric, Inc., for fire alarm upgrades at MCS

Motion by Juby, second by Lamb, to approve the above-listed, items 9.1-9.10. On roll call, Ayes, seven (7), Cabeen, Egan, Juby, Lamb, McCormick, Saxton, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

## 10. PUBLIC COMMENTS

*Per Board Policy 2:230, 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.*

The League of Women Voters voiced concern over two IASB resolutions that will be voted on at the annual conference coming up. They are resolutions 1 and 3. They are urging the Board to instruct their delegate to vote "no" on these resolutions. Resolution 1 would allow districts to arm trained staff in their buildings and resolution 3 would establish school safety grants to allow districts to hire trained school resource officers who may carry a firearm. It is their understanding that the Board has already decided on how the delegate will vote on these two resolutions, and they would like to know what the outcome was.

Board comments, questions, concerns: The Board President shared that the consensus of the Board was to vote "no" on both resolutions.

Several parents shared their concerns with the amount of time their children are spending on the computer during the school day. The time spent on computers takes away from classroom learning, and some parents limit the amount of time their children are on their computers at home. They question if playing an educational math game for fifteen minutes is better than fifteen minutes of instructional time and are concerned that we are raising a generation of kids that no longer know how to play. One parent provided potential solutions like teaching responsibility, monitoring students and showing them how to use a device productively. It was also suggested that, instead of increasing computer time, we increase PE time. Another parent shared that she received an email informing her that her daughter purchased two burgers for lunch, yet she struggled to get data on how much time her son spent on the computer during the school day. They are asking the Board to please take into consideration the time these students spend on the computer and to look for ways in which we can make changes.

## 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 PTO meetings at GMSN and GHS, where they were able to meet all the PTO officers and talk to them about the philosophy of the Board. A Board member attended the

recent high school play and thought it was wonderful and funny. Board members attended the Theater Boosters meeting, where they learned about all the wonderful things this group does for our students. Board members attended the Facilities Task Force meeting and were impressed with the administration and how they plan for security. A Board member attended the GMSN PTO meeting and would again like to thank all the PTO volunteers for all they do to provide funds to help support our classrooms. The Communications Task Force has a seminar on the impact of legalized marijuana coming up, so please register to attend. The Technology Task Force met and talked about a Digital Citizenship Forum coming up in March. They also discussed the Technology Capital Plan and legislative updates related to technology. Board members should let Leslie know if they have any input on how they would like her to vote on the resolutions at the IASB conference. A Board member shared that the Board will be addressing a dress code Board policy at an upcoming meeting. There is a WES PTO meeting tomorrow that Board members will be attending.

**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)]. [5 ILCS 120/2(c)(11)] (Policy 2:220)**

At 8:45 p.m., motion by McCormick, second by Cabeen, to go into executive session to consider matters pertaining to collective negotiating between the public body and its employees or their representatives. On roll call, Ayes, seven (7), Cabeen, Egan, Juby, Lamb, McCormick, Saxton, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

At 9:07 p.m., the Board returned to open session.

**14. ADJOURNMENT**

At 9:08 p.m., motion by McCormick, second by Cabeen and with unanimous consent, the meeting was adjourned.

APPROVED December 9, 2019  
(Date)

\_\_\_\_\_ PRESIDENT

SECRETARY \_\_\_\_\_

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