

**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, 2013, at 7:00 p.m. at Williamsburg Elementary School, 1812 Williamsburg Avenue, 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 President Grosso.

Board members present: President Mark Grosso, Leslie Juby, David Lamb, Michael McCormick, Kelly Nowak, Policy Committee Chair Mary Stith, Finance Committee Chair Bill Wilson. Late: None. Absent: None.

The President welcomed everyone, led them in the Pledge and reminded them to sign the attendance record.

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

Others present: Brenda Schory (KC Chronicle), Rick Nagel (Patch), Alexa Aguilar (Tribune), Lori Dowd, Ellen Johnson, Douglas Johnson, Donna Roman, Jason Flaks, Anne Krahulec.

**2. PUBLIC COMMENTS**

*Per Board Policy 0167.3, Section C, Attendees wishing to speak at the Board meeting must register their intention to participate in the public portion(s) of the meeting upon their arrival at the meeting. Complete the form found 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.

**3. APPROVAL OF MINUTES**

- 3.1 Regular Session July 22, 2013
- 3.2 Executive Session July 22, 2013

Motion by Nowak, second by Wilson, to approve the above-listed minutes, as presented. On roll call, Ayes, six (6), Juby, Lamb, Nowak, Stith, Wilson, Grosso. Nays, none (0). Abstained, one (1), McCormick. Motion carried unanimously.

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

- 4.1 Geneva High School Code of Conduct Revisions 2013-2014

The Geneva High School Principal and Athletic Director provided an overview of the revisions to the high school's Code of Conduct for Extra-Curricular Activities (ECA) Program beginning with the 2013-2014 academic year. The revisions were made based on formal feedback received from teachers and coaches, as well as informal feedback from parents and students. The high school's Code of Conduct is intended to help students make positive decisions while participating in a well-rounded ECA program and make the consequences for poor decisions more equitable. Revisions included the following: Code violations will be enforced year-round; will result in contest

suspensions rather than only calendar days and apply once a student begins an ECA program; and the student athlete must complete any sport in good standing in order to be reinstated. The revisions to the student Code of Conduct go hand-in-hand with expectations in the Coaches Handbook. The revisions and expectations will be shared with students and parents this fall.

Board discussion, comments, questions: the revisions will provide proportional equity (correct); were other school districts' Codes reviewed (yes, and we wanted to ensure there was a component that holds students accountable but allows us to work with students and would allow them an opportunity to return to an ECA program); the revisions apply mostly to chemical use (correct); when/how will students and parents be made aware of the revisions (during preseason meetings with the students and parents - the Code of Conduct is emphasized during preseason meetings every year and the high school AD is present at the meetings); it would also be beneficial for students not as involved to be made aware of the Code revisions (agree, and all students will be informed during one of the class meetings this fall - the revisions will also be communicated via 304Connects); the high school administration did a great job with the revisions and with Mr. Williams no longer available as a resource for our students, do we have a list of resources for them (yes, we do, but any cost would be the responsibility of the family; however, if it was a hardship, we would work with the family); applaud this effort and like that it applies even when students are not in school; the key is rehabilitation, so, was there any consideration about a community service component (that possibility always exists, and was included in previous Codes, but it is difficult because the GHS students are already very service oriented - the AD, Deans, and Coaches have the ability to utilize the education component); in general, the Code applies to all GHS students (yes, however, it will not appear in the 2013-2014 student handbook because the handbook had already been printed); the revisions hold students responsible for their behavior and agree a community service component might be good; appreciate the positive reinforcement in the consequences.

## 5. SUPERINTENDENT'S REPORT

The Superintendent reported that district facilities are being prepared for the start of the 2013-2014 academic year; the Corn Boil will be Wednesday, August 21st at 6:00 p.m. at Burgess Field; the rededication of the Fourth Street facility will occur in September; and the Finance Committee is developing a topic/discussion schedule for their 2013-2014 meetings that will be incorporated into a Board meeting topic calendar.

## 6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATIONS

### 6.1 Policy Updates 2nd Reading/Adoption

6.1.1 Policy 1132, 3132 & 4132, Tuition Benefit for Children of Employees Residing Outside the District, **Revised**

6.1.2 Policy 5136, Student Use of Personal Wireless Communication Devices, **New** - Replaces Policy 5510

6.1.3 Policy 5510, Student Use of Personal Wireless Communication Devices, **Delete**

6.1.4 Policy 7540.02, District Web Site, **Revised**

6.1.5 Policy 8550, Competitive Food Sales, **New**

Motion by McCormick, second by Nowak, to adopt the new and revised policies, as presented. On roll call, Ayes, seven (7), Lamb, McCormick, Nowak, Stith, Wilson, Juby, Grosso. Nays, none (0). Motion carried unanimously.

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

### 7.1 2013-2014 DRAFT Board PTO Presentation Schedule

The President asked that Board members review the schedule and let the Superintendent's secretary know the date(s) they would be available to make presentations at the building PTO meetings. Once the schedule is finalized, it will be sent to the building principals and PTO presidents.

## 8. INFORMATION

8.1 FOIA Requests

8.2 New Teacher Induction Program

8.3 Geneva High School Out-of-state Trip  
No discussion.

**9. CONSENT AGENDA**

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

New Hires Certified

Clarke, Christina, GMSN, Special Education , .40 FTE, Start Date 8/19/2013  
Falkos, Ashley, GMSN, Reading Specialist, 1.0 FTE, Start Date 8/19/2013  
Freeman, Lisa, FES, Grade 2, 1.0 FTE, Start Date 8/19/2013  
Kastel, Ryan, MCS, General Music, 1.0 FTE, Start Date 8/19/2013  
LaLonde, Madeline, WAS, Grade 4, 1.0, Start Date 8/19/2013  
Livingston, Lauren, WAS/WES, Special Education, 1.0 FTE, Start Date 8/19/2013  
Manigold, Jessica, WES, Grade 4, 1.0 FTE, Start Date 8/19/2013  
Polinsky, Robin, HES, Special Education/ Kindergarten Booster, 1.0 FTE, Start Date 8/19/2013  
Pollack, Nicolette, GHS, Special Education, 1.0 FTE, Start Date 8/19/2013

Resignations Certified

Fuechsl, Katherine, GHS, Special Education, 1.0 FTE, Effective 5/31/13  
Korus, Amy, HES, Special Education/Kindergarten Booster, 1.0 FTE, Effective 5/31/13  
Moran, Colleen, GHS, Special Education, 1.0 FTE, Effective 5/31/13

Reappoionments

Putz, Lindsay, .50 FTE Kindergarten, WES to 1.0 FTE, Grade 2 at HES

FTE Adjustment Certified

Carey Sloan, GMSN, Spanish, 1.0 FTE to 1.20 FTE, Effective 8/19/13

Long-term Substitutes Certified

Dean, Vicky, GMSN, Language Arts, 1.0 FTE, Effective 8/19/13 to 10/14/13  
Palmquist, GMSS, Science, 1.0 FTE, Effective 8/19/13 to 11/19/13  
Yingst, Nicole, GMSN, Art, 1.0 FTE, Effective 8/19/13 to 10/18/13

New Hires Support

Read, Melissa, GHS, Custodian, 12 Month, Effective 7/30/13  
Anatra, Nicholas, Garage, Assistant Bus Mechanic, 12 Month, Effective 8/13/13  
Gajsiewicz, Gary, GHS. Custodian, 12 Month, Effective 8/13/13  
Vazzano, Sam, CO, Custodian, 12 Month, Effective 8/13/13  
Gelder, Kathryn, HSS, Special Education Assistant, 3 hr/day, 9 Month, Effective 8/19/13  
Kelly, Anne, GMSS, Technology Assistant, 10 month, Effective 8/19/13  
Kinnison, Cathryn, FS, Special Education Assistant, 13 hr/week, 9 month, Effective 8/19/13  
Larson, Malissa, HSS, Special Education Assistant, 9 Month, Effective 8/19/13  
Page, Lisa, FES, Building Technology Assistant, 9 Month, Effective 8/19/13  
Spring, Thomas, GMSN, Special Education Assistant, 9 Month, Effective 8/19/13  
Watson, Jessica, GMSN. Special Education Assistant, 9 Month, Effective 8/19/13  
Ferris, Amanda, FS, Special Education Assistant, 9 Month, Effective 8/21/13  
DiSantis, Sherry, CO, Administrative Assistant/ Payroll, 12 Month, Effective 9/16/13

Resignations Support

Dutton, Jennifer, GMSS, Special Education Assistant, 9 Month, Effective 5/31/13  
Gill, Becky, WES, Reading Tutor, 9 Month, Effective 5/31/13  
Major, Jane, HES, Special Education Assistant, 9 Month, Effective 5/31/13  
Malkowski, Mark, GMSN, Special Education Assistant, 9 Month, Effective 5/31/13  
Migliazzo, Sarah, HES, Special Education Assistant, 9 Month, Effective 5/31/13  
Pokorny, Laurie, GHS, Special Education Assistant, 9 Month, Effective 5/31/13  
Weiss, Jane, HES, Special Education Assistant, 9 Month, Effective 5/31/13  
Harmon, Debra, CO, Admin Assistant/Payroll, 12 Month, Effective 7/29/13  
Gunn, Patricia, Garage, Bus Driver, 9 Month, Effective 7/31/13  
Lund, Brian, GHS, Custodian, 12 Month, Effective 8/9/13

Reappointments/Reclassifications

Kasarda, Carole, MCS, Special Education Assistant, 3 hr/day) to Special Education Assistant Floater, FES, 3 hr/day, 9 Month

Klatter, Bobby, GHS Security, 12 hr/wk to Custodian, All buildings, 12 Month  
 Laub, Alison, FS, Special Education Assistant, 3.25 hr/day, 9 Month  
 Macritchie, Jennifer, HES, Kindergarten Assistant, 3 hr/day 9 month  
 Martinez, Teresa, WES, 2nd Shift Custodian to Head Custodian, 12 month  
 Monahan, Colleen, FES, Kindergarten Assistant, 5.75 hr/day, 9 Month  
 Murray, Dan, GMSS, 2nd shift Custodian to Head Custodian, 12 Month  
 Neswold, Sharon, MCS, Kindergarten Assistant 5.75 hr/day, 9 Month  
 Powers, Jennifer, MCS, Kindergarten Assistant, 3 hr/day, 9 Month  
 Pray, Dina, HSS, Kindergarten Assistant, 3 hr/day, 9 Month  
 Schie, Jerry, GHS, 2nd Shift Custodian to 1st Shift Custodian, 12 month  
 Siciliano, Teresamarie, WAS, Kindergarten Assistant, 5.75 hr/day, 9 Month  
 Spencer, Cynthia, HSS, Kindergarten Assistant, 5.75 hr/day, 9 month  
 Vandenakker, Nancy, HES, Kindergarten Assistant, 5.75 hr/day, 9 Month  
 Wagner, Lindsey, FES, Special Education Assistant 3 hr/day, 9 Month  
 9.2 Pay Request #2, FINAL, \$16,069.40, Holian Asbestos Removal & Encapsulation Corporation;  
 Asbestos Abatement, Coultrap Demolition  
 9.3 Pay Request #2, \$198,240.33, Performance Services, GHS Unit Ventilator Replacement and  
 Lighting Upgrade & GMS South Replacement of VAV Boxes and Heating Hot Water Re-piping  
 Motion by Wilson, second by Juby, to approved Consent Agenda Items 9.1 through 9.3, as  
 presented. On roll-call, Ayes, seven (7), McCormick, Nowak, Stith, Wilson, Juby, Lamb, Grosso.  
 Nays, none (0). Motion carried unanimously.

**10. COMMENTS FROM THE PUBLIC ON BOARD OF EDUCATION ACTION**  
 None.

**11. BOARD MEMBER COMMENTS AND REPORTS**  
*Policy Committee, Finance Committee, Boundary Task Force, Communications Task Force, Facilities Task Force, Joint PTO, Geneva Academic Foundation, Geneva All-Sports Boosters, Geneva Music Boosters, Geneva High School Theater Boosters, GEARS, K-12 Discipline Committee, Geneva Coalition for Youth, PRIDE, Fox Valley Career Center, IASB/Legislative, IASB Kishwaukee Governing Board, REMS Grant Advisory Board*  
 Board members reported the following: the Geneva Academic Foundation's endowment campaign is underway; IASB divisions from around the state met recently and a summary of proposals will be forthcoming; the IASB Kishwaukee Division meeting is October 3rd; the GHS Theater Boosters organization has filed its 501 C3 with the IRS and is awaiting approval; attendance at a worthwhile IASB workshop for board presidents; and the orientation activities for Geneva's 31 new teachers.

**12. NOTICES / ANNOUNCEMENTS**  
 None.

**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 PENDING LITIGATION [5 ILCS 120/2(c)(11)]**

At 7:38 p.m., motion by McCormick, second by Lamb, 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 pending litigation. On roll call, Ayes, seven (7), Nowak, Stith, Wilson, Juby, Lamb, McCormick, Grosso. Nays, none (0). Motion carried unanimously.

At 7:47 p.m., following a break to relocate to the Williamsburg conference room, the Board moved into executive session.

At 8:03 p.m., the Assistant Superintendent Personnel Services was excused from the executive session and the meeting.

At 8:04 p.m., the Recording Secretary was excused from the executive session and the meeting.

At 9:50 p.m., motion by Stith, second by Wilson, and with unanimous consent, the Board returned to open session.

**14. ACTION POSSIBLE FOLLOWING EXECUTIVE SESSION**

None.

**15. ADJOURNMENT**

At 9:52 p.m., motion by Stith, second by Wilson, and with unanimous consent, the meeting was adjourned.

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

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

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(Kent Mutchler) RECORDING SECRETARY