

**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, July 21, 2014, 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, Vice President Kelly Nowak, Policy Committee Chair Mary Stith. Late: None. Absent: David Lamb, Mike McCormick, Finance Committee Chair Bill Wilson.

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

District administrators present: Kelley Munch, Communication Coordinator; Elizabeth Janowiak, Director of Technology; Todd Latham, Director Business Services; 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: Larry Fullmer and Becky Selcke, Sodexo Food Service; Sue Sarkaukas, Daily Herald; Anna & Slawomir Lisznanski, PushCoin; Brenda Schory, Kane County Chronicle; Phyllis Johnson.

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, June 23, 2014
- 3.2 Executive Session, June 23, 2014

Motion by Nowak, second by Stith, to approve the above-listed minutes as presented. On roll call, Ayes, four (4), Juby, Nowak, Stith, Grosso. Nays, none (0). Absent: three. (3) Lamb, McCormick, Wilson. Motion carried unanimously.

4. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS

- 4.1 Sodexo Presentation by Becky Selcke, Sodexo Food Service

Becky Selcke presented to the Board about the District's food service. She brought along a cook who made Sizzling Salads for the Board to sample. Their mission is to provide nutritious meals in a cost effective manner to students in order to promote successful student learning. Sodexo does many things throughout the district to promote healthy eating:

- Student Well Being – Elementary
- Performance Zone – Middle Schools

- Balance – Mind, Body and Soul – High School
- Word of the Week – We help foster reading.
- Monthly Promotions – Sizzling Salads is a favorite at the high school.
- Fresh Taste – Students sampled blueberries and learned about the different foods they can be used in.
- Cookouts – Fall, Winter and Spring – Hot Diggity Dog, Polar Bear Cookout, Grillin 4 U.
- Keeping Students Engaged – Examples: Chinese New Year, Red Ribbon Week.

The Sodexo Experience is offered to their staff to show their employees that they are important. There are different winners each month. During the Sodexo Internal Audit they received a score of 4 Superior – Gold at four of the schools in Geneva. They also received high scores in their Kane County Health Department Inspections. They received 100% at every school except one which received a 98%. They prepare fresh cut fruit, whole grain pizza, and fast take salads on a daily basis. At the high school, Sodexo displays nutrition information, daily menu, specials and promotions, produce of the month information, new products, fun facts and events, and advertises school news, greetings and recognitions. New in 2014-2015 is All Day Kindergarten, New Snack Regulations, Healthier Foods (lower salt, less fat, whole grain), and Staff Development & Training.

4.2 PushCoin Presentation by Elizabeth Janowiak, Director of Technology

Elizabeth Janowiak, Director of Technology, presented to the Board the new PushCoin Debit System that will take effect during the 2014-2015 school year. The new system is a locally owned business. The owners, Anna and Slawomir Lisznanski, are residents of Geneva and have students who attend our schools. Push Coin is a web-based system that has a high level of security, an innovative philosophy, and a comprehensive solution. The reasons for this implementation include:

- Transaction fees would no longer be absorbed by district.
- Multiple sites for parents to fund lunch accounts.
- More convenient process for viewing purchases and balance information.
- No cutoff for funding current lunch account using a credit card (uses real time).
- Additional funding options to offer to parents (e-check).

There are benefits to changing to the PushCoin system such as savings to the district, more payment options and easy reporting for parents, more communication with parents, and easy to use. In preparation for this change, we will be uploading student records, finger scanning students, training cafeteria staff, and notifying parents. The new PushCoin system will begin at the high school on October 14, 2014, the middle schools on December 1, 2014, and the elementary schools on January 5, 2015.

Board comments, questions, discussion: I have read about this and is it just scanning their phone? (No, we plan to use a thumb scan to begin with.) Is there the capability of using a cell phone or student ID? (Yes, by installing a chip, but felt thumb scan was best way to begin.)

5. SUPERINTENDENT'S REPORT

The Finance Committee discussed how this past winter was hard on our buildings and grounds. There were more fuel costs associated with the lower temperatures and more salt costs due to icy parking lots and sidewalks. With all the rain recently, it has been hard to work on outdoor repairs, so custodial and maintenance staff have been working on indoor projects. New curriculum materials have been arriving as we get closer to the start of school, and professional development workshops have been taking place during the summer for our staff. The Superintendent thanked the Board members for attending the first public forum of the new school year.

Board comments, questions, discussion: The forum was very successful. Board members were able to meet one on one with the public and answer questions they had about the district. Please know that you don't have to attend a forum to ask questions. You can

contact the Board at any time.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

6.1 2014-2015 Tentative Budget Adoption & Authorization to Establish Public Hearing Date
Mr. Latham, Director Business Services, presented the 2014-2015 tentative budget to the Board.

Revenue Assumptions:

- Levy-Consumer Price Index (CPI) 1.5% (we levied for 1.0%)
- State Income Tax Reduction
- Increase in Student Fees – All Day Kindergarten
- General State Aid at 89% proration
- Bus Buy Back – 26 (71) passenger buses
- Project Lead the Way
- Transfer of \$1,900,000 from Transportation to Education for Special Education purposes

Expenditure Assumptions:

- Salary increases per agreements
- Insurance Benefit increases
- OT/PT Services/Mid Valley Tuition increases
- All Day Kindergarten
- Project Lead the Way
- Bus Lease 4 (27) passenger buses for Special Education Transportation
- Bus Purchase 26 (71) passenger buses
- Technology Plan
- Capital Plan

	Revenue	Expenditure	Surplus	Shortfall
Education Fund	\$60,343,596	\$60,315,685	\$27,911	\$0
Operations & Maintenance Fund	\$9,590,893	\$11,742,960	\$0	\$2,152,067
Transportation Fund	\$7,418,787	\$7,083,610	\$335,177	\$0
Municipal Retirement Fund	\$2,332,298	\$2,477,093	\$0	\$144,795
Debt Service Fund	\$15,761,000	\$18,717,128	\$0	\$2,956,128
Working Cash Fund	\$32,000	\$0	\$0	\$0
Budget Summary of all Funds	\$95,478,624	\$100,336,476	\$0	\$4,857,852

A historical perspective was given for each fund. The budget will come to the August 25th Board meeting to be adopted. We recommend you take action on this budget as a preliminary budget and set the hearing date for Monday, August 25th as part of the Board Meeting at 7:00 p.m. at the Williamsburg Elementary School at 1812 Williamsburg Avenue, Geneva, IL.

Board comments, questions, discussion: Could you expand on rationales of Debt Service Fund? (Over the last few years our debt payment has been increasing substantially. So what we have been doing over the last several years is taking any additional funds from the fund balance and Education Fund and abating that to the Debt Service Fund to be used towards the payments of those Debt Service payments and Bond payments. We have an abatement amount in the Debt Service Fund to make up the shortfall of the Debt payment. We purposely have a deficit balance. Again, it's harder but the plan was to use some of the Reserve Fund balance to maintain our buildings. We had referendum dollars that we were using to maintain, but we no longer have those funds.)

Motion by Juby, second by Stith, to approve this budget as the preliminary budget as presented with the hearing date set for Monday, August 25th as part of the Board Meeting at 7:00 p.m. at the Williamsburg Elementary School at 1812 Williamsburg Avenue, Geneva, IL.

On roll call, Ayes, four (4), Juby, Nowak, Stith, Grosso. Nays, none (0). Absent: three (3) Lamb, McCormick, Wilson. Motion carried unanimously.

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS

- 7.1 Policy Updates: First Reading
 - 7.1.1 Policy 5500, Student Conduct
 - 7.1.2 Policy 5600, Student Discipline

We have been looking at these for a while and feel we have now found the correct wording. This is a 1st reading for feedback. Please look over these policies and we will come back to these at another meeting. There is another policy that the Superintendent and Board member Juby will get together on regarding Board development. We should be bringing this forward to the Fall Board Retreat. We also received updated and new recommended policies from NEOLA that need to be rolled out. We had some other policies that the committee had asked go to the Board retreat as well. We will look at schedules for some possible dates for the retreat. We currently have a date scheduled in September, but would like to consider moving it to sometime in October.

8. INFORMATION

- 8.1 FOIA Requests
- 8.2 Illinois Energy Now - Public Sector Natural Gas Boiler Tune-Up Program
No discussion.

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 Staff

Baker, Taylor, GHS, Physical Education, .90 FTE, effective 8/18/14
Bieritz, Brittany, GMSS, Math, 1.0 FTE, effective 8/18/14
Boulter, Scott, GHS, Math, .80 FTE, effective 8/18/14
Clark, Sheryl, HES, Grade 1, 1.0 FTE, effective 8/18/14
Cotter, Jordyn, HSS, Grade 2, 1.0 FTE, effective 8/18/14
Falls, Megan, FES, Special Education, 1.0 FTE, effective 8/18/14
Giblin, Lara, HES/WAS, Social Worker, 1.0 FTE, effective 8/18/14
Kanarowski, Kelly, HSS, Bilingual, 1.0 FTE, effective 8/18/14
Kovarik, Christina, WAS, Grade 5, 1.0 FTE, effective 8/18/14
Kosog, Karen, GMSN, German, .40 FTE, effective 8/18/14
Kramer, Brett, GMSN, Special Education, 1.0 FTE, effective 8/18/14
Krella, Kathleen, MCS/WES, Special Education, 1.0 FTE, effective 8/18/14
Laski, Emily, FES/MCS, Social Worker, 1.0 FTE, effective 8/18/14
Miller, Wendy, WAS, Kindergarten, 1.0 FTE, effective 8/18/14
Miriana, Laura, GMSN, Language Arts, 1.0 FTE, effective 8/18/14
Natale, Natalie, GMSN, Language Arts, 1.0 FTE, effective 8/18/14
Ramey, Brooke, WAS, Kindergarten, 1.0 FTE, effective 8/18/14
Ruckoldt, Scott, HES, Grade 2, 1.0 FTE, effective 8/18/14
Turnball, Susan, MCS/HES, Reading Specialist, 1.0 FTE, effective 8/18/14

Resignations Certified Staff

Kriegel, Leslee, FES, Special Education/SAC, 1.0 FTE, effective 6/5/14
Algrim, Stephanie, GMSN, Science, 1.0 FTE, effective 6/5/14

Reappointments/Reclassifications Certified Staff

Miles, Sheri, HSS, Speech Language Pathologist, .95 FTE to .70 FTE
Pawlak, Christine, GHS, Speech Language Pathologist, .70 FTE to .80 FTE

Sweeney, Karen, FS, Speech Language Pathologist, .80 FTE to .60 FTE
Vargas-Herbst, Michelle, GHS, Psychologist, .60 FTE to 1.0 FTE
Plachetka, Beth, GMSS, Social Worker, 1.0 FTE to Prevention Coordinator, .50 FTE

New Hires Support Staff

Bui, Jennifer, FS, Special Education Assistant, 9 month, effective 8/18/14
Dibble, Robin, HES, Special Education Assistant, 9 month, effective 8/18/14
Higgins, Lynn, WES, Special Education Assistant, 9 month, effective 8/18/14
Lydon, DelRae, HES, Administrative Assistant, 10 month, effective 8/4/14

Resignations Support Staff

Collier, Sterling, Transportation, Bus Driver, effective 6/12/14
Johnson, Randy, Transportation, Bus Driver, effective, 6/12/14

Reappointments/Reclassifications Support Staff

Duesler, Dawn, HES, Kindergarten Assistant, 9 month
Kresler, Sandra, WAS, Kindergarten Assistant, 9 month
Laub, Alison, FS, Special Education Assistant, 9 month
Neumann, Judith, WES, Special Education Assistant, 9 month

Retirement Support Staff

Thorsen, Patty, GHS, Administrative Assistant, effective, 6/12/14

New Hires Administrators

Jones, Daniel, GMSS, Dean of Students, 10 month, effective 7/28/14
Norman, David, GMSN, Assistant Principal, 12 month, effective 7/28/14
Weltler, Ashley, GMSN, Dean of Students, 10 month, effective 7/28/14

Resignations Administrators

Burns, Maura, GMSN, Assistant Principal, 1.0 FTE, effective 7/15/14

- 9.3 Disposition of Verbatim Record of Closed Meetings January 2012 through December 2012
- 9.4 Gifts, Grants & Bequests: Project Lead the Way STEM Program, \$192,550, Anonymous Donor
- 9.5 Request for Lease, \$35,832, Midwest Transit, Lease of 4 additional 27 passenger buses for Special Education transportation
- 9.6 Request for Purchase, \$16,302, St. Charles Dodge, 2014 Dodge Grand Caravan for Drivers Ed
- 9.7 Bid Summary/Award, ~~\$51,560~~, \$62,300, Olsson Roofing, Geneva High School Auditorium Roof
- 9.8 2014-2015 Textbook Adoption
- 9.9 Technology Purchase, Comprehensive Technology Plan: \$260,160, Elementary Buildings, HP Netbooks for 5th Graders

Motion by Stith, second by Nowak, to approve Consent Agenda Items 9.1 – 9.9, as presented with the amendment to 9.7 to read with the amount \$62,300. On roll call, Ayes, four (4), Juby, Nowak, Stith, Grosso. Nays, none (0). Absent, three (3), Lamb, McCormick, Wilson. 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

The Communication Task Force Committee met today and talked about feedback from the open forum with the Board and the public. It was nice not to have a structure and to see what was on people's minds. We will get a report back to the Board. We hope to have more forums and to extend the time. Sometimes it is easier for folks to come to a forum and talk one on one rather than to stand up in front of the Board.

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)]; THE PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE PUBLIC BODY, INCLUDING MEETINGS HELD FOR THE PURPOSE OF DISCUSSING WHETHER A PARTICULAR PARCEL SHOULD BE ACQUIRED [5 ILCS 120/2(c)(5)]; AND COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES [5 ILCS 120/2(c)(2)]

At 7:56 p.m., motion by Nowak, second by Stith, 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; the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired; and collective negotiating matters between the public body and its employees or their representatives. On roll call, Ayes, four (4), Juby, Nowak, Stith, Grosso. Nays, none (0). Absent, three (3), Lamb, McCormick, Wilson. Motion carried unanimously.

At 8:05 p.m., following a break to relocate to the Williamsburg conference room, the Board moved into executive session.

At 8:17 p.m., motion by Nowak, second by Juby, and with unanimous consent the Board returned to open session and relocated to the Williamsburg cafeteria.

At 8:19 p.m., the Board returned to open session.

14. ADJOURNMENT

At 8:20 p.m., motion by Nowak, second by Stith, and with unanimous consent, the meeting was adjourned.

APPROVED _____
(Date)

_____ PRESIDENT

SECRETARY _____

_____ RECORDING
SECRETARY