



**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, December 14, 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. Roll Call
2. Welcome
3. Pledge
4. Reminder to sign attendance sheet

The meeting was called to order at 7:00 p.m. by President Egan.

Board members present: President Taylor Egan, Vice President Mike McCormick, Larry Cabeen, Dan Choi, Policy Committee Chair Leslie Juby, Finance Committee Chair Dave Lamb, Alicia Saxton.  
 Late: None. Absent: None.

The President welcomed everyone and lead them in the Pledge of Allegiance.

District staff present: Anne Scalia, Director Student Services; Mike Wilkes, Director for Technology; Laura Sprague, Communications Coordinator; Shonette Sims, Director Learning & Teaching; Dr. Andy Barrett, Assistant Superintendent Learning & Teaching; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Dean Romano, Assistant Superintendent Business Services; Dr. Kent Mutchler, Superintendent.

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

1. Board Retreat, November 9, 2020
2. Regular Session, November 16, 2020
3. Executive Session, November 16, 2020

Motion by McCormick, second by Juby, to approve the above-listed minutes, items 2.1-2.3. On roll call, Ayes, seven (7), Cabeen, Choi, Juby, Lamb, McCormick, Saxton, Egan. Nays, none (0). Absent, none (0). Abstained, none (0).

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

1. FY 2020 Audit/Annual Financial Report (AFR) & Comprehensive Annual Financial Report (CAFR), Scott Duenser (Wipfli, LLC) (Policy 2:20, 4:80)

Scott Duenser from Wipfli presented the Consolidated Annual Financial Review (CAFR) to the committee. Included within the CAFR is the Annual Audit, Annual Financial Review (AFR) and the data collection form for the Federal Clearing House. There are no new accounting standards this year due to COVID, but they will be implemented next year. The most important piece of the CAFR is the financial section, which shows ten years of data. He shared financial highlights that included government financial statements, summarized statements, general funds, bond principals and retirement funds. The CAFR is the most comprehensive report you can put together. Dr. Romano will be submitting this report to the Association of School Business Officials International once it finalized. The CAFR can be found on the district's website.

Board comments, questions, concerns: When do you typically have this report prepared? (Usually around mid-November.) We talked a lot about this in the finance meeting, and this is one step beyond what we are required to do, which shows transparency.

## 2. Planning Update for Second Semester Learning & Teaching

Dr. Andy Barrett and Shonette Sims shared an update on plans for the second semester by starting with background on where we were. They shared projection ranges based on grade level, along with the actual number of change requests. At the elementary level, 15 students want to go from in-person to online only and 18 students want to go from online only to in-person. At the middle school level, 19 students want to go from in-person to online only and 25 students want to go from online only to in-person. At the high school level, 57 students want to go from in-person to online only and 15 students want to go from online only to in-person. The final requests were very close to our “Best Case” projections. Change requests for in-person were greater at the elementary and middle schools, and online-only requests were greater at the high school. The next steps will be to review data and focus on priorities. On January 4<sup>th</sup>, the district will communicate options to families and confirm transition timeline. The transition process will be January 4-22 and new placements will begin no later than January 25<sup>th</sup>.

Board comments, questions, concerns: The new total number of online-only students at the high school is 192? (Yes.) Is that about 10% of our population? (Yes.) It is impressive what we have put together, and I am surprised that more students did not want to switch.

## 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 the legislative black caucus has put out four pillars for change. Legislation is planning to do radical changes. We may see more than we typically see of bills pertaining to students, because this is one of the major priorities this year for them. Another concern is if there will be a lame duck session, whether they will move into the spring or whether there will be anything at all. If there are not 60 votes on a speaker, then the House cannot do any business. There is a bill sitting in committee right now put out by Deb Conroy. It is House Bill 5852, which is creating the Mental Health Task Force to determine how mental health services are given to students in K-12. At the federal level, there is not a lot going on. There is some talk with the new administration that there may be a national tutoring program put out, some LGBTQ legislation, several lawsuits on Title IV, and especially House resolution 8932, which would keep boys from participating on girl’s sport’s teams.

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

The Superintendent shared that the new Goals booklet is out and thanked Laura Sprague for her excellent work on this. Not only did she do the work, but we also rely on our Communications Task Force, which includes Board members and public leaders. We talked about the CAFR, and that is a great document to prepare from year to year, as is our Goals booklet. We are at the end of our calendar year, with our last day with students being Friday, and then returning on January 4, 2021.

## 6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

1. Board Action on FY 2020 Audit/Annual Financial Report (AFR) & Comprehensive Annual Financial Report (CAFR) (Policy 2:20, 4:80)

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

3. 2020-2021 Board Calendar Proposed Changes

The Superintendent shared that it is being recommended that we eliminate the January retreat and also to move the June 7<sup>th</sup> meeting to the 21<sup>st</sup> to balance the time between meetings during the summer.

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

4. Consideration and Possible Action on Sodexo Agreement Amendment (Policy 4:120)

Dr. Romano shared that what is being proposed is an extension to the agreement that we already have with Sodexo for a fixed rate program. That is a requirement of the Summer Food Service Program. This is nothing different from the overall agreement other than to extend it until June 30, 2021.

Motion by Juby second by Cabeen, to approve the above-listed Sodexo amendment, item 6.3. On

roll call, Ayes, seven (7), Cabeen, Choi, Juby, Lamb, McCormick, Saxton, Egan. Nays, none (0). Absent, none (0). Abstained, none (0).

5. Board Action on the School Bus Driver's Working Conditions Agreement 2020-2023 (Policy 4:60)

Dr. Law shared that back in the spring of 2020 we started the process of meeting with the bus drivers about their working agreement. Unfortunately, we had an interruption due to COVID, and we were finally able to resume meeting in the fall. The changes to the working agreement included over the next three years the ten-year rolling average of CPI plus 1%, which is an increase of 2.8% for this year and it will be retroactive to July 1<sup>st</sup>. Additionally, field trips will have an increase of the ten-year rolling average of CPI plus 1%, which again would be 2.8% this year and drivers who drive a special education field trip route will receive a \$1 an hour differential. There were only two language items that were added. The first is the holiday language that if school is out before Memorial Day that the Friday after Thanksgiving would be substituted for the holiday. Second is that during remote learning, or e-learning days, the District will work to provide them with professional development or additional work for drivers to be compensated.

Board comments, questions, concerns: This was a great group to work with. They were collaborative, did a lot of work before we met, were prepared, and asked solid questions.

Motion by McCormick second by Juby, to approve the above-listed agreement, item 6.4. On roll call, Ayes, seven (7), Cabeen, Choi, Juby, Lamb, McCormick, Saxton, Egan. Nays, none (0). Absent, none (0). Abstained, none (0).

6. 2021-2022 Technology Capital Plan

Mike Wilkes shared with the Board the 2021-22 Technology Capital Plan. Pre-COVID, our level of access was 1:2 in grades K-2 and 1:1 in grades 3-12 with 3-year lifecycles for K-8 devices and 4-year lifecycles for 9-12. As we look ahead to 2021-22 and beyond, the level of access will be 1:1 for K-12 with 4-year lifecycles for all devices. We would also purchase Pentium devices that would hold up better through the 4-year cycle. In pre-COVID, we estimated we would spend \$6.49 million over ten years, however; with the new plan, the estimated cost would be \$6.33 million. Currently, student tech fees contribute \$209,000, but our recommendation would be that the fee be \$45 each year for all K-12 students. This would bring in a projected \$230,000. The largest increase would be for our K-2 students. They would go from \$30 to \$45. The new plan will make us a little heavy in the first two years, but then we will level out again.

We would also like to look at classroom projection at Western Avenue Elementary, along with wireless projection devices at Western Avenue Elementary and both middle schools. New staff devices are needed at the high school, Geneva Middle School South and Williamsburg Elementary. The total estimated cost would be \$1.15 million with \$615,000 the first year. Data center upgrades need to be refreshed at Coultrap Educational Services Center and Geneva Middle School South with a review of on-site back-up options. The estimated cost for this is \$500,000. The total estimated cost for the Technology Plan is \$1.65 million, with \$1.15 million in the first year. Current offsets would move this to a projected \$850,000.

Board comments, questions, concerns: The consensus is that Mike's strength is planning. We appreciate his foresight where technology is concerned.

Motion by Juby second by Saxton, to approve the above-listed plan, item 6.5. On roll call, Ayes, seven (7), Cabeen, Choi, Juby, Lamb, McCormick, Saxton, Egan. Nays, none (0). Absent, none (0). Abstained, none (0).

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

**8. INFORMATION**

1. Board Meeting/Presentation Schedule
2. FOIA Requests (Policy 2:250)

**9. CONSENT AGENDA**

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

Resignations Certified Staff

Medchill, Valerie, GMSS, Speech Language Pathologist, effective 12/4/20

Long-Term Substitutes Certified Staff

Danek, Mary, FES, Grade 1, 1.0 FTE, effective 1/11/21-3/26/21

New Hires Support Staff

Antczak, Daniel, All Buildings, Grounds, effective 12/15/20

Byas, Jody, GHS, Administrative Assistant, effective 12/7/20

Goodfellow, Emily, HSS, Special Education Assistant, effective 12/14/20

Kestner, Jill, GMSS, Administrative Assistant, effective 12/11/20

Yung, Jessica, GMSS, Special Education Assistant, effective 12/7/20

Resignations Support Staff

Schwartz, Jill, GHS, Special Education Assistant, effective 12/1/20

Cerrone, Natalie, GMSN, Special Education Assistant, effective 3/12/21

Perillo, Jessica, GHS, Special Education Assistant, effective 12/18/20

2. Accounts Payable (Policy 4:50)

3. Monthly Financials – October & November (Policy 4:40, 4:55)

4. Request to Purchase: \$49,931.73, American Building Services, for replacement doors at GMSS

5. Pay Request: \$54,796.11, STR Partners, LLC, for masonry repair at MCS & HSS and roofing repairs at GHS, GMSS, HES, MCS, WAS & HSS

Motion by Cabeen, second by Juby, to approve the above-listed, items 9.1-9.5. On roll call, Ayes, seven (7), Cabeen, Choi, Juby, Lamb, McCormick, Saxton, Egan. Nays, none (0). Absent, none (0). Abstained, none (0).

**10. PUBLIC COMMENTS**

(PRESS Policy 2:230) *Per Board Policy 2:230, attendees wishing to formally address the Board during Public Comments must register their intention to participate in person by completing a **Public Comments Form** [at this link](#). Copies will also be made available and collected at the entrance.*

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.

**12. NOTICES / ANNOUNCEMENTS**

**14. ADJOURNMENT**

At 7:48 p.m., motion by Juby, second by Cabeen and with unanimous consent, the meeting was adjourned.

APPROVED January 11, 2021  
(Date)

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PRESIDENT

SECRETARY \_\_\_\_\_

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RECORDING SECRETARY