



**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, January 13, 2020, 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, Larry Cabeen, Policy Committee Chair Leslie Juby, Finance Committee Chair Dave Lamb, Mike McCormick, Alicia Saxton. Late: None. Absent: Vice President Taylor Egan.

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; Mary Dunmead, Director for Transportation; Mike Wilkes, Director for Technology; 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: Julie Feldsien, Jessica Breugelmans, Cathy Fuller, Val Demich, Elisabeth Peacock, Lorrie Ruh, Hallie McQueeney, Maggie Clarkson, Rick Herwaldt, Lori McMahan.

2. APPROVAL OF MINUTES (Policy 2:220)

- 2.1 Regular Session, December 9, 2019
- 2.2 Executive Session, December 9, 2019

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

3. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS

- 3.1 Technology Capital Planning: The Why & The How?

Assistant Superintendent for Learning & Teaching Dr. Andy Barrett shared that the tools supporting our vision for learning align with the Board goal to support and enhance innovative and vision-focused practices and programming that foster high-level student achievement. In Simon Sinek's Golden Circle, the "Why" is our vision, the "How" is the changed practice for teachers and students, and the "What" is our Technology Capital Plan. He asked four elementary teachers to share the "How" by sharing with the Board what is happening in their classrooms and how they are using technology with their students.

Board comments, questions, concerns: How would you respond to parents who think students spend too much time on the computers during the school day? (We have not heard any complaints in our buildings about this. We hope that everyone understands that there is more to it than just being on the computer and that the computer is a teaching tool. We link learning on the computer to reading books and other activities.)

3.2 Technology Capital Planning: The What?

Director for Technology Mike Wilkes presented the Technology Capital Plan. In 2020-2021, K-1 teachers would like to move to one iPad per two students to give a greater opportunity to use with other instructional strategies. Classroom projectors at the high school need to be upgraded with third party mobile projection support in all classrooms in 2020-2021. In 2021-2022, second grade teachers would like to move to one laptop per student to offer greater levels of technology access. The total cost for these upgrades would be \$531,000-\$599,000. These requests would require an increase in the technology service fee. For K-1 students, the fee would go from \$20 to \$30, and in 2nd grade, the fee would go from \$30 to \$40. These fees would offset 20% of annual technology capital. Two new firewalls and services/support are needed for security infrastructure in 2020-2021 at a cost of \$210,000. The overall cost from the Ed Fund and the O&M Fund in 2020-2021 would \$809,330 with potential offsets of \$305,650.

3.3 2020-2021 Preliminary Transportation Budget

Director for Transportation Mary Dunmead shared that the district will enter a one-year extension on the lease of their 72-passenger buses. There are currently 49 buses, and two will be returned. During the extension, the district will research gas, diesel, electric, propane and compressed natural gas buses. In August-September, bus specs will be built. In October, those specs will be brought to the Board. In November, the bus bid notice will go out, and in December, the final bus bid will be issues. We currently have eighteen 27-passenger buses and three activity buses that we also need to look at. At years five and six, on these buses, we start replacing tires and batteries. There will be discussions with Student Services to see what the transportation trend is to determine if we should continue to lease or purchase the 27-passenger buses.

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."

Policy Committee Chair Leslie Juby shared that a list of laws that were enacted on January 1st were shared with all Board members, along with a rough draft of the Property Tax Task Force, which is still very contentious. There are some suggestions that would affect school districts if approved. There is also a lot going on by lobbyists, so we will see how things turn out when they go back into session.

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

The Superintendent shared that students returned from winter break last Monday. This Friday is a half day for students so that teachers can participate in school improvement activities in the afternoon. We are thankful for the support of our Board and community during these improvement days. There are many professional development activities taking place, and we are working hard on evaluations of teachers and administrators. There is no school on Monday in honor of Martin Luther King Day.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

- 6.1 Policy Updates: Second Reading – **Revised and Reviewed** (Policy 2:240)
 - 6.1.1 Policy 2:20, Powers and Duties of the School Board; Indemnification - **Updated**
 - 6.1.2 Policy 2:70, Vacancies on the School Board – Filling Vacancies - **Updated**
 - 6.1.3 Policy 2:100, Board Member Conflict of Interest – **Updated**
 - 6.1.4 Policy 2:105, Ethics and Gift Ban – **Updated**
 - 6.1.5 Policy 2:110, Qualifications, Term, and Duties of the Board – **Updated**
 - 6.1.6 Policy 2:200, Types of School Board Meetings – **Updated**
 - 6.1.7 Policy 2:220, School Board Meeting Procedure – **Updated**
 - 6.1.8 Policy 2:250, Access to District Public Records – **Updated**
 - 6.1.9 Policy 2:260, Uniform Grievance Procedure – **Updated**
 - 6.1.10 Policy 3:50, Administrative Personnel Other Than the Superintendent – **Updated**
 - 6.1.11 Policy 4:15, Identity Protection – **Updated**

- 6.1.12 Policy 4:30, Revenue and Investments – **Updated**
- 6.1.13 Policy 4:40, Incurring Debt – **Updated**
- 6.1.14 Policy 4:60, Purchases and Contracts – **Updated**
- 6.1.15 Policy 4:80, Accounting and Audits – **Revised**
- 6.1.16 Policy 4:110, Transportation – **Updated**
- 6.1.17 Policy 4:140, Waiver of Student Fees – **Updated**
- 6.1.18 Policy 4:150, Facility Management and Building Programs – **Updated**
- 6.1.19 Policy 4:170, Safety – **Updated**
- 6.1.20 Policy 4:175, Convicted Child Sex Offender; Screening Notification – **Updated**
- 6.1.21 Policy 4:190, Targeted School Violence Prevention Program – **Updated**
- 6.1.22 Policy 5:10, Equal Employment Opportunity and Minority Recruitment – **Updated**
- 6.1.23 Policy 5:20, Workplace Harassment Prohibited – **Updated**
- 6.1.24 Policy 5:30, Hiring Process and Criteria – **Updated**
- 6.1.25 Policy 5:50, Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition – **Updated**
- 6.1.26 Policy 5:90, Abused and Neglected Child Reporting – **Revised**
- 6.1.27 Policy 5:100, Staff Development Program – **Updated**
- 6.1.28 Policy 5:120, Employee Ethics; Conduct; and Conflict of Interest – **Updated**
- 6.1.29 Policy 5:125, Personal Technology and Social Media; Usage and Conduct – **Updated**
- 6.1.30 Policy 5:150, Personnel Records – **Updated**
- 6.1.31 Policy 5:190, Teacher Qualifications – **Updated**
- 6.1.32 Policy 5:200, Terms and Conditions of Employment and Dismissal – **Updated**
- 6.1.33 Policy 5:220, Substitute Teachers – **Updated**
- 6.1.34 Policy 5:250, Leaves of Absence – **Revised**
- 6.1.35 Policy 5:260, Students Teachers – **Updated**
- 6.1.36 Policy 5:285, Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers – **Updated**
- 6.1.37 Policy 5:290, Employment Termination and Suspensions – **Updated**
- 6.1.38 Policy 5:330, Sick Days, Vacation, Holidays, and Leaves – **Updated**
- 6.1.39 Policy 6:15, School Accountability – **Updated**
- 6.1.40 Policy 6:20, School Year Calendar and Day – **Updated**
- 6.1.41 Policy 6:60, Curriculum Content – **Updated**
- 6.1.42 Policy 6:65, Student Social and Emotional Development – **Revised**
- 6.1.43 Policy 6:150, Home and Hospital Instruction – **Updated**
- 6.1.44 Policy 6:180, Extended Instructional Programs – **Updated**
- 6.1.45 Policy 6:210, Instructional Materials – **Updated**
- 6.1.46 Policy 6:270, Guidance and Counseling Program – **Updated**
- 6.1.47 Policy 6:300, Graduation Requirements – **Updated**
- 6.1.48 Policy 6:310, High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students – **Updated**
- 6.1.49 Policy 6:320, High School Credit for Proficiency – **Updated**
- 6.1.50 Policy 7:10, Equal Educational Opportunities – **Reviewed**
- 6.1.51 Policy 7:15, Student and Family Privacy Rights – **Revised**
- 6.1.52 Policy 7:20, Harassment of Students Prohibited – **Updated**
- 6.1.53 Policy 7:30, Student Assignment and Intra-District Transfer – **Reviewed**
- 6.1.54 Policy 7:40, Nonpublic School Students, Including Parochial and Home-Schooled Students – **Reviewed**
- 6.1.55 Policy 7:50, School Admissions and Student Transfers To and From Non-District Schools – **Reviewed**
- 6.1.56 Policy 7:60, Residence – **Revised**
- 6.1.57 Policy 7:70, Attendance and Truancy – **Reviewed**
- 6.1.58 Policy 7:80, Release Time for Religious Instruction/Observance – **Reviewed**
- 6.1.59 Policy 7:90, Release During School Hours – **Reviewed**
- 6.1.60 Policy 7:100, Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students – **Reviewed**
- 6.1.61 Policy 7:130, Student Rights and Responsibilities – **Revised**

- 6.1.62 Policy 7:140, Search and Seizure – **Revised**
- 6.1.63 Policy 7:150, Agency and Police Interviews – **Updated**
- 6.1.64 Policy 7:160, Student Appearance – **Revised**
- 6.1.65 Policy 7:180, Prevention of and Response to Bullying, Intimidation, and Harassment – **Updated**
- 6.1.66 Policy 7:190, Student Behavior – **Updated**
- 6.1.67 Policy 7:200, Suspension Procedures – **Updated**
- 6.1.68 Policy 7:290, Suicide and Depression Awareness and Prevention – **Updated**
- 6.1.69 Policy 8:10, Connection with the Community – **Revised**
- 6.1.70 Policy 8:30, Visitors to and Conduct on School Property – **Updated**
- 6.1.71 Policy 8:110, Public Suggestions and Concerns – **Revised**

Motion by Juby, second by Cabeen, to approve the above-listed policies, items 6.1.1-6.1.71. On roll call, Ayes, six (6), Cabeen, Juby, Lamb, McCormick, Saxton, Grosso. Nays, none (0). Absent, one (1), Egan. Abstained, none (0).

6.2 2020-2021 Technology Capital Improvement Plan

Motion by Juby, second by Saxton to approve the above-listed capital improvement plan, item 6.2. On roll call, Ayes, six (6), Cabeen, Juby, Lamb, McCormick, Saxton, Grosso. Nays, none (0). Absent, one (1), Egan. Abstained, none (0).

6.3 Student Discipline Recommendation (Policy 7:210)

Motion by Juby, second by Lamb, to approve the above-listed discipline recommendation, item 6.3. On roll call, Ayes, six (6), Cabeen, Juby, Lamb, McCormick, Saxton, Grosso. Nays, none (0). Absent, one (1), Egan. Abstained, none (0).

6.4 Action on Bus Bid (Policy 4:60)

Motion by McCormick, second by Juby, to reject all bus bids and accept a one-year extension on the current contract, item 6.4. On roll call, Ayes, six (6), Cabeen, Juby, Lamb, McCormick, Saxton, Grosso. Nays, none (0). Absent, one (1), Egan. Abstained, none (0).

6.5 Approval of FY 2021 Food Service Management Agreement (Policy 4:120)

Motion by Lamb, second by Cabeen, to approve the above-listed contract, item 6.5. On roll call, Ayes, six (6), Cabeen, Juby, Lamb, McCormick, Saxton, Grosso. Nays, none (0). Absent, one (1), Egan. Abstained, none (0).

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATION

- 7.1 Policy Updates: First Reading – **Updated and Reviewed** (Policy 2:240)
 - 7.1.1 Policy 7:185, Teen Dating Violence Prohibited – **Reviewed**
 - 7.1.2 Policy 7:190, Student Behavior – **Revised**
 - 7.1.3 Policy 7:210, Expulsion Procedures – **Revised**
 - 7.1.4 Policy 7:220, Bus Conduct – **Reviewed**
 - 7.1.5 Policy 7:230, Misconduct by Students with Disabilities – **Reviewed**
 - 7.1.6 Policy 7:240, Conduct Code for Participants in Extracurricular Activities – **Reviewed**
 - 7.1.7 Policy 7:250, Student Support Services – **Reviewed**
 - 7.1.8 Policy 7:260, Exemption form Physical Education – **Revised**
 - 7.1.9 Policy 7:270, Administering Medicines to Students – **Reviewed**
 - 7.1.10 Policy 7:275, Orders to Forgo Life-Sustaining Treatment – **Reviewed**
 - 7.1.11 Policy 7:280, Communicable and Chronic Infectious Disease – **Reviewed**
 - 7.1.12 Policy 7:285, Food Allergy Management Program – **Reviewed**
 - 7.1.13 Policy 7:300, Extracurricular Athletics – **Revised**
 - 7.1.14 Policy 7:305, Student Athlete Concussions and Head Injuries – **Reviewed**
 - 7.1.15 Policy 7:310, Restrictions on Publications; K-8 Schools – **Reviewed**
 - 7.1.16 Policy 7:315, Restrictions on Publications; High Schools – **Reviewed**
 - 7.1.17 Policy 7:325, Student Fundraising Activities – **Reviewed**
 - 7.1.18 Policy 7:330, Student Use of Buildings – Equal Access – **Reviewed**
 - 7.1.19 Policy 7:340, Student Records - **Revised**

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

8. INFORMATION

- 8.1 Out-of-State Trip Request

- 8.2 Board Meeting/Presentation Schedule
- 8.3 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)

New Hires Certified Staff

Carter, Rebecca, GMSN, Social Studies, 1.0 FTE, effective 1/6/20

Miller, Janet, WES, Kindergarten, 1.0 FTE, effective 8/19/19

FTE Adjustment Certified Staff

Glinke, Mary, GHS, Math, 1.0 FTE to 1.1 FTE, effective 1/6/20

Whildin, Sue, GELP, Learning Behavior Specialist, .5 FTE to 1.0 FTE, effective 1/6/20-4/7/20

Long-Term Substitutes Certified Staff

Hack, Stephanie, WES, Nurse, 1.0 FTE, effective 3/16/20-5/15/20

Romoser, Ellyn, GELP, Learning Behavior Specialist, .30 FTE, effective 1/23/20-4/27/20

Family and Medical Leave Certified Staff

Doty, Emily, GHS, Guidance Counselor, 1.0 FTE, effective 12/13/19-1/31/20

Tomczak, Kaitlyn, GMSS, Language Arts, 1.0 FTE, effective 4/27/20-5/29/20

Leave of Absence Certified Staff

Christensen, Kimberly, WES, Kindergarten, 1.0 FTE, effective 1/6/20-5/29/20

New Hires Support Staff

Bastin, Brian, All Buildings, Grounds, effective 2/3/20

Bury, Alezia, GMSN, Classroom Assistant, effective 1/7/20

Dale, Julie, GMSS, Classroom Assistant, effective 12/16/19

Licher, Bruce, All Buildings, Maintenance, effective 1/6/20

Richardson, Steven, All Buildings, On-call Maintenance, effective 12/12/19

Schultz, Don, GHS, Custodian, effective 1/14/20

Resignations Support Staff

Grijalba, Kathia, GELP, Special Education Assistant, effective 1/9/20

Rudd, Thomas, TRANS, Bus Driver, effective 1/9/20

Terminations Support Staff

Kashur, Megan, CO, Payroll Specialist, effective 12/26/19

Reappointments/Reclassifications Support Staff

Macias, Ruben, On-call Custodian to Custodian Floater, effective 1/6/20

Alcala-Gates, Dawn, Reading Tutor (WAS) to Special Ed Assistant (WAS), effective 1/6/20

Family and Medical Leave Support Staff

Jatczak, Kelliann, HES, Building Technician, effective 3/14/20-4/5/20

- 9.2 Administrative Retirement Program

- 9.3 Accounts Payable (Policy 4:50)

- 9.4 Monthly Financials – November & December (Policy 4:40, 4:55)

- 9.5 Pay Request #2: \$87,581, Malcor Roofing of Illinois, Inc., for the 2019 GHS Roof Restoration

- 9.6 Gifts, Grants, Bequests: \$323,300, Fabyan Foundation, for technology (\$128,300) and scholarships (\$195,000) (Policy 8:80)

Motion by Juby, second by Cabeen, to approve the above-listed, items 9.1-9.6. On roll call, Ayes, six (6), Cabeen, Juby, Lamb, McCormick, Saxton, Grosso. Nays, none (0). Absent, one (1), Egan. 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.
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,

Board members attended the Facilities Task Force meeting held today. The Communications Task Force also met today, and they went over initiatives that were completed during the first half of the year and what's coming up for the second half. The Mental Health Partnership meeting has a change for their upcoming meeting on Friday, February 21st. It's going to be a youth voices forum on mental health at Geneva High School from 9-1. It is co-sponsored by the Kane County System of Care and Regional Office of Education. If anyone is interested, please reach out to Leslie Juby for more information.

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

At 8:10 p.m., motion by McCormick, second by Saxton, to go into executive session to consider matters pertaining to collective negotiating between the public body and its employees or their representatives; 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, six (6), Cabeen, Juby, Lamb, McCormick, Saxton, Grosso. Nays, none (0). Absent, one (1), Egan. Abstained, none (0).

At 8:24 p.m., the Board returned to open session.

14. POSSIBLE ACTION FOLLOWING EXECUTIVE SESSION

14.1 Registered Nurse Compensation

Motion by McCormick, second by Cabeen, to adjust the salaries for all registered nurses, item 14.1. On roll call, Ayes, six (6), Cabeen, Juby, Lamb, McCormick, Saxton, Grosso. Nays, none (0). Absent, one (1), Egan. Abstained, none (0).

15. ADJOURNMENT

At 8:25 p.m., motion by McCormick, second by Saxton and with unanimous consent, the meeting was adjourned.

APPROVED January 27, 2020
(Date)

PRESIDENT

SECRETARY _____

RECORDING SECRETARY