

**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 9, 2012, at 7:00 p.m. at Coultrap, 1113 Peyton, Geneva, Illinois.

**1. CALL TO ORDER**

- 1.1 Roll Call
- 1.2 Welcome
- 1.3 Pledge
- 1.4 Reminder to sign attendance sheet

The meeting was called to order at 7:00 p.m. by Vice-President Grosso.

Board members present: Vice President Mark Grosso, Michael McCormick, Kelly Nowak, Policy Committee Chair Mary Stith. Late: Bill Wilson (7:03 p.m.). Absent: President Tim Moran, Matt Henry.

The Vice-President led everyone in the Pledge and reminded them to sign the attendance record.

District administrators present: Jim Kafer, Athletic Director Geneva High School; Tom Rogers, Principal Geneva High School; Craig Collins, Assistant Superintendent Personnel Services; Dawn George, Assistant Superintendent Student Services; Donna Oberg, Assistant Superintendent Business Services; Patty O'Neil, Assistant Superintendent Curriculum & Instruction; and Dr. Kent Mutchler, Superintendent.

Others present: Christa Thurman Sala & Arsenio Sala, Kathy VanSpankeren, Sandy Ellis, John McCormick, Tom Maloney, Chris Bourdage, Dwight Swartwood, Susan & Ron Stevenson, K.C. Johnsen, Karen McQuillan, Mike Foote, Heidi Roed, J.J. Swartwood, Gail Ryan, Sheri & Randy Littleton.

**2. APPROVAL OF MINUTES**

- 2.1 Regular Session December 12, 2011
- 2.2 Executive Session December 12, 2011

Motion by Nowak, second by McCormick, to approve the above-listed minutes, as presented. On roll call, Ayes, four (4), McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, one (1), Wilson. Motion carried unanimously.

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

None

**4. SUPERINTENDENT'S REPORT**

The Superintendent reported that Operations & Maintenance staff has performed cleaning and maintenance projects over the break; first semester ends this week and GHS students will be taking semester exams; and Geneva Middle School North and South will be celebrating Patriots' Day on January 13th. He added that he has begun meeting with faculty and staff members in each of the schools.

**5. PUBLIC COMMENTS**

The Vice-President read the following statement:

The meeting agenda includes an opportunity for comments from the audience. It is the prerogative of the Presiding Officer to recognize members of the audience who wish to address the Board during the time reserved for public comment. No discussion of individual students or personnel matters is permitted, as those items are appropriate for closed session pursuant to Section 2 (c) of the Open Meetings Act. If you have a concern regarding an individual student or a personnel issue, you are asked to bring it to the attention of the administration. In the interest of providing all visitors an equal opportunity to address the Board, comments will be limited to five (5) minutes. Those individuals needing more time should submit their thoughts in writing to the Board's recording secretary. Visitors addressing the Board need to come to the podium, use the microphone, and state their full name and address because the proceedings are video recorded for later broadcasting to the community. The Board reserves the right to edit the video recordings for the purpose of excluding any public comment regarding an individual student or a personnel issue. Per Board of Education Bylaw 0167.3, "No interviews should be conducted in the meeting room while the Board is in session." If members of the press/audience want to conduct an interview, they should wait

until the conclusion of the meeting, or go out in the hallway or to another room.

Comments included: debt is 1/3 of a billion; out spent districts our size by 6-1, no new growth to offset tax impact, teacher contract coming up, don't buy new buses every two years, do more with less and take steps to reduce the debt; increasing debt is easier than reducing overall budget, few taxpayers understood what was going on, let's have transparency and dialogue, make budget options that don't have a cost impact on taxpayers, make draconian cuts, district will have to file for bankruptcy, add community members to the task force committees; district operating expenses have increased from 26 to 70 million since 1999, Kaneland's task force committee has five community members, propose Geneva add community members to theirs.

## **6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATIONS**

### **6.1 Policy 8506, Diabetes Management at School, NEW, Second Reading**

The Superintendent noted that this policy is in compliance with recent legislation.

Motion by McCormick, second by Wilson, to adopt Policy 8506, as presented. On roll call, Ayes, five (5), Nowak, Stith, Wilson, McCormick, Grosso. Nays, none (0). Motion carried unanimously.

### **6.2 GHS School Improvement Plan Approval**

The Superintendent and The No Child Left Behind (NCLB)/Elementary and Secondary Education Act (ESEA) Federal legislation subjects schools not making Adequate Yearly Progress for two years in a row to a progression of sanctions. As a result of not making adequate yearly progress for two years in a row, Geneva High School is in "early academic warning status." Consequently, Geneva High School is required to file a very prescriptive School Improvement Plan with the State. Prior to submitting the plan, it must be approved by the Board of Education. The deadline for submitting the plan to the State is January 31, 2012.

Board discussion, comments, questions: would like to see more about the MAP resource for part of the SIP plan (okay); Geneva is among the highest achieving high schools in the state, student population diversity and the NCLB requirements for the percentages of students making AYP increases yearly, are impossible to achieve, and would hope to see revisions in this legislation.

Motion by Stith, second by McCormick, to approve the high school's 2011 School Improvement Plan and its submission to the State, as presented. On roll call, Ayes, five (5), Stith, Wilson, McCormick, Nowak, Grosso. Nays, none (0). Motion carried unanimously.

### **6.3 Job Description Update**

The Assistant Superintendent Personnel Services reported that in response to the upcoming retirement of the Assistant Superintendent for Student Services at the end of this academic year, the administration is recommending that the title for this position be changed to Director of Student Services and that the appropriate job descriptions be modified. A search to fill the position for Director of Student Services would begin in January.

Motion by Wilson, second by Nowak, to approve the administrator title change and the updating of job descriptions, as recommended. On roll call, Ayes, five (5), Wilson, McCormick, Nowak, Stith, Grosso. Nays, none (0). Motion carried unanimously.

## **7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS**

### **7.1 Bylaw 0142.7, Orientation, REVISED, First Reading**

### **7.2 Policy 2412, Home Hospital Services General Education Students, REVISED, First Reading**

### **7.3 Policy 2412.01, Home Hospital Services Disabled Students, NEW, First Reading**

### **7.4 Policy 6152.01, Waiver of School Fees, REVISED, First Reading**

### **7.5 Policy 7420.01, Radon Testing, NEW, First Reading**

### **7.6 Policy 9150, School Visitors, REVISED, 1st Reading**

The Superintendent and the Policy Committee Chair reported that these policies have been reviewed by the administration and the Policy Committee and are presented for a first reading. Many of the updates are in response to recent legislation. The policies will be brought back for a second reading/adoption at the January 23, 2012 Board meeting and the Policy Committee Chair asked that Board members provide any comments or feedback to the Policy committee.

## **8. INFORMATION**

### **8.1 FOIA Request(s)/Response(s)**

8.2 Out-of-Country Trip Participation  
No discussion.

**9. CONSENT AGENDA**

9.1 Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires

Reclassification Certified

Sweeney, Karin, FS, Speech Language Pathologist, .80 to 1.0 FTE, Effective 1/3/2012

Leaves of Absence Certified

Pfeiffer, Andrea, GHS, Family & Consumer Science, 1.0 FTE, 1/17/2012 - 6/4/2012

New Hires Support

Moore, Randall, CO, Web Application Specialist, 5.75 hrs/day, 10 Month, Start Date 1/3/2012

Touchette, Nicole, GHS, Special Ed Assistant, 7 hrs/day, 9 Month, Start Date 1/3/2012

VanLear, Brandon, GHS, Study Hall Supervisor, 5.25 hrs/day, 9 Month, Start Date 1/3/2012

Resignations Support

Beach, Gordon, GMSS, Custodian 2nd Shift, 12 Month, Effective 1/4/2012

Motion by Stith, second by Nowak, to approve the Consent Agenda, as presented. On roll call, Ayes, five (5), McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Motion carried unanimously.

**10. COMMENTS FROM THE PUBLIC ON BOARD OF EDUCATION ACTION**

Comments included: would like to see the financial impact of items approved by the Board (a lot of the information is already available on the District's web site and in the minutes which are also on the web site, some information may not be available prior to a meeting); is there cost associated with the high school's School Improvement Plan (yes, there is a cost, this is mandated by Federal legislation, we don't know the total actual cost but it is about \$20,000 that we must spend, with no reimbursement, and can't spend on other things, all the information that the Board receives is available to the community to review on the district's web site under the BoardBook link); is the Director of Student Services position a downgrade in title and are there cost savings (yes, and yes, there could be cost savings but we need to post the position, and we will have to pay a competitive salary, the candidate's qualifications will dictate the final salary, administrative salary data is available on the district's web site and is updated and posted by October 1st each year); owned a business and know what it's like to kowtow to state and federal regulations in business - you make cuts when and where necessary, including employees, taxpayers can't afford these taxes, the Board needs to make projections for revenue and expenditures for the next twenty years and do more with less; feel sorry for the Board members that inherited this debt, the teachers contract is coming up and if necessary, the Board should file for bankruptcy and then negotiate with the teachers; it's Monday before the community members have access to the Board packet, regarding student services positions, it's a downgrade to Director and an upgrade from Coordinator to Assistant Director - want to know the projected cost for this prior to the Board filling the positions and need to ensure that the Director position is lower than that of the current Assistant Superintendent position, the Board should also post the salary for public view before approving it, the Board needs to provide a tutorial for viewing the district's web site and a training session on using the web site, many current board members supported referendums that created the district's debt, going on record that the community is not going away; nice presentation by the taxpayers group, a proposal requesting community members be added to the task force committees was made, when will the Board make a decision on that (the Board has discussed this topic at their Board retreats over a year ago - Board retreat meetings are posted and open to the public, but no community members have attended in the two years I've been on the Board - it was the consensus of the Board to limit the task force committees to elected Board members and administrators, the topic was discussed again at this year's Board retreat and consensus was that we would continue with the makeup of the task force committees this year and see how it goes, we will review the topic again at this spring's Board retreat and may consider adding a third Board member, which would open the task force committee meetings to the public, again, the Board's retreat meetings are posted and open to the public but most of the time no community members attend); is the Coultrap facility rented out, why are you maintaining this property instead of shutting it down to cut costs, why don't you move the Board meetings to an open/working school building to save money; this financial situation needs to be made a priority (the District's finances are a priority), taxpayers see things that could be cut and they can no longer be held hostage to Geneva schools, the taxpayers can't sustain this (the Board doesn't take the District finances lightly).

**11. BOARD MEMBER COMMENTS AND REPORTS**

*Policy Committee, Financial Task Force, Facilities Task Force, Joint PTO, Geneva All-Sports Boosters, Geneva Music Boosters, Geneva High School Theater Boosters, Academic Foundation, GEARS, K-12 Discipline Committee, Geneva Coalition for Youth, PRIDE, REMS Grant*

Board members reported the following: the Policy Committee would appreciate feedback from the full Board as the Committee continues to review policy manual sections; in order to help manage the tax levy rate for taxpayers, the Financial Task Force is discussing options regarding the bond rates and the resolution that must be submitted to the County by March 1st; the Facilities Task Force has toured District facilities and is considering options regarding the Coultrap, Fourth Street and Brundige Road properties - when a building is closed, it deteriorates very quickly, the Facilities Task Force will be bring recommendations to the Board relative to the Coultrap, Fourth Street and Brundige Road properties; the All Sports Boosters Trivia Night date may be changing.

**12. NOTICES / ANNOUNCEMENTS**

No discussion.

**13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY [5 ILCS 120/2(c)(1)]; AND COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES [5 ILCS 120/2(c)(2)]**

At 8:01 p.m., motion by Nowak, second by Wilson, to go into executive session to consider matters pertaining to the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, and collective negotiating matters between the public body and its employees or their representatives. On roll call, Ayes, five (5), Nowak, Stith, Wilson, McCormick, Grosso. Nays, none (0). Motion carried unanimously.

The Vice-President noted that action was not anticipated following executive session.

At 8:10 p.m., following a break for the room to clear, the Board moved into executive session.

At 10:13 p.m., motion by Wilson, second by McCormick, and with unanimous consent, the Board returned to open session.

**14. ACTION POSSIBLE FOLLOWING EXECUTIVE SESSION**

No action was taken.

**15. ADJOURNMENT**

At 10:14 p.m., motion by Wilson, second by Nowak, and with unanimous consent, the meeting was adjourned.

APPROVED \_\_\_\_\_ PRESIDENT

SECRETARY \_\_\_\_\_ RECORDING  
SECRETARY