



**GENEVA COMMUNITY UNIT SCHOOL DISTRICT NUMBER 304
227 NORTH FOURTH STREET, GENEVA, ILLINOIS
RECORD OF PROCEEDINGS OF A RETREAT SESSION
OF THE BOARD OF EDUCATION**

The Board of Education of Community Unit School District Number 304 met in a board retreat on Monday, July 20, 2026, at 4:30 a.m. at Coultrap Educational Services Center, 227 North Fourth Street, Geneva, Illinois.

1. CALL TO ORDER

- 1.1 Roll Call
- 1.2 Welcome
- 1.3 Pledge
- 1.4 Reminder to Sign Attendance Record

Board members present: Policy Committee Chair Stephanie Bellino, Dan Choi, Vice President/Finance Committee Chair Jackie Forbes, Willard Hooks, Paul Radlinski. Absent: Molly Ansari. Late: President Larry Cabeen,

The Vice President welcomed everyone and led the Pledge of Allegiance.

District staff present: Brian Pedersen, Director Facility Operations; Todd Latham, Assistant Superintendent Business Services; Dr. Andy Barrett, Superintendent.

2. PUBLIC COMMENTS

None.

3. BOARD DIALOGUE TOPICS

- 1. Facility Conditions Overview & Capital Planning Tour

Tour Agenda

4:35 – Depart for Geneva High School

Board members departed Coultrap Educational Services Center for Geneva high school. They were given a tour of the facility to look at concerns/conditions of classrooms, bathrooms, hallways, office spaces, mobile classrooms, mechanicals, and gymnasiums. Time did not allow us to see the locker rooms. Things of concern were carpet, water damage, moisture, casework, ceilings, lighting, aesthetics, space, functionality, and updating mechanicals.

Board comments, questions, concerns: How many desks are in the classroom? (Anywhere from 28-30 at a time.) Given the demographics of what we think are projections what do envision for the number of desks in a classroom? (It would still be around 28-30. It depends on the master schedule. Core classes will have more students than electives.) How do we safeguard from not overbuilding again with demographics trending down? (It depends on the space.) Is this a normal setup during the year or has it been moved around? (This is how it was set up.) Will the HVAC units be removed because they do make a lot of noise? (That still has to be discussed.) If you remove the carpet from the classrooms, you will create more noise. (We do get complaints about the noise the units make and have had to turn them down, which creates air quality issues.) Are newer units smaller and quieter? (No. In some of our other spaces we have vertical units, which are quieter.) What do they do for storage if you remove the cabinets? (There would still be storage by reconfiguring the room.) Why don't we remove the cabinets now to allow more classroom space? (We haven't measured everything out yet, for the reconfiguration. The carpeting will need to be

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replaced in a couple of years, so it made sense to do the work at the same time.) Are the leaks in the bathrooms from humidity? (It could be a combination of humidity and leaks from the bathroom above.) What would you change in the staircases? (There is a safety concern in one area and possibly do an overlay of drywall to change the overall look of the space.) Would this be cosmetic or functional updates? (Both.) When did we get the mobiles? (They were purchased used in 2016.) Are all the classrooms in the mobile used full-time? (Yes.) Other than cosmetics, are there things from a modern educational experience that we would think about adding? (Absolutely. One of the things that everyone is doing is flexible spaces, so you can see that we have some furniture that is on wheels.)

At 5:15 p.m., Larry Cabeen joined the meeting.

5:15 – Depart for Mill Creek Elementary School

Board members departed Geneva High School for Mill Creek Elementary School. They were given a tour of the facility to look at concerns/conditions of masonry, windows, playground, parking lot, roof, classroom spaces, bathrooms, and mechanicals. Things of concern were mortar, failed window seals, stained carpeting with seams coming apart, internally lined duct work, and playground surface.

Board comments, questions, concerns: Are the windows double paned? (Yes.) What's going to fail with the metal around the windows? (It has weeps, which allows moisture back into the building.) Are you going to put a different surface in the classrooms? (For the elementary schools we would opt for carpet, but not sure about the middle schools and high school.) Do the filters catch the fibers going through the vents? (No, because they are at the beginning before the air hits the ducts.) Is the piping in the bathrooms galvanized? (At the elementary schools we have stainless steel partitions, but they collect moisture and are starting to rust from within.) What would be the cost to replace the playground surface with the same material? (\$350,000-\$450,000. There are other options, such as artificial turf or mulch.) Is the weight of the buses causing the cracking? (In the bus lane yes, but in the other areas its traffic and students.)

5:50 – Depart for Geneva Middle School South

Board members departed Mill Creek Elementary for Geneva Middle School South. They were given a tour of the facility to look at concerns/conditions of masonry, windows, parking lots, roof, floors, ceilings, and mechanicals. Things of concern are alligator cracking, potholes, moisture-saturated insulation, roll-up doors, and door hardware. They toured Friendship Station to look at the space, which has its own dedicated entrance and office space.

Board comments, questions, concerns: What would be your plan for the roll up doors? (I'd see what works for everyone, but I feel like when the roll-up doors are open there is extra noise and library should be a quiet place.) If they are due for replacement, why wouldn't you just put in glass windows versus replacing them with the same thing? (That is why we are bringing this to your attention.) Do these doors have some fire suppression rating? (Yes.) So, what you replace them with would have to have the same rating? (Yes.) What is enrollment at GELP? (Around 180.) We are using more classrooms at Fabyan that is here at Friendship Station? (Yes.) Is it because of therapy rooms and things like that? (There are co-taught classes, regular classes, and self-contained classes.)

6:30 – Depart for Western Avenue Elementary School

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Board members departed Geneva Middle School South for Western Avenue Elementary. They were given a tour of the facility to look at concerns/conditions of windows, doors, playground, roof, hallways, and additional spaces. Things of concern are the seals around the windows and doors, electrical system, lack of space for storage, adding cubbies for students, unused courtyard, carpet, and the asphalt by playground.

Board comments, questions, concerns: When we lose power, we have to work with the city to shut it off? (Yes.) Who is using the hooks that are in the hallways? (The students use them.) Is there asbestos under the tile? (Yes.) If we changed the carpet, would we have to remediate? (I believe the carpet was laid over top of the tile, so we would not have to remediate.) What causes the cracks in the tile? (Pressure and shifting.) Is this a parking lot by the playground? (No, but on the weekends, people drive back here.) Why would people be driving back here? (It is meant for the firetrucks, but parents drive back here to bring their kids to the playground.) Is it a security problem with people coming back here when it cannot be seen from the road? (No, but there are cameras back here.)

7:10 – Depart for Coultrap Educational Services Center

Board members departed Western Avenue for Coultrap Educational Services Center.

4. ADJOURNMENT

At 7:08 p.m., motion by Radlinski second by Bellino and with unanimous consent, the meeting was adjourned.

APPROVED _____ PRESIDENT
(Date)

SECRETARY _____