



**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, October 28, 2019, at 7:00 p.m. at the Coultrap Educational Services Center, 227 North Fourth Street, Geneva, Illinois.

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

- 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 Vice President Taylor.

Board members present: Vice President Taylor Egan, Larry Cabeen, Policy Committee Chair Leslie Juby, Finance Committee Chair Dave Lamb, Mike McCormick, Alicia Saxton. Late: None. Absent: President Mark Grosso.

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

District staff present: Shonette Sims, Director for Learning & Teaching; Dr. Andy Barrett, Assistant Superintendent for Learning & Teaching; Dr. Adam Law, Assistant Superintendent for Personnel Services; Dr. Kent Mutchler, Superintendent.

Others: Doug Ross, Kevin Gannon, Dee Neukirch, Jennifer Leden, Jordan Zimberoff, Heather McNeive, Christie McKittrick, Nancy McQueeney, Cathy Fuller, Jessica Breugelmanns, Reese Clark, Colleen Rutledge, Lexi Leden, Maya Hawkins, Lindsay Stella, Stacey McCullough, Joseph Adams, Nathan Dalton, Jacob Fleming, Dylan Lahey, Calvin McKittrick, Quintin McNeive, Claire Anderson, Avery Frick, Kaylin Johnson, Anne McQueeney, Anna Monroe, Jack Kruz.

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

- 2.1 Regular Session, October 15, 2019
  - 2.2 Executive Session, October 15, 2019
- Motion by Cabeen, second by Lamb, to approve the above-listed minutes, items 2.1-2.2. On roll call, Ayes, five (5), Cabeen, Egan, Juby, Lamb, Saxton, Grosso. Nays, none (0). Absent, one (1), Grosso. Abstained, one (1), McCormick.

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

- 3.1 Tradition of Excellence Award: Geneva Students (Policy 6:330)  
 Boys & Girls Golf

Boys Golf State Qualifiers

|               |                   |                  |
|---------------|-------------------|------------------|
| Joseph Adams  | Calvin McKittrick | Samuel Pospisil  |
| Nathan Dalton | Quintin McNeive   | Thomas Sewczwicz |
| Jacob Fleming | John Mooney       | Carter Williams  |

Dylan Lahey

Zachary Padgett

Girls Golf State Qualifiers

Claire Anderson

Maya Hawkins

Anne McQueeney

Reese Clark

Kaylin Johnson

Anna Monroe

Avery Frick

Alexa Leden

Colleen Rutledge

3.2 Emergent Bilinguals in Geneva 304

Assistant Director for Learning & Teaching Shonette Sims, along with staff and students from the Harrison Street Elementary School Emergent Bilinguals Program (EB Program), presented to the Board what is happening in their classrooms. Students in the EB Program must meet specific criteria to be accepted, and parents have the option to decline services. Funding for this program comes from evidence-based funding, Title I and Title II. There are currently 24 students in the EB Program at Harrison. Teachers in the EB Program must have their Professional Educators License, bilingual and/or ESL certification and pass the Language Proficiency test. The main goal of EB instruction is to make the content comprehensible. Students use instructional strategies during a shared reading, such as visuals, repetition and sentence starters. Students demonstrated this to the Board, as their teacher read to them. Another student shared how the use of technology has assisted him as a new student to the program. The focus in the program are the four domains of language development are listening, speaking, reading and writing.

Board comments, questions, concerns: As a new student, working to learn a new language, what does the district do to encourage confidence? (Fortunately, for us they come from very strong and supportive families with an abundance of confidence and a desire to learn. Our teachers do a great job as well, especially for our new students.)

4. **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."*

Leslie Juby shared that veto session will soon start. At the federal level, there is a bill called the Response Act, which will require schools to create internet safety policies with technology to monitor students' online behavior that indicates risk of self-harm or extreme violence to others. There are some other things with e-rate legislation and SNAP (Supplemental Nutrition Assistance Program) that could affect our student population.

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

The Superintendent shared that Board members recently attended a professional development session at a Kishwaukee dinner meeting with the Illinois Association of School Boards, where they were also recognized for receiving the School Board Governance Award for the 7<sup>th</sup> year in a row. Along with this award plaque each Board member received a pin. Thank you to all Board members for their time and commitment to Geneva 304. The new Goals Booklet is posted online and available in several different platforms. It shares a great deal of information about what is happening in the district and includes our mission and banner.

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

6.1 Policy Updates: Second Reading – **Updated and Reviewed** (Policy 2:240)

6.1.1 Policy 4:30, Revenue and Investments – **Updated**

6.1.2 Policy 5:10, Equal Employment Opportunity and Minority Recruitment – **Updated**

6.1.3 Policy 5:20, Workplace Harassment Prohibited – **Updated**

6.1.4 Policy 5:30, Hiring Process and Criteria – **Updated**

6.1.5 Policy 5:35, Compliance with the Fair Labor Standards Act – **Reviewed**

6.1.6 Policy 5:40, Communicable and Chronic Infectious Disease – **Updated**

6.1.7 Policy 5:50, Drug- and Alcohol-Free Workplace; Tobacco Prohibition – **Reviewed**

6.1.8 Policy 5:60, Reimbursement Expenses – **Updated**

6.1.9 Policy 5:70, Religious Holidays – **Updated**

6.1.10 Policy 5:80, Court Duty – **Updated**

- 6.1.11 Policy 5:90, Abused and Neglected Child Reporting – **Updated**
- 6.1.12 Policy 5:100, Staff Development Program – **Updated**
- 6.1.13 Policy 5:110, Recognition for Service – **Updated**
- 6.1.14 Policy 5:120, Employee Ethics; Conduct; and Conflict of Interest – **Reviewed**
- 6.1.15 Policy 5:125, Personal Technology and Social Media; Usage and Conduct – **Updated**
- 6.1.16 Policy 5:130, Responsibilities Concerning Internal Information – **Reviewed**
- 6.1.17 Policy 5:140, Solicitations By or From Staff – **Reviewed**
- 6.1.18 Policy 5:150, Personnel Records – **Updated**
- 6.1.19 Policy 5:170, Copyright – **Reviewed**
- 6.1.20 Policy 5:172, Resignation Acceptance – **Reviewed**
- 6.1.21 Policy 5:180, Temporary Illness or Temporary Incapacity – **Reviewed**
- 6.1.22 Policy 5:185, Family and Medical Leave – **Updated**
- 6.1.23 Policy 5:190, Teacher Qualifications – **Updated**
- 6.1.24 Policy 5:200, Terms and Conditions of Employment and Dismissal – **Updated**
- 6.1.25 Policy 5:210, Resignations – **Reviewed**
- 6.1.26 Policy 5:220, Substitute Teachers – **Updated**
- 6.1.27 Policy 5:230, Maintaining Student Discipline – **Updated**
- 6.1.28 Policy 5:240, Suspension – **Updated**
- 6.1.29 Policy 5:250, Leaves of Absence – **Updated**
- 6.1.30 Policy 5:260, Student Teachers – **Updated**
- 6.1.31 Policy 5:270, Employment At-Will, Compensation, and Assignment – **Updated**
- 6.1.32 Policy 5:280, Duties and Qualifications – **Reviewed**
- 6.1.33 Policy 5:285, Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers – **Reviewed**
- 6.1.34 Policy 5:290, Employment Termination and Suspensions – **Updated**
- 6.1.35 Policy 5:300, Schedules and Employment Year – **Updated**
- 6.1.36 Policy 5:320, Evaluation – **Updated**
- 6.1.37 Policy 5:330, Sick Days, Vacation, Holidays, and Leaves – **Reviewed**
- 6.1.38 Policy 7:50, School Admissions and Student Transfers To and From Non-District Schools – **Updated**
- 6.1.39 Policy 8:30, Visitors to and Conduct on School Property – **Updated**

Motion by Juby, second by Lamb, to approve the above-listed policies, items 6.1.1 – 6.1.39. On roll call, Ayes, six (6), Cabeen, Egan, Juby, Lamb, McCormick, Saxton. Nays, none (0). Absent, one (1), Grosso. Abstained, none (0).

## 6.2 IASB Legislative Resolutions

Vice President Egan shared that we will be sending a delegate to the IASB Delegate Assembly meeting in November. There are several resolutions to be voted on. There are two, Student Safety and School Safety Grant Programs, that we need to consider a no vote on.

Board comments, questions, concerns: Student Safety would allow us to arm our staff.

I understand that it is difficult for some rural districts to provide response teams, but I think we should be lobbying for money and staffing for these rural schools instead. I would support not approving both resolutions. The rest of the resolutions are okay. Are you against advocating for school resource officers? (No, I'm against advocating to arm school resource officers.) Are resource officers not trained in weapons? (They are not necessarily police officers.) I don't see a problem with arming resource officers. (In rural areas, they may not be able to afford a resource officer.) It looks like they provide information detailing who can and cannot be a resource officer. When do we need to have our votes in? (November 23<sup>rd</sup>.) Who will be our delegate? (We are not sure yet.) It looks like everyone agrees to vote no on resolution 1, but we need to continue discussions on resolution 3 at our November meeting.

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

### 7.1 GHS Proposal for New & Modified Courses for 2020-2021

Geneva High School Associate Principal Doug Drexler shared with the Board the proposed new and modified courses for the 2020-2021 school year. The high school administration is proposing two new courses, AP Art & Design and TSI Plus. They are proposing modifying Social Media and Sports

Journalism, which would replace their sitcom course; Introduction to Teaching, which would offer dual credit with Waubensee Community College; AP Human Geography, which would replace the honors World History; and AP Psychology, which would replace Psychology II. They are also proposing to offer AP English Language and Creative Writing II in both traditional and blended learning formats. These courses will come back to the Board at their November meeting for a vote.

## 8. INFORMATION

- 8.1 Board Meeting/Presentation Schedule
- 8.2 FOIA Requests (Policy 2:250)
- 8.3 Suspension Report

## 9. CONSENT AGENDA

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

### Family and Medical Leave Certified Staff

Graves, Wendy, WAS, Grade 2, 1.0 FTE, effective 4/9/20-5/29/20

### New Hires Support Staff

Carter, Katie, CO, Administrative Assistant Facilities, effective 10/24/19

Iadevito, Diana, GELP, Special Education Assistant, effective 10/21/19

Kashur, Megan, CO, Payroll Specialist, effective 10/30/19

Peterson, Bridget, HSS, Reading Tutor, effective 10/21/19

Reader, Tyler, TRAN, Bus Mechanic, effective 10/30/19

### Resignations Support Staff

Fitzmaurice, David, All Buildings, Grounds, effective 12/6/19

Stevens, Brandon, GHS, Custodian, effective 11/4/19

### Reappointments/Reclassifications Support Staff

Brown, Ryan, All Buildings, On-call Custodian to Grounds,

### Retirement Support Staff

Goodfellow, Debbie, GMSS, Administrative Assistant, effective 12/13/19

- 9.2 Accounts Payable (Policy 4:50)

- 9.3 Monthly Financials (Policy 4:40, 4:55)

- 9.4 Gifts, Grants, Bequests (Policy 8:80): \$37,650, Williamsburg PTO, for supplies, events, committees, Outdoor Education, assemblies

Motion by Juby, second by McCormick, to approve the above-listed, items 9.1-9.4. On roll call, Ayes, six (6), Cabeen, Egan, Juby, Lamb, McCormick, Saxton. Nays, none (0). Absent, one (1), Grosso. Abstained, none (0).

## 10. PUBLIC COMMENTS

*Per Board Policy 2:230, 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.* A community member shared with the Board their concerns regarding teacher pensions in Illinois.

## 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*

Board members attended the Kishwaukee dinner meeting recently where they were recognized for receiving the School Board Governance Award. The Facilities Task Force met today, and the discussion was on safety. Ray Atkins is doing a great job in his role as the Safety/Security Supervisor. We all have one goal in mind, and that is the safety of our students. There was also discussion on replacing equipment. Salt prices have been going up, so Scott Ney has been watching this to make sure we get our supply at the lowest possible cost to the district. We are also working on Health/Life Safety projects. The Communications Task Force also met today. Their discussion was focused on the new goals booklet and how they can get the word out through social media. There are a couple of community forums coming up. The first one will be on November 21<sup>st</sup>, and in the

spring, we will be offering an internet safety program. It's been exciting to see so many students at the last few Board meetings. We recently had students present from the FAST Program, where they talked about how they sell coffee to help them learn traits for when they are out of school. They make great coffee!

**12. NOTICES / ANNOUNCEMENTS**

**13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO STUDENT DISCIPLINARY CASES [5 ILCS 120/2(c)(9)]. [5 ILCS 120/2(c)(11)] (Policy 2:220)**

At 8:21 p.m., motion by McCormick, second by Cabeen, to go into executive session to consider matters pertaining to student disciplinary cases. On roll call, Ayes, six (6), Cabeen, Egan, Juby, Lamb, McCormick, Saxton. Nays, none (0). Absent, one (1), Grosso. Abstained, none (0).

At 8:41 p.m., the Board returned to open session.

**14. POSSIBLE ACTION FOLLOWING EXECUTIVE SESSION**

**14.1 Disciplinary Action – Student A**

Motion by Juby, second by Saxton, to table the above-listed, item 14.1, pending completion of the Safe Schools Program. On roll call, Ayes, six (6), Cabeen, Egan, Juby, Lamb, McCormick, Saxton. Nays, none (0). Absent, one (1), Grosso. Abstained, none (0).

**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)]. [5 ILCS 120/2(c)(11)] (Policy 2:220)**

At 8:42 p.m., motion by McCormick, second by Cabeen, 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, six (6), Cabeen, Egan, Juby, Lamb, McCormick, Saxton. Nays, none (0). Absent, one (1), Grosso. Abstained, none (0).

At 8:53 p.m., the Board returned to open session.

**15. ADJOURNMENT**

At 8:54 p.m., motion by Juby, second by Saxton and with unanimous consent, the meeting was adjourned.

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

\_\_\_\_\_ PRESIDENT

SECRETARY \_\_\_\_\_

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