

**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, August 8, 2011, at 7:00 p.m. at Coultrap, 1113 Peyton, 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 Moran.

Board members present: President Tim Moran, Vice President Mark Grosso, Matt Henry, Michael McCormick, Kelly Nowak, Mary Stith, Bill Wilson. Late: None. Absent: None.

The President led everyone in the Pledge and reminded them to sign the attendance record.

District administrators present: John Robinson, Director of Facility Operations; Craig Collins, Assistant Superintendent Personnel Services; Dawn George, Assistant Superintendent Student Services; Donna Oberg, Assistant Superintendent Business Services; Patty O'Neil, Assistant Superintendent Curriculum & Instruction; and Dr. Kent Mutchler, Superintendent.

Others present: Donn Dears, Fred Dressen, Mark Cox, Leslie Juby, Susan & Ron Stevenson, Mike Foote, Debbie Hansen, Lisa Schwer, Gail Ryan, Patrick McCann, Alice in Wonderland, Brenda Schory (KC Chronicle).

2. APPROVAL OF MINUTES

- 2.1 Regular Session July 18, 2011
- 2.2 Executive Session July 18, 2011

Motion by Henry, second by Wilson, to approve the above-listed minutes, as presented. On roll call, Ayes, six (6), Grosso, Henry, McCormick, Nowak, Wilson, Moran. Nays, none (0). Abstained, one (1), Stith. Motion carried unanimously.

3. BUDGET HEARING / ADOPTION

- 3.1 2011-2012 Budget Hearing
 - 3.1.1 Public Hearing Agenda
 - 3.1.2 2011-2012 Budget
 - 3.1.3 Questions/Comments from Board Members & Audience Members
 - 3.1.4 President Closes Hearing

At 7:03 p.m., the Board President convened the budget hearing, welcomed those in attendance and introduced the Board members and the Superintendent and read the following statement regarding public comments.

The meeting agenda includes an opportunity for comments from the audience. It is the prerogative of the Presiding Officer to recognize members of the audience who wish to address the Board during the time reserved for public comment. No discussion of individual students or personnel matters is permitted, as those items are appropriate for closed session pursuant to Section 2 (c) of the Open Meetings Act. If you have a concern regarding an individual student or a personnel issue, you are asked to bring it to the attention of the administration. In the interest of providing all visitors an equal opportunity to address the Board, comments will be limited to five (5) minutes. Those individuals needing more time should submit their thoughts in writing to the Board's recording secretary. Visitors addressing the Board need to come to the podium, use the microphone, and state their full name and

address because the proceedings are video recorded for later broadcasting to the community. The Board reserves the right to edit the video recordings for the purpose of excluding any public comment regarding an individual student or a personnel issue. Per Board of Education Bylaw 0167.3, "No interviews should be conducted in the meeting room while the Board is in session." If members of the press/audience want to conduct an interview, they should wait until the conclusion of the meeting, or go out in the hallway or to another room.

The President explained the legal requirements regarding the public hearing and the procedure that would be used during the public hearing; i.e., a summary of budget would be presented, there would be an opportunity for questions/answers from the Board members and then from the audience members, the hearing would be closed, and the Board would take action on the 2011-2012 budget. According to statute, the budget had been made available for public inspection in the District's office and on the District's web site. Notice of the public hearing was posted in the newspaper. A summary of the 2011-2012 operating budget was available to the audience members.

The Superintendent thanked the Assistant Superintendent Business Services for her efforts in preparing the budget and for meeting individually with the Board members who had requested a meeting with her. He reminded audience members that the District continues to implement strategies and to make cuts and reductions with minimal impact on the quality of instruction for our students and do create efficiencies, as well as reduce our debt and that we are also looking to reduce fuel and energy costs.

The Assistant Superintendent Business Services reviewed the 2011-2012 budget as well as the budget process, timeline, assumptions, and five-year history of revenues and expenses for all funds.

The District's 2011-2012 budget is a balanced budget which includes \$90,185,908 in revenues, \$85,762,069 in expenditures, a surplus of \$4,423,839, and a reduction of \$1.3 million following reviewing the budget with individual Board members. Since 2008, the District's total budgeted expenses have decreased from \$141,247,405 to \$85,762,069 and revenues have decreased from \$173,582,054 to \$90,185,908.

This budget assumes a CPI of 2.7%; includes a \$10 increase in student fees; no salary increases for any employee group except the teachers who are in the final year of their current contract; a reduction in the tuition reimbursement amount; savings due to the retirement of seven employees; increases in special education as well as benefits costs; savings due to bringing the preschool special education transportation back in the district; a shortfall in the O&M Fund due to planned capital improvements, improvements to Burgess field (either grass or artificial surface); a surplus in the Transportation Fund due to the bus buy-back, a reduction of 14 buses in the past three years, and the elimination of three bus routes by implementing four, three-tier routes; IMRF, Social Security and FICA expenses have held steady for the past several years; the bond and interest amount is slightly higher in order to ensure we can make the bond payments; working case remains equal and we are not earning much interest; and our revenue versus expenses is holding steady.

The administration recommended approval of the 2011-2012 budget.

The President opened discussion to questions/comments from the Board members. Discussion included: are we shopping for cost savings in the benefits area (for the past four years, the District has belonged to NIHIP, a cooperative of twenty-four (24) school districts, in order to get the best price for benefit services); have we looked into going it alone and interviewing insurance companies (not for the past three years, it is very difficult to maintain benefit plans alone and by belonging to NIHIP, we have lower rates and our rates have not gone up as high as if we were on our own); thanks for providing the five-year budget history summary; were some of the reductions in the number of bus drivers and bus routes the result of the meetings with the bus driver group (yes, the meetings were very helpful and the drivers had some good suggestions for making reductions); we can realize the bus route and driver reductions even though we are bringing preschool special education transportation back in district (yes, but some of the routes will be longer); are other three-tier bus routes being considered at this time (no, but we will continue to review the routes for efficiencies); is

the final budget the same as the tentative budget (yes).

The President opened discussion to questions/comments from the audience members, which included:

Leslie Juby, 316 Peyton, is the budget on the district's web site the same as this presentation tonight and if it is, why is there a discrepancy in the Transportation Fund amounts (if you are looking at the State budget form, the State uses different cells to report some items). The total budget expenditures weren't the same (they both should be the same, what was the dollar amount). It was significant and when I looked at the web site document this afternoon, it was dated 6/30/11. Are we only required to have the budget available at Central Office (correct).

Heidi Roed, 515 Peyton, also liked the format of the budget presentation tonight and would like to see projections added to the presentations going forward (will be adding more information going forward and we work with PMA Financial on projections, which are on the District's web site). Health care costs are climbing into double digits and some school districts are keeping salaries lower but increasing the health and benefits, would ask that the Board not to give on either side in future teacher contracts and want us to keep our expenditures out in front at all times for everyone to see.

Gail Ryan, 3461 Winding Meadow Lane, when will costs go down? I'm paying \$18,000 in property taxes, of which \$13,000 go to the schools, so when will my taxes go down? I must sell my house. This is everyone's money. Is it true that Geneva has a librarian making over \$100,000 (will not go into specifics, all of the district's expenses go up but for the past five years, the Board has tried to find economies of scale, or when possible, to cut costs). Geneva has reserves (yes, and we will use them). Friends in St. Charles don't pay the same in taxes. I'm self-employed and have no health care. I don't feel that anyone should be getting raises.

Donn Dears, 1619 Keim Circle, two sessions ago, proposed cuts but the Board didn't take those suggestions. Have provided the Board his debt analysis and estimated tax increase covering the next eight years which estimates what will need to be built into the budget to cover the District's debt repayment. My predictions indicate that even if we use the District's surplus over the next few years, once it is gone, property taxes will have to cover debt and that is only one part of the equation. If the Board continues to increase its budget, property taxes will continue to go up. The Board needs to cut its budget and give the community some relief. Cut more expenditures or maintain current spending only.

At 7:45 p.m., the President closed the budget hearing.

3.2 2011-2012 Budget Adoption

Board discussion, comments: Since feedback the Board has been receiving is about debt reduction and that is also a goal of the Board's, going forward, we need to better communicate any plans regarding this topic. The Assistant Superintendent Business Services has done a fantastic job with reductions to the budget, so now we need to address the debt.

Motion by Moran, second by Henry, to adopt the 2011-2012 budget, as presented. On roll call, Ayes, seven (7), Henry, McCormick, Nowak, Stith, Wilson, Grosso, Moran. Nays, none (0). Motion carried unanimously.

4. SUPERINTENDENT'S REPORT

The Superintendent reported on new teacher orientation activities; that teachers return August 22nd and students return on August 24th. He encouraged Board members to attend as many of the back-to-school activities as their schedule permitted.

5. PUBLIC COMMENTS

None.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATIONS

None.

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS

7.1 Fall Community Forum

The Superintendent reported that the Financial Task Force desires to have this fall's community forum to focus more in-depth on school finance, particularly long-term debt and reserve structure to reduce the debt on those bonds that are callable. The Financial Task Force plans to have a State employee present on this topic at the forum. Saturday, October 1st was suggested by the Task Force as a possible date for the fall forum. Board members were asked to let the Superintendent what dates would work for them for the fall forum.

7.2 Special Meeting/Public Hearing for ISBE Waiver

The Superintendent explained that the District's P.E. waiver for the high school's cheer/dance teams would expire at the conclusion of the 2011-2012 school year. State statute requires that the Board of Education hold a public hearing and provide an opportunity to take testimony about the waiver request on a date other than the day on which a regular board meeting is held. The Superintendent requested that the Board consider a date for this special meeting in order to be in compliance with all statutory requirements and timelines. The Superintendent will provide dates for the Board's consideration.

8. INFORMATION

8.1 FOIA Requests / Responses

8.2 New Teacher Induction Program

8.3 Federal Jobs Program List

No discussion.

9. CONSENT AGENDA

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

New Hires Certified

Blaszynski, Toni, HES, Grade 4, 1.0 FTE, Start Date 8/22/11

Gorenz, Kim, WES, Kindergarten, .50 FTE, Start Date 8/22/11

Janci, Michelle, HES, Grade 1, 1.0 FTE, Start Date 8/22/11

Jennings, John, GHS, Social Studies, .60 FTE, Start Date 8/22/11

Klint, Sherri, MCS, Reading Specialist, 1.0 FTE, Start Date 8/22/11

Lindsey, Molly, GMSS, Language Arts, 1.0 FTE, Start Date 8/22/11

Resignations Certified

Lowe, Apryl, FS, Special Education/Student Assistance Coordinator, 1.0 FTE, Effective 6/7/11

Waughon, Susan, HSS, Student Assistance Coordinator/Social Worker, 1.0 FTE, Effective 6/7/11

Reappointments Certified

Klemm, Julie, WES, Grade 1, 1.0 FTE

Reclassification Certified

Stauter, Jennifer, GMSN, Math GMSN to Interim Asst. Principal GMSN, Effective 8/9/11

Long-term Substitutes

Bach, Dina, GHS, Spanish, 1.0 FTE, Effective 8/22/11 to 11/22/11

Neradt, Donna, WES, Instrumental Music, 1.0 FTE, Effective 8/22/11 to 1/13/12

Quantock, GHS, English, 1.0 FTE, Effective 8/22/11 to 11/21/11

Zahn, Anna, GHS, Math, 1.0 FTE, Effective 8/22/11 to 11/23/11

New Hires Support Staff

Konrad, Tami, GHS, Dean's Office Secretary, 10 Month, Start Date 8/8/11

Duever, Alice, GHS, Textbook Secretary, 9 Month, Start Date 8/9/11

Neumann, Judith, WES, Special Education Assistant, 3 hrs/day, 9 Month, Start Date 8/23/11

O'Brien, Ruth, WAS, Library Assistant, 10 hrs/week, 9 Month, Start Date 8/23/11

Palarz, Ashley, FES, Special Education Assistant, 3 hrs/day, 9 Month, Start Date 8/23/11

Towler, Kelly, WAS, Special Education Assistant, 3 hrs/day, 9 Month, Start Date 8/23/11

Resignations Support Staff

Gallois, Karen, GHS, District Technician, 12 Month, Effective 7/28/11

Nelson, Steve, Garage, Bus Driver, 9 Month, Effective 7/29/11

Quick, Heather, GHS, Special Education Assistant, 9 Month, Effective 6/7/11

Stewart, Laura, GMSN, Special Education Assistant, 9 Month, Effective 6/7/11

Reappointment/Reclassification Support Staff

Demarco, Pamela, GMSN, Reading Lab Assistant, 21.5 hrs/week, 9 Month

Holycross, Rhonda, GMSS, Reading Lab Assistant, 24 hrs/week, 9 Month

Littleton, Sheri, GMSN, Reading Lab Assistant, 20-24 hrs/week, 9 Month

Mainzinger, Elaine, GMSS, Reading Lab Assistant, 21.5 hrs/week, 9 Month

Wilbur, Helen, WES, Reading Tutor, 15 hrs/week, 9 Month

Retirement Support Staff

Feltgen, Lily, GHS, Cafeteria, 9 Month, Effective 7/26/11

Frederick, Bill, Bus Driver, 9 Month, Effective 6/7/11

Snook, Al, Bus Driver, 9 Month, Effective 6/7/11

9.2 Bid Summary/Award: District Vehicle Leases, Enterprise Fleet Management
Two Ford F250, \$519.97/mo. each; One Ford F350, \$642.00/mo.

9.3 Technology Equipment Purchases: ARRA Grant Funds, IL State Contract Pricing, Victorin
Business Services, \$66,197

9.4 Disposition of Executive Session Minutes January 2011 through June 2011

9.5 Educational Support Staff Handbook

Board member discussion, comments, questions: clarification that positions filled or not filled resulted in a net certified staff reduction of two thus far (yes, at the elementary level); support staff reductions were bus drivers and a cafeteria worker (correct, the cafeteria worker reduction was due to the retirement of the last cafeteria worker that had remained as a District employee); the total number of employee reductions so far equals ten (correct, but the number could fluctuate); are there additional support staff positions unfilled (yes, there are current openings in special education and a middle school secretary position which is open due to a resignation, also the Federal Jobs Funds are covering the cost of the high school's textbook secretary position).

Motion by Henry, second by Stith, to approve Consent Agenda Items 9.1 through 9.5, as presented. On roll call, Ayes, seven (7), McCormick, Nowak, Stith, Wilson, Grosso, Henry, Moran. Nays, none (0). Motion carried unanimously.

10. COMMENTS FROM THE PUBLIC ON BOARD OF EDUCATION ACTION

Comments included: What communication has taken place with the teachers' union regarding salary/benefits (we have not discussed this with the teachers; this year is the final year of the current contract and we are not opening it up; we entered the contract in good faith and we will live by it; we will take the economy into consideration during the next negotiations); that is only your opinion and it is irresponsible not to discuss this with the teachers (appreciate your comments but have answered the question).

11. BOARD MEMBER COMMENTS

Board members commented included the following:

All seven of the Board of Education members are also taxpayers and face the same economic challenges of unemployment, lost retirement and personal savings, and increased taxes, so we can appreciate the concerns expressed regarding property taxes. However, the Board must represent the needs of the students, as well as all of Geneva's residents. Many of the District's current financial issues have been brought on by the State of Illinois and community members were encouraged to contact their State legislators and share their concerns with them as well.

It's a shame that most of the audience members left the meeting immediately following action on the budget and were not present to hear the comments just made by Mr. Henry.

The Board's legislative liaison reported that she attended a Legislative Network meeting and had position statements to share with the Board members. She also attended a school finance meeting and had books on this topic that she would be glad to share with interested Board or community members.

12. NOTICES / ANNOUNCEMENTS

No discussion.

13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO PENDING AND PROBABLE OR IMMINENT LITIGATION [5 ILCS 120/2(c)(11)]

At 8:05 p.m., motion by Wilson, second by McCormick, to go into executive session to consider matters pertaining to pending and probable or imminent litigation. On roll call, Ayes, seven (7), Nowak, Stith Wilson, Grosso, Henry, McCormick, Moran. Nays, none (0). Motion carried unanimously.

At 8:10 p.m., following a break for the room to clear, the Board moved into executive session.

At 8:20 p.m., motion by Grosso, second by Wilson, and with unanimous consent, the Board returned to open session.

14. ADJOURNMENT

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

APPROVED _____ PRESIDENT

SECRETARY _____ RECORDING
SECRETARY