



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, 2023, 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 Larry Cabeen, Dan Choi, Finance Committee Chair Jackie Forbes, President Mike McCormick, Paul Radlinski. Late: None. Absent: None.

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

District staff present: Sandy Manisco, Communications Coordinator; 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: Christopher Ryan, Brent Nakayama, Stephanie Crum, Tushnar Nakum, Chrissy Fahrforth, Kelly Torrence, Toni Blaszyński, Scott Ruckoldt, Mike Moylan, Deanna Anderson, Jean Smith, Emily Erickson.

2. APPROVAL OF MINUTES (Policy 2:220)

1. Regular Session, December 12, 2022
2. Executive Minutes, December 12, 2022

Motion by Cabeen second by Ansari, to approve the above-listed minutes, items 2.1-2.2. On roll call, Ayes, five (5), Ansari, Bellino, Cabeen, Choi, McCormick. Nays, none (0). Absent, none (0). Abstained, two (2), Forbes, Radlinski.

3. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS

1. Middle School S.T.E.M. Presentation

Dr. Barrett, along with teachers from the middle school, presented on the S.T.E.M. program. This program offers exciting opportunities for our students. It is vision focused, provides opportunity for students to explore, and prepares students for life and future pathways. The focus of tonight's presentation is Technology Education. Students in this program have created a number of things, such as zipline racers, air skimmers, puzzle cards, and Sphero robots. The teachers guide and facilitate the students through these projects and encourage them to poke and prod. Students learn things like torque, torsion, friction and thrust during the process, which allows them to analyze and collect data. Their projects are made through the CAD software and then they create it. They continue to learn by using critical thinking skills and application to real-world scenarios, which gives them interest in highly equitable future careers. It also gives them deep cross curricular connections and learning through hands-on fun. These programs at the middle school lead right into the programs offered at the high school level for those students who are interested in continuing in S.T.E.M.

programs.

Board comments, questions, concerns: Do these programs start in sixth grade? (No, they start in seventh grade.) How do you talk to kids about these programs? (Seventh graders all take part in the S.T.E.M. programs.)

2. Website Redesign Presentation

Sandy Manisco presented an update on the website redesign that was recently released. This redesign stemmed from a survey that was conducted in June of 2021. The objective was to convert existing webpage templates to mobile-responsive templates, while incorporating updates based on the feedback from the survey. The top three categories that are searched on the website are district news and information, school news and information, and events. Sixty percent of users are using their smartphone to access the website, thirty-nine percent are using a computer, and only one percent are using a tablet. The results of the survey called for improvement in navigation, search function, and mobile experience. The old website had the address, phone, and social media elements at the top, two menu bars, white space left and right, quick links, and a two-column format. The new Beta design has changed the font to match the brand, removed finger links, combined quick links, changed quick link labels, reduced white space, added "Contact Us" and moved the social media links to the footer. Mobile-friendly access was updated by moving the translation and search to the top, adding an automatic dropdown to make navigation easier above the banner, and making the quick links bigger for easier finger clicks. On December 15, the Beta link was shared with the Board of Education and all Geneva 304 staff. Then, on December 16, information was rolled out to the community through social media and email. The transition to the new website began and was released on January 4. Since the release, there have been some phone calls with things that will need to be tweaked, but overall, it was a success.

3. FY2023 Budget Fund Balance Transfers Hearing (Policy 4:10)

1. Public Hearing Agenda

The Board President convened the hearing at 7:36 p.m.

Todd Latham shared that there are a couple of key factors that go along with building a budget. Those come from the Technology Task Force and the Facilities Task Force. This is a process that we do every year. The authority to do so is given to the Board of Education by the Illinois statute that identifies the process. One of the documents that gives authority is the resolution and you will be looking at those later in the meeting. Due process starts with a notification to the public, which was done last month. Then, the Board holds a hearing and the Board votes on the resolution. This gives the district treasurer the authority to move forward with the transfer of funds.

2. Board & Public Questions/Comments

There were no questions or comments from the Board or public.

3. President Closes Hearing

The Board President closed the hearing at 7:40 p.m.

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 is in lame duck session right now and that there are a couple of items that are outstanding. She will continue to keep an eye on those to see if anything moves forward.

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

The Superintendent shared that today is the first day back from winter break and that it is great to have staff and students back in the buildings. He thanked the O&M staff, administrative assistants, technology staff, administrators and others for working over the break. A special thank you to Tim Baker for providing safety training for the O&M staff last week and to Scott Ney for providing OSHA training to keep our O&M staff safe in the work that they do for our students and staff. Even though it was a break, we did get a lot done during that time.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

1. Board Action on 2023-24 School Year Calendar

Dr. Andy Barrett shared that this calendar was reviewed at the last meeting and it largely aligns with this school year calendar in terms of the start/end dates and breaks. A small shift in parent teacher conferences to earlier in the year to align all levels is the only change.

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

2. Board Action on FY2022-23 Resolution to Transfer \$7,605,123 from the O&M Fund to the Capital Projects Fund (Policy 4:10)

Motion by Radlinski second by Cabeen, to approve the above-listed resolution, item 6.3. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, McCormick, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

3. Board Action on FY2022-23 Resolution to Transfer \$4,323,930 from the Education Fund to the O&M Fund (Policy 4:10)

Motion by Bellino second by Forbes, to approve the above-listed resolution, item 6.4. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, McCormick, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

4. Board Action on FY2022-23 Resolution to Transfer \$306,582 from the Education Fund to the Debt Service Fund (Policy 4:10)

Motion by Cabeen second by Radlinski, to approve the above-listed resolution, item 6.5. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, McCormick, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

5. Board Action on FY2022-23 Resolution to Transfer \$281,193 from the Transportation Fund to the O&M Fund (Policy 4:10)

Motion by Radlinski second by Bellino, to approve the above-listed resolution, item 6.6. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, McCormick, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATION

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

1. Policy 2:100, Board Member Conflict of Interest - Updated
2. Policy 2:105, Ethics and Gift Ban – Updated
3. Policy 2:150, Committees – Review & Monitoring
4. Policy 2:210, Organizational Board of Education Meeting – Updated
5. Policy 2:250, Access to District Public Records – Review & Monitoring
6. Policy 2:265, Title IX Sexual Harassment Grievance Procedure – Updated
7. Policy 3:10, Goals and Objectives – Review & Monitoring
8. Policy 4:10, Fiscal and Business Management – Updated
9. Policy 4:55, Use of Credit and Procurement Cards – Review & Monitoring
10. Policy 4:140, Waiver of Student Fees – Updated
11. Policy 4:165, Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors - Updated
12. Policy 5:20, Workplace Harassment Prohibited – Updated
13. Policy 5:120, Employee Ethics; Code of Professional Conduct; and Conflict of Interest - Rewritten
14. Policy 5:170, Copyright – Review & Monitoring
15. Policy 5:190, Teacher Qualifications – Review & Monitoring
16. Policy 5:220, Substitute Teachers – Updated
17. Policy 5:250, Leaves of Absence – Updated
18. Policy 5:260, Student Teachers – Review & Monitoring
19. Policy 5:280, Duties and Qualifications – Updated
20. Policy 5:320, Evaluation – Updated
21. Policy 5:330, Sick Days, Vacation, Holidays, and Leaves – Updated
22. Policy 6:15, School Accountability – Updated

23. Policy 6:20, School Year Calendar and Day – Updated
24. Policy 6:50, School Wellness – Updated
25. Policy 6:60, Curriculum Content – Updated
26. Policy 6:65, Student Social and Emotional Development – Updated
27. Policy 6:130, Program for Acceleration and Enrichment – Review & Monitoring
28. Policy 6:250, Community Resource Persons and volunteers – Updated
29. Policy 6:255, Assemblies and Ceremonies – Updated
30. Policy 6:260, Complaints About Curriculum, Instructional Materials, and Programs – Updated
31. Policy 6:270, School Counseling Program – Review & Monitoring
32. Policy 6:310, High School Credit for Non-District Experiences; Course Substitutions; Re-entering Students – Updated
33. Policy 6:340, Student Testing and Assessment Program – Updated
34. Exhibit 7:10-E, Equal Educational Opportunities Within the School Community – Review & Monitoring
35. Policy 7:50, School Admissions and Student Transfers To and From Non-District Schools – Updated
36. Policy 7:70, Attendance and Truancy – Updated
37. Policy 7:100, Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students – Updated
38. Policy 7:180, Prevention of and Response to Bullying, Intimidation, and Harassment – Updated
39. Policy 7:250, Student Support Services – Updated
40. Policy 7:285, Anaphylaxis Prevention, Response, and Management Program – Updated
41. Policy 7:290, Suicide and Depression Awareness and Prevention – Updated
42. Policy 7:340, Student Records – Updated

Policy Committee Chair Stephanie Bellino shared that these policy updates are mostly minor, such as footnotes or language. In policy 5:250, there is a question that the Board must answer in regard to the Board requiring fully vaccinated employees to participate in a district COVID-19 testing program. The recommendation from the Committee is to use the default of “No.” These will be brought forward to the Board at the next meeting for a second reading and vote.

8. INFORMATION

1. Board Meeting/Presentation Schedule (Policy 2:220)
2. FOIA Requests (Policy 2:250)
3. Out-of-State Trip Requests

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

Bragg, Heather, GHS, Learning Behavior Specialist, 1.0 FTE, effective 8/23

Walsh, Michelle, GHS, Learning Behavior Specialist, 1.0 FTE, effective 8/23

FMLA Certified Staff

Rogers, Meggan, MCS, Learning Behavior Specialist, effective 12/5/22-12/16/22

Anderson, Tom, GHS, Teacher, effective 12/5/22-12/22/22

Erickson, Keri, HES, Psychologist, effective 1/23/23-2/3/23

New Hires Support Staff

Zoldan, Jennifer, HES, Special Education Assistant, effective 1/9/23

Sandrok, Sarah, HES, Special Education Assistant, effective 1/9/23

Palmer, Noah, GMSN, Special Education Assistant, effective 1/9/23

O'Connor, Nicole, MCS, Special Education Assistant, effective 1/23/23

Resignations Support Staff

Wilson, Diana, GHS, In-School Suspension Supervisor, effective 12/14/22

Chawgo, Robert, All Buildings, Maintenance, effective 12/31/22

Termination Support Staff

Matsas, Pete, GHS, Custodian, effective 1/5/23

LOA Support Staff

Schlegel, Julie, GMSS, Administrative Assistant, effective 12/19/22-12/29/22

2. Gifts, Grants, Bequests: \$1,141.87, Color Portraits, Inc., commission donation from fall portrait to HSS

3. Request to Purchase: \$2,171,475.60, Johnson Controls, Inc., for Direct Digital Control (DDC) upgrade for GHS and CESC

Motion by Cabeen second by Choi, to approve the above-listed items 9.1-9.3. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, McCormick, 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.*

Community members came before the Board to share their concerns about possible sex education for K-12 students. It should be the parents right to decide when their child participates in sex education. They asked that the Board continue to support the parents request to make this choice for their children.

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

The Facilities Task Force met today, where they viewed a presentation from Johnson Controls on the DDC upgrades. They are working to bring this presentation to the full Board.

12. NOTICES / ANNOUNCEMENTS

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

At 7:59 p.m., motion by Cabeen, second by Bellino, 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.

At 8:31 p.m., the Board returned to open session.

14. ADJOURNMENT

At 8:31 p.m., motion by Cabeen, second by Forbes and with unanimous consent, the meeting was adjourned.

APPROVED _____ PRESIDENT
(Date)

SECRETARY _____ RECORDING
SECRETARY