



**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, June 13, 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, Finance Committee Chair Jackie Forbes, President 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: Anne Scalia, Director for Student Services; 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: Laura Sinars.

2. APPROVAL OF MINUTES (Policy 2:220)

1. Regular Session, May 23, 2022
2. Executive Session, May 23, 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. 2022-23 Preliminary Education Fund Budget

Todd Latham presented the Preliminary Education Fund Budget to the Board. The budget consists of salaries, benefits, revenue, and expenses. Revenue assumptions include the levy, collection rate, local revenues, federal dollars, Evidence-Based Funding, and interest income. Expense assumptions include salaries, benefits, purchased services, supplies & materials, capital purchases, other expenses, and non-capital expenses. We are looking at an estimated revenue decrease of 1.5%, and an estimated expense increase of 1.92% from 2022 to 2023. Overall, there will be an estimated \$32,147,995 remaining at the end of 2022. This will be the beginning for budget for 2023, with an estimated \$27,019,895 remaining at the end of 2023. Factors that could affect this budget include Federal grant dollars, levy rate, staffing, benefits, energy costs, supply chain delays, shipping increases, tuition, and other expenses. There will be a draft budget presented in July.

Board comments, questions, concerns: On interest income, do we anticipate that going up? (It has

been fluctuating up and down.) We have talked about the increase in capital spending over the last couple of months, but do you do any kind of long-term planning that projects out 3-5 years? (Yes and no. When we do our merit budget, we look ahead over three years. As for five years, we will be doing that another way. We work with PMA to do long-term budgeting, as well as Elizabeth Hennessey. It is hard to project out five years right now with the way the economy is.)

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."

Jackie Forbes shared that several bills are now public acts. They are HB 4316, HB 4365, HB 4690, HB 5472, HB 5214, HB 5488, SB 4208, and SB 3893.

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

The Superintendent thanked all Board members for their participating in graduation. The eighth-grade promotions at both middle schools were successful. There are many O&M projects taking place and being planned for this summer. We had safety training for our staff, as well as a committee that meets regularly to discuss school safety issues. The Kane County ROE has a safety consortium that we are also part of which examines the safety of schools on a regular basis. There is also professional development taking place this summer for staff.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

1. Resolution for Reduction in Force of a Kindergarten Assistant

Dr. Adam Law shared that at each elementary school, each kindergarten classroom is allotted a half time kindergarten assistant. This past year at Williamsburg Elementary School (WES), there were four sections of kindergarten and there were two kindergarten assistants assigned to those four classrooms. It looks as though this year, at WES, there will only be three sections of kindergarten and we will need to cut one of the assistants to half time.

Board comments, questions, concerns: Is this a trend you see continuing? (NO. At WES, they are going from four to three sections, but at other buildings it is the opposite.)

Motion by Choi second by Meek, to approve the above-listed resolution, item 6.1. On roll call, Ayes, seven (7), Ansari, Cabeen, Choi, Forbes, McCormick, Meek, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATION

1. Policy Updates: First Reading – **Updated, Reviewed & New** (Policy 2:240)

1. Policy 2:230, Public Participation at Board of Education Meetings and Petitions to the Board – Updated

This policy has a question that needs to be answered. It asks if the Board would like to establish a maximum time limit for public participation. The Policy Committee felt this was not something that we wanted to do, as we want to make sure that everyone can be heard. All Board members agreed. The answer will be "no."

2. Policy 3:70, Succession of Authority – 5-year review

3. Policy 4:70, Resource Conservation - Updated

4. Policy 5:70, Religious Holidays – 5-year review

5. Policy 5:80, Court Duty – Updated

This policy has two questions that need to be answered. The School Code mandates licensed personnel will be paid their full salary if absent due to a subpoena. Most districts apply this to support staff as well. It is asking if the Board would like to include support staff. The Policy Committee's recommendation is "yes." All Board members agreed. The second question is similar, except that it is for jury duty. The Policy Committee's recommendation is "yes." All Board members agreed.

6. Policy 5:110, Recognition for Service – 5-year review

7. Policy 5:140, Solicitations By or From Staff – 5-year review

8. Policy 5:240, Suspension – 5-year review

9. Policy 6:70, Teaching About Religions – 5-year review
10. Policy 6:80, Teaching About Controversial Issues - Updated
11. Policy 6:140, Education of Homeless Children – 5-year review
12. Policy 6:290, Homework – Updated
13. Policy 6:330, Student Recognition – 5-year review
14. Policy 7:15, Student and Family Privacy Rights – Updated
15. Policy 7:270, Administering Medicines to Students – Updated
16. Policy 7:285, Anaphylaxis Prevention, Response, and Management Program - Rewritten

These policies will go forward as a second reading at the next Board meeting.

8. INFORMATION

1. Board Meeting/Presentation Schedule (Policy 2:220)
2. 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

Cozzi, Andrew, GHS, English Teacher, 1.0 FTE, effective 8/15/22

Mundry, Stephanie, HSS, 1st Grade Teacher, 1.0 FTE, effective 8/15/22

Ward, Kaylee, GMSS, Language Arts Teacher, 1.0 FTE, effective 8/15/22

Reappointments Certified Staff

Cosky, Erin, GHS, Biology Teacher, .80 FTE, effective 8/15/22

Resignations Certified Staff

Boulter, Scott, GHS, Math Teacher, effective 5/31/22

McCue, Jamie, FES, Speech Pathologist, effective 5/31/22

Wehman, Colin, GHS, Learning Behavior Specialist, effective 5/31/22

Stehmar, Alexia, GMSN, Learning Behavior Specialist, effective 5/31/22

New Hires Support Staff

Lanzarotta, Brandi, TRANS, Transportation Administrative Assistant, effective 6/13/22

Kulik, Bridget, GELP, Instructional Assistant, effective 6/15/22

Marquez, Brianna, GELP, Instructional Assistant, effective 6/15/22

McGahan, Krystin, GELP, Instructional Assistant, effective 6/15/22

Resignations Support Staff

O'Malley, Sally, FES, Kindergarten Assistant, effective 5/31/22

Lawrence, Sarah, GHS, Administrative Assistant, effective, 6/14/22

Netcher, Meredith, CO, Learning & Teaching Administrative Assistant, effective 7/1/22

Grootens, Laura, HES, Instructional Assistant, effective 5/31/22

Kaufman, Jake, GMSS, Instructional Assistant, effective 5/31/22

Kasper, Christina, GMSS, Instructional Assistant, effective 5/31/22

Kunkel, Blake, GHS, Security Guard, effective 5/31/22

Prior, Anthony, All Buildings, On-call Security Guard, effective 5/25/22

Jacobo Rivera, Naylla, GMSS, Custodian, effective 5/27/22

Rivera, Lazarus, GHS, Campus Manager, effective 7/21/22

Adjusted Resignations Date Support Staff

Johnson, Chrissi, GMSS, Administrative Assistant, effective 7/21/22

Reclassification Support Staff

Forss, Robert, All Buildings, Custodian to Grounds, effective 6/1/22

Lee, Gina, GHS, 10-month Building Tech to 12-month Building Tech, effective 6/15/22

Jatczak, Kelly, HES, 10-month Building Tech to 12-month Building Tech, effective 6/15/22

Retirement Date Support Staff

Benedict, Ronald, MCS, Head Custodian, effective 8/5/22

Termination Support Staff

Licher, Bruce, Co, Maintenance, effective 6/13/22

Reappointments Administration

Allison, Reed, GHS, Dean
 Barrett, Andrew, CO, Asst. Supt. Learning & Teaching
 Benevides, Jamie, Asst Director Student Services
 Bleau, Terrance, GMSS, Principal
 Del Re, Shannon, GHS, Student Services Coordinator
 Drexler, Doug, GHS, Associate Principal
 Dunmead, Mary, TRANS, Director of Transportation
 Dye, Julie, WES, Principal
 Groot, Melissa, CO, Asst. Director Student Services
 Haugen, Lauri, FES, Principal
 Hirsch, Michelle, HSS, Principal
 Hornberg, Kimberly, HES, Principal
 Jones, Daniel, GMSS, Assistant Principal
 Kelly, Michael, GHS, Dean
 Latham, Todd, CO, Asst. Supt. Business Services
 Law, Adam, CO, Asst. Supt. Human Resources
 McPeak, Scott, GHS, Assistant Principal
 Ney, Scott, CO, Director of Facility Operations
 Morrisroe, Josephine, CO, Coordinator of Business Services
 Petmezas, George, MCS, Principal
 Rogers, Thomas, GHS, Principal
 Scalia, Anne, CO, Director of Student Services
 Seaton, Jennifer, GELP, Student Services Divisional Coordinator
 Shrader, Susan, GHS, Dean
 Sims, Shonette, CO, Director of Learning & Teaching
 Wilkes, Michael, CO, Director of Technology
 Zeman, Ronald, WAS, Principal

Resignations Administration

Christensen-Greene, Robin, TRANS, Assistant Director of Transportation

2. Monthly Financials – April (Policy 4:40, 4:55)
3. Pay Request: \$1,610,100, Malcor Roofing of Illinois, Inc., for roof renovations at GHS
4. Pay Request #1: \$97,839.43, Johnson Controls, for Direct Digital Controls upgrades at GMSN
5. Pay Request #2: \$30,537.24, Johnson Controls, for Direct Digital Controls upgrades at GMSN
6. Bid Summary: \$420,575, Eagle Concrete, Inc., for district-wide concrete renovations
7. Bid Summary: \$135,827, MBB Enterprises of Chicago, Inc., for masonry repairs at HSS & WES
8. Approval of HVAC Planned Maintenance Services Agreement
9. Gifts, Grants, Bequests: \$5,000, Heartland Elementary PTO, for furniture for team centers
10. Intergovernmental Agreement – Cooperative Boys & Girls Swim & Dive Teams
11. Addendum to Agreement with ProCare Therapy

Motion by Cabeen second by Meek, to approve the above-listed, items 9.1-9.11. 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

Board members shared their gratitude for being able to participate in the graduation ceremony at NIU this year. Congratulations go out to all graduates. Wishing everyone in our district a family and

support-filled summer. Hopefully, we can all express some gratitude and find something to be thankful for. The Facilities Task Force met today, and there are many projects coming up that will be more costly than anticipated. Mr. Ney is doing his best to get the district the best deal possible. The Task Force also discussed security, and it is an innovative idea to have a presentation at an upcoming meeting.

12. NOTICES / ANNOUNCEMENTS

13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO LITIGATION, WHEN AN ACTION AGAINST, AFFECTING, OR ON BEHALF OF THE PARTICULAR PUBLIC BODY FINDS THAT SUCH AN ACTION IS PROBABLE OR IMMINENT, IN WHICH CASE THE BASIS FOR THE FINDING SHALL BE RECORDED AND ENTERED INTO THE MINUTES OF THE CLOSED MEETING [5 ILCS 120/2(c)(11)]; APPOINTMENT, EMPLOYMENT, COMPENSATION, OR DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC INDIVIDUALS WHO SERVE AS INDEPENDENT CONTRACTORS IN A PARK, RECREATIONAL, OR EDUCATIONAL SETTING, OR SPECIFIC VOLUNTEERS OF THE PUBLIC BODY OR LEGAL COUNSEL FOR THE PUBLIC BODY, INCLUDING HEARING TESTIMONY ON A COMPLAINT LODGED AGAINST AN EMPLOYEE, A SPECIFIC INDIVIDUAL WHO SERVES AS AN INDEPENDENT CONTRACTOR IN A PARK, RECREATIONAL, OR EDUCATIONAL SETTING, OR A VOLUNTEER OF THE PUBLIC BODY OR AGAINST LEGAL COUNSEL FOR THE PUBLIC BODY TO DETERMINE ITS VALIDITY. HOWEVER, A MEETING TO CONSIDER AN INCREASE IN COMPENSATION TO A SPECIFIC EMPLOYEE THAT IS SUBJECT TO THE LOCAL GOVERNMENT WAGE INCREASE TRANSPARENCY ACT MAY NOT BE CLOSED AND MUST BE OPEN TO THE PUBLIC [5 ILCS 120/2(c)(1). [5 ILCS 120/2(c)(11)]

At 7:41 p.m., motion by Radlinski, second by Meek, to go into executive session to consider matters pertaining to litigation, when an action against, affecting, or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that such an action is probable or imminent, in which case the basis for the finding must be recorded and entered into the minutes of the closed meeting; the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired; appointment, employment, compensation, or discipline, performance, or dismissal of specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body or against legal counsel for the public body to determine validity. However, a meeting to consider an increase in compensation to a specific employee that is subject to the local government Wage Increase Transparency Act may not be closed and must be open to the public body; collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning the salary for one or more classes of employees.

At 8:45 p.m., the Board returned to open session.

14. ADJOURNMENT

At 8:46 p.m., motion by Cabeen, second by Choi and with unanimous consent, the meeting was adjourned.

APPROVED July 18, 2022
(Date)

PRESIDENT

SECRETARY _____

RECORDING SECRETARY