



**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, December 13, 2021, at 7:00 p.m. at Geneva Middle School South, 1415 Viking Drive, Geneva, Illinois.

**1. CALL TO ORDER (Policy 2:220)**

1. Roll Call
2. Welcome
3. Pledge
4. Reminder to sign attendance sheet

The meeting was called to order at 7:00 p.m. by President Egan.

Board members present: Larry Cabeen, Dan Choi, Jackie Forbes, Tammie Meek, Vice President/Finance Committee Chair Mike McCormick, Policy Committee Chair Alicia Saxton, President Taylor Egan. Late: None. Absent: None.

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

District staff present: Doug Drexler, Associate Principal Geneva High School; Tim Baker, Security Supervisor; Mike Wilkes, Director for Technology; Laura Sprague, Communications Coordinator; Todd Latham, Assistant Superintendent for Business Services; Dr. Andy Barrett, Assistant Superintendent Learning & Teaching; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Kent Mutchler, Superintendent.

Others present: Reese Clark, Stephanie Fellingner, Emma Moore, Shreeya Buddaraju, Ajay & Deepa Shah, Ansh Shah, Ashlee White, Kate Henz, Kristin Jones, Laura Petrucci, Matt Mason, Kate Bochte, Laura Lehman, Nathan Lehman, Brian & Amy Moore, Jordon Zimberoff, Glenn & Juliette Murphy, Amelia Murphy, Andrew Perez, Jen Perez, Chris & Janine Deasy, Max Deasy, Allan & Siri Pratt, Dylan Pratt, Jean Smith, Jason Lehman, Mike & Donna Sims, Spencer Sims, Jason Bhatta, John Zimny.

**2. APPROVAL OF MINUTES (Policy 2:220)**

1. Executive Minutes, October 25, 2021

Motion by McCormick, second by Forbes, to approve the above-listed minutes, item 2.1. On roll call, Ayes, seven (7), Cabeen, Choi, Forbes, McCormick, Meek, Saxton, Egan. Nays, none (0). Absent, none (0). Abstained, none (0).

2. Regular Session, November 15, 2021

Motion by Cabeen, second by McCormick, to approve the above-listed minutes, item 2.2. On roll call, Ayes, seven (7), Cabeen, Choi, Forbes, McCormick, Meek, Saxton, Egan. Nays, none (0). Absent, none (0). Abstained, none (0).

3. Retreat Minutes, November 29, 2021

4. Executive Minutes, November 29, 2021

Motion by McCormick, second by Choi to approve the above-listed minutes, items 2.3-2.4. On roll call, Ayes, seven (7), Cabeen, Choi, Forbes, McCormick, Meek, Saxton, Egan. Nays, none (0). Absent, none (0). Abstained, none (0).

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

1. FY2021 Annual Financial Report & Comprehensive Annual Financial Report - Scott Duenser of Wipfli, LLC (Policy 2:20, 4:80)

Scott Duenser of Wipfli, LLC shared with the Board highlights of the Annual Financial Report (AFR) and the Comprehensive Annual Financial Report (CAFR). He indicated that going forward the CAFR will be called the Annual Comprehensive Financial Report (ACFR). Overall, they issued an unmodified clean opinion. They believe these are fairly stated on the financial statements.

2. Tradition of Excellence: GHS Students (Policy 6:330)  
Boys & Girls Golf, Boys Cross Country, Girls Swimming, National Merit Scholarship  
Commended

Boys Golf State Qualifier

Austin Fick

Girls Golf State Qualifier

Reese Clark

Boys Cross Country State Qualifier

Nathan Lehman

Girls Swimmer State Qualifier

Amelia Murphy

National Merit Scholarship Commended

Shreeya Buddaraju

Emma Moore

Ansh Shah

Sunni Foard

Andrew Perez

Spencer Sims

Max Garibay-Deasy

Dylan Pratt

Hannah Thill

**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 gave an update on the resolutions that were voted on at the recent IASB Delegate Assembly. All the items that had a recommendation from the Resolutions Committee "Do Not Adopt" did not come up for a vote, except for #15, which was Child Safe Gun Storage. All of those recommended "Do Adopt" by the Resolutions Committee passed, except for two. They were #2, the Student Safety & Protection Plan and #4, the Board Member Childcare Reimbursement. Regarding #15, the Child Safe Gun Storage, the delegates voted for no further discussion on this resolution, therefore it was not voted on.

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

The Superintendent shared that it is great to have students back at Board meetings. We are at the semester end with semester exams coming up. Also, we are getting ready for winter break, which begins December 23, with students returning on January 10. Thanks to staff, students, and parents for doing all that you have to keep us in-person. Let's make this as good a year as we can in the face of the pandemic.

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

1. Board Action on the District Goals for 2021-22 (Policy 3:10)

The Board met in a Retreat with administrators, where they made suggestions for changes and additional goals, which we worked to incorporate into what is being presented. We are recommending these goals for approval. The Superintendent reviewed the goals indicating where changes had been made.

Board comments, questions, concerns: Learning & Teaching: Pleased to see the recommendations for goal "C" were included. (We have been working with both middle schools and high school on this.) Is this where we discussed including an audit of AP courses, because the language is vague? (Yes, and we talked about working with the middle schools and high school on this.) With goal "D", is there a larger portion of that goal or is utilizing Bright Bytes to underscore that measurability? (Yes, Bright Bytes is pretty comprehensive.) There was talk of vision during the retreat as well, but can you point me to the goal or is this something you might consider going forward? (Bright Bytes captures vision measurement. Prior to the pandemic we were working on bringing more blended classes into the high school.)

Time was spent during the retreat discussing how some things lend themselves to metrics and others do not. There is still concern about how we measure some of these things. In some of the goals it touches on what we talked about, but how do we know we achieved that? (We employ, on a contracted basis, Dr. Steve Cordigan. He provides us with an annual report on student performance. There will also be presentations throughout the year where we do report on the statistics and data.) In the future, I hope we get to the point where we set the metrics and know that we achieved them. With Communications, I appreciate that you incorporated the importance of stakeholder to meaningful conversation. I would like to see this goal evolve.

Motion by McCormick second by Cabeen, to approve the above-listed goals as presented, item 6.1. On roll call, Ayes, seven (7), Cabeen, Choi, Forbes, McCormick, Meek, Saxton, Egan. Nays, none (0). Absent, none (0). Abstained, none (0).

2. Board Action on the Proposed 2022-23 School Calendar (Policy 6:20)

Dr. Andy Barrett shared that the Calendar Committee and Leadership Council worked together on this calendar. It mirrors the 2021-22 school calendar and aligns with our closest neighbors. School will start the week of August 15 and would end before Memorial Day. A law was passed to make mid-term elections a holiday next year, which is November 8.

Board comments, questions, concerns: This calendar doesn't show a holiday on November 8. (We will make that correction and to make up that day December 22 will be an attendance day.)

Motion by Choi, second by McCormick, to approve the above-listed school calendar with corrections, item 6.2. On roll call, Ayes, seven (7), Cabeen, Choi, Forbes, McCormick, Meek, Saxton, Egan. Nays, none (0). Absent, none (0). Abstained, none (0).

3. Board Action on the Learning Management System for GHS (Policy 4:60)

Dr. Andy Barrett and Mike Wilkes presented to the Board a recommendation for a new Learning Management System (LMS) at Geneva High School for the 2022-23 school year. We have transitioned to a 1:1 learning environment, seen a significant increase in online resources, had creative and adaptable educators and students, and have had students use multiple platforms to access learning. A single LMS would provide for a more consistent online learning experience. The next steps would be to engage in collaborative discussions with the GHS BLT, implement additional features like gradebook, and create a pilot structure. The process timeline began in the spring of 2021 with committee development, then the initial planning and rubric development took place summer of 2021, in August request for proposals (RFP) was issued and there was ongoing committee planning, in September final RFP proposals were due and vendor finalists determined, October was the initial phase of the pilot, in November there was reference checking and additional evaluation, December was the rubric completion and recommendation to the Board. If this LMS is approved we would begin development, training and implementation, in winter and spring there would be ongoing training and foundation building, and in the fall of 2022 would be building-wide implementation. The RFP process allowed us to establish the purpose and scope, define expectations, identify top criteria, allow for more comparison, and find supports that would make the implementation successful. Two vendors submitted proposals. We looked at rubric-based criteria, pricing evaluation, reference evaluation, and two quality resources. We are recommending tonight that the Board approve Schoology as the new LMS. They had strong scoring across the board, high ratings in top criteria, and there was committee consensus. We are recommending a 5-year agreement with a total cost of \$100,283.75. If approved, funds would come from both grant and district funds, with grants accounting for 81% of the cost.

Board comments, questions, concerns: How many teachers were on this committee? (I believe 23.) Are we confident teachers will be on board with this? (We are confident the teachers will be on board. Those on the committee were representing all teachers at the high school.) There needs to be a box on the timeline for you to report back to the Board in the fall of 2022 with an update. The 3-year versus the 5-year contract, do you feel you need that time to make sure it is working? (Of the products we were looking at, we wanted to make sure it was a mature product. It also gives us committed time to use it and it sends that message to the staff and students that we are committed to this product.) Was there any student feedback on this? (When we knew we had to build the sandbox model we knew we would not be in a position for teachers to try this in their classrooms. Deciding in a

timely manner was our biggest priority.) You said there would be extensive training for teachers and students, but what about parents? (Parents will also receive training.) It looks like this tool allows for assessment and data. Is this something our teachers or parents would use? (Teachers can create assessments on student performance.) Are there tiers to this? (There is no additional licensing, but there might be additional tools down the road.) When you talked to other districts, was there a learning curve making the start of the school year rocky? (This LMS has less of a learning curve than the other one we looked at. Therefore, we are here tonight, so that we have plenty of time to train staff and students. There will be hiccups, but usability was the key feature.)

Motion by Cabeen, second by Meek, to approve the above-listed LMS as presented, item 6.3. On roll call, Ayes, seven (7), Cabeen, Choi, Forbes, McCormick, Meek, Saxton, Egan. Nays, none (0). Absent, none (0). Abstained, none (0).

4. Board Action on the FY2021 Annual Financial Report & Comprehensive Annual Financial Report (Policy 2:20, 4:80)

The Annual Financial Report and the Comprehensive Annual Financial Report were presented to the Finance Committee and the full Board. We are seeking approval tonight.

Motion by McCormick, second by Forbes, to approve the above-listed AFR & CAFR as presented, item 6.4. On roll call, Ayes, seven (7), Cabeen, Choi, Forbes, McCormick, Meek, Saxton, Egan. Nays, none (0). Absent, none (0). Abstained, none (0).

5. Preliminary 2022-23 Technology Capital Plan – Mike Wilkes (Policy 4:10)

Mike Wilkes presented to the Board the Preliminary 2022-23 Technology Capital Plan stating they have taken into consideration the global supply chain disruption, rising costs, funding availability, grants, and offsets. The following would come from the Education Fund: 1:1 devices for grades K, 1, 5, 9; staff devices at WES, GMSS, GHS; and mobile projection at elementary level. The estimated budget total, before offsets, is \$1,198,000. The following would come from the O&M Fund: internet service provider(s); wide area network provider(s); phone system; and firewall enhancements. The estimated total budget, before offsets, is \$200,000. The total potential maximum offsets would be \$400,000. Tonight, we are asking for approval of the Technology Capital Plan.

Board comments, questions, concerns: Are we taking into consideration inflation? (We are looking at how we can mitigate these issues.)

Motion by Forbes, second by Choi, to approve the above-listed Technology Capital Plan as presented, item 6.5. On roll call, Ayes, seven (7), Cabeen, Choi, Forbes, McCormick, Meek, Saxton, Egan. Nays, none (0). Absent, none (0). Abstained, none (0).

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

### 1. AE Program Update and Recommendations

Dr. Andy Barrett presented an update and recommendations for the AE program. Classroom and AE teachers have identified a variety of challenges with the current structure, so we have been collaborating to improve programming for students. Three main challenges identified were disconnect with the classroom structure, rigor in the AE classroom and identification considerations. Any 2022-23 modifications will require a change in assessment administration process during the winter of 2021-22. We are proposing that we eliminate third grade AE reading and reallocate those minutes to fourth and fifth grade AE reading. The rationale behind this is time. It would allow for identification, reading block balance and scheduling. This reallocation of minutes would not result in any reduction in the overall instructional minutes experienced by identified students but should improve the identification process resulting in identified students spending more time in AE learning. Our AE teachers have developed a plan to support third grade teachers and students. As we move forward, the next steps would be to initiate formal transition, communicate the plan with elementary families and faculty, adjust assessment calendar for this winter, provide resources and supports for third grade teachers, and continue program review to develop enhancements for new extended AE reading blocks.

Board comments, questions, concerns: How many AE students are in third grade? (Not sure but will find out for you.) I do not like that we are throwing kids back in the pool when they are already in it.

(This would not affect third graders, because they will be going into fourth. Current second graders have not been identified.) My concern would be that you are putting it onto the third-grade teachers who have a wide variety of readers. Where does that put them at the end of fifth grade? (There are kids in first grade that need AE. This is a solution that takes all variable into play.) Have we seen that third-grade group drop? (We have not seen it drop, but we have seen it historically low.)

## 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

Olson, Stephanie, GHS, French, 1.0 FTE, effective 1/10/22

### Long-Term Substitutes Certified Staff

Glade, Danny, GMSS, Science, 1.0 FTE, effective 1/18/22-4/15/22

Jimenez, Renee, GMSS, Language Arts, 1.0 FTE, effective 12/20/21-2/18/22

Jimenez, Renee, GMSS, Language Arts, 1.0 FTE, effective 4/28/22-5/27/22

O'Brien, Cecelia, MCS, Learning Behavior Specialist, 1.0 FTE, effective 4/4/22-5/27/22

Perozek, Jean, GHS, Librarian, 1.0 FTE, effective 1/10/22-5/27/22

De Koyer, Jacob, GHS, Industrial Technology, 1.0 FTE, effective 12/10/21-5/5/22

### FMLA Certified Staff

McDonald, Jeannine, FES, Librarian, effective 12/14/21-1/7/22

Murphy, Lisa, WES, Kindergarten, effective 1/24/22-4/4/22

Price, Melissa, MCS, Learning Behavior Specialist, effective 4/4/22-5/27/22

Sarnelli, Elise, GMSN, Science, effective 2/14/22-5/13/22

Spring, Christina, GMSS, Learning Behavior Specialist, effective 3/3/22-5/27/22

Wassell, Megan, WAS, Grade 1, effective 12/9/21-12/22/21

### New Hires Support Staff

Clement, Andrew, All Buildings, Custodian Floater, effective 11/17/21

Irwin, Patrick, GHS, Security, effective 12/13/21

Tomala, Melissa, HES, Special Education Assistant, effective 12/8/21

### FMLA Support Staff

Klatter, Robert, GHS, Grounds, intermittent

### Resignations Support Staff

Dorris, Jay, WES, Custodian, effective 11/24/21

Elsberg, Megan, FES, Reading Tutor, effective 12/17/21

Lewis, Jessica, GHS, Special Education Assistant, effective 12/22/21

Maranville, Chrystal, MCS, Special Education Assistant, effective 12/8/21

### Retirement Support Staff

Heck, Jay, All Buildings, Skilled Maintenance, effective 1/7/22

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

3. Intergovernmental Agreement with Geneva Police Department (Policy 1:20)

4. TRS 457b Resolution

5. Request to Purchase: \$392,394.92, Mindsight, Virtualization & Backup Infrastructure

6. Technology Equipment Disposal Proposal

Motion by Cabeen, second by Meek, to approve the above-listed, items 9.1-9.6. On roll call, Ayes, seven (7), Cabeen, Choi, Forbes, McCormick, Meek, Saxton, Egan. 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.*

Parents and community members shared their concerns about vaccines and how those not vaccinated are being segregated, concerns about the elementary AE program that was presented this evening, the Schoology Learning Management System that was also presented tonight, communications with parents, quarantining, and how making students wear masks is child abuse.

**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 Geneva holiday tree lighting, orchestra concert, GHS art show, COVID Task Force meeting, and the HSS and GHS PTO meetings where they were able to talk with parents and teachers. Some also attended the recent Facilities Task Force and Financial Task Force meetings where they talked about the supply chain issues, shortages, and inflation. Fearful these could affect our tax rates. The recent land purchase, which was a possibility for solar, can be completed in a reasonable timeframe. All our buildings use an old refrigerant, which is no longer available. We currently have about 90% of our buildings that need to have this replaced, which will be quite costly. I commend the administration, particularly Scott Ney, for working around these issues. This past week was the choir concert, which was an opportunity to get into the holiday spirit. Thank you to those that got up and spoke tonight. The quote about doing things under the cover of darkness, please know that the AE program was discussed, not approved, in a public meeting as are all our initiatives in this district.

**12. NOTICES / ANNOUNCEMENTS**

**13. ADJOURNMENT**

At 9:13 p.m., motion by Cabeen, second by Saxton and with unanimous consent, the meeting was adjourned.

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

\_\_\_\_\_ PRESIDENT

SECRETARY \_\_\_\_\_

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