

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
Board of Education
227 North Fourth Street, Geneva, IL 60134
630.463.3000**

NOTICE & AGENDA

REGULAR MEETING

Monday, April 14, 2025

7:00 p.m. @

Coultrap Educational Services Center
227 North Fourth Street
Geneva, IL

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: Tim Wyller, Principal Mill Creek Elementary; Todd Latham Assistant Superintendent for Business Services; Shonette Sims, Assistant Superintendent Learning & Teaching; Dr. Adam Law, Assistant Superintendent for Personnel Services; Dr. Andy Barrett, Superintendent.

Others present: Kristy Rinn, Sawyer Rinn, Nikki Kelly, Cathy Fuller.

2. APPROVAL OF MINUTES (Policy 2:220)

1. Regular Session, March 10, 2025
Motion by Forbes second by Radlinski, to approve the above-listed minutes, item 2.1. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

3. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS

1. Vikings Leaders Award: GMSN

World Robot Olympiad – Sawyer Rinn

2. Capacity Analysis – Next Steps

Dr. Andy Barrett shared that this evening's presentation is about the facility capacity analysis and how we can best achieve our goals of reasonable, equitable, and sustainable elementary school experiences. The foundation of this is our Strategic Plan that we worked through last year and officially developed. Goal area one from

the Strategic Plan is around enrollment and staffing. There were three things we said we needed to do, and they were to evaluate a demographic study, conduct a facility capacity review, and evaluate contemporary programming needs. It is important to know that there are complex variables, nuances, and assumptions that go into the capacity analysis. There are three critical questions to consider when determining how to provide reasonable, equitable, and sustainable school experiences. We worked with FGM Architects to confirm current enrollments and target class sizes, confirm instructional spaces and current class sizes, identify all learning and professional spaces, determine net square footage for all spaces, and then explored multiple capacity models. There were general findings at each level that would affect capacity. All our elementary buildings were built with the same assumptions in mind, such as neighborhood schools, '4 section' schools, half day kindergarten, limited support programming, and limited and shared support personnel. Times have changed and we now have full-day kindergarten, more special education and intervention support, we have grown our in-house self-contained and Mid-Valley self-contained programming and developed our own in-house preschool program. We value these programs, but we need locations to maintain them. When we looked at our max operational capacity, we looked at target class sizes, current classroom scheduling, assumed existing building configuration, assumed classrooms are utilized in current form, assumed 100% efficiency in student scheduling via class size targets, and calculated in aggregate for each building. He shared enrollment at each school, average number of grade level sections, and current class size capacity percentage. With this information you can see that we have high utilization within our buildings, except for Fabyan. Fabyan has a much lower capacity when you look at both class size and facility space. What this capacity analysis does not talk about is, how can we ensure consistent equitable experiences across the district. The next big step is going to be taking this information and going back and comparing it to the demographic study.

Board comments, questions, concerns: At the high school, does that include shared spaces like the cafeteria, auditorium, and gym? (Yes.) Can you explain more what an in-house self-contained program is? (This program is designed for a small group of kids that have unique needs.) With Fabyan, are you including or are you not including the amount of classrooms that we are leasing to Mid-Valley? (We are including these students.) Is the fact that we are high capacity at Fabyan with GELP at all limiting the opportunity to grow GELP further? (We are not really seeing that today, but we are about where we are at. There is not much room for growth.) Is there a need to grow it further in the future? (This is something we will need to talk more about.) After having toured Harrison Street School, have there been any thoughts about having to shift things around and make more improvements at other schools? (Our schools are in good shape in that regard.) If GELP were to expand would you need to create more accessibility? (This is something to think about.) So, at Fabyan you are saying the classrooms are being used to 91% capacity with GELP, but if you open a classroom door we are probably nowhere near our targeted number of students in each classroom. Are we maybe at half of where we could be? (They are only a two-section school and with some of the changes that we have made they are a little closer than half.)

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 last Friday was a big date for the General Assembly. It was the day they needed to push any bills through a third reading and then they would be approved to go to the other chamber and start the process all over again. There were some that could have an effect on us. House Bill 1787 recommends that school districts provide training on school evacuation drills and law enforcement lock down drills for substitute teachers. House Bill 3275 states that any head coaches must be certified in CPR, AED, and first aid. House Bill 1237 is about the use of native American names for logos or mascots in schools. There has been some discussion about cell phone use in school and the governor is behind this. There are bills that have been proposed, such as Senate Bill 2427 that did make it through to the other chamber. The Illinois Association of School Boards will be sending another Digest of Bills Passed that contains the bills that made it to the next chamber.

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

Dr. Barrett shared that spring break was a great opportunity to catch a breath. The rule of thumb with Kane County schools has always been that spring break starts on the last Monday of March, which this year was the 31st. This made it seem like spring break was later than usual. There was work that took place behind the scenes during break, especially on some capital projects and facility enhancements. There was also assessment planning, state reporting, year-end planning, and the transition of our financial system that took place during break. A big thank you to the business office, technology, and human resources for their hard work in getting the new SkywardQ system up and running. He shared that the next step in the Demographic Study is to start reviewing projections with incoming enrollment data, the addition of the birth data, and review with facility findings. Lastly, our quality specialized services and programming has a strong continuum of services with great things happening for kids, and a commitment to support students.

7. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

1. Student Information System Recommendation

Mike Wilkes shared that this recommendation was presented at the March 10th board meeting and he is now seeking formal approval from the board. The recommendation is to purchase and implement the Synergy Student Information System with a budget recommendation of \$569,338.

Board comments, questions, concerns: Have there been any concerns about tariffs if this system is coming from outside of the country? (Most of these services and costs are around software. I do not anticipate that any of these services would be affected. Part of our contract negotiations is to lay out price stability over time.) If there are individual components, they will not raise the price, will they? (We should not see any additional costs other than what is outlined in the recommendation.)

Motion by Choi second by Radlinski, to approve the above-listed recommendation, item 7.1. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

2. 2025-26 Staffing Plan (Policy 5:200)

Dr. Adam Law shared that the 2025-26 staffing plan was presented at the March meeting. We started working on the staffing plan back in November and we are recommending that we add a second Information Systems Analyst at CESC.

Motion by Choi second by Forbes, to approve the above-listed staffing plan, 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. Annual Resolution for Dismissal: Part-time and Select Educational Support

Personnel (Policies 5:200 & 5:290)

Dr. Law shared that the dismissal of part-time and select educational support personnel is due to enrollment uncertainties and grant funding. This ensures that we are not overstaffed in the fall. As we become more certain about enrollment, we will hire these employees back as needed.

Motion by Choi second by Forbes, to approve the above-listed resolution, 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).

4. Annual Resolution for Dismissal: Part-time and Select Certified Staff (Policies 5:200 & 5:290)

Dr. Law shared that the dismissal of part-time and select certified teachers is due to enrollment uncertainties and grant funding. This ensures that we are not overstaffed in the fall. As we become more certain about enrollment, we will hire these employees back as needed.

Motion by Bellino second by Hooks, to approve the above-listed resolution, item 7.4. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

5. 2024-25 Designation of Auditor (Policy 4:80)

Todd Latham shared that the district is required to conduct an annual audit performed by an independent certified public accountant designated by the board. He is recommending that the board approve Wipfli LLP for Designation of Auditor.

Motion by Cabeen second by Forbes, to approve the above-listed, item 7.5. On roll call, Ayes, seven (7), Ansari, Bellino, Cabeen, Choi, Forbes, Hooks, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0).

6. Resolution to Transfer Funds from the Working Cash Fund

Todd Latham shared that district employees are allowed under the flex program to spread out their deduction from their pay to contribute to this program. This has been a rare year where we have had more employees have expenses upfront before we have taken the contributions out of their paycheck. By statute, I am required to ask you to approve a loan from our working cash fund to our flex benefit fund. This money is returned once all contributions have been collected.

Motion by Cabeen second by Choi, to approve the above-listed resolution, item 7.6. 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. Consolidated District Plan

Shonette Sims shared that the Consolidated District Plan is the initial documentation that is required through the Illinois State Board of Education (ISBE) for them to start releasing our grant funds for the upcoming fiscal year. With this, we look at how we are going to identify students who will be eligible for our Title I funds. We will also look at how to spend Title II funds for professional development, Title IV funds to assure that all students have access to a well-rounded education, Title III funds for students who are eligible for ELL services, and our CTE/CTEI funds that help with post high school career aspirations. There is also a \$3,500 literacy grant that is aligned with the Illinois Literacy Plan. We would need to put together a literacy plan and show how we would use these funds.

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. Mid-Valley Special Education Cooperative Joint Agreement
3. Panorama Education Contract
4. EduPsych Solutions Agreement
5. LimeWise Renewal
6. Northwestern Illinois Association Agreement
7. Gifts, Grants, Bequests: \$1,500, Kenneth Wendy, for the GHS Robotics Club (Policy 8:80)

Motion by Forbes second by Bellino, to approve the above-listed, items 10.1-10.7. 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

Thank you to our parents, teachers, school staff and administrators who work hard for our kids and essential learning. Testing is wrapping up and the high schoolers will be taking the PSAT and the ACT this week. The Geneva Music Boosters have their spring musical, Suessical, coming up April 24-26. Get your tickets early. A board member attended the Music Boosters meeting on March 17 where they talked about their upcoming Restaurant Night at Chipotle on April 30 and the jazz dinner on May 20. They also talked about an event that already happened, but the jazz band was invited to perform at the Moonlight Theater in St. Charles. Board members attended the Facility Task Force meeting earlier today and we are far ahead in making things clear and transparent, finishing projects, following the budget, and meeting targets we set. Thank you to Jeff Daurer for filling in this past year to help us out. A big shout out to our robotics student, Sawyer Rinn! On March 13, Heartland Elementary had their variety show and in between the acts, production had videos congratulating Heartland on their Blue Ribbon Award. A shout out to Mike Wilkes and his hard work with technology updates. There is a health insurance meeting with the GEA tomorrow. Congratulations to our board members that were re-elected.

12. NOTICES / ANNOUNCEMENTS

13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO APPOINTMENT, EMPLOYMENT, COMPENSATION, OR DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC INDIVIDUALS WHO SERVE AS INDEPENDENT CONTRACTORS IN A PARK, RECREATIONAL, OR EDUCATIONAL SETTING, OR SPECIFIC VOLUNTEERS OF THE PUBLIC BODY OR LEGAL COUNSEL FOR THE PUBLIC BODY, INCLUDING HEARING TESTIMONY ON A COMPLAINT LODGED AGAINST AN EMPLOYEE, A SPECIFIC INDIVIDUAL WHO SERVES AS AN INDEPENDENT CONTRACTOR IN A PARK, RECREATIONAL, OR EDUCATIONAL SETTING, OR A VOLUNTEER OF THE PUBLIC BODY OR AGAINST LEGAL COUNSEL FOR THE PUBLIC BODY TO DETERMINE ITS VALIDITY. HOWEVER, A MEETING TO CONSIDER AN INCREASE IN COMPENSATION TO A SPECIFIC EMPLOYEE THAT IS SUBJECT TO THE LOCAL GOVERNMENT WAGE INCREASE TRANSPARENCY ACT MAY NOT BE CLOSED AND MUST BE OPEN TO THE PUBLIC AND POSTED AND HELD IN ACCORDANCE WITH THIS ACT [5 ILCS 120/2(c)(1)]. [5 ILCS 120/2(c)(11)] (Policy 2:220)

At 8:12 p.m., motion by Radlinski, second by Forbes, to go into executive session to consider matters pertaining to appointment, employment, compensation, or discipline, performance, or dismissal of specific individuals who serve as independent

contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer public body or against legal counsel for the public body to determine validity. However, a meeting to consider an increase in compensation to a specific employee that is subject to the local government Wage Increase Transparency Act may not be closed and must be open to the public and posted and held in accordance with this Act.

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

14. ADJOURNMENT

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

APPROVED _____ PRESIDENT
(Date)

SECRETARY _____ RECORDING
SECRETARY