



**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, April 9, 2018, at 7:00 p.m. at the Coultrap Educational Services Center, 227 North Fourth Street, Geneva, Illinois

**1. CALL TO ORDER (Bylaws 0163 & 0164)**

- 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: Taylor Egan, Policy Committee Chair Leslie Juby, Finance Committee Chair Dave Lamb, Mike McCormick, Vice President Kelly Nowak, President Mark Grosso. Late: Mary Stith. Absent: None.

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

District staff present: George Petmezias, Principal Mill Creek School; Susan Shrader, Dean of Students Geneva High School; Tom Rogers, Principal Geneva High School; Todd Latham, Director Business Services; Laura Sprague, Communications Coordinator; Shonette Sims, Director Learning & Teaching; Dr. Andy Barrett, Assistant Superintendent of Learning & Teaching; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Kent Mutchler, Superintendent.

Others: Rick Herwaldt, Jason Lebron, Katie Montgomery, Anne Marie Brolly, Joni Mallory, Bethany Carrigan, Megan Wassell, Sandra Anderson Cordogan, Monica O'Hara-Noonan, Grace Brolly, Ryan Chalmers, Alexander Cordogan, Caroline Lahey, Lindsay Blackmore, Anilise Bragg, Anna Burke, Brittany Caskey, Alyssa Davidson, Emma Davine, Stephanie Hart, Emma Kornak, Madison Mallory, Lexie Moore, Cassidy Navigato, Eliza Peters, Jenna Segebrecht, Margaret Whitley, Madeline Yelle, Sarah Meadows, Lindsey Huettemann.

**2. APPROVAL OF MINUTES (Bylaw 0168.1)**

- 2.1 Regular Session, March 12, 2018
- 2.2 Executive Session, March 12, 2018

Motion by McCormick, second by Nowak, to approve the above-listed minutes, items 2.1-2.2. On roll call, Ayes, five (5), Egan, Juby, McCormick, Nowak, Grosso. Nays, none (0). Absent, one (1), Stith. Abstained, one (1), Lamb.

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

- 3.1 Tradition of Excellence: GHS Students (Policy 5451)  
Girls Basketball Team, National Merit Scholarship

National Merit Scholarship Finalists

Grace Brolly  
Ryan Chalmers

Alexander Cordogan  
Caroline Lahey

Girls Basketball State Champions

Lindsey Blackmore  
Briana Borkowicz  
Anilise Bragg  
Anna Burke  
Brittany Caskey  
Alyssa Davidson

Emma Devine  
Stephanie Hart  
Emma Kornak  
Madison Mallory  
Katherine Montgomery  
Lexie Moore

Cassidy Navigato  
Eliza Peters – Manager  
Jenna Segebrecht  
Margaret Whitley  
Madeline Yelle

At 7:16 p.m., Mary Stith joined the meeting.

3.2 Elementary Writing – Mill Creek & Williamsburg Schools

Director of Learning & Teaching Shonette Sims shared with the Board information on the elementary writing curriculum that was adopted three years ago. This is the first time we are sharing all three units (narrative, information, opinion/argument), so we have students here from Mill Creek Elementary and Williamsburg Elementary to share what they have been learning in the information unit. Writing is magical but it is not magic. There is a formula to teaching writing.

First graders from Williamsburg Elementary shared how students in their class feel about Writer's Workshop and that more than 123 books have been printed in their class. They also shared the process for writing a book, and how students work collaboratively during this process to provide feedback to make their stories better. Students then shared their stories with the Board.

Third graders from Mill Creek Elementary shared what they like about writing, and then shared with the Board a chapter from their books.

3.3 Sodexo Food Service Presentation – Rick Herwaldt (Policy 8500)

Sodexo General Manager Rick Herwaldt presented to the Board what he considers "Food for Thought". Sodexo has set goals and expectations that focus on five key areas: nutrition, health & wellness, environment, local communities and safety & service. New and improved this year are the Viking Meal and breakfast cart at the high school and middle schools. At the elementary level, they introduced meals in which kindergartners and parents are invited to attend. This year Sodexo has offered the A to Z Garden Bar, supported donations to stop area hunger and had Tie Day! Each month, they come up with an activity, such as Dr. Seuss' birthday celebration or baseball/softball special where they serve food you would find at the ballpark. Each year, Sodexo is audited to make sure they are compliant with OSHA regulations. This year, two schools were audited with scores of around 99%. The Kane County Health Department does sanitation inspections each year, and they scored 100% at 7 schools and 99% at two! This could not be possible without their 40 employees who all average 18 plus years of experience.

Board comments, questions, concerns: Sodexo was a main sponsor for the Annual School Board Conference in San Antonio. It is great to hear that you give back to the community. Are meals made on site? (Some are made on site and some are frozen.) The district challenges Sodexo each year to offer quality meals at an affordable price. They are always trying to enhance their program. We are not part of the National School Lunch program. Tying in education with food is awesome. Have you ever considered offering organic options? (Sodexo has looked into this, and every now and then, they offer this option. Unfortunately, cost is much higher for organic, making it hard to provide a low cost meal for students.)

**4. 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.

**5. SUPERINTENDENT’S REPORT (Policy 1210)**

The Superintendent shared that the next Joint PTO meeting is coming up on April 16<sup>th</sup> at Geneva High School. Dr. Law presented at the last meeting on human resources and our personnel program. For our upcoming meeting, Laura Sprague will present on community outreach. This is PARCC/SAT testing season, and we hope students are excited, eating well and getting plenty of rest.

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

**6.1 Annual Resolution for Dismissal: Support Staff (Policy 4140)**

Dr. Law shared that this resolution is brought forward to the Board every year to protect the district from being over staffed in the fall. Administrators monitor numbers throughout the summer to help determine which positions can be called back.

Motion by Nowak, second by Juby, to approve the above-listed resolution, item 6.1. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

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

**7.1 Board Meeting/Presentation Schedule**

This schedule is on our agenda at every meeting to keep the community informed of what topics will be up for discussion at each meeting. We have been trying to have our staff and students present on what they are learning in the classroom. Please know that this schedule can change at any time, and we encourage everyone to look at it. One change is the upcoming Board Retreat on April 27<sup>th</sup>.

**7.2 2018-2019 Board Meeting Calendar – Draft**

The Superintendent shared that this is a draft of the 2018-2019 Board Calendar. Board members should review, and if there are any changes or conflicts, then please let us know, as we will take action on the calendar at the next meeting.

**8. INFORMATION**

**8.1 FOIA Requests**

**8.2 Out-of-State Trip Requests (Policy 2340)**

**8.3 Course Enrollment Data by Gender**

**8.4 3<sup>rd</sup> Quarter Review**

**9. CONSENT AGENDA (Bylaw 0166.1)**

**9.1 Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires (Policies 1520, 3120, 4120)**

New Hires Certified Staff

Amico, Christina, GHS, Alternative Learning Opportunities Program, 1.0 FTE, effective 8/20/18

Burnett, Megan, WAS, Learning Behavior Specialist, 1.0 FTE, effective 8/20/18

McEachern, Lindsay, WAS, Learning Behavior Specialist, 1.0 FTE, effective 8/20/18

Ruettiger, Mary, FES/GELP, Speech Language Pathologist, 1.0 FTE, effective 8/20/18

Resignations Certified Staff

Baltzer, Tara, WES, Grade 1, 1.0 FTE, effective 6/1/18

Keeton, Katherine, GMSS, Music-Vocal, 1.0 FTE, effective 6/1/18

Keller, Kasey, GELP, Special Education, 1.0 FTE, effective 6/1/18

Natale, Natalie, GMSN, Language Arts, 1.0 FTE, effective 6/1/18

O’Toole, Skyelar, HES, Grade 5, 1.0 FTE, effective 6/1/18

Strizu, Katherine, HSS, Kindergarten, 1.0 FTE, effective 6/1/18

Zimmerman, Kristan, WES, Learning Behavior Specialist, 1.0 FTE, effective 6/1/18

Reappointments Certified Staff

Holstein, Kimberly, WES, Social Worker, from .75 FTE to 1.0 FTE

Throneburg, Lesley, HES, Social Worker, from .50 FTE to .70 FTE

Reclassifications Certified Staff

Laski, Emily, from .50 FTE MCS/.50 FTE FES Social Worker to .70 FTE MCS Social Worker

Long-Term Substitutes Certified Staff

Kane, Kim (Sophia Michalek), GHS, Physical Education, 1.0 FTE, effective 3/19/18-6/1/18

Downey, Cole (Chris Arnett), GHS, English, 1.0 FTE, effective 4/9/18-5/7/18

Zavod, Veronica (Brittany Bieritz), GMSS, Math, 1.0 FTE, effective 4/16/18-6/1/18

Kotwica, Laura (Cathy Francis), MCS, Grade 1, 1.0 FTE, effective 4/25/18-5/31/18

DiNatale, Melissa (Natalie Natale), GMSN, Language Arts, 1.0 FTE, 4/24/18-6/1/18

Family and Medical Leave Certified Staff

Michalek, Sophia, GHS, Physical Education, 1.0 FTE, effective 3/19/18-6/1/18

Hardt, Kimberly, GMSS, Math, 1.0 FTE, effective 8/20/18-11/14/18

New Hires Support Staff

Wilson, Joy, HSS, Special Education Assistant, 9 month, effective 3/15/18

Resignations Support Staff

Smidt, Sarah, MCE, Building Nurse, 9 months, effective 6/1/18

Retirement Support Staff

Williams, Bella, MCS, Special Education Assistant, 9 month, effective 6/1/18

New Hires Administrators

Romano, Dean, CO, Assistant Superintendent-Business Services, 1.0 FTE, effective 7/1/18

Resignations Administrators

Martin, Stephanie, GELP, Early Childhood Coordinator, 1.0 FTE, effective 6/30/18

9.2 Gifts, Grants, Bequests: \$30,400, Anonymous Donor, to support Project Lead the Way (Policy 7230)

9.3 2017-2018 Board Meeting Calendar – Updated

9.4 Student Fees (Policy 6152)

9.5 Request for Purchase: \$89,595.60, Lowery McDonnell Company, for GHS classroom & collaborative learning furniture

9.6 2018-2019 IHSA Membership Renewal

Motion by Juby, second by Egan, to approve the above-listed items 9.1-9.6. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

**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, 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*

The Facilities Task Force met today to discuss safety and the many projects that need to be completed. Administrators are working on an action plan based on information they are receiving on safety. Every fall, we receive a package from IASB that has our belief and position statements for us to review and have our delegate vote on. If any of you have a belief statement you would like to have everyone vote on, now is your chance. Please let Kelly know if you have a position you would like voted on. Board members met with PRIDE members to plan their spring event. It will be May 9<sup>th</sup> at Wheeler Park Senior Center, and all are welcome to attend. There were many conversations happening at the National School Board Conference in San Antonio. The theme was that we are all in this together, so put the political part aside. Board members really need to get to know their legislators and invite them in. The Communication Task Force met today to recap their outreach program with area realtors. The Task Force reviewed their infographics that will be in their next presentation, which will be with the Women's Club of Geneva.

**12. NOTICES / ANNOUNCEMENTS**

**13. 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)]; STUDENT DISCIPLINARY CASES. [5 ILCS 120/2(C)(9)]. (Bylaw 0167.2)**

At 8:05 p.m., motion by McCormick second by Nowak, to go into executive session to consider matters pertaining to collective negotiating matters between the public body and its employees or their representatives; student disciplinary cases. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

At 9:30 p.m., the Board returned to open session.

**14. POSSIBLE ACTION FOLLOWING EXECUTIVE SESSION**

**14.1 Disciplinary Action – Student A**

Motion by Nowak, second by Egan, to find Student A eligible for expulsion through the end of the 2017-2018 school year and to accept the Administration’s recommendation that the student be placed in lieu of expulsion at MVSEC Safe School program for the same period of time, pending successful completion of that program. We also move that the Board direct the Superintendent to draft a written expulsion decision documenting the Board’s findings in closed session. On roll call, Ayes, seven (7), Egan, Juby, Lamb, McCormick, Nowak, Stith, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

**15. ADJOURNMENT**

At 9:31 p.m., motion by McCormick, second by Nowak, and with unanimous consent, the meeting was adjourned.

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

\_\_\_\_\_ PRESIDENT

SECRETARY \_\_\_\_\_

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