

**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, March 12, 2012, 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 Grosso.

Board members present: President Mark Grosso, Vice President Kelly Nowak, Matt Henry, Mike McCormick, Tim Moran, Policy Committee Chair Mary Stith. Late: Bill Wilson (7:04 p.m.). Absent: None.

District administrators present: Doug Drexler, Associate Principal Geneva Community High School; George Petmezas, Interim Principal Mill Creek Elementary School; Tom Rogers, Principal Geneva Community High School; Andy Barrett, Director of Curriculum; Craig Collins, Assistant Superintendent Personnel Services; Donna Oberg, Assistant Superintendent Business Services; Patty O'Neil, Assistant Superintendent Curriculum & Instruction; and Dr. Kent Mutchler, Superintendent.

Others present: Ann Bender, Patrick J. Murphy, LorriAnn Dowd, Barbara & Alex Rily, Jeanette & Emily DiPasquantonio, Norman & Sarah Ann Margulies, Joe & Carrie Hollman, Rick Nagel (PATCH), Jim VanSpankeren, Sandy Ellis, Debbie Hansen, Dan & Cheryl Reis, Allan Decker, Grant & Jackie Cale, Lisa Schwer, Chris Potkanowicz, Brenda Schory (Chronicle).

2. APPROVAL OF MINUTES

- 2.1 Regular Session February 27, 2012
- 2.2 Executive Session February 27, 2012

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

3. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS, BOARD REORGANIZATION

3.1 Tradition of Excellence Award: Student Recognition

Geneva High School Wrestling, Swimming, Cheer Team, Dance Team

The high school principal thanked the Board for the opportunity to present these students in recognition of their achievements at state-level competitions in gymnastics, wrestling, swimming, cheerleading and dance. Students recognized included: Ashley Puff, IHSA State Qualifier Balance Bean; Brad Martens, IHSA State Qualifier, Wrestling; Joseph Hollman, IHSA State Qualifier, Swimming and Diving; Casey Anderson, Kendall Becker, Nelly Castro, Taylor Collins, Emily DiPasquantonio, Kelsey Gerbec, Kaleigh Hollister, Hailey Kissane, Alessa Larserna, Mikaela Lee, Sam Lucas, Stephanie Midgley, Victoria Ouellette, Alex Kiley, Katie Rogalla, Karlyn Romine, Taylor Schlegel, Rachael Valiunas, Kayla VanBergen, and Paige VanBergen, Illinois Cheer Association State Competition; Taylor Barnett, Jackie Cale, Kate Condon, Amanda Cushnie, Aimee Dappas, Alexandra Freedland, Alex Hardy, Brittany Joy, Courtney Kein, Michelle Lapentina, Mindy Lietza, Kelsey Paeth, Katie Reis, Stephanie Rinne, Lauren Serra, and Hailey Wishne, Illinois Dance Team Association Competition, third in State in both Lyrical Dance and Open Dance.

The students were presented the Tradition of Excellence Award by the Board and congratulated on their achievements.

3.2 School Improvement Plan Update: Mill Creek Elementary School

The interim principal reviewed Mill Creek's school improvement plans and goals, which focus on reading, math, and global awareness. Activities to support these goals include emphasis on identification of need based on achievement data in reading and math, as well as vocabulary acquisition skill strategies. The

global awareness goal aligns with district curriculum and emphasizes the students' understanding of the larger world and of their role within it. Students learn about different cultures, value systems, and the role of interdependence in a global society. Programs and activities to support the global awareness goal include: All Read - students across all grade levels read the same three books and focus on finding differences and exploring why these differences exist; *Who's Your Neighbor* - which focuses on global awareness through presentations, the addition of a global awareness theme in the After School Enrichment program, participation in *Feed My Starving Children*; through *Flat Classroom* and *iEarn* - programs in which over 130 countries and forty thousand teachers participate in a variety of projects that connect students from around the world; as well as *edmodo* - a site that students use to communicate with students from around the world, many from international schools; *Global Classroom*, and *Global Education Collaborative*.

Board member discussion, comments, questions: appreciate the presentation, global awareness enhances our students' use of technology as well as learning about students from other countries.

3.3 Illinois Association of School Business Officials (IASBO) Comprehensive Annual Financial Report (CAFR) Award

The superintendent reported that the District received the Association of School Business Officials International (ASBO) Certificate of Excellence in Financial reporting Award for having met or exceeded the organization's standards for school system financial reporting for its Comprehensive Annual Financial Report (CAFR) submitted for fiscal year 2010-2011. The District also received this award for its 2009-2010 CAFR Report. It had been several years since the District had previously prepared and submitted a Comprehensive Annual Financial Report for review. The award confirms the District's Business Office's commitment to financial accountability and transparency. The Comprehensive Annual Financial Report is valuable for the District's long-term financial planning. Recognition through this program can help strengthen and maintain the District's financial rating, which is AA+, presentation for bond issuance statements, and promote a high level of financial reporting. The superintendent thanked the Assistant Superintendent for Business Services and the audit firm of Klein, Hall & Associates for the comprehensive audit work that led to this recognition.

4. SUPERINTENDENT'S REPORT

The Superintendent reported the following: parent/teacher conferences have been completed; students are finishing ISAT testing; and administrators continue to work on the Common Core Standards curriculum implementation, as well as the new state mandated educator evaluation process.

5. PUBLIC COMMENTS

The President read the following statement:

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.

Comments included: is the Board retreat meeting open to the public (yes).

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATIONS

6.1 Annual Resolution for Dismissal: Certified Part-time Teachers

The Assistant Superintendent Personnel Services reported that for the past ten years it has been the District's practice to dismiss certificated, part-time teachers due to the return of teachers from full or partial leave, enrollment uncertainty in specific academic areas, or other reasons unrelated to job performance. The District also dismisses certificated, full-time teachers who have moved from part-time to full-time during the past school year. Dismissing these teachers at this time protects the District from employing individuals whose services are not required or who will not hold the proper Illinois teaching certification next year. It also provides greater flexibility in creating a staffing plan that is responsive to changes in student enrollment and/or student course selection patterns. When staffing requirements for the 2012-2013 school year are more fully known, it may be possible to re-employ these staff members or employ new staff members who can better

meet our staffing needs.

Certificated Personnel recommended for dismissal: Deanna Bach, GHS, 1.0 FTE, Foreign Language/Spanish; Thomas Battaglia, GMSN, .40 FTE, Foreign Language/German; Rhonda Cohen, GMSS, .80 FTE, Special Education; Alice Dennie, GMSN, .60 FTE, Psychologist; Jamie Dunlap, GHS, 1.0 FTE, Business Education; Rosemary Educate, GMSN, .60 FTE, Special Education; Lynn Freedlund, GMSS, .60 FTE, Foreign Language/French; Kimberly Gorenz, WES, .50 FTE, Kindergarten; Kimberly Holstein, WES, .75 FTE, Social Worker; John Jennings, GHS, .60 FTE, Social Studies; Tracy Jorgenson, FS, .80 FTE, Special Education; Jennifer Leibforth, HSS, .50 FTE, Social Worker; Renee Lloyd, FS, 1.0 FTE, Special Education/ELL; Patricia Lorenz, MCS, .80 FTE, Speech/Language Impairment; Jenna Losch, HSS, .50 FTE, Special Education; Sheri Miles, HSS, .80 FTE, Speech/Language Impairment; Stefany Montgomery, GHS, .50 FTE, Guidance Counselor; Megan Owens, GHS, .70 Science; Amanda Oxler, GHS, .80 FTE, Math; Christine Pawlak, GHS, .70 FTE, Speech/Language Impairment; Jason Quint, GMS, .40 FTE, Technology Education; Rebecca Rick, HES, .40 FTE, Music-Instrumental; Karin Sweeney, FS, 1.0 FTE, Speech/Language Impairment; Carla Weeks, GMSS, .40 FTE, Home Economics; Nicole Yingst, GMSN, .30 FTE, Art.

Motion by Moran, second by Wilson, to adopt the resolution authorizing notice of non-renewal (part-time teachers), as presented. On roll call, Ayes, seven (7), McCormick, Moran, Nowak, Stith, Wilson, Henry, Grosso. Nays, none (0). Motion carried unanimously.

6.2 Fee Increase Proposal: Lunch & Milk Fees

The Assistant Superintendent Business Services reported that this is the time of year when the administration reviews the District's fees. While the District has been holding down food service costs as much as possible, the cost of fresh fruits and vegetables, canned products, frozen products, paper products, cartage fees to get the products to the District, as well as labor costs continues to increase. Even with the increased costs, the District was breaking even until last year. The projected FY 2012 ending balance is \$15,525 in deficit. Current lunch prices have been in effect since FY 2008. By increasing both the lunch and milk rates by 10-cents, the District would realize a projected increase in revenue of \$37,000, which would allow the District to stop running in the deficit and will meet the anticipated increase in costs associated with the food service program.

Current lunch fees from area school districts (Batavia, Kaneland, St. Charles, DeKalb, Central, Sycamore, Barrington, Crystal Lake) were reviewed. Geneva's fees were the lowest or second lowest of the school districts surveyed. While we aren't looking to make a profit, we do want to at least break even. It was the recommendation of the administration to increase the lunch and milk fees by 10-cents for FY 2013.

Board discussion, comments, questions: Geneva doesn't participate in the National School Lunch program, but the administration was looking into it (correct, have participated in several web-seminars with the Sodexo Food Service manager and we are looking at the possibility of starting at the elementary level; however, there is some waste and all students who qualify/meet the criteria must participate, since only 5 or 6% of Geneva's population may qualify, we are still reviewing this topic); Geneva does not have a reduced lunch program (correct); are the differences in the cost levels of the district's surveyed due to more offerings at the high school level (no, and several of the other school districts participate in the National School Lunch program); it was reassuring to be able to review the lunch fee comparisons from the other school districts; aware that a school in one of the southern states made a student throw away the lunch they'd brought and forced the child to eat the lunch provided by the National School Lunch Program - not sure how important it is for Geneva to participate in the national program.

Motion by Henry, second by Stith, to approve the 10-cent fee increase for lunch and for milk, as recommended. On roll call, Ayes, seven (7), Moran, Nowak, Stith, Wilson, Henry, McCormick, Grosso. Nays, none (0). Motion carried unanimously.

6.3 Fee Increase Proposal: Geneva High School Registration Fee

For the past two years, Naviance, a software program used to foster academic and post secondary success and allow schools to develop and manage multi-year plans for every student in grades 9 - 12, as well as allow students to chart a path toward graduation while achieving college and work-place readiness, has been funded by a GAF grant. The cost of the software is approximately \$6,000 per year and funding is no longer available. By increasing the current high school registration fee by \$5.00 (\$115 to \$120) the high school would be able to maintain this valuable tool for current and future students. It was the recommendation of the administration to increase the Geneva Community High School registration fee by \$5.00 next year.

Board discussion, comments, questions: speaking as parents, this is a wonderful and outstanding program; we looked at this software program at Stevenson High School prior to implementing it at Geneva High School; does Geneva run in deficit on registration fees (no); and the increased registration fee will help us break even on the Naviance costs (yes).

Motion by Nowak, second by Wilson, to approve the \$5.00 increase for Geneva High School registration fees, as recommended. On roll call, Ayes, seven (7), Nowak, Stith, Wilson, Henry, McCormick, Moran, Grosso. Nays, none (0). Motion carried unanimously.

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS

None

8. INFORMATION

8.1 FOIA Requests/Responses

8.2 GHS Summer School

A Board member commented that she was pleased to see that the proposed summer school program was offering credit-based courses as well as non-credit enrichment opportunities, and noted that the summer school program is fee-based. If the non-credit enrichment classes (Algebra Bridge, Typing/Computer Keyboarding, ACT Boot Camp from Kaplan, and several foreign language offerings) are received positively and have the numbers to be offered this summer, she asked that the high school administration provide feedback to the Board.

9. CONSENT AGENDA

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

Resignations Certified

Carlson, Margaret, GMSN, Language Arts, 1.0 FTE, Effective 6/4/12

Reclassifications Certified

Petmezas, George, MCS, Interim Principal MCS to Principal MCS, Effective 7/1/12

Long-term Substitutes Certified

Samuelson, Carla, FES, Special Education, 1.0 FTE, Effective 4/4/12 to 5/17/12

Stanfa, Karen, MCS, Grade 4, 1.0 FTE, Effective 4/9/12 to 6/4/12

Leave of Absence Certified 2012-2013

Cardwell, Elizabeth, GMSS, Language Arts

Chavez, Tara, GMSN, Guidance Counselor

Hawley, Gwen, GHS, Social Worker

Punsalan, Janet, GMSS, Science

Return from Leave Certified 2012-2013

Ugo-Ross, Laura, WES, Grade 5

Retirement Certified

Cheek, Paul, GHS, Math, 1.0 FTE, Effective 6/4/12

Haas, Colleen, GMSS, Special Education, 1.0 FTE, Effective 6/4/12

Koehn, Bill, GHS, Industrial Technology, 1.0 FTE, Effective 6/4/12

Leman, Jennifer, WAS, Grade 4, 1.0 FTE, Effective 6/4/12

George, Dawn, CO, Assistant Superintendent Student Services, 1.0 FTE, Effective 6/30/12

Retirement Support Staff

Malette, Liz, CO, Secretary, 12 Month, Effective 6/8/12

9.2 2012-2013 IHSA Membership Renewal

9.3 Amend Resolution Authorizing Land Cash Intergovernmental Agreement: Kane County, IL / Geneva CUSD 304

The President noted that Consent Agenda Item 9.3 appeared as an action item and was approved by the Board at the February 27, 2012 meeting. It was brought back to the Board for action at this time because the District was given incorrect forms to use.

Board discussion, comments, questions: Item 9.2, what is the fee for the IHSA membership renewal (membership dues and state entry fees were waived for the 2012-2013 school term by action of the IHSA Board of Directors). Item 9.1, with the retirement of a secretary at Central Office, would hope that we would look to see whether this position could be consolidated or eliminated (it will be reviewed with all other positions).

10. COMMENTS FROM THE PUBLIC ON BOARD OF EDUCATION ACTION

There were none.

11. BOARD MEMBER COMMENTS AND REPORTS

Policy Committee, Financial Task Force, Facilities Task Force, Communication Task Force, Joint PTO, Geneva All-Sports Boosters, Geneva Music Boosters, Geneva High School Theater Boosters, Academic Foundation, GEARS, K-12 Discipline Committee, Geneva Coalition for Youth, PRIDE, REMS Grant

Board members reported or commented on the following: twelve GHS students competed in the DECA State competition, many placed in the top ten percent, and one student will go on to compete at the National competition - this is a good program for our students; Board members attended the IASB Kishwaukee Division meeting in Batavia last week where Dr. Thomas Kersten, former school superintendent and author of *Taking the Mystery Out of School Finance*, discussed key school finance revenue and expenditure issues that are impacting Illinois public schools today and explained the implications of potential state funding formula initiatives - we are looking into the possibility of having Dr. Kersten speak at a forum in Geneva; Board members attended the recent Geneva Academic Foundation meeting where new GAF board members were installed; the Policy Committee reviewed the 2000 policy series; a Board member attend a program in Downers Grove titled *Chick-Chat* with Geneva Coalition for Youth members who are looking at the possibility of implementing the program in Geneva; The P.R.I.D.E. Volunteer (Proud Retired and other Individuals Dedicated to Education) will be recognized at a dinner on May 10th - if other Board member are available to help in the kitchen or to serve, please volunteer; at last week's Kishwaukee Division meeting, it was reported that since 1992, the Illinois legislature has passed over **100 unfunded mandates** impacting school districts in Illinois, there are another **40 unfunded mandates** currently pending in the legislature, while some of these mandates are worthwhile, it is important to note that none of them are being funded by the state; the 2000 policy series deals with program and it would be worthwhile for Board members to take the time to look them over.

12. NOTICES / ANNOUNCEMENTS

None.

13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO PENDING LITIGATION [5 ILCS 120/2(c)(11)]; AND COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES [5 ILCS 120/2(c)(2)]

At 8:02 p.m., motion by Wilson, second by Moran, to go into executive session to consider matters pertaining to pending litigation and collective negotiating matters between the public body and its employees or their representatives. On roll call, Ayes, seven (7), Wilson, Henry, McCormick, Moran, Nowak, Stith, Grosso. Nays, none (0). Motion carried unanimously.

At 8:11 p.m., following a break for the room to clear, the Board moved into executive session.

At 8:43 p.m., motion by McCormick, second by Wilson, and with unanimous consent, the Board returned to open session.

14. ACTION POSSIBLE FOLLOWING EXECUTIVE SESSION

No action was taken.

15. ADJOURNMENT

At 8:44 p.m., motion by Wilson, second by McCormick, and with unanimous consent, the meeting was adjourned.

APPROVED _____

PRESIDENT

SECRETARY _____

RECORDING
SECRETARY