

**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 26, 2013, at 7:00 p.m. at Williamsburg Elementary School, 1812 Williamsburg Avenue, 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, Leslie Juby, David Lamb, Michael McCormick, Vice President Kelly Nowak, Policy Committee Chair Mary Stith, Finance Committee Chair Bill Wilson. Late: None. Absent: None.

The President welcomed everyone and reminded them to sign the attendance record. The President asked audience member Patrick Murphy to lead everyone in the Pledge of Allegiance.

District administrators present: Kelley Munch, Communication Coordinator; 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: Rick Nagel (Patch), Patrick J. Murphy, Lori Dowd, Tom Anderson, Rick Reilly.

**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**

- 3.1 Regular Session August 12, 2013
- 3.2 Executive Session August 12, 2013

It was requested that the regular session minutes be corrected to indicate that Member Juby had led the audience in the Pledge of Allegiance at the August 12th meeting.

Motion by Wilson, second by Nowak, to approve the above-listed minutes, as corrected. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Motion carried unanimously.

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

None

**5. SUPERINTENDENT'S REPORT**

The Superintendent reported that the school year was off to a good start; that the first PLC (Professional Learning Communities) day at Geneva High School occurred last Thursday; that Friday, August 30th is an Institute Day for teachers to engage in professional development activities, and a

non-attendance day for students; and that topsoil for the Coultrap site will be delivered and seeding will occur within the next week to ten days with the perimeter fencing removed shortly after. He thanked the Geneva Police and Fire Departments, City Staff, and Geneva High School staff, students and parents for their response to the power outage and school evacuation last Thursday afternoon and thanked Board members and administrators who were able to attend the Saturday, August 17th IASB DataFirst Workshop.

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

None

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

None

**8. INFORMATION**

8.1 FOIA Requests

8.2 IASB Kishwaukee Division Fall Meeting  
No discussion.

**9. CONSENT AGENDA**

9.1 Monthly Financial Reports and Interfund Transfers

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

New Hires Certified

Callaghan, Betsy, WES, Kindergarten, .50 FTE, Start Date 8/19/13

Foster, Hilary, GHS, Special Education, 1.0 FTE, Start Date 8/19/13

Fregly, Stephanie, GHS/GMSN, English Language Learner, 1.0 FTE, Start Date 8/19/13

Hayden, Alyssa, GHS, Special Education, 1.0 FTE, Start Date 8/19/13

Rosborough, Alexandra, GHS, Guidance Counselor, .40 FTE, Start Date 8/19/13

Long-term Substitutes Certified

Miller, Kristen, FES, Special Education, 1.0 FTE, Effective 8/26/13 - 11/20/13

Carr, Daniel, GHS, Math, 1.0 FTE, Effective 8/19/13 - 11/11/13

Donash, Judy, GMSS, English, 1.0 FTE, Effective 8/19/13 - 10/15/13

New Hires Support

Bahler, Derek, GHS, Special Education Assistant, 7 hr/day, 9 month, Start Date 8/19/13

Bermes, Matthes, GHS, Special Education Assistant, 9 Month, Start Date 8/19/13

Deardorff, Victoria, MCS, Library Assistant, 10 hr/wk, 9 Month, Start Date 8/19/13

Duesler, Dawn, HES, Kindergarten Assistant, 3 hr/day, 9 Month, Start Date 8/19/13

Higgins, Lynn, WES, Kindergarten Assistant, 3 hr/day, 9 Month, Start Date 8/19/13

Helfers, Terri, GHS, Special Education Assistant, 7 hr/day, 9 Month, Start Date 8/19/13

Hurley, Patti, GHS, Special Education Assistant, 7 hr/day, 9 Month, Start Date 8/19/13

Lassiter, Doug, GHS, Special Education Assistant, 7 hr/day, 9 Month, Start Date 8/19/13

Locke, Mindy, GMSN, Special Education Assistant, 7 hr/day, 9 Month, Start Date 8/19/13

Matuszewski, Andrea, GMSN, Special Education Assistant, 6 hr/day, 9 Month, Start Date 8/19/13

Miller, Pamela, GMSN, Special Education Assistant, 6 hr/day, 9 Month, Start Date 8/19/13

Schmidt, Brian, GHS, Deans Office Assistant, 4 hr/day, 9 Month, Start Date 8/19/13

Skogman, Valerie, GHS, Special Education Assistant, 7 hr/day, 9 Month, Start Date 8/19/13

Johnson, Samantha, FS, Special Education Assistant, 6.25 hr/day, 9 Month, Start Date 8/21/13

Duncan, Shayna, FES, Reading Tutor, 3 hr/day, 9 Month, Start Date 8/26/13

Turnbull, Susan, WAS, Reading Tutor, 3 hr/day, 9 Month, Start Date 8/26/13

Resignations Support

Olear, Dep, MCS, Special Education Assistant, 9 Month, Effective 5/31/13

Korbel, Allison, GMSN, Special Education Assistant, 9 Month, Effective 5/31/13

Walker, Emily, GMSN, Special Education Assistant, 9 Month, Effective 5/31/13

Wehrmeister, Robb, GHS, Special Education Assistant, 9 Month, Effective 5/31/13

Kinnison, Cathryn, FS, Special Education Assistant, 9 Month, Effective 8/19/13

Martuzzo, Kristen, GMSN, Special Education Assistant, 9 Month, Effective 8/21/13

Reappointments/Reclassifications Support

Campana, Gary, GHS, In-school Suspension Supervisor, 2013-2014

9.3 Pay Request #3, \$133,481.70, Alpine Demolition Services, Coultrap Demolition

9.4 Bid Summary/Award: 2013-2014 Custodial Paper & Supplies, \$142,637.91

(All American \$3,411.75; Facility Supply Systems \$20,801.86; HP Products \$6,419.00; Metro Professional Products \$87,426.20; PCS Industries \$14,602.60; Pike Systems, Inc. \$9,976.50)

9.5 Disposition of District Vehicle, 2006 Ford Freestar, \$4,300

Relative to Item 9.4, a Board member commented on a new joint school district purchasing program, *Buy Board*, that she'd heard about at a recent Illinois Association of School Boards meeting. The Assistant Superintendent Business Services noted that many of Geneva's purchases are made from the State of Illinois' Contract purchasing list.

Motion by Nowak, second by Lamb, to approve Consent Agenda Item 9.1 - 9.5, as presented. On roll call, Ayes, seven (7), Lamb, McCormick, Nowak, Stith, Wilson, Juby, Grosso. Nays, none (0). Motion carried unanimously.

**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, 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, REMS Grant Advisory Board*

Was there feedback on the student evacuation last Thursday? (It went well. The rain had stopped before the evacuation, students were able to return to the building to retrieve their personal belongings, and parents were notified electronically about street closures and areas for student pickup.) Members reported they had attended meetings of Geneva Music Boosters, Geneva Sports Boosters, and the IASB DataFirst Workshop. Sports Boosters' Corn Boil went well and the organization has inquired about the possibility of WiFi availability at the athletic fields. Music Boosters are planning fundraising events to offset the cost of replacing 20 year old band uniforms. The Board's PTO presentation schedule has been finalized and Board members were encouraged to contact another Board member to take their place if they discovered they had a conflict on the date they were to make a presentation. The District's Communication Coordinator was congratulated for receipt of an award for the District's newsletter from the Illinois Chapter of National School Public Relations Association (INSPRA).

**12. NOTICES / ANNOUNCEMENTS**

None.

**13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY [5 ILCS 120/2(c)(1); AND PENDING LITIGATION [5 ILCS 120/2(c)(11)]**

At 7:14 p.m., motion by Nowak, second by Wilson, to go into executive session to consider matters pertaining to the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, and pending litigation. On roll call, Ayes, seven (7), McCormick, Nowak, Stith, Wilson, Juby, Lamb, Grosso. Nays, none (0). Motion carried unanimously.

At 7:20 p.m., following a break to move to the Williamsburg conference room, the Board moved into executive session.

At 7:29 p.m., Collins, Oberg and O'Neil were excused from the executive session and the meeting.

At 7:31 p.m., the Recording Secretary was excused from the executive session and the meeting.

At 7:59 p.m., motion by Stith, second by Wilson, and with unanimous consent, the Board returned to open session.

**14. ACTION POSSIBLE FOLLOWING EXECUTIVE SESSION**

14.1 Possible action concerning pending litigation

No action taken.

14.2 Possible action concerning employee compensation

Motion by Wilson, second by Stith, to approve the Superintendent's 2013-2014 employment contract, as presented. On roll call, Ayes, five (5), Stith, Wilson, Lamb, Nowak, Grosso. Nays, two (2), Juby, McCormick. Motion carried.

**15. ADJOURNMENT**

At 8:01 p.m., motion by Stith, second by Wilson, and with unanimous consent, the meeting was adjourned.

APPROVED _____	_____	PRESIDENT
SECRETARY _____	_____	RECORDING SECRETARY
	_____ (Kent Mutchler)	RECORDING SECRETARY