



**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, December 11, 2023, at 7:00 p.m. at Geneva 304 Transportation Center, 38W700 Keslinger Road, Geneva, Illinois.

1. CALL TO ORDER (Policy 2:220)

1. Roll Call
2. Welcome
3. Pledge
4. Reminder to sign attendance sheet

The meeting was called to order at 7:02 p.m. by President Cabeen.

Board members present: Molly Ansari, Policy Committee Chair Stephanie Bellino, President Larry Cabeen, Dan Choi, Vice President/Finance Committee Chair Jackie Forbes, Willard Hooks, Paul Radlinski. Late: None. Absent: None.

The President welcomed everyone and led the Pledge of Allegiance.

District staff present: Tom Rogers, Principal Geneva High School; Tim Baker, Safety Security Supervisor; Todd Latham, Assistant Superintendent Business Services; Shonette Sims, Assistant Superintendent Learning & Teaching; Dr. Andy Barrett, Superintendent.

Others present: Cailla Swanson, Ryan Barrett, Pablo Drab, Jim Barrett, Laura Barrett, David Drab, Andrea Drab, Marissa DeYoung, Matt DeYoung, Alaina DeYoung, Quentin Yung, Jessie Yung, Adam & Dimple Salerno, Cathy Fuller, Cliff Bartfelt.

2. APPROVAL OF MINUTES (Policy 2:220)

1. Regular Session, November 13, 2023
2. Executive Minutes, November 13, 2023

Motion by Forbes second by Hooks, to approve the above-listed minutes, items 2.1-2.2. On roll call, Ayes, six (6), Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0), none. Abstained, one (1), Ansari.

3. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS

1. Viking Leaders: GHS Students (Policy 6:330)
 VocEx Auto Detail Extravaganza

Ryan Barrett
 Pablo Drab
 Quentin Yung

Marissa DeYoung
 Isabelle Hauth

Brody Diehl
 Jesus Villa Ortiz

2. 2023 Tax Levy Year Final Presentation – Todd Latham (Policy 4:10)
 Todd Latham presented the 2023 Tax Levy Year, which consists of the Equalized Assessed Valuation (EAV), new property/construction, Property Tax Extension Limitation Law (PTELL), Consumer Price Index-Urban (CPI-U), tax rates, and total extension. The 2023 levy assumptions are:

CPI-U = 6.5%, PTELL cap = 5.0%, estimated EAV = \$1,756,858,513, EAV increase over prior year = 7.67%, new construction = \$11,512,798, levy = 5.26%, estimated tax receipts = \$100,533,199, and tax receipts in FY24 and FY25. The total estimated levy is \$101,533,119 or 5.26%. The levy must be filed with the county by the last Tuesday of December. The Truth in Taxation hearing, which provides published notice, allows board members and the public to comment, provides the board an opportunity to hear and provide input, and requires cash reserve balance of all funds be stated during levy hearing, was held on November 13, 2023. Tonight, we are asking the Board to approve the certificate of tax levy and the tax levy resolution, so that we can file our documents with the county.

3. **2023-24 Levy Year Hearing (Policy 4:10)**

The Board President opened the hearing at 7:26 p.m.

1. Public Hearing Agenda
2. 2023 Tax Levy Proposed Increase
3. Levy Testimony
4. President Closes Hearing

The Board President closed the hearing at 7:27 p.m.

4. **PUBLIC COMMENTS**

(PRESS Policy 2:230) *Per Board Policy 2:230, attendees wishing to formally address the Board must register their intention to participate in the public portion(s) of the meeting upon their arrival at the meeting. Complete the form 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.

5. **LEGISLATIVE UPDATES**

Board Member Code of Conduct #8 - "I will be sufficiently informed about and prepared to act on the specific issues before the Board, and remain reasonable knowledgeable about the local, State, national, and global education issues."

Jackie Forbes shared that the IASB General Assembly voted on the resolutions at the annual conference last month. They chose to adopt the School Resource Officer Funding and the Bus Driver Regulations. The General Assembly is out of session now and will reconvene on January 16.

6. **SUPERINTENDENT'S REPORT (Policy 3:40)**

The Superintendent shared that it is great to be in this new venue to give it a try. He shared that he had the opportunity to attend the Blue Ribbon Ceremony in D.C. with Heather Temple and Tom Rogers. They were able to meet with the Secretary of Education. Strategic Planning is in progress with focus groups beginning and communications going out to the public. More information will be coming out on December 12 about the upcoming community and staff forums. There have been ongoing discussions with different stakeholder groups within our district about our enrollment. There has been a slow, but steady decline. We have been having discussions with our middle school faculty about how our model is going to have to adapt to that shifting enrollment. More information will be brought to the board in a formal presentation. A formal Class Size Committee has been formed and the first meeting has been held with the primary focus on elementary class sizes. The goal is to have a staffing model that is reasonable, equitable, and sustainable. We are underway to do an RFQ (Request for Qualifications) for conducting a demographic study and enrollment analysis. Todd Latham will take the lead on this. Lastly, this is an exciting time of year and there are many things happening around the district, but this can also be a challenging time for some. Let's continue to Believe in Geneva!

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

1. Board Action on the 2024-25 School Calendar (Policy 6:20)

The 2024-25 school calendar has been on public display with no response from the community. There was one error that was found that has been corrected. The start date will be August 19, 2024, and the end date will be June 3, 2025, if approved.

Motion by Hooks second by Bellino, to approve the above-listed school calendar, item 7.1. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0), none. Abstained, none (0).

2. Board Action on the Adoption of the Resolution Authorizing the Certificate of Tax Levy for 2023

(Policy 2:20, 4:10)

Motion by Radlinski second by Forbes, to approve the above-listed resolution, item 7.2. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0), none. Abstained, none (0).

3. Out-of-Country Trip Request to England & France (Policy 6:190)

Motion by Bellino second by Choi, to approve the above-listed trip, item 7.3. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0), none. Abstained, none (0).

4. Out-of-Country Trip Request to Spain & France (Policy 6:190)

Motion by Cabeen second by Forbes, to approve the above-listed trip, item 7.4. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0), none. Abstained, none (0).

8. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATION

1. Policy 2:20, Powers and Duties of the Board of Education; Indemnification – **Updated**
2. Policy 2:120, Board Member Development – **Updated**
3. Policy 2:150, Standing Board Committees – **Updated**
4. Policy 2:200, Types of Board of Education Meetings – **Updated**
5. Policy 2:220, Board of Education Meeting Procedure – **Updated**
6. Policy 2:220-E2 Exhibit, Motion to Adjourn to Closed Meeting – **Updated**
7. Policy 2:220-E6 Exhibit, Log of Closed Meeting Minutes – **Updated**
8. Policy 4:10, Fiscal and Business Management – **Updated**
9. Policy 4:30, Revenue and Investments – **Updated**
10. Policy 4:60, Purchases and Contracts – **Updated**
11. Policy 4:130, Free and Reduced-Priced Food Services – **Updated**
12. Policy 4:130-E Exhibit – Free and Reduced-Price Food Services; Meal Charge Notifications – **Updated**
13. Policy 4:160, Environmental Quality of Buildings and Grounds – **Updated**
14. Policy 5:30, Hiring Process and Criteria – **Updated**
15. Policy 5:190, Teacher Qualifications – **Updated**
16. Policy 5:200, Terms and Conditions of Employment and Dismissal – **Updated**
17. Policy 5:210, Resignations – **Updated**
18. Policy 5:220, Substitute Teachers – **Updated**
19. Policy 5:250, Leaves of Absence – **Updated**
20. Policy 5:330, Sick Days, Vacation, Holidays, and Leaves – **Updated**
21. Policy 6:15, School Accountability – **Updated**
22. Policy 6:30, Organization of Instruction – **Updated**
23. Policy 6:50, School Wellness – **Updated**
24. Policy 6:60, Curriculum Content – **Updated**
25. Policy 6:230, Library Media Program – **Updated**
26. Policy 7:60, Residence – **Updated**
27. Policy 7:70, Attendance and Truancy – **Updated**
28. Policy 7:160, Student Appearance – **Updated**
29. Policy 7:190, Student Behavior – **Updated**
30. Policy 7:270, Administering Medicines to Students – **Updated**
31. Policy 7:285, Anaphylaxis Prevention, Response, and Management Program – **Updated**
32. Policy 7:290, Suicide and Depression Awareness and Prevention – **Updated**
33. Policy 8:30, Visitors to and Conduct on School Property – **Updated**

These policies have been reviewed by the Policy Committee and district administrators. They will be brought back at the next meeting for a second reading.

9. INFORMATION

1. FOIA Requests (Policy 2:250)
2. Suspension Report (Policy 7:200)
3. Out-of-State Trip Request
4. ESSER III Allocation Update

10. CONSENT AGENDA

1. Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires (Policies 3:50, 5:200, 5:280)
2. Monthly Financial Report – November (Policy 4:50)
3. Technology Asset Disposal

Motion by Forbes second by Bellino, to approve the above-listed, item 10.1-10.3. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0), none. Abstained, none (0).

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, PRIDE, Fox Valley Career Center, IASB/Legislative, IASB Kishwaukee Governing Board

Board members attended the Kishwaukee Division meeting and gained better insight on how things work. There was spirited discussion about how social media affects districts. The Yuletide Festival was very enlightening and moving. The Class Size Committee met for the first time, and it was great to meet with some very passionate teachers and administrators to discuss what our goals are. The Communications Task Force met today and one thing that came from that is that we are starting a new weekly communication called The Weekly Digest. This digest will consist of the Online Backpack, What's on the Table, and For the Record, which should be coming out in January. Board members have been enjoying the many community events that have been taking place. They have participated in interviews for the Strategic Planning process and in the GEA Trivia night. Thank you to Dr. Barrett for the last slide in his presentation. It is important to appreciate this time of the year and participating in all the highs these last couple of weeks. Congratulations to the VocEx students on their award this evening. Thank you to Todd Latham for his hard work on the tax levy. Thank you to Sandy Manisco for her work on communications for the strategic planning with everything that has been going out. The Facilities Task Force met today, and projects are coming to completion. New projects will begin during spring break and summer break. We assure everyone that we are being fiscally responsible with all our capital projects. Board members attended the IASB conference in Chicago back in November. There was a session for Board President's where many spoke of issues they are having in their districts. Geneva is fortunate not to have many issues.

12. NOTICES / ANNOUNCEMENTS

- 13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO APPOINTMENT, EMPLOYMENT, COMPENSATION, OR DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC INDIVIDUALS WHO SERVE AS INDEPENDENT CONTRACTORS IN A PARK, RECREATIONAL, OR EDUCATIONAL SETTING, OR SPECIFIC VOLUNTEERS OF THE PUBLIC BODY OR LEGAL COUNSEL FOR THE PUBLIC BODY, INCLUDING HEARING TESTIMONY ON A COMPLAINT LODGED AGAINST AN EMPLOYEE, A SPECIFIC INDIVIDUAL WHO SERVES AS AN INDEPENDENT CONTRACTOR IN A PARK, RECREATIONAL, OR EDUCATIONAL SETTING, OR A VOLUNTEER OF THE PUBLIC BODY OR AGAINST LEGAL COUNSEL FOR THE PUBLIC BODY TO DETERMINE ITS VALIDITY. HOWEVER, A MEETING TO CONSIDER AN INCREASE IN COMPENSATION TO A SPECIFIC EMPLOYEE THAT IS SUBJECT TO THE LOCAL GOVERNMENT WAGE INCREASE TRANSPARENCY ACT MAY NOT BE CLOSED AND MUST BE OPEN TO THE PUBLIC [5 ILCS 120/2(c)(1)]; STUDENT DISCIPLINARY CASES [5 ILCS 120/2(c)(9)]; LITIGATION, WHEN AN ACTION AGAINST, AFFECTING OR ON BEHALF OF THE PARTICULAR PUBLIC BODY HAS BEEN FILED AND IS PENDING BEFORE A COURT OR ADMINISTRATIVE TRIBUNAL, OR WHEN THE PUBLIC BODY FINDS THAT AN ACTION IS PROBABLE OR IMMINENT, IN WHICH CASE THE BASIS FOR THE FINDING SHALL BE RECORDED AND ENTERED INTO THE MINUTES OF THE CLOSED MEETING [5 ILCS 120/2(c)(11)]. [5 ILCS 120/2(c)(11)]**

At 7:56 p.m., motion by Bellino, second by Hooks, to go into executive session to consider matters pertaining to appointment, employment, compensation, or discipline, performance, or dismissal of specific individuals who serve as independent contractors in a park, recreational, or educational

setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer public body or against legal counsel for the public body to determine validity. However, a meeting to consider an increase in compensation to a specific employee that is subject to the local government Wage Increase Transparency Act may not be closed and must be open to the public body; student disciplinary cases; litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

At 9:04 p.m., the Board returned to open session.

14. POSSIBLE ACTION FOLLOWING EXECUTIVE SESSION

1. Student Discipline – Student A

Motion by Forbes second by Choi, to find Student A eligible for expulsion until the end of the 2024-2025 school year and to accept the Administration’s recommendation that the student be placed in lieu of expulsion in an alternative placement program for the same period of time, pending successful completion of that program. Forbes also moved that the Board direct the Superintendent to draft a written expulsion decision documenting the Board’s findings in closed session. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0), none. Abstained, none (0).

15. ADJOURNMENT

At 9:05 p.m., motion by Forbes second by Bellino and with unanimous consent, the meeting was adjourned.

APPROVED _____
(Date)

_____ PRESIDENT

SECRETARY _____

_____ RECORDING
SECRETARY