

**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 Tuesday, October 14, 2014, at 7:02 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

Board members present: President Mark Grosso, Leslie Juby, David Lamb, Vice President Kelly Nowak, Policy Committee Chair Mary Stith, Finance Committee Chair Bill Wilson.  
Late: None. Absent: Mike McCormick.

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

District administrators present: Tom Rogers, GHS Principal; 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: Rose, Bob & Tom Miller, Courtney & Barbara Reynolds, Krissi Evert, James Cook, Tom Anderson.

**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, September 22, 2014
- 3.2 Executive Session, September 22, 2014

Motion by Nowak, second by Wilson, to approve the above-listed minutes, items 3.1 & 3.2, as presented. On roll call, Ayes, four (4), Juby, Nowak, Stith, Wilson. Nays, none (0). Absent, one (1), McCormick. Abstained, two (2), Lamb, Grosso.

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

- 4.1 Tradition of Excellence Awards: Geneva High School Students  
2015 National Merit Scholarship Program

GHS Principal Tom Rogers presented students in recognition of their accomplishments. Students recognized included: Scott Gies, Emma Hazel, Thomas Miller, Laura Neswold, Courtney Reynolds, Rachael Valiunas.

- 4.2 GHS PLC Overview

Tom Rogers, Principal at GHS, reported on the progress of the PLC's. This was a grass roots (started by teachers) effort that began in 2010-2011. It began with a study of a book by Rick DuFour. In 2011-2012 a SIP team was formed to focus on how to implement PLC's. Staff from other school districts who had implemented PLC's were contacted to help form a plan. In 2013-2014 our staff asked the BOE to implement the PLC's in Geneva 304. We asked ourselves four questions: What do

we want our students to learn? How will we know when each student has learned it? How do we respond when students have difficulty so that we can improve learning? How do we respond if students have already learned the material? This implementation is a 3-5 year process to show significant results. We trained our SIP team during the first semester of the 2013-2014 school year. The SIP team then shared with their colleagues. We have seen many benefits since implementation. It continues to be driven and led by teachers. Since training started in January 2014, we set out establishing clear goals, group norms, and gathering baseline data. Spanish teachers have rolled out a pilot intervention program to help their students improve their language skills that they shared with their colleagues. This highlights how this collaboration is so valuable. During PLC time for teachers, we also have several weekly programs offered for students. The math tutoring and test & quiz make-up centers seem to be the most popular with the students. We also have made headway in focusing on social emotional goals. A couple of weeks ago we had a guest speaker by the name of Josh Shipp who presented to our staff and students. Counselors addressed college and career readiness with students and have been able to start meeting with students in smaller groups during this PLC time. Our new career counselor is working to put together some career panels for students. Most students have taken advantage of at least one program that is offered on Thursday mornings. In closing, Mr. Rogers shared that the motivation to implement PLC's was not driven by the need to fix something that was broken, but was instead meant to strengthen our collective professional expertise proactively so that we can best meet the needs of all students. We strongly value collaboration about student achievement, and feel that PLC's allow for both this collaboration and other learning opportunities for our students. Thank you for this opportunity.

Board comments, questions, discussion: It's great to hear that PLC's have been a success. Mary Stith attended the PLC conference this past summer and shared that it was unbelievable. It showed how PLC fits into so many areas. She would suggest we continue to send our teachers to this summer conference. The teachers were enthusiastic about the conference and shared with their colleagues that they need to attend this conference. We would also love to talk to the high school about PRIDE volunteers, and maybe this could be a topic explored during PLC's with PRIDE volunteers getting involved in PLC's.

## **5. SUPERINTENDENT'S REPORT**

Senator McConnaughay hosted a public forum in St. Charles last week to address the issue of Senate Bill 16. We want to thank Senator McConnaughay for this opportunity. We have had, and want to extend a thank you to Principal Rogers, our administration team, teachers, staff, parents, our community, and students for a successful homecoming week. Things went very smoothly from the parade to the game to the dance. It's hard to imagine 1200 students and the loud bass from the music in the gym unless you actually attend. The students had a great time.

The Assistant Superintendent of Learning and Teaching shared that the Student Growth Committee had their first meeting a week ago. When they met with the Board late last summer, there were conversations about what a tremendous game changer the whole inclusion of student growth is going to be, especially for the teacher evaluation process. We subdivided our existing teacher evaluation committee and added more members, because the task at hand was very large. We are very much ahead of many in terms of knowledge about what this whole student growth thing really means. We have representation from all levels and a wide variety of teachers helping us with this task. The student growth component of the teacher evaluation process kicks in for the 2016-2017 school year. We are tasking our committee members with being scouts to try and gather as much information as possible. Part of our standing agenda is going to be for people to report out what they learned since the last time we met as a group. We will provide updates as time goes on.

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

6.1 Resolution in Support of Red Ribbon Week

We have Red Ribbon Week coming up, October 27-31, 2014. The Superintendent read the resolution for Red Ribbon Week. Thank you to Lisa Meister and Becky Furnish for their work with both of these groups.

Motion by Juby, second by Nowak, to approve the Red Ribbon Week Resolution, Item 6.1. On roll call, Ayes, six (6), Juby, Lamb, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), McCormick. Motion carried unanimously.

## **7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS**

### **7.1 GHS Program of Study**

The Assistant Superintendent of Learning & Teaching shared the process for the program of study. Each year, we look at academic programs and suggest changes that may be needed. The discussions that the high school had about these changes have been reviewed by our Staff and Curriculum Development Council, which is our K-12 oversight group. The high school administration staff recognizes that it is our responsibility to the children of the community to provide a strong, viable, and rigorous curriculum.

Principal Rogers and Assistant Principal Drexler reported the proposed curriculum changes for 2015-2016. New courses would include Computer Science & Software Engineering, AP Physics C, AP World History, Child Development II: Early Childhood Education, and Group Fitness. Proposed course modifications would include: English I, Newspaper I & II, World Studies, Honors Physics, AP European History, Urban History, US History & AP US History, Business Principles, Essential Business Skills, Digital Marketing, Multimedia Design, Design & Technology of Animation, Engineering Design, Engineering Technology, and Engineering Principles. The high school is hoping for Board approval at the next meeting.

Board comments, questions, discussion: Pleased to see changes in computer science. This will be a good opportunity for our students. Thank you to the staff, as we need to shape the curriculum to meet the needs of our students. Are there still funds from Project Lead the Way (PLTW) available for computer science? (PLTW funds were not intended for another program.) Is there any chance of moving the coding into the elementary level? (That's certainly a possibility. They are developing modules that are intended for middle school audience in the area of coding, but we have discussed offering this as a non-credit program to middle school students during our summer school program.) Will the Child Development class through FVCC overlap with what we offer? (Yes and no. It does take a lot of the student's day getting out to the career center and back. Many of our students who are looking at this program do not have enough time in their day to attend FVCC.) I can't say enough about pushing the English structure down to the lower grades. Are the costs going to be offset due to dropping classes? (The courses that we are going to drop haven't been run, so there has been no expense associated to them. The costs that we are proposing are estimates. We won't know for sure until we get our course selection process completed.) Is there a newspaper at the high school? (There is something similar. I wouldn't call it a newspaper as it's more of a publication.) How many students do we need to make a class run? (It varies. Capstone, maybe fewer than 20, but Computer Science would need at least mid-20's.)

## **8. INFORMATION**

- 8.1 Suspension Report
- 8.2 FOIA Requests
- 8.3 Request for Out of State Field Trip

## **9. CONSENT AGENDA**

- 9.1 Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires

### New Hires Certified

Afridi, Asma, GHS, Guidance Counselor, 1.0 FTE, effective 9/25/14

### Long Term Substitutes Certified

Case, Lisa, GMSN, Math, 1.0 FTE, effective 10/6/14-12/19/14

Kuehl, Sandra, MCS, Grade 1, 1.0 FTE, effective 11/17/14-2/9/15

New Hires Support Staff

Ernst, Michelle, MCS, Classroom Assistant, 9 month, effective 10/6/14

Todd, Olga, HES, 2<sup>nd</sup> Shift Custodian, 12 month, effective 10/6/14

Gray, Steven, GMSS, 2<sup>nd</sup> Shift Custodian, 12 month, effective 10/7/14

Brennan, Cheryl, HSS, Special Education Assistant, 9 month, effective 10/14/14

Resignations Support Staff

Miller, Pamela, GMSN, Special Education Assistant, 9 month, effective 10/7/14

Yow, Julia, HES, Special Education Assistant, 9 month, effective 10/10/14

Mack, Carol, GHS, Special Education Assistant, 9 month, effective 10/31/14

9.2 Pay Request #2: \$85,500, Happ Builders, second phase of security upgrades at GHS

9.3 Technology Purchase, \$68,000, Heartland Business Systems, 51 HP 810 Convertible Tablets, 51 Docking Stations/Accessories, 51 Extended Warranties

Motion by Wilson, second by Stith, to approve Consent Agenda Items 9.1 – 9.3. On roll call, Ayes, six (6), Juby, Lamb, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), McCormick. 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*

Appreciate the leadership abilities of Principal Rogers. Some Board members attended the IASB Kishwaukee Division dinner where the speaker discussed the future of Illinois. Board members would like to move forward and partner with neighboring districts to hold a public forum. We can survey the Board to determine a date. The superintendent of schools from Joplin, MO presented on tornado disaster. There was a forum on October 15, 2014 on Vision 20/20 which covered the initiative statewide to bolster education. I will keep you updated. Thanks to the Director of Learning & Teaching who spoke to the GEARS group as he fielded a lot of questions. We are always looking for PRIDE volunteers to work with our students. I would like to compliment the GAF on the Homecoming Hustle where over 200 runners participated and thanks to all of the teachers who participated. A special thanks to all of the sponsors that worked with our students on their floats for the Homecoming Parade.

**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)]; 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)].**

At 8:13 p.m., motion by Nowak, second by Wilson, to go into executive session to consider matters pertaining to collective negotiating matters between the public body and its employees or their representatives; the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body. On roll call, Ayes, six (6), Juby, Lamb, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), McCormick. Motion carried unanimously.

At 8:20 p.m., following a break to relocate to the Williamsburg conference room, the Board moved into executive session.

At 9:26 p.m., motion by Wilson, second by Stith, and with unanimous consent the Board returned to open session and relocated to the Williamsburg cafeteria.

At 9:29 p.m., the Board returned to open session.

**15. ADJOURNMENT**

At 9:29 p.m., motion by Wilson, second by Juby, and with unanimous consent, the meeting was adjourned.

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

\_\_\_\_\_

PRESIDENT

SECRETARY \_\_\_\_\_

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RECORDING  
SECRETARY