

**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, April 13, 2015, 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: Leslie Juby, David Lamb, Mike McCormick, Vice President Kelly Nowak, Policy Committee Chair Mary Stith, Finance Committee Chair Bill Wilson, President Mark Grosso.
Late: None. Absent: None.

The President welcomed everyone, reminded them to sign the attendance record, and lead the Pledge of Allegiance.

District staff present: Phil Ralston, GHS; Tom Rogers, Principal Geneva High School; Kristy Poteete-Kriegermeier, Communications Coordinator; Todd Latham, Director of Business Services; Elizabeth Janowiak, Director of Technology; Dr. Andy Barrett, Director Learning & Teaching; Craig Collins, Assistant Superintendent Personnel Services; Donna Oberg, Assistant Superintendent Business Services; Patty O'Neil, Assistant Superintendent Learning & Teaching; and Dr. Kent Mutchler, Superintendent.

Others present: Patrick Murphy, Mary Lu O'Halloran, Matt & Megan Trowbridge, Phoebe Trowbridge, Theodore Spiro, Mary Jane Johnson, Nicolette Pollack, Hilary Hamblock, Sean Chambers, Jackson Dreyer, Pace Temple, Brandon Schleicher, Daniel Santacaterina, Ryan Ralston, Brenda Schory.

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.

Mary Lu O'Halloran presented to the Board information on "Pray for the Children". This group consists of women of all different faiths, who gather together once a year to design a brochure and prayer cards to get as many adults and youth to pray for children and youth all over the United States and worldwide. In November 2013, the Board of "Pray for the Children" asked Louise Grissinger and the National Art Honor Society of Geneva High School to design the artwork for their 2014 brochure and prayer cards. There were 25,000 brochures, 25,000 adult prayer cards, and 25,000 youth prayer cards printed and distributed. "Pray for the Children" would like to applaud the talent and excellent work of the National Art Honor Society and Mrs. Grissinger.

3. APPROVAL OF MINUTES

- 3.1 Regular Session, March 9, 2015
- 3.2 Executive Session, March 9, 2015

Motion by Nowak, second by Wilson, to approve the above-listed minutes, items 3.1 & 3.2 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso.
Nays, none (0). Absent, none (0). Abstained, none (0).

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

4.1 Tradition of Excellence Award: Geneva High School Students

Geneva High School Principal Tom Rogers presented students in recognition of their accomplishments. Students recognized included:

Boys Basketball – State Tournament

Bryan Callaly-Sutter	Michael Landi	Brandon Schleicher
Sean Chambers	Stephen Moyer	Benjamin Stahl
Tomas De Lavallade	Nathan Navigato	Zheyuan Tang (Mgr)
Jackson Dreyer	Ryan Ralston	Pace Temple
Bennett Fuzak	Jackson Rocks	Jordan Vedder
Chandler Fuzak	Zachary Samples	Loudon Vollbrecht
Andrew Klaus	Daniel Santacaterina	

DECA State Competition – State Qualifiers

Jack Berens	Austin Hutchinson	Bethany Rupnow
Joshua Black	Jack Johlle	Pranita Sarangabany
Matthew Brent	Alec Keating	Wyatt Shodeen
Nicholas Carlton	Alexander Lopez	Theodore Spiro
Evan Curran	Elizabeth Markuson	Matthew Sweet
Summer Dworak	Nicholas Miller	Thomas Sweet
Lauren Flatt	Therese Niedbala	Phoebe Trowbridge
Taylor Gooding	Andrew Peruba	Ryan Ulin
Lauren Guido	Jason Peruba	James Zellmer
Timothy Hope	Samantha Phillippe	Lane Zimmerman

4.2 Technology Plan Update

The Director of Technology reported on the updated Technology Plan. The Technology Plan was presented at the last Board meeting, and since then there have been additional changes. Under the identified needs for Learning & Teaching, the plan for 4th grade classroom sets has been modified. The Technology Department has taken an inventory of devices that could be used for 4th grade next year to give us additional classrooms with 1-to-1 devices. We currently have 8 classrooms equipped with 1-to-1 and with the additional devices should have 12-14 classrooms next year. Under identified needs for equipment and services, we removed the upgrade to the sound system to the Mack Olson Gym and also the security camera expansion. We were also able to decrease the cost of the devices and equipment at GHS, as well as the 6th grade devices. The budget for Digital Resources was decreased by delaying new subscriptions and software. We were also able to decrease the cost of the PoE switches/cabling, internet connectivity (paying for 1st year of 3 year contract), and the web filter redundancy. With these changes, the new budget for technology is \$997,000. More detailed information on the presentation can be found online. There is still the decision of whether it would be better to buy or lease our devices. If we lease, we would save some money and would always have up to date devices, however, at the end of the lease we would have to give them back. We would also have to make sure we have funding each year to renew the lease.

Board comments, questions, discussion: If we were to purchase, could we squeeze a fourth year out of the devices? (It's possible, but it's hard to say for all of the devices since we are looking to have some of the students take devices home. We would only be having 6th grade and high school students take devices home, but not 4th and 5th grade. We will also be adding an additional fee for insurance for the 6th grade and high school devices.) One of the benefits of purchasing is that we could possibly get a fourth year out of the devices. We did propose leasing to show you how the cost would be spread over the course of three years, however the District would then be tied to these costs each year of the lease. If we were to lease we should consider starting with one grade level to test it. One of the benefits of leasing is that we would have new technology every three years. We want the Board to discuss this. At the high school level, if we are looking at a program where we are using high end technology as a requirement of the class, then it seems like that might be an ideal location to start leasing devices. (This is a great point. We are not saying 6th grade is the only

possibility. We could look at leasing for the lab at the high school.) How do we inventory? (We have an inventory database. Our technology staff do a physical inventory annually to make sure that we have everything the database shows. We also work with a company that does industrial appraisals.) When we talk about giving 6th grades new computers, why wouldn't we have the 5th graders take their devices on to 6th grade? (This is because the 5th grade devices were designed to stay in the classroom and do not have the rugged design that is needed for the 6th graders who will be taking them home.) Would the 6th grade devices then follow them on? (Yes.) We talked about students bringing in their own devices and some of the drawbacks. Are we phasing this in? (We are not ready for this yet. We need to get our teachers to this point, but we are trying to shift in this direction.) There are some teachers already allowing students to bring in their own devices. Is our goal to move to this? (We would like for students to be able to use a device that they are comfortable with.) The plan won't be perfect but we plan to bring this back with further changes for approval at the next meeting.

4.3 Kindergarten Update

Dr. Andy Barrett presented information on the implementation of full-day kindergarten for the 2014-2015 school year. Dr. Barrett met with kindergarten teachers to see how things have been going and what they might need to continue this program. All of the teachers indicated that the additional time has allowed them to really do the things that the students need. They also commented that the parents are happy and positive, the kids are eager to come to school and engage, and there is more complete access to great teaching and content. The additional time allows for critical thinking and problem solving, academic content, social and developmental learning, instructional best practices and technology integration. It also allows teachers to formally and informally track each student's progress through standardized data. Some of the anticipated challenges were logistics of new systems, logistical challenges supporting half day kindergarten, adjustments in instructional supports, and room organization. Even with all the challenges, the snow pants are still a bear! Looking ahead, we will continue to reflect, follow student progress and commit to full-day education for our students.

Board comments, questions, discussion: It wasn't too long ago that you would not have assessed kindergarten, but it's a new realm. (The MAP test adjusts to each student's level. It's been difficult from the mid-year to the beginning of the year to measure true growth. The teachers are wondering where our students will end up at the end of the year in terms of grade equivalency.) This was a huge commitment for the community so it's great to hear positive responses. It will be interesting to talk to the first grade teachers next year, as they will have the first group of full-day kindergarten students. Do we know how many half day kindergartners we have? (It's less than ten.) The Board President reported that he has had overwhelming positive feedback on full-day kindergarten.

5. SUPERINTENDENT'S REPORT

The Superintendent reported that this Friday is a half day for students and then School Improvement time for certified staff. He thanked the Board and community for allowing this time to provide professional development to our staff. Any time we are given for professional development is truly valued by the staff. There is lots of planning taking place for next year. The Mid Valley Board will have a retreat later this week at our administration office, and next week our partnership with City Government will have their annual program bringing students into City Hall. This is a great partnering activity for students. We also have a planning meeting for next year with Valees taking place soon. This is a reminder that we are planning a Board Retreat on May 15th and 16th. For one of these dates we need to take a look at progress on our goals this year and working to map out our goals for next year.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

6.1 Annual Resolution for Dismissal: Certified Full-time Teacher

The Assistant Superintendent of Personnel reported that there is only one teacher on the dismissal list, and they were informed when hired that they would be dismissed in April.

Motion by Juby, second by Nowak, to approve the Annual Resolution for Dismissal, item 6.1 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso.

Nays, none (0). Absent, none (0). Abstained, none (0).

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS

7.1 2015-2016 Preliminary Staffing Plan

The Superintendent thanked Mark and Kelly for their work on this task force and helping us to take a look at recommendations, meeting the needs of our students, recommendations for the various committees, creating a staffing plan for next year and starting out with some proposals and narrowing that down over time. He also thanked Cabinet for their work, especially Mr. Collins.

Mr. Collins thanked Andy Barrett and Elizabeth Janowiak for setting up the conversation for addressing some of the staffing needs we have. In the year 2030 our kindergarten students will be entering the work force. As a school district we want our students to become: self-directed lifelong learners; effective communicators; complex, creative and adaptive thinkers; and collaborative and productive citizens. We have identified three strategic areas that will help us realize this vision for our students: a safe, nurturing environment where the social-emotional needs of children are affirmed and valued; an educational setting where teacher and principal quality is expected, encouraged and rewarded; and a technology program that transforms the learning process and prepares students for the future. Based on deliberations, we are making the following staffing recommendation for the 2015/2016 school year. Click [here](#) for more information on these recommendations.

1. Pre-School Teacher – 1.0 FTE/Special Education Assistant – 1.0 FTE
2. Psychologist – 1.0 FTE – Elementary Level/Social Worker - .50 FTE – High School Level
3. New/Modified Course FTE & World Language Department Chair – 1.90 FTE – GHS
4. Network Technician – 1.0 FTE

Board comments, questions, discussion: Are the numbers in regards to cost hard and fast? (They are projections based on positions. The tech is the most difficult to determine.) In terms of adding the .4 FTE for the department chair position, you mentioned a retirement and obviously this person has been doing this job for a while. Would the volume of work between social studies and world languages mean that a new person would have difficulty with this? It's not just that she has been taking on a large responsibility, or is that what it is? (That would be an inaccurate assessment of where we are at. The world languages department has grown over the years and we have about 10 teachers in that department and social studies is in excess of 10 teachers. When you pick the largest department, it would be appropriate to have a separate department chair to provide leadership.) I appreciate how frugal the District has been with hiring, but it would be nice to see us be more aggressive in adding more psychologist and social worker time. I don't think we put enough emphasis on this. Is this equivalent to 6.4 FTE? (Yes.) Are you going to ask us to approve this tonight? (No. We are asking that you consider it. We will bring this back to the next meeting. If you choose to adopt this plan, then Mrs. Oberg can put this into the budget for the following year.) If there are any additional concerns or questions, then please let Mr. Collins know before the next meeting.

8. INFORMATION

- 8.1 Suspension Report
- 8.2 FOIA Requests

9. CONSENT AGENDA

- 9.1 Monthly Financial Reports and Interfund Transfers
- 9.2 Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires

New Hires Certified

Jankiewicz, Rachel, GHS, Speech Language Pathologist, 1.0 FTE, effective 8/17/15

Klos, Julia, GMSN, Family & Consumer Science, 1.0 FTE, effective 8/17/15

Kristofer, Jon, GMSS, Art, 1.0 FTE, effective 8/17/15

Seibel, Carly, FS/WES, Speech Language Pathologist, 1.0 FTE, effective 8/17/15

Resignations Certified

Schwab, Becky, GMSN, Guidance Counselor, 1.0 FTE, effective 6/2/15

Reappointments Certified

Miles, Sherri, HSS, Speech Language Pathologist, .70 FTE (2014-2015) to 1.0 FTE (2015-2016)

Long Term Substitutes Certified

Conterato, Erica, GHS, Business Ed/Family & Consumer Science, 1.0 FTE, effective 3/18/15-4/13/15

Bermes, Matt, GHS, Science, 1.0 FTE, effective 3/25/15-4/20/15

Shaughnessy, Katrina, GMSS, Math, 1.0 FTE, effective 4/19/15-6/2/15

Madden, Shannon, GHS, Math, 1.0 FTE, 4/6/15-5/13/15

Retirement Certified

Cardile, Ann, WAS, Grade 1, 1.0 FTE, effective 6/2/15

New Hires Support Staff

Diveley, Robert, All Schools, FT Floating Custodian, 12 month, effective 3/16/15

Plaia, Phil, Garage, Bus Driver, 9 month, effective 3/16/15

Dau, Jodi, GMSN, Special Education Assistant, 9 month, effective 4/8/15

Resignations Support Staff

Baird, Ryan, GMSN, 2nd Shift Custodian, 12 month, effective 3/27/15

Gelder, Kathryn, GMSN, Special Education Assistant, 9 month, effective 4/3/15

Reappointments/Reclassifications Support Staff

Rinne, Kristin, GHS, from 10 month bldg. Adm. Asst. to 12 month bldg. Adm. Asst., effective 7/1/15

Long Term Substitute Support Staff

Cummins, Mandie, FS, Special Education Assistant, 9 month, effective 3/23/15-5/4/15

King, Jeff, GHS, Special Education Assistant, 9 month, effective 3/25/15-4/20/15

Retirement Support Staff

Erickson, Pat, HSS, Special Education Assistant, 9 month, effective 5/8/15

Resignations Administrators

Reilley, Lynn, CO, Assistant Director of Student Services, 1.0 FTE, effective 6/30/15

9.3 Grants, Gifts, Bequests: \$6285.97, Williamsburg School PTO, Good Morning Williamsburg Team

- New camera, microphone, teleprompter and 3 SD cards (\$2,469.57); Art - "How to Draw" books -

continuation of current project to include kindergarten books (\$245.06); Kindergarten Team - New

incubators, etc. for 2 extra classrooms (\$550.86); 1st grade team - Seven Habits project teaches

leadership to students (\$1,029.12); 3rd grade team - Continuation of Writing with Liberty Program

(\$510.00); 4th grade team - Purchase of Listening Centers so students can listen to books during

language arts when not meeting with teachers (\$621.36); 5th grade team - Sum Dog Math Program –

supplements Eureka Math program and approved by District Math Coordinator (\$510.00); LMC -

Continuation of Birthday Book Club (\$350.00)

9.4 Gifts, Grants, Bequests: \$750, Heartland Elementary parent, to purchase books for the Literacy Closet

Motion by Lamb, second by Juby, to approve Consent Agenda Items 9.1 – 9.4. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

10. COMMENTS FROM THE PUBLIC ON BOARD OF EDUCATION ACTION

The District is leading the way in technology, and seem to have some good leadership with a program like this. However, he would like to encourage the Board to look at their policies on staff and student technology use. Not that this exists in District 304, but he knows that in other districts that substitutes that come into the classroom are not able to assist the students and allow them to do their own thing. The District is going to have a tough time making sure that all of those teachers being placed in the classroom can work with the technology and students. When this happens, the kids are not doing their academic work and we need to look at that. We are missing the boat if we think that middle school and high school students cannot manipulate the technology to get around the gate keeping and barriers that are put up. He is not charging that this is happening in District 304 or any other district, but he has been led to believe that there are staff members that use their computers for personal use and are ignoring the classroom during instructional time. If this is in our school district, then it needs to be investigated and watched very carefully. Technology is great, but with all the

student sexting, suicide, and social media going on, it is also frightening. Hopefully, we are not creating more problems for ourselves and for our students if we are not trying to monitor these issues as best we can. It is important to have policies in place.

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

Kelly reported that the Poetry Slam is this Thursday at 6:30 p.m. at the Geneva Commons. The Pride Dinner will be May 14th and we could use some Board members to help out. She received in the mail from the Resolution Committee a call for resolutions, so if there is anything that you think our friends in Springfield should be talking to our legislatures about, then let her know, and she will help you coordinate. She attended the recent GEARS meeting. She thanked Harrison Street School for the invitation to the kindergarten program. She really enjoyed it. Mary reported that she and Kelly attended the Joint PTO meeting, and they are making plans for the New Teacher Orientation. They know that they have a big job with all of the retirements there will be this year. It's a bit late, but she hopes that everyone was able to attend Peter Pan at GHS. It was a packed house and was wonderful. Mark reported that he did get to attend Peter Pan and agreed on the quality of the production.

12. NOTICES / ANNOUNCEMENTS

13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY OR LEGAL COUNSEL FOR THE PUBLIC BODY [5 ILCS 120/2(c)(1)]; COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES [5 ILCS 120/2(c)(2)].

At 8:34 p.m., motion by Nowak, second by Wilson, to go into executive session to consider matters pertaining to student disciplinary cases; the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body; collective negotiating matters between the public body and its employees or their representatives;. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Motion carried unanimously.

At 10:03 p.m., motion by Nowak, second by McCormick, and with unanimous consent the Board returned to open session.

At 10:04 p.m., both parties were brought back into the room.

14. ACTION POSSIBLE FOLLOWING EXECUTIVE SESSION

14.1 Possible disciplinary action regarding non-certified employee

At 10:05 p.m., a motion was made by Wilson, second by Nowak, to approve the administration's recommendation to release Sherry DiSantis Torres of her duties as a Payroll Specialist for Geneva CUSD 304. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Motion carried unanimously.

At 10:09 p.m., motion by Wilson, second by Stith, and with unanimous consent the Board returned to executive session.

15. ADJOURNMENT

At 10:11 p.m., motion by Juby, second by Wilson, and with unanimous consent, the meeting was adjourned.

APPROVED _____
(Date)

PRESIDENT

SECRETARY _____

RECORDING
SECRETARY