

# Achieve Excellence and Empower Students to Succeed

Educate and prepare students with the **KNOWLEDGE, SKILLS,** and **PERSONAL QUALITIES** to be productive citizens.



## 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, January 13, 2025, at 7:06 p.m. at Coultrap Educational Services Center, 227 North Fourth Street, Geneva, Illinois.

### 1. CALL TO ORDER (Policy 2:220)

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

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: Mike Wilkes, Director of Technology; Todd Latham Assistant Superintendent for Business Services; Shonette Sims, Assistant Superintendent Learning & Teaching; Adam Law, Assistant Superintendent for Personnel Services; Dr. Andy Barrett, Superintendent.

Others present: Scott Duenser, Cathy Fuller.

### 2. APPROVAL OF MINUTES (Policy 2:220)

1. Regular Session, December 16, 2024  
Motion by Forbes second by Hooks, to approve the above-listed minutes, item 2.1. On roll call, Ayes, six (6), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks. Nays, none (0). Absent, none (0). Abstained, one (1), Radlinski.
2. Executive Session, December 16, 2024  
Motion by Choi second by Forbes, to approve the above-listed minutes, item 2.2. On roll call, Ayes, six (6), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks. Nays, none (0). Absent, none (0). Abstained, one (1), Radlinski.

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

1. FY2024 Annual Financial Report & Annual Comprehensive Financial Report  
Scott Duenser of Wipfli, LLC (Policy 2:20, 4:80)  
Scott Duenser of Wipfli, LLC shared an update on the Annual Financial Report (AFR) and the Annual Comprehensive Financial Report (ACFR). This is an annual report that is submitted annually through the Business Office by Todd Latham. Each year there are new standards that must be met, and this year's report meets all those standards. This is a standard report and there were no modifications or qualifications to the report. The district ended the year with a net position of about \$54 million. There was a net loss of about \$2 million across all funds, but that included about \$10 million in capital projects. As of June 30, 2024, the district had a fund balance of \$82 million. The fund balance to ratio was about 57%, which is a healthy fund balance.

Overall, the district is in a good financial position. This report will be filed with IWAS later this week.

2. 2025-26 Preliminary Technology Capital Plan (Policy 4:10) – Mike Wilkes  
Mike Wilkes presented the FY2025-26 Preliminary Technology Capital Plan. He shared that they are currently working on an upgrade to the Student Information System (SIS). If the upgrade is approved, it would be implemented in the 2026-27 school year. Future planning for 2026 includes wireless access points for grades 6-12, structured cabling (3 of 3), and firewall replacement. The 2025-26 capital plan includes staff and student devices, projector upgrades, school-identified needs, SIS, cybersecurity pilot/enhancements, and digitization of student records that would come from the education fund. It would also include wireless access point replacements, firewall replacement, structured cabling installation, and wireless license renewal that would come from the Operations & Maintenance fund. The estimated total is \$2,230,852. There are potential offsets totaling \$481,000, which could bring the estimated total to \$1,748,979. Mr. Wilkes also shared budget projections from last year to this year.

Board comments, questions, concerns: Is PushCoin going to be migrated as well? (No, there will be no changes to PushCoin.) You spoke of inefficiencies, so can you talk about these? (The scheduling area and how we can see where there might be conflicts in a student's schedule.) So, are you saying the current system cannot do this? (Not as eloquently.) The current system is older and there have not been many updates. The new system would be more intuitive. An example would be state reporting. The new system would be more web based for reporting and the current system is more manual entry for reporting. When you are digitizing these files, are they stored as compressed files? (We use an online system to store files, and they are scanned in as images.) Do you still have to do Medicaid documentation? (Yes.) How are those documents going to be integrated? (We are treating it as a digitization of the old files. We will still be using a third-party system. They will be filed just like any other file.) You said we would be getting new devices for kindergarten in 2026, but have we thought about another option other than a laptop that might be lighter for our younger students to carry? (There has not been any feedback relating to this.) Did you say the older system is from 2006? (Yes.) Is there any potential of data loss going from one system to another? (No, I do not think so.)

3. Annual English Language Learners Presentation  
Shonette Sims shared an update on the English Language Learners program. To be eligible for this program students must complete a home language survey. If a student is eligible in another school district and moves into our district, then they are automatically eligible for the program. Once a student is eligible, they are screened and given an assessment. If a student was previously screened, they do not need to be screened again. There are two programs to support students. We have the Transitional Program of Instruction (TPI). One requirement of this program is that we cover the native culture and history. We also have the Transitional Bilingual Education Program (TBE). This program is for one language that has more than twenty students at one site. For this program, not only do we have to cover the native culture and history, but there are specific Spanish language art standards that must be taught. Based on the Home Language Survey, our district has forty-seven different languages being spoken. There are 469 students that speak a language other than English, and 154 that are eligible for services. Every January, we administer the ACCESS test that will evaluate the four domains of language acquisition. The student needs a composite score of 4.8 to exit the program. Once they exit, we continue to monitor them for any support's they might need. One thing we are proud of as a district is the Progress to Proficiency (PtP), which is a component of the school report card. Geneva's PtP rate is 121/254. This means that 52% of the students are meeting the standards. New since the last presentation is that the Harrison Street Spanish TBE is piloting a Spanish literacy curriculum, the high school is piloting

newcomer curriculum, and the high school has a newcomer math course. Next month, Mrs. Gina Thomas will be here with some students to talk about the Seal of Biliteracy Program. In March, we hope to have students here to talk about their experiences.

#### 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 there was a Lame Duck session on January 4<sup>th</sup> where the newly elected officials were sworn in. We received a summary of some of the bills that were going through Lame Duck session, including SB 457. This bill is moving forward subject to appropriation that has to do with halal and kosher meals provided in schools. The legislative digest did mention that there is a \$3 million deficit in the upcoming budget cycle.

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

The Superintendent shared that the new year has begun, along with the new semester beginning, transition preparations for 5<sup>th</sup> and 8<sup>th</sup> graders, scheduling for next year, staffing conversations, and progress on the district goals. He thanked the O&M staff for all the work that goes on behind the scenes to ensure the safety of our staff and students. As most of you know, our community and district experienced a tragedy over the winter break. We are grateful for the helpers that reached out during this time. A special thank you to our first responders and our staff that were willing to help during this difficult time.

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

1. Policy Updates: Second Reading – **Updated, Reviewed & New** (Policy 2:240)
  1. Policy 2:105, Ethics and Gift Ban – **Updated**
  2. Policy 2:120, Board Member Development – **Updated**
  3. Policy 4:30, Revenue and Investments – **Updated**
  4. Policy 4:60, Purchases and Contracts – **Updated**
  5. Policy 4:170, Safety – **Updated**
  6. Policy 5:10, Equal Employment Opportunity and Minority Recruitment – **Updated**
  7. Policy 5:20, Workplace Harassment Prohibited – **Updated**
  8. Policy 5:90, Abused and Neglected Child Reporting – **Updated**
  9. Policy 5:120, Employee Ethics; Code of Professional Conduct; and Conflict of Interest – **Updated**
  10. Policy 5:125, Personal Technology and Social Media; Usage and Conduct – **Updated**
  11. Policy 5:230, Maintaining Student Discipline – **Updated**
  12. Policy 6:270, School Counseling Program – **Updated**
  13. Policy 7:10, Equal Educational Opportunities – **Updated**
  14. Policy 7:100, Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students – **Updated**
  15. Policy 7:160, Student Appearance – **Updated**
  16. Policy 7:180, Prevention of and Response to Bullying, Intimidation, and Harassment – **Updated**
  17. Policy 7:200, Suspension Procedures – **Updated**

18. Policy 8:10, Connection with the Community – **Updated**  
The Policy Chair shared that there were no major changes to these policies.

Motion by Forbes second by Bellino, to approve the above-listed, items 7.1.1-7.1.18. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

2. Board Action on FY2024 Annual Financial Report & Annual Comprehensive Financial Report (Policy 2:20, 4:80)

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

3. Board Action on Preliminary 2025-26 Technology Capital Plan (Policy 4:10)

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

## 8. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATION

1. Policy Updates: First Reading – **Updated, Reviewed & New** (Policy 2:240)

1. Policy 6:60, Curriculum Content – **Updated**

2. Policy 6:135, Accelerated Placement Program – **Updated**

The Policy Chair shared that you can reference these policies through the December 16<sup>th</sup> policy meeting, where we go into more detail on them. Policy 6:135 revolves around the accelerated placement program. We did just approve changes to this policy last year. The state is giving us more time if we choose not to adopt the changes, but we have already made those changes and will leave the policy as it is.

## 9. INFORMATION

1. Board Meeting/Presentation Schedule (Policy 2:220)

2. FOIA Requests & Board Correspondence (Policy 2:250)

## 10. CONSENT AGENDA

1. Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires (Policies 3:50, 5:200, 5:280)

2. Gifts, Grants, Bequests: \$5,000, HFI Manufacturing, Inc., to support the GHS varsity baseball team's trip to Florida (Policy (8:80)

3. Gifts, Grants, Bequests: \$21,461,41, Geneva All Sports Boosters, for fall senior night flowers & popcorn, FAT track timing system, football playoff/state apparel, boys golf state apparel, girls swimming state apparel, girls' cross country state apparel

4. Bid Summary: \$21,120, MetroNet, Internet Service Contract for CESC

Motion by Choi second by Forbes, to approve the above-listed, items 10.1-10.4. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0). 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 are excited about the new year and everything that comes with the new semester. It is times like this that we are reminded of the support of our community. A student is an incredibly special person, so please make sure to ask each other how you are doing. A little support goes a long way. Our hearts go out to the family and the community for our recent loss. Thank you to the O&M staff for keeping staff and students safe during the winter months. A board member participated in the transitional programs and there is so much our schools do to transition our students from 5<sup>th</sup> to 6<sup>th</sup> grade and 8<sup>th</sup> to 9<sup>th</sup> grade. It is also important for the community to keep our students safe by clearing sidewalks, so that they can get

to their bus stops. A board member attended the transportation holiday lunch and was able to talk to our district transportation staff. This department does so much for our students. Board members attended the Unified Vikings basketball games. It was great to see our cheerleaders there to show their support. There is one more home game and we encourage everyone to attend. The faculty recital was last week, and it was great to see all the talented staff we have. A board member attended the Planning and Zoning Commission and was surprised to see that three of our bus drivers came out to speak about the dangers of the street plan for the development.

**12. NOTICES / ANNOUNCEMENTS**

**13. ADJOURNMENT**

At 8:29 p.m., motion by Choi second by Forbes and with unanimous consent, the meeting was adjourned.

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

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