



**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, September 26, 2016, at 7:00 p.m. at the Coultrap Educational Services Center, 227 North Fourth Street, Geneva, Illinois

**1. CALL TO ORDER (Bylaws 0163 & 0164)**

- 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: Policy Committee Chair Leslie Juby, David Lamb, Mike McCormick, Vice President Kelly Nowak, Mary Stith, 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: Tom Rogers, Principal Geneva High School; Kristy Poteete-Kriegermeier, Communications Coordinator; Shonette Sims, Director Teaching & Learning; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Andy Barrett, Assistant Superintendent Teaching & Learning; Donna Oberg, Assistant Superintendent Business Services; Dr. Kent Mutchler, Superintendent.

Others present: Tom & Mary Brown, Julia & Maggie Brown, Kelley & Bill Nelson, Bryce Nelson, Lynn & Mark Hammond, John Hammond, Kerry & Anna Gain, Mark & Kim Neville, Kevin & Joanna Ottley, Linda & Steve Keegan, Scott & Griffin Urban, Jacob Bice, Grayson Frazier, Grace Keegan, Ashley King, Avery Moore, Samantha Ottley, Phil Ralston.

**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 (Bylaw 0168.1)**

- 3.1 Regular Session, September 12, 2016
- 3.2 Executive Session, September 12, 2016

Motion by McCormick, second by Nowak, to approve the above-listed minutes as presented, 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 HEARING**

- 4.1 Tradition of Excellence Award: Geneva Students (Policy 5451)  
2017 National Merit Scholarship Program - Commended

National Merit Scholarship Commended

Jacob Bice	John Hammond	Bryce Nelson
Julia Brown	Grace Keegan	Mary Neville
Grayson Frazier	Ashley King	Samantha Ottley
Anna Gain	Avery Moore	

4.2 ELL – English Language Learners Program – Ms. Sims & Dr. Barrett

Ms. Sims presented to the Board an update on the District’s ELL program. Eligible students are determined based on the Home Language Survey that is completed by their parents. If a language other than English is spoken at home or another language is spoken regularly by the student, then a language screening is given. The results of this screening are used to determine if a student is eligible for ELL services. If a student is eligible, then the district determines placement into either a Transitional Program of Instruction (TPI) or a Transitional Bilingual Education Program (TBE). All students who are eligible for ELL services must take the ACCESS test annually. This test assesses reading, writing, speaking, and aural comprehension in English. At some point during the program, a student may be determined English proficient. When this happens, they are no longer required to receive EL services, they are no longer required to take the ACCESS assessment, and they are monitored for two years. The district had 429 identified students for ELL services with over 47 languages identified on HLS. As we move forward, you will hear more about ELL & Special Education, ELL & Early Childhood, and ELL & ELA.

Board, comments, questions, concerns: If a parent refuses services, could it be because maybe a student is tested above their grade level and they don’t score very well? (It could very well be.) What is the average length of time a student spends in the program? (The general length of time is four years, but the time may vary between the types of languages, which are conversational and academic. Conversational can be 3-5 years and academic can be up to 8 years.) Is TBE taught in the student’s heritage language? (Yes.) Is the difference between TBE and TPI the number of students? (That is correct.) Of the 429 students, are these all TBE groupings? (Most are TPI. We only have TBE at Harrison Street Elementary.)

**5. SUPERINTENDENT’S REPORT (Policy 1210)**

The Superintendent reported that there has been a lot going on throughout the district. He thanked those Board members who attended the first PTO meetings of the year. The first Joint PTO meeting was held recently. Board members will continue attending PTO meetings to talk with parents and staff. Parents enjoy learning that their Board really does know a lot about their district and seeks parental input. We had a very successful Homecoming week because of the number of students participating. If you were unable to catch the parade, you can watch it online. There were a number of groups marching together and riding on floats. There were about 1,200 students that attended the dance, and they were very well behaved and seemed to have lots of fun. There are currently data meetings taking place, where we are identifying ways to help serve students better at the elementary and middle schools. Outdoor education is taking place at our elementary schools. Enough cannot be said about this program. A big thanks to all of the staff and parents that make these events possible.

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

6.1 Policy Updates: Second Reading

- 6.1.1 Policy 2431.01, Concussions and Head Injuries: Students, **Revised**
- 6.1.2 Policy 5136, Student Use of Personal Wireless Communication Devices, **Revised**
- 6.1.3 Policy 5200, Attendance, **Revised**
- 6.1.4 Policy 5610, Suspension and Expulsion of Nondisabled Students, **Revised**
- 6.1.5 Policy 5611, Due Process Rights, **Revised**

Motion by McCormick, second by Juby, to approve the above-listed policies as presented, items 6.1.1-6.1.5 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 CONSIDERATION**

### 7.1 Board Meeting/Presentation Schedule

Dr. Mutchler reported that this is a working document that will continue to come forward to the Board, and be changed as necessary. This also gives the community an idea of what is coming up at Board meetings.

## 8. INFORMATION

### 8.1 Suspension Report

Dr. Mutchler reported that this is not the typical report that is generally given to the Board, however we did hand out tonight the report that you are used to seeing to help you decipher what the graph shows. He thanked Ms. Johnson and Mr. Wilkes for their work on this. This is an "in process" document, because we are getting requests for different things, so we thought it would be good to have discussion on this.

Board comment, questions, concerns: There are a few things that this graph does not show that should be shown. It might be good to see the offense, so we can see if we are trending on one thing more than another during a certain time of the year. Also, would like to see if our gross disobedience is down, the number of days suspended, and year-to-date. Would also like to see month-to-month comparisons, because historical data across the state says we are going to have more violations in September and May. The graph does not show if it's an in-school or out-of-school suspension, or whether it's the same student or not. Don't mind receiving less information from month to month, but it would be nice to receive a report at least once a year with all of this information. The trend data would be nice to see as we move forward. (It's been a while since we have had trend data on our substances, but we will work to put something together for the different categories. We will probably have to create multiple charts to cover all of the different areas that have been requested.) It may be helpful to talk to each Board member to find out exactly what information is important for them to see before moving forward.

### 8.2 Out-of-State Trip Requests

### 8.3 Standard & Poor Rating

It was noted that we do not have a formal debt management policy, but we have an extensive plan. Do we need this or some kind of action? (Yes. Elizabeth Hennessey has a good policy for us to look at and we can craft it to fit our needs here in the district.) Will we be pricing our deal soon? (The pricing call is at 8:30 a.m. tomorrow and the end of the pricing is at 1:30 p.m. tomorrow.)

## 9. CONSENT AGENDA (Bylaw 0166.1)

### 9.1 Monthly Financial Reports and Interfund Transfers

### 9.2 Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires (Policies 1520, 3120, 4120)

#### New Hires Certified Staff

Deknatel, Johnathan, GMSS, Science, 1.0 FTE, effective 9/13/16

#### Long-Term Substitutes Certified Staff

Shaughnessy, Katrina (Susie Browning), GHS, PE, 1.0 FTE, effective 9/22/16-12/8/16

Boyer, William (Nicole Cancialosi), GMSN, Psychologist, .60 FTE, effective 9/26/16-11/16/16

Stall, Kenneth, (Emily Laski), FES, Social Worker, .50 FTE, effective 10/24/16-1/17/17

Chroust, Kathy, (Ryan Kastel), MCS, Music, 1.0 FTE, effective 11/22/16-1/10/17

Hansford, Cindy (Megan Bruno), MCS, Grade 1, 1.0 FTE, effective 11/22/16-3/2/17

#### Leave of Absence Certified Staff

Brady, Sandie, GMSS, Science, 1.0 FTE, effective 11/1/16-6/5/17

#### New Hires Support Staff

Primdahl, Kyle, WAS, 2<sup>nd</sup> Shift Custodian, 12 month, effective 9/26/16

#### Resignations Support Staff

Rush, Laura, CO, Administrative Assistant-Facilities, 12 month, effective 9/22/16

Baker, Tim, GHS, Hallway Supervisor, 9 month, effective 9/30/16

#### Family and Medical Leave Support Staff

Corrigan, Ed, GMSS, 2<sup>nd</sup> Shift Custodian, 12 month, effective 9/6/16-12/2/16

### 9.3 Out-of-Country Trip Request – England Summer 2017

### 9.4 Gifts, Grants, Bequests: \$32,900, Anonymous Donor, to fund the third year of Project Lead the

Way at the Middle Schools and High School

9.5 Gifts, Grants, Bequests: \$11,500, Heartland PTO, to purchase 6-Mimio Boards, Birthday Books, 2-Bulletin Boards

9.6 Memorandum of Understanding – Geneva CUSD 304 & Geneva Education Association  
Motion by Nowak, second by Stith, to approve the above-listed items 9.1 - 9.6 as presented. 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**

None.

#### **11. BOARD MEMBER COMMENTS AND REPORTS**

*Policy Committee, Finance Committee, Boundary Task Force, Communications Task Force, Facilities Task Force, Technology 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*

One Board member attended the Music Boosters meeting last Monday where they have a whole new leadership team. They just finished their fall mum sale and are moving right into their annual wreath sale. One Board member, along with district staff, attended a tour of IMSA to possibly partner with them to offer more STEM Innovation to our students. Also attended the ROE's Creating Schools of Hope Conference last week. One of the breakout sessions was about a drug presentation coalition and suggest that we consider the Illinois Youth Survey that is completely anonymous but gives us a wealth of information. A Board member was challenged by a friend to see if Geneva 304 wanted to participate in Socktober, which is a month long sock drive, to benefit those in need. Information will be given to the district's communications coordinator to send out via social media. A couple of Board members attended Fabyan's PTO meeting, where they received a tour of the school by the Superintendent. A Board member attended the Geneva Coalition for Youth meeting where they are networking to do good things for kids. This is the group that offers Chit Chat for girls. The GAF is trying to recruit members, and will host an open house on Thursday. The Facility Task Force met today and noted the struggle financially with all of the unfunded mandates that are being put on school districts. It's great to be concerned about safety, but when we have to spend funds after a plan is already in place, it is a big struggle. It would be nice if the people in the states government could see how the Health Life Safety funds are being spent. The Task Force also talked about the capital budget for next year. We are trying to keep it minimized. Last Sunday was the Fox Valley Marathon. There were lots of Geneva staff that participated. The Joint PTO met last week and Dr. Barrett shared information on technology with our 1:1 program. Karen Hayes also did a presentation on PRIDE to try to get our PTO officers to help recruit. If you are retired, and love working with students, let us know. GMSS is still in need of a Co-Vice President. The Kishwaukee dinner meeting was last week. There was a PowerPoint presentation on negotiations, new bylaws were approved and there will be officer openings on the Executive Board come May. If you are interested, please let us know. The conference this year will have a lot of new and exciting things to offer. You have several resolutions in front of you, and each year, we ask you to read them and give us your comments. Please get your comments in by November 1<sup>st</sup>. The most exciting part of the Kishwaukee dinner was when one of our own Board members received LeaderShop Academy Fellow recognition. There are around 150 LeaderShop Fellows and four of them are on our Geneva 304 School Board.

#### **12. NOTICES / ANNOUNCEMENTS**

#### **13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES [5 ILCS 120/(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)]. (Bylaw 0167.2)**

At 8:01 p.m., motion by Nowak second by Juby, 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, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Motion carried unanimously.

At 8:18 p.m., the Board returned to open session.

**14. ADJOURNMENT**

At 8:19 p.m., motion by Wilson, second by Stith, and with unanimous consent, the meeting was adjourned.

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

\_\_\_\_\_ PRESIDENT

SECRETARY \_\_\_\_\_

\_\_\_\_\_ RECORDING  
SECRETARY