



**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 22, 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 7:03 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: Director for Business Services; Dr. Dean Romano, Assistant Superintendent for Business Services; Dr. Andy Barrett, Assistant Superintendent for Learning & Teaching; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Kent Mutchler, Superintendent.

Others: Rachel Fabbi, Lawrence Woo, Brenda Schory, Bonnie Booth, Brigid Buchman, Holly Heimlich, Nicholas Murphy, Cathy Fuller, Val Demich, Michelle Langworthy, Erin Sabo, Beata Osmondson, Kevin Gannon, Samantha Malusky, Jenna Dempsey, Janet Meeks, Lisa Thomas, Sara Salvato, Lisa Murphy, Emily Erickson, Jessie Egan, Emma Cole, Kim Hardt, James Petrunaro.

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

- 2.1 Regular Session, June 10, 2019
- 2.2 Executive Session, June 10, 2019

Motion by Juby, second by Cabeen, to approve the above-listed minutes, items 2.1-2.2. On roll call, Ayes, five (5), Cabeen, Juby, Lamb, Saxton, Grosso. Nays, none (0). Absent, none (0). Abstained, two (2), Egan, McCormick.

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

- 3.1 Prevailing Wages Procedural Update (Policy 4:150)

Dr. Romano shared that the Prevailing Wage Act previously required each public body to adopt an annual prevailing wage resolution. In the resolution, public bodies were to ascertain the prevailing wage rates for their locality, and public notice of the rates in the local newspaper. Effective June 1, 2019, the Prevailing Wage Act was amended to remove those requirements.

**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."*

There is not much to report. The Policy Committee is doing a clean-up on district policies, so that they reflect the current laws. There are a couple of things federally that we are watching that may or not affect us like: collecting lunchroom fees and assessing fees for programs that other states do.

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

The Superintendent shared that we have the Extended School Year and Summer School taking place in our buildings. Staff are participating in professional development throughout the district over the summer. O&M capital improvement projects are under way and on schedule. Last week, when it was so hot, we had our roofing and masonry projects in process. There is a great deal of hiring taking place right now. All of our activity is in preparation for the coming school year.

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

**6.1 Resolution for Honorary Dismissal: Part-time Support Staff (Policy 5:290)**

Dr. Law shared that this information was referenced at tonight’s finance meeting. Due to PushCoin discontinuing the thumb scan technology, we will have to make some adjustments. We will need to create a cashier position at the elementary level for each building. This will no longer be a district position but will be taken over by Sodexo. The position will be posted, and current staff can apply.

Board comments, questions, concerns: Dr. Romano mentioned ID or scan method, but will this be as quick for students? (There could be some delays the first week as everyone adjusts, but after that it should be no different than it was with the thumb scan.)

Motion by Juby, second by Egan, to approve the above-listed, 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).

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

**7.1 Policy Updates: First Reading (Policy 2:240)**

**7.1.1 Policy 1:30, School District Philosophy - Updated**

**7.1.2 Policy 2:220, Board of Education Meeting Procedure – Updated**

In policy 1:30, we are striking duplicate language and are adding “or designee” where needed in both policies. These will come back at the next meeting for a second reading and approval.

**7.2 2019-20 Board and District Goals for Goals Booklet (Policy 3:10)**

Board members discussed the goals last week that were developed at the spring Board Retreat. We are following a collaborative format that we have used for years where administrators give updates and Board members are welcome to ask questions. These goals are tied to our mission and vision banner. We would like to complete these goals soon and would like to invite two Board members to attend a Cabinet meeting to discuss them.

Board comments, questions, concerns: Several Board members had comments regarding measurement of goals. Some of them we can do, but some of them will require a report back to the Board so that they can analyze and then ask questions. (The narrative shows that when you set a target, it becomes a minimal. For accountability, we made note of all the presentations that have been made throughout the year. We could give a presentation on each goal at some point throughout the year.) Under the expansion of the blended learning opportunities, there’s not a good feel for those and how we are using them and how they benefit our students. Could someone clarify this? (Blended learning gives a student more control over pace, time, content and how they approach something. It harnesses the power of technology, so students would be using their one-to-one devices.) Could we get more information on who instructional coaches are, how we use them and how we monitor student outcome? (At the elementary level, our coaches focus on technology, content and blended content. At the middle schools, there are technology coaches and reading specialists. At the high school, coaches teach part of the day and then coach and provide professional development with their peers.) Are the teachers deciding the classes based on their students or are the students asking for blended learning? (It’s really all of this.) How are we talking about expansion? Are we talking about more students or encouraging students to take part in the existing classes? Can we mark the ways they tie into our vision? (Blended learning ties into our

vision well.) Is it safe to say that it is teacher driven, and they recognize a need? (No, it started with an observed need with content or technology.) So, it's based on need? (Yes.) As we have gotten further down the road, more of it has become voluntary. How do you measure any success or outcome as it evolves? (A lot of it is information and qualitative. We are connecting with department chairs and principals, checking in and getting feedback, surveys, and we talk directly to our coaches to structure how the professional development they are providing meets the needs of our teachers.) Would it be possible during a presentation to have an instructional coach present? (Yes.)

## **8. INFORMATION**

- 8.1 Board Meeting/Presentation Schedule
- 8.2 FOIA Requests (Policy 2:250)
- 8.3 Out-of-State Trip Requests

## **9. CONSENT AGENDA**

- 9.1 Monthly Financials (Policy 4:40, 4:55)
- 9.2 Accounts Payable (Policy 4:50)
- 9.3 Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires (Policies 3:50, 5:200, 5:280)

### New Hires Certified Staff

Aiello, Lisa, WAS, Learning Behavior Specialist, 1.0 FTE, effective 8/19/19  
Brejcha, Stephen, GHS, English-TV Production, 1.0 FTE, effective 8/19/19  
Callahan, Julia, GHS, Speech Language Pathologist, 1.0 FTE, effective 8/19/19  
Elsebaie, Jennifer, FES/GMSS, Art, .3 FTE, effective 8/19/19  
Gurgone, Frank, GHS, Industrial Technology-Science, 1.0 FTE, effective 8/19/19  
Polender, Jodi, GMSN, Language Arts, 1.0 FTE, effective 8/19/19  
Potsic, Troy, WAS, Grade 3, 1.0 FTE, effective 8/19/19  
Raymond, Michelle, GMSN, Language Arts, 1.0 FTE, effective 8/19/19  
Simko, Alexandra, GMSN, Family and Consumer Science, 1.0 FTE, effective 8/19/19  
Sommerfield, Kathleen, GMSS, Social Worker, 1.0 FTE, effective 8/19/19

### Resignations Certified Staff

Barr, Christine, HSS, Librarian, 1.0 FTE, effective 6/7/19  
Kane, Kim, FES, Physical Education, 1.0 FTE, effective 6/7/19  
McEachern, Lindsay, WAS, Learning Behavior Specialist, 1.0 FTE, effective 6/7/19  
Santo, Jason, GHS, English-TV Production, 1.0 FTE, effective 6/7/19  
Santo, Stephanie, GMSS, Social Worker, 1.0 FTE, effective 6/7/19

### Reappointments Certified Staff

Chruscziel, Karna, GHS, English, .40 FTE to 1.0 FTE

### Family and Medical Leave Certified Staff

Mondul, Mary, GHS, Social Studies, 1.0 FTE, effective 8/19/19-11/12/19  
Stegenga, Alexandra, GHS, Librarian, 1.0 FTE, effective 11/21/19-2/26/20  
Austin, Maggie, MCS, Grade 2, 1.0 FTE, effective 10/28/19-12/20/19  
Kastel, Ryan, MCS, Music, 1.0 FTE, effective 9/25/19-10/21/19

### Leave of Absence Certified Staff

Klos, Julia, GMSN, Language Arts, 1.0 FTE, effective 2019-2020 1<sup>st</sup> year  
Mondul, GHS, Social Studies, 1.0 FTE, effective 11/13/19-12/20/19

### Long-Term Substitutes Certified Staff

Madden, Shannon, GHS, Math, 1.0 FTE, effective 8/20/19-9/23/19 intermittent  
FTE Adjustments Certified Staff

Rojas, Lucas, GHS, Social Studies, from .90 FTE to 1.1 FTE, effective 8/19/19  
Tatar, Jonathan, GMSS, Music, from 1.0 FTE to 1.17 FTE 3<sup>rd</sup> trimester

### New Hires Support Staff

Baier, Courtney, GMSN, Special Education Assistant-SLC, effective 8/19/19  
Cerrone, Natalie, GMSN, Special Education Assistant-SLC, effective 8/19/19  
Davis, Fred, ALL, District Painter, effective 7/22/19  
Estrada, Christina, GHS, Administrative Assistant, effective 7/22/19  
Goulding, Tanya, FES, Special Education Assistant, effective 8/19/19

Grijalba, Kathia, GELP, Special Education Assistant, effective 8/19/19  
Heck, Jay, All, Skilled Maintenance, Special Education Assistant, effective 8/19/19  
Hogan, Kelli, GMSN, Special Education Assistant-SLC, effective 8/19/19  
Kelley, William, Trans, Bus Monitor, effective 7/8/19  
Kusek, Kathy, WAS, Special Education Assistant-SLC, effective 8/19/19

Resignations Support Staff

Baston, Brian, CO, Building Services Coordinator, effective 7/12/19  
Browne, Laura, GMSS, Special Education Assistant, effective 6/7/19  
Clark, Thomas, CO, Maintenance, effective 6/28/19  
Gajsiewicz, Gary, GHS, 2<sup>nd</sup> Shift Campus Manager, effective 6/28/19  
Hamilton, Andrew, TRANS, Bus Driver, effective 6/20/19  
Marchello, James, TRANS, Bus Mechanic, effective 7/19/19  
McCloud, Nicole, GELP, Special Education Assistant, effective 6/7/19  
Navigato, Brandon, GHS, Study Hall Supervisor, effective 6/7/19  
Price, Amy, GMSN, Special Education Assistant, effective 6/7/19  
Primdahl, Kyle, CO, 2<sup>nd</sup> Shift Painter, effective 6/14/19  
Rinne, Kristin, GHS, Administrative Assistant, effective 7/19/19  
Schaper, Wendy, HSS, Reading Tutor, effective 6/7/19  
Serra, Alexandra, MCS, Special Education Assistant, effective 6/7/19

Reappointments/Reclassifications Support Staff

Adams, Susan, WAS, Classroom Asst (WAS) to Special Ed Asst (WAS)  
DeGuzman, Melissa, FES, Lunchroom Supervisor (MCS) to Special Ed Asst (FES)  
Hecker, Julie, WAS, Kindergarten Asst, 3 hrs. (WAS) to Kindergarten Asst, 29.75 hrs. (WAS)  
Nuchow, Paola, HSS, Lunchroom Supervisor (HES) to Special Ed Asst (HSS)  
Zeeck, Jessica, GELP, Lunchroom Supervisor (WAS) to Special Ed Asst (GELP)

Retirement Support Staff

Downing, Sue, CO, Benefits Specialist, effective 9/6/19  
Hradek, Karen, CO, Administrative Assistant-Learning & Teaching, effective 8/28/19

Reclassifications Administrators

Nosalik, Kylee, GMSN, Learning Behavior Specialist (GHS) to Dean (GMSN)

Resignations Administrators

Bjork, Mary Anne, GELP, Student Services Divisional Coordinator

GELP ESY

Kelly, Elena, current employee, Learning Behavior Specialist

- 9.4 2019-2020 Mid-Valley Special Education Cooperative Classroom Use Agreement:  
Geneva High School, Geneva Middle School South, Fabyan, Mill Creek
- 9.5 Updated 2019-20 Board Calendar
- 9.6 Pay Request #1: \$54,712, Johnson Controls, Mill Creek DDC Upgrade (Policy 4:50)
- 9.7 Request to Purchase: Hourly rate based on time & materials, Cashman Stahler Group, Inc.,  
2019-20 architectural services for district-wide security upgrades (Policy 4:60)
- 9.8 Professional Development – SB 100 Training Attendance Request
- 9.9 Addendum to Intergovernmental Agreement – Cooperative Boys & Girls Swimming & Diving  
Teams (Policy 1:20)

Motion by McCormick, second by Juby, to approve the above-listed, items 9.1-9.7 & 9.9. On roll call, Ayes, seven (7), Cabeen, Egan, Juby, Lamb, McCormick, Saxton, Grosso. Nays, none (0). Absent, none (0).

Motion by Juby, second by McCormick, to approve the above-listed, item 9.8. On roll call, Ayes, six (6), Cabeen, Egan, Juby, Lamb, McCormick, Grosso. Nays, none (0). Absent, none (0). Abstained, one (1), Saxton.

## 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.*

Three parents presented to the Board and Administration their concerns regarding the use of herbicides and the effects they may have on their children. They are asking the Board and

Administration to review the information presented to them and to consider other options. More information can be found in the documents they shared.

#### **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*

The Technology Task Force meets on Thursday. The Facilities Task Force met today, and it is amazing how hard our employees work during the summer. There are new unfunded mandates from the State of Illinois that require districts to have a union plumber on hand during elevator inspections at our estimated cost of several thousand dollars. They are also requiring districts to install signs in braille on all elevators. This is an annual cost of about \$5,000 for districts. New Board members took a district tour of all our facilities.

#### **12. NOTICES / ANNOUNCEMENTS**

#### **13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO 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)]; 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 8:01 p.m., motion by McCormick, second by Juby, to go into executive session to consider matters pertaining to the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body; collective negotiating matters 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).

At 10:34 p.m., the Board returned to open session.

At 10:35 p.m., Dr. Law left the meeting.

At 10:36 p.m., Dr. Law and Mrs. Saxton returned to the meeting.

At 10:37 p.m., the Board took a short break.

At 10:44 p.m., the Board returned.

#### **14. POSSIBLE ACTION FOLLOWING EXECUTIVE SESSION**

14.1 Possible Action Concerning Determination of GEA Grievances 2019-1 and/or 2019-2

Motion by Juby, second by Lamb, to sustain the Step II decision with the modification that the Letters of Direction be removed from the files of Jessica Egan, Sara Salvato and Emma Cole on June 30, 2021 provided the employee commits no violation of the pertinent Board policy. On roll call, Ayes, six (6), Cabeen, Egan, Juby, Lamb, McCormick, Grosso. Nays, none (0). Absent, none (0). Abstained, one (1), Saxton.

Motion by Juby, second by Egan, to sustain the Step II decision with the modification that the corrective action concerning desisting from violating Board policy be limited to related policies, for employees Lisa Murphy, Jason Santo, Kimberly Hardt and Cathy Fuller. On roll call, Ayes, six (6), Cabeen, Egan, Juby, Lamb, McCormick, Grosso. Nays, none (0). Absent, none (0). Abstained, one (1), Saxton.

At 10:47 p.m., motion by McCormick, second by Cabeen, to go back into executive session to consider matters pertaining to the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body; collective negotiating matters 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).

**15. ADJOURNMENT**

At 11:26 p.m., motion by McCormick, second by Cabeen, and with unanimous consent, the meeting was adjourned.

APPROVED August 12, 2019 \_\_\_\_\_ PRESIDENT  
(Date)

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