



**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 Tuesday, May 29, 2018, at 7:00 p.m. at the Coultrap Educational Services Center, 227 North Fourth Street, Geneva, Illinois

**1. CALL TO ORDER (Bylaws 0163 & 0164)**

- 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: Taylor Egan, Policy Committee Chair Leslie Juby, Finance Committee Chair Dave Lamb, Mike McCormick, Vice President Kelly Nowak, Mary Stith, President Mark Grosso. Late: None. Absent: None.

The President welcomed everyone, reminded them to sign the attendance record, and asked a Boy Scout to lead them in the Pledge of Allegiance.

District staff present: Tom Rogers, Principal Geneva High School; Shonette Sims, Director of Learning & Teaching; Anne Giarrante, Director Student Services; Laura Sprague, Communications Coordinator; Dr. Andy Barrett, Assistant Superintendent of Learning & Teaching; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Kent Mutchler, Superintendent.

Others: Dee Neukirch, Grey & Amy Corda, Bob Blaszyński, Patricia Brueschke, Cameron McGroarty, Kara Rollins, Zysinska Agata, Jeff & Katie Kennath, Andrew Olenek, Taryn Christy, Michelle Siciliano, Julia Zuzinski, Peter Raak, Brooke Blaszyński, Helena Corda, Jennifer Leibforth, Corinne Laird, Brittany Bailey Cole.

**2. APPROVAL OF MINUTES (Bylaw 0168.1)**

- 2.1 Regular Session, May 14, 2018
- 2.2 Executive Session, May 14, 2018

Motion by McCormick, second by Nowak, to approve the above-listed minutes, items 2.1-2.2. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

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

- 3.1 Tradition of Excellence: GHS Students (Policy 5451)  
Girls Badminton, Girls Track, Boys Track

Boys Track

Andrew Olenek – 100m dash

Girls Track

Taryn Christy – 800 m run – placed 6<sup>th</sup>; earned All-State status  
Kelly McCloughan – 300m hurdles  
Michelle Siciliano – 200m dash  
Julia Zuzinski – High Jump

#### Girls Badminton – Doubles Team

Brooke Blaszyński  
Helena Corda

3.2 Recognition of Geneva CUSD 304 Educators of the Year  
Brittany Bailey-Cole, Corrine Laird, Jennifer Liebforth, Sarah Meadows, Katie Kennath

3.3 Communications Update – Laura Sprague

Laura Sprague gave an update to the Board on what has been happening in our district with our communications planning. When we talk about building an effective communications plan, we really want to focus on three areas. First, does our community recognize us as Geneva 304? Secondly, are we growing our audience on our website and social media? Lastly, what communication methods are most effective? How we do this is through visual alignment, tracking growth on our website and social media, and measuring community engagement. We have taken a more intentional approach to our visual alignment, which is our branding, identity and logos. There are many analytics to measure when tracking our website and social media. Measuring community engagement is knowing what content is appropriate for the audience. Our main goal is to inform and engage the community on what is happening in the district. As we move forward, we hope to copyright our logos, make website improvements and have innovative storytelling.

#### **4. 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.

#### **5. SUPERINTENDENT'S REPORT (Policy 1210)**

The Superintendent thanked Board members for attending many of the end of the year activities. Tomorrow is our inaugural preschool ceremonies, and eighth promotion is on Thursday evening. Finals are taking place at GHS this week, and the last day of school is Friday.

Dr. Barrett shared information about the recent professional development (PD) day for teachers. He thanked the Board for allowing staff this time. On this particular PD day, teachers were divided by grade levels. Elementary used this day to focus on report cards to communicate with parents on how their students are doing. At the secondary level, teachers used their time for articulation. This gives teachers a chance to collaborate and talk with different levels allowing them to share what they are doing in their classrooms.

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

6.1 2018-2019 Textbook & Resource Adoption

Dr. Barrett shared that the textbooks and resources were presented at a previous Board meeting, and have been on display for the required 30 days. At this time, he is asking the Board to approve this adoption.

Motion by Nowak, second by Stith, to approve the above-listed textbook and resource adoption, item 6.1. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

6.2 Additional 2018-2019 Textbook & Resource Adoption

Dr. Barrett shared that these additional novels for English 4 were not available when the initial textbooks and resources were presented. These books will be on display for 30 days and brought back at a future meeting for approval.

6.3 Educational Support Staff Working Agreement Adoption

Dr. Law thanked Mary and Dave for representing the Board during meetings for the educational support staff working agreement. It was a collaborative job as we went through all requests from this group. Dr. Law is seeking approval of this agreement.

Motion by Lamb, second by Juby, to approve the above-listed working agreement, item 6.3. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

#### 6.4 Board Meeting/Presentation Schedule & Calendar Updates

Dr. Mutchler shared that a Board Retreat has been added to the Board Calendar for June 18<sup>th</sup> to work on an action plan for the 2018-2019 school year. He is seeking approval.

Motion by McCormick, second by Nowak, to approve the above-listed schedule/calendar, item 6.4. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

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

## 8. INFORMATION

8.1 FOIA Requests

8.2 Suspension Report

## 9. CONSENT AGENDA (Bylaw 0166.1)

9.1 Monthly Financial Reports & Interfund Transfers (Policy 6800)

9.2 Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires (Policies 1520, 3120, 4120)

### New Hires Certified Staff

Gehlhaar, Heather, GHS, Math, 1.0 FTE, effective 8/20/2018

Kelly, Elena, HES, Learning Behavior Specialist, 1.0 FTE, effective 8/20/18

Klein, Tricia, GMSN, Learning Behavior Specialist, 1.0 FTE, effective 8/20/18

Krause, Lauren, GELP, Learning Behavior Specialist, 1.0 FTE, effective 8/20/18

Lotriet, Kelly, FES/GELP, Social Worker, 1.0 FTE, effective 8/20/2018

Salzman, Stacie, HES, Grade 5, 1.0 FTE, effective 8/20/18

Tatar, Jonathan, GMSS, General Music, 1.0 FTE, effective 8/20/18

Thomas, Tyler, GMSN, Learning Behavior Specialist, 1.0 FTE, effective 8/20/18

Wagner, Alexandra, GMSN, Family & Consumer Science, 1.0 FTE, effective 8/20/18

### Reappointments Certified Staff

Chrusciel, Karna, GHS, English, .40 FTE (2017-2018) to .40 FTE (2018-2019)

Morrison, Elizabeth, GHS, Spanish, .60 FTE (2017-2018) to .40 FTE (2018-2019)

Warren, Tricia, GHS, Guidance Counselor, .40 FTE (2017-2018) to .40 FTE (2018-2019)

### New Hires Support Staff

Buba, Daniel, Garage, Bus Driver, 9 month, effective 5/18/18

Madary, Bianca, MCS, Registered Nurse, 9 month, effective 8/20/18

Schulenburg, Melissa, GMSS, Registered Nurse, 9 month, effective 8/20/18

Walker, Matthew, GMSN, Skilled Maintenance, 12 month, effective 6/4/18

### Reappointments/Reclassifications

Trimble, Jayne, from 5 hr day Reading Tutor at WES to 6 hr day Special Ed Asst at WES, 9 month

Johnson, Matthew, from Mechanic at Garage to Dispatcher/Special Education Transportation

Supervisor at Garage, 12 month, effective 5/29/2018

Mourek, Kathleen, from Librarian at GMSS to Library Assistant at GMSS, 9 month

Grams, Terry, from Special Education Assistant WES 3 hrs to Special Education Assistant WES 6 hrs

### New Hires Administrators

Bjork, Mary Anne, GELP, Student Services Divisional Coordinator, 10 month, effective 8/6/18

### Summer Grounds Staff

Anderson, Sydney

Garcia, Benjamin M.

Kray, Andrew

Bastin, Aaron

Graz, Quinn

Larsen, Kelly

Carli, Jacob

Hostman, Alex

Luedtke, Josh

Fuller, Michael  
Gabriel, Larry  
Garcia, Benjamin C.

Knox, John  
Konrad, Adam

Price, Emma  
Sims, Zachary

GHS Summer School Session 1

Abby Griffin, English Workshop  
Rich Martin, History Workshop  
Holly Heinrich, Special Ed Facilitator  
Kristine Toldness, Computer Keyboarding  
Jon Schaus, Driver Education – partial

Danny Klein – Driver Education – partial  
Scott Hennig, Driver Education – partial  
Al Oschner, Cartooning Art  
Tricia Warren, Career Awareness: Healthcare  
Brittany Bailey Cole, Instructional Assistant

GHS Summer School Session 2

Jim Judson, English Workshop  
Ken Japlon, History Workshop  
Rich Martin, Special Education Facilitator

Eric Simoncelli, Algebra Bridge  
Val Skogman, Instructional Assistant

Summer Technology Support Staff

Jacob Arenmeier, All Buildings

Mark Bernhard, All Buildings

9.3 Spare Wheels Services Contract

9.4 Request to Lease: 27 passenger buses

9.5 Request to Purchase: 27 passenger bus

9.6 Bid Summary/Award: \$525,361.92, Midwest Transit Equipment, forty-nine, 72 passenger buses

9.7 Bid Summary/Award: \$56,115.72, Midwest Computer Products, Projectors for FES and HES

9.8 Bid Summary/Award: \$63,548, Heartland Business Systems, 54 Z240 desktop computers and 28 LED monitors

Motion by Nowak, second by Egan, to approve the above-listed items 9.1-9.8. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

**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, 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, Geneva Coalition for Youth, PRIDE, Fox Valley Career Center, IASB/Legislative, IASB Kishwaukee Governing Board*

Board members attended the recent bus driver's lunch at transportation. Our bus drivers are awesome, and we are lucky to have them greeting our students each morning. Mary thanked Kelly for taking her place in Springfield in June for the IASB Board of Directors meeting. The Kishwaukee division does not have dates yet, but are looking to host their next meeting at a restaurant. Topics for this fall will be around legislative discussions, and in the spring, they will focus on health and well-being. If there are topics you are interested in, let us know, and we will forward that onto the division. The Policy Committee is almost finished reviewing the new PRESS policies. June 5<sup>th</sup> is the second community engagement series with the Geneva Chamber of Commerce beginning at 8 a.m.

**12. NOTICES / ANNOUNCEMENTS**

**13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES [five ILCS 120/(c) (2)]. (Bylaw 0167.2)**

At 8:10 p.m., motion by Stith second by Juby, to go into executive session to consider matters pertaining to collective negotiating matters between the public body and its employees or their representatives. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, and Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

At 8:48 p.m., the Board returned to open session.

**14. ADJOURNMENT**

At 8:49 p.m., motion by Nowak, second by McCormick, and with unanimous consent, the meeting was adjourned.

APPROVED \_\_\_\_\_ PRESIDENT  
(Date)

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