



**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 23, 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; Anne Scalia, Director for Student Services; 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: Scott Duenser of Wipfli, Cody Murphy, Willard Hooks.

2. APPROVAL OF MINUTES (Policy 2:220)

1. Regular Session, January 9, 2023
2. Executive Minutes, January 9, 2023
3. Special Session, January 10, 2023
4. Executive Minutes, January 10, 2023

Motion by Cabeen second by Forbes, to approve the above-listed minutes, items 2.1-2.4. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, McCormick, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

3. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS

1. FY2022 Annual Financial Report & Annual Comprehensive Financial Report - Scott Duenser of Wipfli, LLC (Policy 2:20, 4:80)

Scott Duenser of Wipfli, LLC shared that the Annual Financial Report (AFR) is the regulatory report used for day-to-day operations, budget, and levy. The Annual Comprehensive Financial Report (ACFR) is the highest level of reporting a district can produce. They issued an unmodified clean opinion. There have been a couple of changes this year with the audit. The format was changed this year, more discussions on responsibilities and management, and the auditors' responsibilities in regards to what they are doing has changed. They have implemented new accounting standards, leases, and note disclosures. Next year, they will implement subscription-based ecology. The management discussion gives discussion and analysis of what the district did last year. Your fund balances have held steady and are healthy, but there is uncertainty ahead.

2. Student Services Update – Anne Scalia

Anne Scalia shared that over the last ten years the number of students identified with disabilities has increased, the number of students with autism has quadrupled, the number of students qualifying for post-secondary services has increased, and there is an increase in the identification of students with disabilities from birth to five years old. To identify students, the district uses Child Find. Last year, the district completed over 300 evaluations. Currently, 14% of our students have been identified with disabilities ranging in age from 3-22 years old. The needs of students are constantly changing, which means we have to change our practices and programs. We offer a variety of services that include audiology, assistive technology, physical therapy, and social work. We have 400 students that receive school social work services on a regular basis. Since 1993, we had 12 preschool students who qualified for special education services. Since 2012-13, our Early Learning Program has grown to 148 students. We have 15 students receiving transitions services, which is our 18-22 year olds. Today, almost 75% of our special education students are spending 80% or more of their day within the regular education classroom, which is up from 60% in 2004. Geneva 304 offers several specialized programs, such as structured learning classrooms and transition services. Our Mid-Valley and private placements have grown, as have our staffing needs. The district also offers an Alternative Learning Opportunities Program (ALOP), which supports students who have been at-risk of school failure. This is not a special education program and the factors we look at are attendance, grades, and office referrals. We have to identify how the student is at-risk and the “why.”

Board comments, questions, concerns: Do the Mid-Valley programs we house contain just our students or students from surrounding districts? (There are students from other districts that attend programs we house.) Do we solicit feedback from families who are part of this program because I have heard that the paperwork for IEP’s can be stressful? (We have IEP meetings every year that include staff and parents. We have to provide the paperwork for the meeting to the parents three days in advance. Our staff has been trained on facilitation, so that the families feel like they are heard. There is an annual needs assessment that goes out to staff and families with procedural safeguards.) Is there a national increase with autism? (It is a national trend and I think we could look at research to see why there is an increase in autism. Our numbers align nationally. If a student is diagnosed with autism, we still must do a full evaluation.)

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 last time we met there was a question about HB 5188 and it was never called for a vote in the general assembly. The 103rd general assembly did start on January 11th with the swearing in of new members and the governor. They are scheduled to go through May 19th. An interesting statistic is that the House on the very first day of general assembly introduced 1,124 new bills. The state of Ohio, in their two years of session in both chambers did not introduce that many bills. It shows just how many more bills Illinois introduces. In the Illinois School Board Journal, in their November/December 2022 issue, there is a story about how many bills Illinois introduces each year compared to other states.

5. SUPERINTENDENT’S REPORT (Policy 3:40)

The Superintendent shared that staff are currently looking at student testing and data for student data meetings. This is how we keep all students on track if they are struggling with reading or math. The data meetings are gatherings of teams of educators to see if they can change the student’s educational program to help them succeed. We are currently evaluating professional staff, and our winter activities are winding up. The dance team won sectionals on Saturday, which they have done nine out of the last ten years.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

1. Policy Updates: Second 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

Stephanie Bellino shared that these policy updates were pretty straightforward and it was only policy 5:250 that we had to specifically say that we would not require testing for someone to have a leave of absence for COVID.

Motion by Bellino second by Cabeen, to approve the above-listed policies, items 6.1-6.42. 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 Annual Financial Report & Annual Comprehensive Financial Report (Policy 2:20, 4:80)

Motion by Forbes second by Radlinski, to approve the above-listed AFR & ACFR, item 6.2. 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

8. INFORMATION

1. Board Meeting/Presentation Schedule (Policy 2:220)
2. Suspension Report (Policy 7:200)
3. Out-of-State Trip Request

9. CONSENT AGENDA

1. Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires (Policies 3:50, 5:200, 5:280)

Reclassification Certified Staff

Baron, Katie, GHS, Social Worker, .40 FTE, effective 1/9/23

Abraham, Jamie, HSS, Administrative Assistant to Permanent Substitute Teacher, 1.0 FTE, effective 1/30/23

FMLA Certified Staff

Sheridan, Marianna, HES, Teacher, effective 2/28/23-3/14/23

Jordan, Haley, GMSS, Teacher, effective 8/14/23-11/8/23

Resignations Certified Staff

Krueger, Laura, GELP, Speech Pathologist, effective 5/26/23

New Hires Support Staff

Carlson, Wolffe, GHS, Saturday Security Guard, effective 1/19/23

Gomez, Greg, GHS, In School Suspension Supervisor, effective 1/23/23

McCoy, Otis, TRANS, Bus Driver, effective 2/16/23

Kulga, Laura, HSS, Reading Tutor, effective 1/30/23

Dumas, Sidney, TRANS, Bus Driver, effective 2/16/23

Patrick, Kimberly, All Buildings, On Call Custodian, effective 1/30/23

Resignations Support Staff

Rollins, Christena, CO, Floating Custodian, effective 1/10/23

2. Monthly Financials - December (Policy 4:40, 4:55)

3. Disposition of Executive Session Minutes July 2022 through December 2022

4. Bid Summary: \$1,540,000, Northwest Contractors, Inc., 2023-24 Health Life Safety repairs

5. Gifts, Grants, Bequests: \$600, Geneva Masonic Lodge #139, for gift cards for McKinney Vento & low-income families

Motion by Cabeen second by Choi, to approve the above-listed, items 9.1-9.5. 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.*

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

The recent faculty concert was a wonderful event, and it was great to see how much talent our staff has. The Communications Task Force met recently, interviews were conducted, and two new community members were added. Board members attended the WES PTO meeting where it was nice

to see involvement. Thank you to everyone who has been involved in the schools in some way and the hard work you have put in. Thank you to fellow Board members for all of your hard work this past week.

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 7:49 p.m., motion by Cabeen, second by Forbes, 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 8:42 p.m., the Board returned to open session.

14. ADJOURNMENT

At 8:42 p.m., motion by Forbes second by Bellino and with unanimous consent, the meeting was adjourned.

APPROVED _____
(Date)

_____ PRESIDENT

SECRETARY _____

_____ RECORDING SECRETARY