



**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, August 12, 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

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

The Vice President welcomed everyone and led the Pledge of Allegiance.

District staff present: Anne Scalia, Director for Student Services; 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: Brenda Schory, Colleen Carreiro, Betsy Callaghan, Sarah Fishbune, Stephanie Amore, Tracy Kelsey, Cathy Fuller, Melissa Steuart.

2. APPROVAL OF MINUTES (Policy 2:220)

1. Regular Session, July 15, 2024
2. Executive Session, July 15, 2024

Motion by Hooks second by Bellino, to approve the above-listed minutes, items 2.1-2.2. On roll call, Ayes, four (4), Ansari, Bellino, Forbes, Hooks. Nays, none (0). Absent, three (3), Cabeen, Choi, Radlinski. Abstained, none (0).

3. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS

1. 2024-25 Tentative Budget Presentation (Policy 4:10) – Todd Latham

Todd Latham presented the tentative budget highlighting the changes in each fund since the preliminary budget was presented. Overall, we are estimating a beginning fund balance of \$82,335,585 with revenue estimated at \$119,835,201 and expenditures estimated at \$126,338,407. After transferring funds that would leave an estimated \$70,727,695 in fund balances. The final budget will be presented at the September 23 meeting with anticipated approval.

Board comments, questions, concerns: Do we still expect that capital projects will get done and that we will expend those dollars? (Yes. There will still be some in this budget.) When you talk about the Tech Plan, what is it? (It is our plan to purchase things such as software, screen beam, fire wall, and switches. These are just some of the things covered under the plan.) What are purchased services? (That would be expenses for legal, architects, engineers, and consultants.) Are engineers and

architects' part of the capital budget? (It is split between the budgets because we use different types of architects and engineers.)

2. Summer Curriculum Work Update – Shonette Sims & Anne Scalia

Shonette Sims and Anne Scalia presented an update on summer work that has been taking place this summer. The work is driven by staff interest, as well as district interest. We utilized ESSR funds this year to support this work. At the high school we had staff that attended SLOP training and counselors that attended grief and divorce training. Through our SCDC process teachers get time to make lessons and assessments that align to those new resources. With the continuation of student learning we have summer school at the high school for both students who wish to get ahead and students who need to remediate some credits that they did not earn. We have a program at the middle schools to bring students in to do some literacy work. In the area of technology, there were also funds provided for professional development.

Student Services also did professional development over the summer. Most of it was around executive functioning. We have been working with the SMARTS Program for the elementary and secondary levels. There was program adaptation for our self-contained programs aligned to executive functioning and SEL standards for our FAST and SLC programs in kindergarten through eighth grade. We engaged teachers with Inspire training, which is a reading intervention. We had staff participating in Crisis Prevention Intervention. In Student Services many of our students participate in ESY (extended school year) through Mid Valley and private placements. Our preschool completed summer evaluations, which required the entire team. We worked with all levels and with our ALOP teachers.

Not all summer professional development requests are approved due to funding, so we prioritize based on new curriculum, new initiatives the district is engaged in, and work that we are trying to get to the finish line on. Staff have shared that the summer professional development helps them to be prepared on the first day of school. This work is done to benefit our students.

Board comments, questions, concerns: Was executive functioning professional development offered to all teachers or just the SEL teachers? (We have offered it to all our teachers at some point. We work off Peg Dawson's work and research, but for the Smarts Program it was specific teachers.) Have you been looking at what all our teachers need for professional development around this area? (Yes, and this is a large area and hard to describe. We use Peg Dawson, and she breaks it down by skills.) Are you prioritizing which functions are more prevalent? (The first skill is response inhibition. Without this you will not have task initiation. At the middle schools, we are working on time management. It really depends on the level and the individual students functioning.) What about the students that fall through the cracks? (We hope no one falls through the cracks, and if they are we are looking at them.)

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.*

Parents from Williamsburg Elementary School shared concerns they had regarding cell phones and smart devices in school. They would like to see a policy with guidelines in place that are enforced and that have consequences. They suggested the district create an advisory committee to work on these guidelines.

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 board members received communication from the Illinois Association of School Boards that they have a 2024 end of session report that gives an overview of legislation that was proposed. There were over 400 bills introduced that were just around education. There will be a *Digest of Bills Passed* coming out this month.

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

The Superintendent shared that the theme for this school year is *Mission: Possible*. He is excited to be welcoming new and returning staff for the new school year. Another change happening this year is the district's logo will be changing with a new tagline that says, "Achieve Excellence & Empower To Succeed."

Strategic Plan – Work & Next Steps

- Developing Long-Term and Short-Term Goals
- Small Teams and Focus Groups Likely
- Many year one goals will focus on gathering data and establishing philosophy
- Data and philosophy will provide foundation for progress

Dr. Barrett gave an update on the Demographic Study. Our enrollment decline appears to be slowing and stabilizing and we are not likely to see an increase back to our historical high. There is some variability in projections for elementary boundary areas. We will plan a future presentation for the Board and community. There will be further analysis and planning regarding elementary enrollment projections.

Students & Cell Phones – School Practices & Expectations

- Elementary: Cell phones should be off and in student's backpacks during the school day
- Middle School: Cell phones should be off and in student's lockers during the school day
- High School: Cell phones should be stored in *Phone Caddies* upon entering class

Students & Cellular Devices – Partnering with Parents

- Reinforce school expectations
- Model good habits and institute them at home
- Management and monitoring practices & tools

Safety & Community Partners: The district continues with safety enhancements for 2024-25 with ongoing safety training for staff, collaboration with community partners and first responders, and advanced first responder training.

7. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

1. Policy Updates: Second Reading (Policy 2:240)
 1. Policy 2:40, Board Member Qualifications – Updated
 2. Policy 2:50, Board Member Term of Office – Reviewed
 3. Policy 2:60, Board Member Removal from Office - Reviewed
 4. Policy 2:140, Communications To and From the Board – Reviewed
 5. Exhibit 2:140-E, Guidance for Board Member Communications, Including Email Use – Reviewed
 6. Policy 4:20, Fund Balances – Reviewed
 7. Policy 4:110, Transportation – Reviewed
 8. Policy 5:35, Compliance with the Fair Labor Standards Act – Reviewed
 9. Policy 5:40, Communicable and Chronic Infectious Disease – Reviewed
 10. Policy 6:40, Curriculum Development – Reviewed
 11. Policy 6:185, Remote Educational Program – Reviewed

These policies have been reviewed by the Policy Committee and district administration.

Motion by Ansari second by Hooks, to approve the above-listed policies, items 7.1.1-7.1.11. On roll call, Ayes, four (4), Ansari, Bellino, Forbes, Hooks. Nays, none (0). Absent, three (3), Cabeen, Choi, Radlinski. Abstained, none (0).

8. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATION

9. INFORMATION

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

2. FOIA Requests & Board Correspondence (Policy 2:250)

10. **CONSENT AGENDA**

1. Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires (Policies 3:50, 5:200, 5:280)
2. Gifts, Grants, Bequests: \$1,000, Ken's Auto Center, sponsorship donation for the GHS VocEx 2024 car wash
3. Gifts, Grants, Bequests: \$2,000, Ball Horticultural Company, sponsorship donation for the GHS Horticulture Club
4. Gifts, Grants, Bequests: \$1,500, Raising Cane's Chicken Fingers, for GHS Athletics team supplies and uniforms
5. Gifts, Grants, Bequests: \$2,500, Bears Care, for GHS to start an IHSA girls flag football team
6. Gifts, Grants, Bequests: \$1,500, Elburn Market, Inc., for GHS Athletics team supplies and uniforms
7. Gifts, Grants, Bequests: \$500, Rookies/Village Squire, sponsorship donation for the GHS VocEx 2024 car wash
8. Disposition of Verbatim Record of Closed Meetings January 2022 through December 2022
9. Superintendent's Contract

Motion by Ansari second by Hooks, to approve the above-listed, items 10.1-10.9. On roll call, Ayes, four (4), Ansari, Bellino, Forbes, Hooks. Nays, none (0). Absent, three (3), Cabeen, Choi, Radlinski. 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

Board members thanked Todd Latham and his team for their hard work on the tentative budget. Board members also thanked Shonette Sims and Anne Scalia for their presentation on summer professional development throughout the district. It is great to see that we have forty-five new teachers this year, with three of them being Geneva graduates. Board members thanked the community members that came and spoke during public comments to share their concerns. Best of luck to everyone as we gear up for another school year. It would be nice to engage in conversation with the community members that spoke this evening about their concerns. The Communications Task Force met last month to talk about the Strategic Plan and how that will be rolled out. They also talked about communication as a whole. Thank you to our Operations & Maintenance department for their hard work this summer with the many construction projects and general cleaning of buildings to prepare for the first day of school. Board members had an opportunity to tour areas that at the high school that are unseen by most.

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 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 8:30 p.m., motion by Hooks, second by Ansari, 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 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 8:39 p.m., the Board returned to open session.

14. **ADJOURNMENT**

At 8:39 p.m., motion by Bellino second by Hooks and with unanimous consent, the meeting was adjourned.

APPROVED _____ PRESIDENT
(Date)

SECRETARY _____ RECORDING
SECRETARY