

**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 3, 2014 (January 27, 2014 meeting was postponed due to severe winter weather), 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 7:02 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, reminded them to sign the attendance record, and led the Pledge of Allegiance.

District administrators present: Adam Law, Principal Heartland Elementary School; Dr. Andrew Barrett, Director Learning & Teaching; Kelley Munch, Communication Coordinator; Craig Collins, Assistant Superintendent Personnel Services; Donna Oberg, Assistant Superintendent Business Services; Patty O'Neil, Assistant Superintendent Learning & Teaching; and Dr. Kent Mutchler, Superintendent.

Others present: Patrick J. Murphy, Scott Duenser (Partner, Klein Hall & Associates); Kris Mather, Peggy Young, Jenna Wright, Fred Dresser, Sherri Wyllie, Pat Fordonski, Christine Walker, Kelly Torrence, Jenny Justis, Valerie Baumann, Jennifer Cox, Julie Gates, Sheila Goodfellow, Angie Kosa, Deanna Schuttler, Katie Sorensen, Carol Young, Tamatha Meek, Sue Sarkauskas (Daily Herald).

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.

Comments included:

I was in public education for 43 years and my wife and daughter are teachers but I oppose any full-day kindergarten program for the District that is not financially supported by parents. Full-day kindergarten is not mandated by the State and may not ever be. Twelve sessions add about 280 more students, which is the equivalent of another small elementary school. Twelve teachers with aides adds to the cost. The District has significant debt and while the Board has tried to address it, a full-day kindergarten program creates another millstone around District's neck. There are many seniors and empty-nesters in Geneva and they can't afford increased taxes. Parents may not have realized that all-day kindergarten will eliminate door-to-door transportation for those students. Districts that had full-day kindergarten programs are eliminating them. I'm asking the Board to place this item on the shelf for thirty days and not rush into making a decision.

As a parent of a student who would be eligible, I support the implementation of a full-day kindergarten program starting next year. The proposed increased cost is not that significant. I'm paying \$7,000 in property taxes and I feel that our children should receive the best education we can give them.

I'm the parent of twins that will enter kindergarten next year and I support the implementation of full-day kindergarten. I'm here representing myself and two neighbors who could not attend the BOE meeting tonight. Geneva is an affluent community and many school districts with an all-day kindergarten program don't have the level of funding that Geneva has.

I am the parent of a two-year old. I want the Board to support the all-day kindergarten program. The dollar amount to implement the program is very low. But, why are we talking about money when we should be considering what is best for these children. We shouldn't wait for the State of Illinois to mandate all-day kindergarten. It is the best option for kids. Many families currently elect to send their children to private all-day kindergarten programs. We shouldn't be talking about money. We should be talking about programs for preschool age children starting at age three.

3. APPROVAL OF MINUTES

3.1 Regular Session January 13, 2013

Motion by McCormick, 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

4.1 Tradition of Excellence Award: GHS Students

IMEA All-State Music Festival - Chorus, Band, Orchestra

4.4 Healthcare Reform Update, Gallagher Benefit Services, Inc., Lisa Yefskey, Senior Vice President

The President noted that because the January 27, 2014 Board meeting had been postponed due to the severe winter weather, agenda Items 4.1 and 4.4 were pulled from this agenda. The high school principal will bring these students and others to be recognized at the February 10, 2014 Board meeting. The Healthcare Reform update will occur in March.

4.2 Heartland Elementary School's School Improvement Plan Update

The Principal presented a summary of the Rising Star E-Plan process. The Heartland committee evaluated the performance of Heartland based on the Smart Start and Smart Plan indicators. Other indicators will be evaluated as the process continues. Based on the initial twenty-five indicators, the Committee chose three areas as the focus for Heartland's school improvement plan and developed a task list and timeline to help accomplish the goals. The school improvement goals included (1) the school environment will be safe, welcoming, and conducive to learning; (2) communication with parents about the school's expectations of them and the importance of the curriculum of the home will occur regularly and clearly; and (3) the school's Compact will outline the responsibilities and expectations of teachers, parents, and students and the Compact will be distributed annually to teachers, school personnel, parents and students.

The approval of the Heartland School Improvement Plan by the Board of Education is required before the plan can be submitted to the Illinois State Board of Education.

Board discussion, comments, questions: The Illinois Association of School Boards has an online Rising Star tutorial. While some school districts are using the Rising Star process and some are not, I feel it would be good to have a discussion on Rising Star in the future. What will be done regarding community and family engagement? (Want to communicate the school's expectations of parents and the importance of curriculum of the home and to get feedback from them.) Like the idea of curriculum at home and parents understanding the expectations and being informed. Would also be good if this could tie into the transitions to the middle school.

4.3 FY 2013 Comprehensive Annual Financial Report (CAFR), Klein, Hall & Associates, LLC

The Superintendent noted that for the past several years, the administration has gathered the data to prepare and submit the District's Comprehensive Annual Financial Report in order to provide transparency. He thanked Mr. Duenser and the staff from Klein, Hall and Associates and the Assistant Superintendent Business Services and her staff for their efforts to prepare this very time-

consuming report.

Scott Duenser, Principal and Lead Auditor, Klein, Hall & Associates, noted that the CAFR is the highest level of financial reporting. He provided an overview of the audit process and noted that the District received a clean report. Financial highlights included: review of year end fund balances; that the District acquired no new debt in 2013; and that the District has maintained its financial position with no big highs or lows. The District's 2012 CAFR received outstanding recognition and he anticipated that the 2013 CAFR would also be recognized. He added that in 2015, new pension reporting standards will be implemented. Duenser thanked the Assistant Superintendent Business Services and the Finance Department staff for their assistance, collaboration, time and effort to complete this comprehensive report which provides data on a number of topics.

Board discussion, comments, questions: the provision for contingency (the contingency amount was increased to \$200,000 this year); contingency funds are a good plan but other reports indicate that the amount was not expended (correct, typically don't take expenses from the contingency, rather we take them from the Education Fund); perhaps those funds could be used for program (contingency dollars are moved to the appropriate line items); would like the Finance Committee discussion on this topic; it was good to see that new categories were added for restricted and nonspendable because it is important for people to understand that we can't spend from some funds (agree, it's also important for people to understand that the District only receives funds at specific times); the County assesses the levy for Bond & Interest and sets it higher in order to account for any nonpayment from some individuals and that is where the funds come from to pay down debt (correct); then we may want to look at that for principal reduction; in the past the Board received a running total for staff contingency costs, and several years ago, we almost reached the full contingency amount budgeted (yes, that did happen a couple of years ago); I'd like to see total contingency amounts for the last several years; is \$28 million the only amount not already earmarked (correct, but some of that is restricted and that dollar amount is for that one day, at that point in time – the amount fluctuates).

Board members thanked Duenser. A copy of the Comprehensive Annual Financial Report for year ended June 30, 2013 will be posted on the District's web site.

5. SUPERINTENDENT'S REPORT

The Superintendent reported that the second semester has begun at the middle and high schools and we are well into the second trimester at the elementary level. Due to the closing of school for four days due to severe weather conditions, the last day of student attendance is now June 5, 2014.

The Assistant Superintendent Personnel Services reported on the shortage of substitute teachers and instructional assistants across the country. Geneva 304 is seeing a 10-15% decrease in the number of substitutes available. In the hope of adding 20 to 30 more individuals to the sub list, the District will hold a Substitute Teacher Fair on Saturday, February 15, 2014. Information about the fair will be communicated in the media and on the District web site.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATIONS

6.1 Policy Updates - Second Reading

- 6.1.1 Temporary Illness or Temporary Incapacity
Policies 1430.07 Revised; 3430.07 Revised; 4430.07 New
- 6.1.2 Use of Tobacco
Policies 1615 Revised; 3215 Revised; 4215 Revised; 5512 Revised; 7434 Revised
- 6.1.3 Military Leave
Policies 1430.04 Delete; 3430.04 Delete; 4430.04 Delete
- 6.1.4 Criminal History Record Check
Policies 1521 Revised; 3121 Revised; 4121 Revised
- 6.1.5 Physical Examination
Policies 1560 Revised; 3160 Revised; 4160 Revised
- 6.1.6 Student Supervision and Welfare
Policy 1613 Revised

Motion by Juby, second by Lamb, to approve the policy updates as presented. On roll call, Ayes, seven (7), Lamb, McCormick, Nowak, Stith, Wilson, Juby, Grosso. Nays, none (0). Motion carried unanimously.

6.2 FY 2013 Comprehensive Annual Financial Report (CAFR)

Motion by Nowak, second by Wilson, to accept the FY 2013 Comprehensive Annual Financial Report as presented. On roll call, Ayes, seven (7), McCormick, Nowak, Stith, Wilson, Juby, Lamb, Grosso. Nays, none (0). Motion carried unanimously.

6.3 Heartland Elementary School School Improvement Plan

Motion by McCormick, second by Nowak, to approve the Heartland school improvement plan as presented. On roll call, Ayes, seven (7), Nowak, Stith, Wilson, Juby, Lamb, McCormick, Grosso. Nays, none (0). Motion carried unanimously.

6.4 Geneva High School Out-of-Country Trip Proposal: Mediterranean Countries Summer 2015

Motion by Wilson, second by Lamb, to approve the out-of-country trip proposal as presented. On roll call, Ayes, seven (7), Stith, Wilson, Juby, Lamb, McCormick, Nowak, Grosso. Nays, none (0). Motion carried unanimously.

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS

7.1 All-day Kindergarten

At the January 13, 2014 Board meeting, Board members requested additional information regarding the study and recommendation by the 2014 Kindergarten Study Committee. The Director of Learning and Teaching provided information about potential enrollment and participation figures, as well as comparisons of kindergarten models in other school districts; the use of kindergarten instructional assistants in Geneva and other school districts; and what a half-day vs. full-day kindergarten program/curriculum schedule might include. He thanked all of the 2014 Committee members for their work.

Board discussion, comments, questions: Whether enrollment numbers trigger the addition of an instructional assistant and the number of kindergarten assistants Geneva has. (Geneva currently has about 8 kindergarten assistants.) Average cost for teacher is about \$53,000. (Correct.) Since the last meeting, have received feedback on these topics from friends/teachers in other districts and their responses are similar to those provided by the Director of Learning and Teaching. The school board is a balancing act supporting students and education with use of public funds. Currently, kindergarten teachers work with and prepare for 40-45 students each day in two classes; a full-day program with only 20 or so students and some assistant time would be a win. Thanks for the information about the curriculum for half-day vs. full-day. Have the kindergarten teachers provided feedback? (Yes, the Task Force was predominately made up of kindergarten and early elementary school teachers and they were very supportive of a full-day program.) I share similar concerns with others about the cost, so how confident are we with the projected cost figures and could we find savings in the budget to offset the costs of the full-day program? (We will need to address the issue during budget discussions and planning but we believe the enrollment projections are fairly accurate and we are pretty confident about the projected start-up and average teacher costs.) Were sick days calculated in the average teacher salary projected cost? (No.) We may be able to find additional revenue to offset the full-day costs and may be able to implement a full-day program without additional instructional assistants and using only the current number more effectively. With better foundation up front, we may not require as much educational assistance in grades one through three. Full-day program with a ½ day program on site may make building scheduling more difficult. Consequently, a model/option with a separate facility for those who want ½ day for their child might be better. Not impressed with a tuition-based model. If we decide that a full-day kindergarten program is best for students, we implement it because it is the right thing to do. Agree with the comments about instructional assistants and would like to look for ways to offset the cost as much as possible. (General state aid and registration costs would likely increase.) If we're not talking about 12 instructional assistants, that reduces the cost by about \$100,000. I'd like to see if we could find additional savings by delaying some capital projects and would want the information before the

February 10th Board meeting. (The administration is just starting on the development of next year's budget and capital outlay plans. We can prioritize projects with the Facilities Task Force.) Geneva has been a leader in education and it would be good to see national trends. We are currently only talking about eight kindergarten assistants, not twelve. The current intervention amounts to 1.5 FTE. (Correct. The interventions could be done during the school day with the staff we currently have in place for the most part. The Boosters and Foundations programs are currently centralized, so we would need to support some students in several buildings.) Some of the emails the Board has received suggest that any benefits of early educational gains dissipate by grade three but Common Core was not part of any of the analysis. (Correct.) Rigor being built into curriculum earlier provides and builds good foundations for students in first through third grade. It is important to start early in order to build a good educational foundation for all our students. Past data didn't include Common Core expectations and there are variables for why educational gains may dissipate by grade three. Financially, I feel we can make all-day kindergarten for all students work. Are we looking at Common Core vs. Illinois Learning Standards? (Yes, we are looking at all assessments and the state is also developing assessments. Some tests we administer to all students so that we can measure progress and share data.) What percentage of Geneva's students are considered at risk and are we confident there will be long-term benefits? Is all-day kindergarten ground zero? (Most students now come to kindergarten with skills from preschool programs. All-day kindergarten is a good place to start. Additionally, many districts are starting to talk about pre-K education.) Is there any data as to whether all-day kindergarten participation is due to single-parent and working families needs or because it is beneficial for students long-term? PARC is not for kindergarten. (Correct.) We have Aims Web assessments for students and I'm confident that we will have data within a short time that will provide information about all-day kindergarten benefits. (Agree, and we will be looking at that data.) Thanks for the additional information. I don't believe that all-day kindergarten is just day care. We need to spend money on what we value, so it will be important to find cuts in order to support areas that benefit our students and I could not support a tuition-based model. I could support a district supported full-day kindergarten with a half-day program in a separate location.

8. INFORMATION

8.1 FOIA Requests

Received = 4. Total Costs = \$67.93. Total Employee Hours = 1 hour 55 minutes.

8.2 Suspension Report

8.3 GHS Out-of-State Trip Request: Robotics Club March 2014

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

Reclassifications Certified

Sweeney, Karin, FS, Speech Language Pathologist, .60 FTE to .80 FTE

Long-term Substitutes Certified

Sweet, Debra, GMSS, Language Arts, 1.0 FTE, 1/21/14 to 1/31/14

Krella, Kathleen, MCS, Kindergarten Foundations, 1.0 FTE, 2/24/14 to 5/19/14

Resignations Support

Colby, Heather, GHS, Security, 12 hr/week, 9 Month, Effective 1/25/14

Retirements Support

Burgeson, Pam, CO, Administrative Assistant, 12 Month, Effective 6/6/14

9.3 Disposition of Executive Session Minutes July 2013 through December 2013

Motion by McCormick, second by Lamb, to approve Consent Agenda Items 9.1 through 9.3 as presented. On roll call, Ayes, seven (7), Wilson, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Motion carried unanimously.

10. COMMENTS FROM THE PUBLIC ON BOARD OF EDUCATION ACTION

Comments included:

The cost for twelve teachers for all-day kindergarten is a continuing cost and will accelerate in the future. (There would only be a total of 8 FTE teachers and 8 FTE instructional assistants and that number was included in the presentation. There would also be a reduction in transportation costs with the elimination of mid-day kindergarten routes.) As a former administrator, I know that you will also need to add art, music and P.E. FTE for all-day kindergarten and will need to plan for those costs. Teachers are entitled to lunch so who is going to supervise these kindergarten students at lunch? I believe that the Board is trying to ease the debt burden impact but who is going to pay the taxes for this program? They will just keep going up. We were promised that new growth would share the debt burden but new growth didn't happen. The District is turning its back on the seniors by not charging parents for full-day kindergarten.

I'll have two children entering kindergarten this fall and I'm looking forward to the possibility of all-day kindergarten. If all-day kindergarten is implemented, you may want to talk with first grade teachers to see what they noticed after a year of full-day kindergarten for students.

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

Board members reported that they attended a wonderful poetry slam at Harrison Street Elementary School, an informative public forum on charter schools, and a karaoke event sponsored by the Geneva Academic Foundation.

12. NOTICES / ANNOUNCEMENTS

None.

13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES [5 ILCS 120/2(c)(2)]; AND THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY [5 ILCS 120/2(c)(1)]

At 9:10 p.m., motion by Wilson, second by McCormick, to go into executive session to consider matters pertaining to collective negotiating matters between the public body and its employees or their representatives, and the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Motion carried unanimously.

At 9:20 p.m., following a break to relocate to the Williamsburg conference room, the Board moved into executive session.

At 9:42 p.m., motion by Nowak, second by McCormick, and with unanimous consent, the Board returned to open session and moved back to the Williamsburg auditorium.

14. ADJOURNMENT

At 9:44 p.m., motion by Wilson, second by McCormick, and with unanimous consent, the meeting was adjourned.

APPROVED _____

PRESIDENT

SECRETARY _____

RECORDING
SECRETARY