



**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, February 12, 2018, 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: Taylor Egan, Policy Committee Chair Leslie Juby, Finance Committee Chair Dave Lamb, Mike McCormick, Vice President Kelly Nowak, Mary Stith, President Mark Grosso. Late: None. Absent: None.

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

District staff present: Brenna Westerhoff, Principal Harrison Street Elementary; Kimberly Hornberg, Principal Heartland Elementary; Tom Rogers, Principal Geneva High School; Laura Sprague, Communications Coordinator; Anne Giarrante, Director of Student Services; Dr. Andy Barrett, Assistant Superintendent of Learning & Teaching; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Kent Mutchler, Superintendent.

Others: Heather Henderson, Chrissy Barrett, Wes & Sheri Owen, Brady Owen, Jessica Breugelmans, Charlie McLauchlan, Kim Holstein, Pamela Doll, Julie Lawrence, Paul & Kit Kassel, Mary Kassel, Lori & Emily Horton, Elham Kanani, Neal Shipton, Michael & Yvette Policastro, Ariela Policastro, Mark & Annie Stoner, Katie Ellis, Monica Ohara-Noonen, Sandra Anderson-Cordogan, Alex Cordogan, Justin Warnke, Lucy Smith, Claudia Wilke.

**2. APPROVAL OF MINUTES (Bylaw 0168.1)**

- 2.1 Regular Session, January 22, 2018
- 2.2 Executive Session, January 22, 2018

Motion by McCormick, second by Nowak, to approve the above-listed minutes, items 3.1-3.2. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

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

- 3.1 Tradition of Excellence: GHS Students (Policy 5451)  
Varsity Dance Team, ILMEA (Illinois Music Educators Association)

ILMEA All-State Music Festival

Alex Cordogan  
Emily Horton

Mary Kassel  
Brady Owen

Areila Policastro  
Anne Stoner

The following students promoted the development of TRI-M in schools across the state at the ILMEA exposition center:

Katie Ellis

Lucy Smith

Claudia Wilkie

3.2 Meeting the Needs of Emergent Readers – Harrison Street & Heartland Elementary  
Students from Harrison Street Elementary and Heartland Elementary shared with the Board their “Why Me Time”. This program was chosen to help students to understand their letter sounds, letter patterns and letter structures, so that, as they become better readers, they truly understand the words. Students demonstrated to the Board members how the program works and had them participate in the reading strategy.

### 3.3 2018-2019 Staffing Plan Proposal

Dr. Adam Law and Anne Giarrante presented the proposed staffing plan for 2018-2019 school year. The plan focuses primarily on Student Services. The proposed changes include: increasing social work staff across the District, hiring the ALOP teacher as a Geneva 304 employee, increasing middle school Learning Behavior Specialists by at least 0.34 FTE to support the needs of students in the self-contained program housed at Geneva Middle School South, changing four part-time special education assistants to two full-time special education assistants in the GELP program, and adding two special education teachers, one part-time social worker, one part-time student assistance coordinator, and four special education assistants to support new self-contained programming at the elementary level. Additionally, the proposal includes the addition of one full-time special education coordinator to oversee the operation of special programs, evaluate staff, and support families is recommended. The cost for this plan is \$561,000 with offsets of \$454,500, leaving the district with the cost of \$106,500 plus benefits. These proposed changes will create the best learning program for our students at all levels, while also being financially responsible. It is imperative that Geneva begins to develop and oversee some self-contained programming, independent of Mid-Valley. To do this effectively, additional certified teachers, related service providers, and an administrator are required. As a unified school district, it is critical that curriculum delivered in all self-contained special education programs is vertically aligned PK-12. Collaboration between job-alike staff and professional development will provide students with continuous and rigorous programming tailored to their individual needs.

Board comment, questions, concerns: What was Mid-Valley’s response to your proposal? (They were very supportive.) Do we expect to continue to have this critical mass in the future? (Yes.) More than Mid-Valley? (Yes. When we meet with parents, it can be a struggle to explain that their child will be serviced through Mid-Valley. Bringing this back to our District will make this process easier.) Has there been interest from other districts to bring their students into Geneva for services? (Yes, but there is extensive paperwork through the State to be tuition-based. We need to put Geneva students first and foremost before considering an option like this.)

## 4. 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.

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

The Superintendent thanked Operations & Maintenance, custodial staff, and bus drivers for their excellent work over this past week with all of the snow. Geneva received 17 inches of snow in just nine days. The district had to reorder salt due to the extended conditions. School was cancelled on Friday, extending our last day of school to Friday, June 1<sup>st</sup>. Planning for the 2018-2019 school year has begun, and you will continue to hear more as we work through the budget at the upcoming Board meetings.

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

6.1 Amended and Restated IGA for Land-Cash Contributions

The Superintendent thanked Todd Latham and the City for their work on this agreement. This agreement gives a more accurate assessment of property values. Even though the price of land has gone up, the district can plan to receive about the same amount of land cash contributions. However, you will notice that within the City there are more multi-family units and the possibility of apartments that could bring in more dollars. The City has already taken this agreement to the first step with the Council, and we appreciate them including us in this revision process.

Motion by Nowak, second by Egan, to approve the above-listed IGA, item 6.1. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

**7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATION**

7.1 Board Meeting/Presentation Schedule

The Superintendent shared that every year they plan their Board Retreat in mid-May, however, the Board may want to rethink these dates and possibly consider dates in June.

**8. INFORMATION**

8.1 2<sup>nd</sup> Quarter Financial Report

8.2 FOIA Requests

**9. CONSENT AGENDA (Bylaw 0166.1)**

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

Resignations Certified Staff

Joerg, Jeanette, GMSS, Learning Behavior Specialist, 1.0 FTE, effective 5/31/18

Tockstein, Julia, MCS, Speech Language Pathologist, 1.0 FTE, effective 5/31/18

Long-Term Substitutes Certified Staff

Wallace, Tyler (Terry Duber), GMSS, Science, 1.0 FTE, effective 2/5/18-4/2/18

Atkins, Mary (Karen Mansk), MCS, Grade 3, 1.0 FTE, effective 3/16/18-5/31/18

Johnson, Hallie (Erin Wallace), WES, Grade 4, 1.0 FTE, effective 3/22/18-5/31/18

Albertsen, Emily (Katie Galeski), MCS, Grade 2, 1.0 FTE, effective 5/7/18-5/31/18

Family and Medical Leave Certified Staff

Browning, Susie, GHS, Physical Education, 1.0 FTE, effective 8/20/18-11/26/18

New Hires Support Staff

Roxworthy, Adam, GHS, 2<sup>nd</sup> Shift Custodian, 12 month, effective 1/29/18

Family and Medical Leave Support Staff

Bauer, Margarita, GHS, Special Education Assistant, 9 month, effective 2/1/18-2/12/18

Retirements Administrators

Oberg, Donna, CESC, Assistant Superintendent – Business Services, effective 6/30/18

9.2 Pay Request #1: \$74,367.80, Geneva Park District, GHS Tennis Court Resurface Project

9.3 Gifts, Grants, Bequests: \$1,241.78, Color Portraits

9.4 Geneva Women’s Club – GHS Rental Fee Waiver

9.5 Gifts, Grants, Bequests: \$1,440, Robert R. McCormick Foundation, for GHS to participate in an Illinois Democracy School

Motion by Juby, second by Stith, to approve the above-listed items 9.1-9.4. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, 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  
None.

**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)]. (Bylaw 0167.2)**

At 8:02 p.m., motion by McCormick second by Egan, to go into executive session to consider matters pertaining to collective negotiating matters between the public body and its employees or their representatives. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, and Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

At 8:47 p.m., the Board returned to open session.

**14. ADJOURNMENT**

At 8:48 p.m., motion by Lamb, second by McCormick, and with unanimous consent, the meeting was adjourned.

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

\_\_\_\_\_ PRESIDENT

SECRETARY \_\_\_\_\_

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