



**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 22, 2023, at 7:00 p.m. at Coultrap Educational Services, 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, President Larry Cabeen, Dan Choi, Vice President/Finance Committee Chair Jackie Forbes, Willard Hooks, Paul Radlinski. Late: None. Absent: None.

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

District staff present: Tom Rogers, Principal Geneva High School; Tim Baker, Safety Security Supervisor; Todd Latham, Assistant Superintendent Business Services; Dr. Andy Barrett, Assistant Superintendent Learning & Teaching; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Kent Mutchler, Superintendent.

Others present: Lisa Stone, Van Stone, Wesley Stone, Michelle Hirsch, Pam Cabeen, Jason Lesatz, Janet Meeks, Pat Sweeney, Renee Merkle, Ed Merkle, Rene Swidenbank, Kathy Spencer, Rosario Zapla, Athanasios Prokos, Pat Frederick, Eric Smith, Riley Smith, Jennifer Smith, Taylor Smith, Kristin Lesniak, Alyssa Lesniak, Craig Collins, Martha Behlow, Laura Lehman, Jason Lehman, Emma Lehman, Ame Kazmer.

2. APPROVAL OF MINUTES (Policy 2:220)

1. Regular Session, May 8, 2023
2. Executive Session, May 8, 2023
3. Board Retreat, May 12, 2023
4. Board Retreat, May 13, 2023
5. Executive Session, May 13, 2023

Motion by Choi second by Forbes, to approve the above-listed minutes with corrections, items 2.1-2.5. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

3. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS

1. Tradition of Excellence: GHS Students (Policy 6:330)
Girls Badminton, Girls Track & Field, SkillsUSA

Girls Badminton State Qualifiers

Lisa Colin & Annabelle Karch – Doubles
Riley Smith & Taylor Smith – Doubles
Lina Perry – Singles

Emma Lehman – Singles

Girls Track & Field State Qualifier

Bridget Hecker

SkillsUSA State Qualifier

Alyssa Lesniak

2. Recognition of District Retirees

The following staff were recognized during the meeting:

Martha Behlow
Lisa Stone
Kathy Spencer

Pat Frederick
Rene Swidenbank

Janet Meeks
Renee Merkle

3. 2023-24 Preliminary Operations & Maintenance Budget

Todd Latham presented the 2023-24 Preliminary O&M Budget. Estimated revenues are projected to be \$14,492,550 for the 2022-23 fiscal year and at \$15,133,933 for 2023-24. This is a 4.43% increase in revenue. We are looking at an estimated 5.47% tax increase and a 2.22% decrease in other local funds. Estimated expenditures are projected to be \$13,774,860 for 2023-24. This is an expense increase of 12.37%. The O&M Fund had a beginning balance in 2022-23 of \$5,313,045. With estimated revenues and expenditures, we should have an ending balance of \$6,672,118. A portion of the ending balance will be transferred into the Capital Projects Fund. The O&M budget includes salaries, benefits, purchased services, supplies and materials, capital projects, other fees, and non-capital purchases. We are budgeting for full staffing, increased costs for capital projects, increased contractor fees, increased supply and repair of HVAC equipment, increased repair costs for vehicles, and vehicle leases. As we go forward, we will continue to monitor expenses and revenues, update changes from FY22 to FY23, monitor fund balance totals, finalize fund transfers, and prepare Board Resolution to permanently transfer funds.

Board comments, questions, concerns: It is important for the Board and public to recognize that the costs are higher because we have many more new projects than we have had in the past.

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 the General Assembly was scheduled to wrap up last Friday, but they did not. They are still meeting to put together the State budget for FY24.

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

The Superintendent shared that we have finals starting tomorrow to wrap up the school year. There are lots of year end activities taking place. Middle school promotion is Thursday, high school graduation is next Tuesday at Northern Illinois University at 6 p.m. and plans for next year are under way.

6. **BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION**

1. Policy Updates: Second Reading (Policy 2:240)

- 1.1 Policy 2:110, Qualifications, Term, and Duties of Board Officers – **Updated**
- 1.2 Exhibit 3:40-E, Checklist for the Superintendent Employment Contract Negotiation Process – **Rewritten**
- 1.3 Policy 4:40, Incurring Debt - **Review**
- 1.4 Policy 4:60, Purchases and Contracts – **Updated**
- 1.5 Policy 5:30, Hiring Process and Criteria – **Updated**
- 1.6 Policy 5:90, Abused and Neglected Child Reporting – **Updated**
- 1.7 Policy 5:125, Personal Technology and Social Media; Usage and Conduct – **Updated**
- 1.8 Policy 5:150, Personnel Records – **Updated**

- 1.9 Policy 5:260, Student Teachers – **Updated**
- 1.10 Policy 5:285, Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers – **Review**
- 1.11 Policy 6:135, Accelerated Placement Program – **Updated**
- 1.12 Policy 6:210, Instructional Materials – **Review**
- 1.13 Policy 6:230, Library Media Program – **Updated**
- 1.14 Policy 8:20, Community Use of School Buildings and Grounds – **Updated**
- 1.15 Policy 8:70, Accommodating Individuals with Disabilities – **Review**

Motion by Radlinski second by Bellino, to approve the above-listed policies, items 6.1.1-6.1.15. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

2. Committee & Liaison Assignments

Motion by Bellino second by Forbes, to approve the above-listed, item 6.2. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

3. Election of Board Secretary & Treasurer (Policy 2:20)

Motion by Cabeen second by Forbes, to approve the Superintendent as Board Secretary and the Assistant Superintendent for Business Services as Treasurer, item 6.3. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

4. 2023-24 Proposed Textbooks & Resources (Policy 6:40)

These proposed textbooks and resources have been on display for the past month.

Board comments, questions, concerns: Do the phonics books replace the Jolly Phonics? (Yes, this will replace the Jolly Phonics in kindergarten.) What was the reason for adopting a new program? (It aligned with some of our understanding of practices and skills our students need. We also wanted a resource that students could matriculate through at multiple grade levels.) The state mandates Asian American history, have teachers been given adequate resources to teach this? (The resources that we are seeking approval on tonight do not represent all the resources that we have. Our social studies resource that we adopted for elementary last year was part of the rubric. We go through a compliance audit with the Regional Office of Education, so we make sure we have all the resources needed to be compliant. There could be more as we continue to work. Many of the topics in our mandates are covered across the curriculums.) The history book for world civilization, was there a reason they chose the publisher, The History Channel? (The History Channel is not the publisher. It is Houghton Mifflin Harcourt.) There were some things in the timelines that are well documented to be inaccurate. (We had a committee that reviewed several resources from many publishers and that was the one that we landed on.)

Motion by Choi second by Bellino, to approve the proposed textbooks & resources, item 6.4. On roll call, Ayes, six (6), Ansari, Bellino, Cabeen, Choi, Forbes, Radlinski. Nays, one (1), Hooks. Absent, none (0). Abstained, none (0).

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

Prokos, Athanasios, GMSN, Language Arts Teacher, 1.0 FTE, effective 8/14/23
 Thomas, Sarah, HSS, Learning Behavior Specialist, 1.0 FTE, effective 8/14/23
 Gohla, Alexandria, GHS, Social Worker, 1.0 FTE, effective 8/14/23

FMLA Certified Staff

Kramer, Kelly, 4th Grade Teacher, effective 8/16/23-11/14/23
Owens, Megan, GHS, Science Teacher, effective 8/16/23-11/10/23

Resignations Certified Staff

Montalbano, Julie, GELP, Preschool Teacher, effective 5/26/23
Hieber, Jordan, MCS, LBS, effective 5/26/23
Hertz, Kate, GHS, English Teacher, effective 5/26/23
Russell, Rebecca, GHS, Social Worker, effective 5/26/23
Craig, Hannah, GHS, Social Worker, effective 5/26/23
Baum, Nicole, HES, 1st Grade Teacher, effective 5/26/23

New Hires Support Staff

Fast, Lindsey, HES, Kindergarten Assistant, effective 8/14/23
Hudson, Felicia, MCS, Special Education Assistant, effective 8/14/23
Witz, Maggie, All Buildings, Hearing & Vision Coordinator, effective 8/14/23
Rogers, Laura, HES, Special Education Assistant, effective 8/14/23

Resignations Support Staff

Pihl, Meredith, HES, Library Assistant, effective 5/26/23
Barber, Tina, GMSN, Special Education Assistant, effective 5/26/23
Sachs, Michael, GHS, Custodian, effective 5/12/23
Glade, Danny, GMSS, Special Education Assistant, effective 5/26/23

FMLA Support Staff

Johnson, Michael, GMSN, Custodian, effective 5/5/23-6/1/23

Reclassification/Transfer

Bailey-Cole, Brittany, GHS, Special Education Assistant to Special Education Administrative Assistant, effective 5/30/23

Resignations Administrators

Oros, Kristin, GMSN/GMSS, MS Campus Athletic Director/Dean, effective 6/30/23

Reappointments Administrators

Allison, Reed, GHS, Dean
Anderson, Laura, CO, Private/Alternative Coordinator
Benavides, Jamie, CO, Asst. Director Student Services
Bleau, Terrance, GMSS, Principal
Carli, Dave, GMSN, Principal
Del Re, Shannon, GHS, Student Services Coordinator
Drexler, Doug, GHS, Associate Principal
Dunmead, Mary, TRANS, Director of Transportation
Dye, Jule, WES, Principal
Groot, Melissa, CO, Asst. Director Student Services
Hahn, Matthew, GHS, Athletic Director
Haugen, Lauri, FES, Principal
Hirsch, Michelle, HSS, Principal
Hornberg, Kimberly, HES, Principal
Johnson, Matthew, TRANS, Asst. Director of Transportation
Jones, Daniel, GMSS, Assistant Principal
Kelly, Michael, GHS, Dean
Latham, Todd, Co, Asst. Superintendent Business Services
Law, Adam, CO, Asst. Superintendent Human Resources
Manisco, Sandy, CO, Communications Coordinator
McPeak, Scott, GHS, Assistant Principal
Morrisroe, Josephine, CO, Asst. Director Business Services
Neukirch, Joseph, GMSN, Assistant Principal
Ney, Scott, CO, Director of Facility Operations
Rogers, Thomas, GHS, Principal
Scalia, Anne, CO, Director of Student Services
Seaton, Jennifer, GELP, Student Services Divisional Coordinator
Shrader, Susan, GHS, Dean

Wilkes, Michael, CO, Director of Technology

2. Monthly Financials - April (Policy 4:40, 4:55)
 3. Gifts, Grants, Bequests: \$10,150, Anonymous Donor, for Project Lead the Way (Policy 8:80)
 4. 2023-24 Board Calendar – Updated
 5. Provider Agreement – Team Select Home Care
 6. Provider Agreement – Northern Illinois Association
 7. Provider Agreement – Aveanna Healthcare
 8. Pay Request: \$127,933.79, Cashman Stahler Group, Inc., for district-wide capital improvement projects
 9. 2023-24 Truck Leasing - Sourcewell
 10. Authorization to Use Capital Improvement Funds for Burgess Field Scoreboard
- Motion by Choi second by Hooks, to approve the above-listed, items 9.1-9.10. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, 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, PRIDE, Fox Valley Career Center, IASB/Legislative, IASB Kishwaukee Governing Board

Board members wished the best to retirees and thanked them for their service. Thank you to all staff, teachers, administrators, and students for working so hard this year. Best of luck to all seniors as they venture into the next chapter in their lives. There have been many events recently like the GHS jazz dinner, the Fabyan Elementary PTO meeting, the transportation lunch, Western Walks, and prom. Last Saturday, the girls' varsity soccer team won the regional championship. Good luck to high school students on finals this week. Congratulations to our middle school students for their promotions this week. Congratulations to the high schoolers and we will see you next week at graduation. It has been great to see all the students that have received Tradition of Excellence awards. Thank you to Todd for his presentation tonight. Thank you to Andy and the committees for their work on the textbooks and resources that were approved tonight. We are looking forward to graduation next week.

12. NOTICES / ANNOUNCEMENTS

13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO 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)] (Policy 2:220)

At 8:09 p.m., motion by Forbes, second by Radlinski, to go into executive session to consider matters pertaining to 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.

At 8:25 p.m., the Board returned to open session.

14. POSSIBLE ACTION FOLLOWING EXECUTIVE SESSION

1. Bus Driver's Working Agreement

Motion by Forbes second by Choi, to approve the above-listed working agreement, item 14.1. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

14. ADJOURNMENT

At 8:26 p.m., motion by Bellino second by Radlinski and with unanimous consent, the meeting was adjourned.

APPROVED _____
(Date)

_____ PRESIDENT

SECRETARY _____

_____ RECORDING
SECRETARY