



**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, April 22, 2024, 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 Vice President Forbes.

Board members present: Molly Ansari, Policy Committee Chair Stephanie Bellino, Dan Choi, Vice President/Finance Committee Chair Jackie Forbes, Willard Hooks, Paul Radlinski. Late: None. Absent: President Larry Cabeen.

The President welcomed everyone and led the Pledge of Allegiance.

District staff present: Tom Rogers, Principal Geneva High School; Todd Latham, Assistant Superintendent Business Services; Adam Law, Assistant Superintendent for Personnel Services; Shonette Sims, Assistant Superintendent Learning & Teaching; Dr. Andy Barrett, Superintendent.

Others present: John Baumgartner, Heidi & Patrick Riviere, Ian & Ellie Grantcharov, Jeremy Wiedow, Cathy Fuller, Elizabeth Winterhalter, Mason Wiedow, Charlie Winterhalter, Brian Burns, Karen Baumgartner, Val Demich, Mary Dunmead, Brenda Engelhardt, David Kimball, Dan Medernach, Julie Williams.

2. APPROVAL OF MINUTES (Policy 2:220)

1. Regular Session, April 8, 2024
2. Executive Session, April 8, 2024

Motion by Choi second by Bellino, to approve the above-listed minutes, item 2.1-2.2. On roll call, Ayes, five (5), Ansari, Bellino, Choi, Forbes, Radlinski. Nays, none (0). Absent, one (1), Cabeen. Abstained, one (1), Hooks.

3. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS

1. Tradition of Excellence: GHS Students (Policy 6:330)
 ACES Team

ACES Competition State Qualifiers

Lily Coats
 Apollo Foard
 Ellie Grantcharov
 Soren Larson
 Caroline Madden

Meghan Monroe
 Vasilisa Pozdeyev
 Jack Riviere
 Catelyn Schleyer
 Colin Sprague

Annie Tomko
 Andrea Turek
 Mason Wiedow
 Charlie Winterhalter

2. Recognition of District Retirees

Retirees Recognized

Brian Burns – Geneva High School
Karen Baumgartner – Williamsburg Elementary School
Val Demich – Geneva Middle School North
Mary Dunmead – Transportation
Brenda Engelhardt – Geneva Middle School North
David Kimball – Geneva Middle School North
Dan Medernach – Mill Creek Elementary School
Julie Williams – Geneva High School

3. Consolidated District Plan – Shonette Sims & George Petmezas

Shonette Sims presented an update on the Consolidated District Plan. This plan must be approved by the Board of Education annually and it must also be approved prior to the Illinois State Board of Education's (ISBE) approval of fiscal year grants. Meetings are held with all stakeholders and the grant is submitted in April. We have three Title I schools: Harrison Street School, Geneva Middle School North, and Geneva High School. ISBE has three board goals: (1) student learning; (2) learning conditions; and (3) elevating educators. For FY 25 the district qualified for Title I Part A – Improving Basic Programs, Title I Part A – School Improvement 1003, Title II Part A – Preparing, Training and Recruiting High-Quality Teachers, Principals, and Other School Leaders, EL – Bilingual Service Plan, Title IV Part A – Student Support and Academic Enrichment, IDEA Part B – Flow-Through, IDEA Part B – Preschool, American Rescue Plan – LEA (ESSR III), and Foster Care Transportation Plan. Student Services oversees the IDEA Part B – Flow-Through, IDEA Part B – Preschool, and the Foster Care Transportation Plan. The components of the Consolidated District Plan are needs assessment impact, stakeholders, private school participation, preschool coordination, student achievement, college and career readiness, professional development, safe learning environment, Title I specific pages, IDEA specific requirements, Youth in Care Stability Plan, and the Bilingual Service Plan.

Board comments, questions, concerns: Do Marklund students fit into any of these grants? (No, they do not.)

4. Safety & Security Update – Tim Baker

Tim Baker gave an update on the district's safety and security. He shared that every summer there is a list of items that must be completed while staff and students are not in the building. This would consist of things like making sure that intercom buttons are working and that 2-way radios are accounted for and working. Each year, the district is required to complete three evacuation drills, one shelter in place drill, one bus evacuation drill, and one law enforcement lockdown drill at each building. The second year of a training cycle of the School Emergency Response Plan (SERT) is held at the parent reunification site for faculty. Each year there is a review with first responders where schools can go over their individual building plans and share information. The relationship with our first responders is key. Staff and student identification cards have been updated with the standard response protocol so that they know what to do in an emergency. The district established the Safe School Tip-Line during the 2014-15 school year, and it can be used if you suspect or become aware of anyone planning or acting in any unsafe manner. All school buildings have the Raptor Visitor Management System that allows us to check a visitor's information against the National Sex Offender Data Base and any court orders, orders of protection, or other information parents might provide. All buildings currently have interior and exterior cameras that are used to monitor, prevent, deter, and assist in investigations when incidents occur. During required drills we monitor to make sure that teachers are wearing their orange vests and have their "emergency red-to-go kits", administrators are taking their "administrator to-go kits", red and green cards are being used, procedures are followed, alarms are working, doors are closing properly, and then provide feedback to staff. There are several other compliance checks that are conducted, and we stay up to date on safety and security best practices.

Board comments, questions, concerns: Questions – There are railroad tracks that go by Mill Creek Elementary. Is there a plan if there is a derailment with toxic fumes? (Yes.) School shootings are a

concern for parents, so what is that training like? Who is included in the training? (We have a packet for our substitutes. The big component is what happens before, because it is likely that someone knew and did not say anything. Everyone is trained annually, and we go around to each school to talk to staff. There are other trainings that happen more regularly.) Are we hitting all the right audiences, like substitutes? (We can always improve while acknowledging and adjusting to specific realities. Substitutes are welcome to attend any training held at our buildings.) Do we feel staff are trained in what might be a red flag or a potential threat? (We have a new teacher training to go over policies, Standard Response Protocols and we go over parent reunification. The most important steps are secure and hold.) The tip line, can you text to it? (No, it is email.) Does safety training fall under you? (I do talk to the bus drivers because they are critical to the evacuation of students.) What about emergencies on the bus? (The cameras on the bus have decreased the number of things that happen on the buses.) Is there a threat assessment if there is a contentious situation? (We did have some situations during COVID, but they never rose to that point. We did have police officers attend meetings during COVID when things were more contentious.)

4. 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.

5. 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 bills that were amended and that are related to education. They were HB 5057, HB 5393, HB 3907, and HB 4274.

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

The Superintendent shared that the Strategic Planning core team continues to meet to develop proposed goals and objectives. There will be a formal presentation on Strategic Planning at the next meeting. He also shared that there was a meeting with Dr. Kofron last week about the demographic study and the process will begin with geocoding addresses. Dr. Kofron has been waiting for birth data for the past several years from the State of Illinois. Once we have the geocoded addresses and years of our own district data, then we will combine this with our birth data to develop cohort survival rates. Dr. Kofron would say the best predictor of our student count is our historical student count. He is also helping to review potential residential development growth. We will bring a final report to a future meeting. Lastly, end of year activities are beginning with performances, prom, Educator of the Year banquet, and graduation.

7. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

1. 2024-25 Recommended Staffing Plan (Policy 5:200)

Dr. Law shared that culminated staffing plan is the result of four to five months of work with various administrators. This plan was presented at the last meeting.

Motion by Hooks second by Choi, to approve the above-listed, item 7.1. On roll call, Ayes, six (6), Ansari, Bellino, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, one (1), Cabeen. Abstained, none (0).

2. Support Staff Working Agreement (Policies 5:270, 5:330)

Dr. Law shared that they have been working with support staff throughout this past year to hear their feedback on working conditions and economic requests. This was presented to the board in executive session at the last meeting.

Motion by Radlinski second by Bellino, to approve the above-listed, item 7.2. On roll call, Ayes, six (6), Ansari, Bellino, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, one (1), Cabeen. Abstained, none (0).

3. 2024-25 School Fees (Policies 4:45, 4:140, 4:130, 4:130-E)

Todd Latham shared that each year they reach out to the schools to see what they might need to fund some of their activities, such as skating. Many of the increases this year are due to the market and labor. At the Geneva Early Learning Program there will be a slight increase in transportation, tuition, and lunch prices. At the elementary level, there will be an increase in lunch prices and technology fees. At the middle school level there will be an increase in technology fees, foreign languages, intramurals, and summer camps. At the high school level, there will be an increase in technology fees, PE uniforms, class fees, and fall sports.

Board comments, questions, concerns: I am surprised at the lack of standardization at elementary schools. Four of the elementary schools have a skating program and two do not. Is it being funded differently? (Yes, some items do change from year to year and are funded by the PTO. We do not regulate the skating program.) One of the schools has a new health program so why is this not standardized? (Some of the key programs happen everywhere and some programs are provided by the PTO. The health program is standardized, but the funding may come from various places. There are several things that are not standardized because they are unique to a school. The roles our PTO's play makes things more complicated.) What is the registration fee used for? (It is used for the overall operations of the district.) What is the difference between the registration fee and the fee for the class? (Those are elective classes that have an additional fee. We do have core classes that have consumable costs as well.) Do we have an idea of the average cost for high school fees? Are some kids not choosing some courses because of the fees? (Grant funds can be used for some of those students who have an economic need. We can try to get an average cost.) If the way the budget works and we have already agreed on budgets for next year, could we look ahead at fees? (We have not changed the registration fees in almost eight years.) So, consumables are not included in the budget because we plan on students covering those costs? (We do forecast the cost of consumables based on the number of students that might take those courses and that is what we build into the budget.)

Motion by Radlinski second by Hooks, to approve the above-listed, item 7.3. On roll call, Ayes, six (6), Ansari, Bellino, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, one (1), Cabeen. Abstained, none (0).

8. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATION

9. INFORMATION

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

10. CONSENT AGENDA

1. Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires (Policies 3:50, 5:200, 5:280)
2. Monthly Financials - March (Policies 4:40, 4:55)
3. School Provider Agreement - AVEANNA

Motion by Bellino second by Hooks, to approve the above-listed, items 10.1-10.3. On roll call, Ayes, six (6), Ansari, Bellino, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, one (1), Cabeen. Abstained, none (0).

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, PRIDE, Fox Valley Career Center, IASB/Legislative, IASB Kishwaukee Governing Board

Congratulations to all our staff that are retiring and thank you for all your years of service to the district. We hope you enjoy this next phase of your life. Congratulations and thank you to the Theater Boosters and everyone who helped with the performance of Mama Mia. It was an amazing performance. Best wishes to everyone with your end-of-year activities. Heartland Elementary had

their Art Walk last week, so a big shout out to our art educators. It is great to see what our students create. A shout out to Williamsburg Elementary students for their presentation at the last meeting. We do have a class size committee meeting coming up at the end of the month. Thank you to our community members that brought in food for rehearsals for Mama Mia.

12. NOTICES / ANNOUNCEMENTS

Motion by Forbes second by Radlinski, to amend the agenda to include an additional topic to executive session in accordance with 5ILCS 120/2(c)(1). On roll call, Ayes, six (6), Ansari, Bellino, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, one (1), Cabeen. Abstained, none (0).

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

At 9:13 p.m., motion by Forbes, second by Choi, 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; 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 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; 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 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.

At 9:56 p.m., the Board returned to open session.

14. ADJOURNMENT

At 9:56 p.m., motion by Bellino second by Hooks and with unanimous consent, the meeting was adjourned.

APPROVED _____ PRESIDENT

(Date)

SECRETARY _____

_____ RECORDING
SECRETARY