

**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, November 25, 2013, 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, David Lamb, Michael McCormick, , Policy Committee Chair Mary Stith. Late: None. Absent: Kelly Nowak, Bill Wilson.

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

District administrators present: Elizabeth Janowiak, Technology Director, Kelley Munch, Communication Coordinator; 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: Dan Garrett, Bob McQuillan, Brenda Schory (KC Chronicle), Rick Nagel (Patch).

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 November 11, 2013
- 3.2 Executive Session November 11, 2013

Motion by McCormick, second by Lamb, to approve the above-listed minutes, as presented. On roll call, Ayes, five (5), Juby, Lamb, McCormick, Stith, Grosso. Nays, none (0). Motion carried unanimously.

4. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS

- 4.1 PMA Five-year Plan Update: Steve Miller, PMA Financial

The Superintendent reported that he and the Assistant Superintendent Business Services work with PMA throughout the year to review and update the District's financial planning program. This presentation includes updated data reflecting the 1% levy assumptions as well as 2013 audited figures.

Miller reviewed revenue and expenditure projections for 2014 through 2019 based on assumptions for EAV, Consumer Price Index, and a 1% levy for 2013. He noted that Kane County is very good about getting the District the preliminary EAV numbers.

He reported that the CPI is trending low and Geneva is well below the amount it was receiving prior to the economic downturn. The proposed 1% levy lowered the projections that were provided in October. The State dropped the General State Aid funding level to 89% in 2013 and is projected to drop it to 82% in 2014. The District will receive less than \$400 per pupil in FY 2014. Salaries

continue to be the District's largest expenditure and were figured based on current contracts that were known. Medical costs are typically the most difficult to estimate - an 8% increase was estimated for FY2015-2019. A 50% pension cost shift would be about \$100,000. Pension costs for IMRF employer rate increase annually. The TRS rate is unchanged. Purchased services, capital outlay, supplies and tuition were projected at a 1.5% increase for FY2015 and at 2.0% for each year from FY2016 through 2019. The deficits in O&M are due to planned capital improvement projects. The two-year bus buy-back cycle impacts the revenue fund balances. The District's cash low point is in May prior to receipt of the property tax payments. Surplus in excess of \$15 million in the Education Fund are earmarked for abatement. The current projected amount is \$19.5 million vs. the \$23 million projected in the October presentation. By 2019, the District could begin to see some financial concerns. The FY2014 revenue is projected at \$73,928,785. The FY2014 expenditures are projected at \$74,237,513.

Board discussion, comments, questions: With the ACA requirements, will 8% be enough of an increase for medical costs? (It should be.) In 2016-2017, the budget goes down, is that attributed to retirements? (Yes, at the end of the 2015-2016 school year.) The projected FY2014 operating budget, with five years of abatements, shows a draw down of about \$10 million. Would like PMA to run financial models with a 0% levy or 1% levy for the next two years. Agree, and would like to see 2% levy with five year projections. (We can run those models for the Board.) A 0% levy is a reduction in fund balances and would reduce the abatements. Reducing the levy in any year impacts all future levies. (PMA will prepare new financial models using levy projections of 0%, 0%, 2%, 2%, and 2%.) It is important to remember that the District has its greatest payouts in June in order to close out its fiscal year by June 30th. If we levy at this amount, we are able to abate back and level out the debt service and to pay off debt. If we levy less, then we don't have as much for abatement. We also have to consider that our other costs, such as fuel, are going up. Are other districts taking less than the CPI? (Yes, some are and many other districts are also abating.)

A copy of the PMA presentation will be available on the District's website.

5. SUPERINTENDENT'S REPORT

The Superintendent reported on the events and activities held during American Education Week which included the Leadership Breakfast and City Hall job-shadowing by Geneva High School students; the District earning a place on the 4th Annual College Board AP Honor Roll; and the parent/teacher conferences taking place today and tomorrow. He also thanked Board members who were able to participate in the Joint Annual Conference held over the weekend.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATIONS

6.1 2014-2015 School Calendar

The Superintendent reported that the 2014-2015 school calendar will be available on the District's website in both a color version and a printer-friendly, black and white version. He added that minor changes may be necessary during the school year but the start and end dates will be locked in.

Board discussion, comments, questions: Any major changes in this calendar? (No, it is very consistent with past calendars.) Is it consistent with the cooperative districts? (Yes, to the extent possible but there are always some differences.)

Motion by Juby, second by Stith, to adopt the 2014-2015 school calendar as presented. On roll call, Ayes, five (5), Lamb, McCormick, Stith, Juby, Grosso. Nays, none (0). Motion carried unanimously.

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS

None

8. INFORMATION

8.1 FOIA Requests

8.2 Suspension Report

8.3 Geneva High School International Club Out-of-State Trip

8.4 AP District Honor Roll

No discussion.

The Board President announced that there was a need to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body during

closed session.

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

Long-term Substitutes Certified

Titus, Colette, FES, Speech Language Pathologist, 1.0 FTE, 11/25/2013 - 3/7/2014

New Hires Support

Plate, Susan, CO, On-call Substitute Custodian, 12 Month, Start Date 11/11/2013

Dazzo, Salvatore, CO, On-call Substitute Custodian, 12 Month, Start Date 11/15/2013

Colby, Heather, GHS, Security, 12 hrs/week, 9 Month, Start Date 12/7/2013

Resignations Support

Marriott, Dave, CO, Grounds, 12 Month, Effective 11/25/2013

Mitchell, Paige, GMSS, ?Special Education Assistant, 9 Month, Effective 12/5/2013

Powelson, Maureen, HSS, Reading Tutor, 9 Month, Effective 12/6/2013

Dismissal Support

Fisher, Dale, CO, Grounds, 12 Month, Effective 11/25/2013

9.3 Pay Request #5, \$43,768.23, Alpine Demolition Services, Coultrap Elementary Demolition

9.4 Bid Summary/Award, \$35,261.00, Burwood Group, Web Filter Upgrade and 3-Year Filtering Service Renewal

9.5 District 304 403(b) Plan Amendment

9.6 Gifts, Grants & Bequests: \$1,750.00, American Education Week Leadership Breakfast Sponsors - American Bank & Trust, Johnson Controls, MB Financial Bank, Pentegra Systems

Motion by Stith, second by Lamb, to approve Consent Agenda Items 9.1 through 9.6, as presented. On roll call, Ayes, five (5), McCormick, Stith, Juby, Lamb, Grosso. Nays, none (0). Motion carried unanimously.

10. COMMENTS FROM THE PUBLIC ON BOARD OF EDUCATION ACTION

Comments included:

Thanks to the Board members who have met with me and who are scheduled to meet with me to go over my plan to address the district's debt.

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

Board members reported on the following: the Illinois Association of School Boards' Conference last weekend where the Assistant Superintendent Personnel Services led a panel discussion, the superintendent's secretary/board's recording secretary was awarded the IASB's 2013 Holly Jack Outstanding Achievement Award, and Board members participated in a number of workshops; the PTO meetings at GMS North and Fabian Elementary schools; the Geneva Academic Foundation meeting where plans are underway for this year's fund-raising events; the recent Finance Committee and Policy Committee meetings; and the Sports Boosters and Music Boosters meetings they attended.

The President reported that a proposal was presented at the last Finance Committee meeting for new music uniforms for Geneva High School and requested an update. (The GHS band uniforms are seventeen years old and in disrepair. The District is proposing to finance half of the estimated \$113,000 cost with the Music Boosters financing the other half. The Assistant Superintendent hoped to be able to bring a proposal to the Board in the next couple of months.) Board members gave credit to the Music Department for making these uniforms last for seventeen years. A Board member suggested that while our seventeen year old uniforms may not be in the best shape, we might think about donating them to a high school that doesn't have any uniforms.

12. NOTICES / ANNOUNCEMENTS

None.

13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES [5 ILCS 120/2(c)(2)]

At 7:59 p.m., motion by Juby, second by McCormick, to go into executive session to consider matters pertaining to collective negotiating matters between the public body and its employees or their representatives and, as announced by the Board President earlier during the meeting, to also consider the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body. On roll call, Ayes, five (5), Stith, Juby, Lamb, McCormick, Grosso. Nays, none (0). 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 9:08 p.m., motion by Stith, second by McCormick, and with unanimous consent, the Board returned to open session and moved back to the Williamsburg auditorium.

14. ACTION POSSIBLE FOLLOWING EXECUTIVE SESSION

None taken.

15. ADJOURNMENT

At 9:11 p.m. motion by Stith, second by Lamb, and with unanimous consent, the meeting was adjourned.

APPROVED _____ PRESIDENT

SECRETARY _____ RECORDING SECRETARY