



**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, May 23, 2022, at 7:00 p.m. at 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 McCormick.

Board members present: Molly Ansari, Larry Cabeen, Dan Choi (joined by phone), Jackie Forbes, President/Finance Committee Chair Mike McCormick, Policy Committee Chair Tammie Meek, Paul Radlinski. Late: None. Absent: None.

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

District staff present: Julie Dye, Principal Williamsburg Elementary; Lauri Haugen, Principal Fabyan Elementary; Tom Rogers, Principal Geneva High School; Tim Baker, Security Supervisor; Todd Latham, Assistant Superintendent for Business Services; Dr. Andy Barrett, Assistant Superintendent Learning & Teaching; Dr. Adam Law, Assistant Superintendent for Personnel Services; Dr. Kent Mutchler, Superintendent.

Others present: Cathy Fechner, Donna Potaczek, Kevin Gannon, Jackie Biener, Alice Fabbre, John Zimny.

At 7:02 p.m., a motion by Cabeen second by Forbes, to approve Dan Choi joining meeting by phone. On roll call, Ayes, six (6), Ansari, Cabeen, Forbes, McCormick, Meek, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

2. APPROVAL OF MINUTES (Policy 2:220)

1. Regular Session, May 9, 2022
2. Executive Session, May 9, 2022

Motion by Meek second by Cabeen, to approve the above-listed minutes, items 2.1-2.2. On roll call, Ayes, seven (7), Ansari, Cabeen, Choi, Forbes, McCormick, Meek, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

3. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS

1. Recognition of District Retirees

Retirees Present for Recognition

Kevin Gannon (GHS) – 33 years
Nancy Rizzo (GHS) – 22 years
Cathy Fechner (WES) – 20 years
Jackie Biener (FES) – 19 years

Donna Potaczek (CO) – 26 years

Other retirees that were unable to attend, but that we would like to recognize are:

Support Staff

Sharon McCool (GMSS) – 20 years

Pamela Snyder (CO) – 24 years

Jay Heck (All Buildings) – 2 years

Suzanne Zefron (GMSS) – 18 years

Valerie Farkas (TRANS) – 16 years

Amy Ebert (FES) – 14 years

Certified Staff

Margaret Morrison (HES) – 18 years

Monica Thurmond (GHS) – 17 years

Mark Morrison (HSS) – 22 years

Cathy Pool (GHS) – 25 years

2. FY2022-23 Preliminary Operations & Maintenance Budget – Todd Latham
Assistant Superintendent for Business Services, Todd Latham presented the 2022-23 Preliminary O&M Budget to the Board. The revenue for this budget includes the levy, collection rate, local revenues, evidence-based funding, and interest income. The expenses include salaries, benefits, purchased services, supplies & materials, capital purchases, and non-capital purchases. The revenue is projected to be \$12,835,165 for 2023 and expenses are projected to be \$12,796,176 for 2023. This is a 1.27% revenue increase and 5.59% expense increase over 2022. It is projected that \$7,323,930 will be moved from the O&M and Ed Funds, giving this fund \$9,323,930 for capital improvements. There are factors that could affect the budget, such as the levy, staffing, inflation, energy costs, supply chain delays, shipping costs, and benefits. The next step would be to come back to the Board with the Educational Fund in June or July.

Board comments, questions, concerns: You mentioned that you were going to take as much from Fund 20 and that you will take as much as you can from Fund 10. Where does that leave us with Fund 10? (The Ed Fund will still be in decent shape. We typically have around \$30-\$40 million in this account.) On the healthcare, you said we do not really know exact numbers until after the budget is complete. (Correct. Typically, we take the employees that we currently have, and those that we know are leaving, and we give an estimation of what that number would be. Then, we add in the increase of what they currently elect. Once they make their selection, we will have a better idea of the cost.) Do we have a ballpark of scenarios over the years? (No, but we could go back and look.)

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."

Nothing to report currently.

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

The Superintendent shared that we had a wonderful Senior Awards Night last week. Thank you to the community and the Fabyan Foundation for their generosity. The Fabyan Foundation gives out ten scholarships each year worth \$20,000. They also donate funds for our technology each year. We have a "Tradition of Excellence" that is tied to our community and our students. We have 8th grade promotion coming up this Friday and high school graduation next Tuesday at NIU.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATION

8. INFORMATION

1. Board Meeting/Presentation Schedule (Policy 2:220)
2. FOIA Requests (Policy 2:250)
3. Suspension Report (Policy 7:200)

9. CONSENT AGENDA

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

New Hires Certified Staff

O'Brien, Kaleigh, GHS, Math Teacher, 1.0 FTE, effective 8/15/22

Frullani, Olivia, LBS, 1,0 FTE, effective 8/15/22

Reappointments Certified Staff

Kosog, Karen, GHS/GMSS, German/Entrepreneurship Teacher, .533 FTE, effective 8/15/22

Shroff, Courtenay, GMSS, French/Entrepreneurship Teacher, .533 FTE, effective 8/15/22

Lehan, Jessica, GHS, Spanish, .4 FTE, effective 8/15/22

Resignations Certified Staff

Christensen, Natasha, GHS, Business Teacher, effective 5/31/22

FMLA Certified Staff

Assell, Elizabeth, GMSN, Physical Education Teacher, effective 8/15/22-11/9/22

Croy, Mandy, WAS, Art Teacher, effective 4/14/22-4/28/22

New Hires Support Staff

Corngold, Angela, CO, Registrar/Receptionist, effective 5/23/22

Rivera, Lazarus, GHS, Campus Manager, effective 6/20/22

Olson, Tracie, GELP, Instructional Assistant, effective 8/15/22

Resignations Support Staff

Johnson, Matt, TRANS, Bus & Safety Operations Manager, effective 6/3/22

Johnson, Chrissi, GMSS, Administrative Assistant, effective 7/15/22

Iadevito, FES, Instructional Assistant, effective 5/31/22

Emody, Tom, GHS, Building Tech, effective 5/27/22

Baert, Dave, All Buildings, District Courier, effective 5/20/22

Mines, Ginny, MCS, Special Education Assistant, effective 5/31/22

Reclassifications Support Staff

Cella, Jennifer, CO, Substitute Services/HR Administrative Assistant, effective 8/1/22

Butler, Robin, HSS, Building Technician (12 month), effective 6/16/22

Termination Support Staff

Patterson, Antrese, HES, Custodian, effective 5/20/22

FMLA Support Staff

Clement, Ronald, All Buildings, Custodian, effective 4/22/22-TBD

New Hires Administration

Manisco, Sandy, CO, Communications Coordinator, 1.0 FTE, effective 5/24/22

Christensen, Greene, Robin, TRANS, Asst. Director of Transportation, 1.0 FTE, effective 6/6/22

Retirement Date Administration

Zeman, Ronald, WES, Principal, 1.0 FTE, effective 6/30/23

2. Monthly Financials – April (Policy 4:40, 4:55)
3. Treasurer's Bond (Policies 2:110)
4. Request for Purchase: \$63,819, AT&T, to update existing analog phone lines with a digital solution
5. Request for Purchase: \$28,907.20, Comcast Business, to replace the district's current phone calling service
6. Request for Purchase: \$55,903.83, Technical Theatre Services, Inc. and an additional \$25,000 for a project total of \$80,903.83, to replace Burgess Field sound system
7. O&M Working Agreement
8. Provider Agreement – Pediatric Services of America
9. 2022-23 Sodexo Food Service Agreement (Policy 4:120)
10. Bid Summary: \$365,677.75, Waste Management, for waste & recycling services
11. Pay Request #5: \$51,177.65, AMS Mechanical Systems, for Boiler & Hot Water Storage Tank Replacement Project at GMSS
12. Ray & Associates Contract

Motion by Meek second by Forbes, to approve the above-listed, items 9.1-9.12. On roll call, Ayes, seven (7), Ansari, Cabeen, Choi, Forbes, McCormick, Meek, Radlinski. 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 must register their intention to participate in the public portion(s) of the meeting upon their arrival at the meeting. Complete the form 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, IASB/Legislative, IASB Kishwaukee Governing Board

The Senior Awards Night last week was amazing, and our community is extremely generous. Good luck to our seniors and all students on finals. The Viking Review was this past week, and we have some amazingly talented students. Thank you to all our retirees for your dedicated service to the district. The Facilities Task Force met, and given the circumstances, we are in decent shape. Thank you to all our staff that stepped up and help during an exceedingly difficult time last week.

12. NOTICES / ANNOUNCEMENTS

13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES, OR DELIBERATIONS CONCERNING THE SALARY SCHEDULES FOR ONE OR MORE CLASSES OF EMPLOYEES [5 ILCS 120/2(c)(2)]. [5 ILCS 120/2(c)(11)]

At 7:55 p.m., motion by Cabeen, second by Meek, to go into executive session to consider matters pertaining to collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning the salary schedules for one or more classes of employees.

At 8:28 p.m., the Board returned to open session.

14. POSSIBLE ACTION FOLLOWING EXECUTIVE SESSION

1. Administrative Contracts for 2022-23

Motion by Meek second by Forbes, to approve the above-listed contracts, item 14.1. On roll call, Ayes, six (6), Ansari, Cabeen, Forbes, McCormick, Meek, Radlinski. Nays, none (0). Absent, none (0). Abstained, one (1), Choi.

15. ADJOURNMENT

At 8:29 p.m., motion by Cabeen, second by Meek and with unanimous consent, the meeting was adjourned.

APPROVED June 13, 2022
(Date)

_____ PRESIDENT

SECRETARY _____

_____ RECORDING SECRETARY