



**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, November 14, 2016, 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 Vice President Nowak.

Board members present: Policy Committee Chair Leslie Juby, David Lamb, Mike McCormick, Mary Stith, Bill Wilson, Vice President Kelly Nowak. Late: None. Absent: President Mark Grosso.

The Vice President welcomed everyone, reminded them to sign the attendance record, and the boys and girl's cross country teams lead them in the Pledge of Allegiance.

District staff present: Anne Giarrante, Director of Student Services; Shonette Sims, Director Teaching & Learning; Tom Rogers, Principal Geneva High School; Kristy Poteete-Kriegermeier, Communications Coordinator; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Andy Barrett, Assistant Superintendent Teaching & Learning; Donna Oberg, Assistant Superintendent Business Services; Dr. Kent Mutchler, Superintendent.

Others present: Donna Potaczek; Kate Bennett, Chris Ryan, Jenna Poppen, Leah Kamm, Doug Rolgen, Skip & Jill Bach, Kathy Spencer, Lauren Livingston, Madeline LaLonde, Ernie & Sandra Kuehl, Clayton Wagner, Susan Evans, James & Emma Ehrhardt, Scott & Lisa Creger, Alex & Steve Cordogan, Rich & AnneMarie Brolly, Scott & Heather Belanger, Emily Belanger, Tormod & Gry Larsen, Mary Grace Neville, Ryan Kredell, Ray & Trish Kredell, Margaret & Sophia McDonnell, Grace Brolly, Andrine Larsen, Justin Bach, Scott Creger, Matthew Hoskins, Joshua Rodgers, Bob Thompson.

**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.*

Kate Bennett presented to the Board concerns she had with priorities and objectives. She understands that the goal of the district is to make sure that our students are career ready, and she has a lot invested in this district as she has three students in District 304. She is here today because she feels that school homework policies should be changed. There are things we can do to address this and move us to a place where kids are happy to be at school. When you have a champion in homework come out and say that there is really no value in homework at the elementary level we need to take note of that. She spends a lot of time teaching her children, but it may not be what we are teaching them. A recent example was the election. During the election, her child pulled out of his bag a math worksheet. She chose not to have her child do his homework, but instead participate in

learning about the election process. Because of her choice, her child was not allowed to participate in Science on Friday. Her research indicated that science was enrichment and not curriculum, therefore her child was not missing a learning opportunity. She does not quite understand curriculum versus enrichment and what really counts for kids. She would like to understand why science is an enrichment and noticed that there is no State Standard testing on science in second grade. We are lagging behind in the world of STEM. There needs to be a two-way partnership and we need to weigh in family time into that focus. What she proposed is Parent Pitch Time once per quarter where parents can let teachers know the changes they would like to see. She would also like to see homework targeted to a specific child's needs. Her child excels in math but struggles in writing, yet never sees writing homework come home.

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

- 3.1 Regular Session, October 24, 2016
- 3.2 Executive Session, October 24, 2016
- 3.3 Board Retreat, October 22, 2016

Motion by McCormick, second by Wilson to approve the above-listed minutes, items 3.1-3.3 as presented. On roll call, Ayes, six (6), Juby, Lamb, McCormick, Nowak, Stith, Wilson. Nays, none (0). Absent, one (1), Grosso. Abstained, none (0).

**4. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARING**

- 4.1 Tradition of Excellence Award: Geneva Students (Policy 5451)  
Boys & Girls Cross Country State Qualifiers

Girls Cross Country State Qualifiers

Elizabeth Allon	Emily Belanger	Grace Brolly
Brittany Caskey	Taryn Christy	Allison Dudman
Emma Claire Ehrhardt	Andrine Larsen	Sophia McDonnell
Sarah Mozden	Mary Grace Neville	Holly Nusser
Ebony Trout		

Boys Cross Country State Qualifiers

Justin Bach	Aidan Carr Clennon	Alexander Cordogan
David Creger	Scott Creger	Tyler Dau
Jordan Evans	Matthew Hoskins	Brian Kredell
Brian Kuehl	Cole Montgomery	Joshua Rodgers
Valdis Slokenbergs	Joseph Tegge	

- 4.2 National Board Members Day – November 15, 2016

Dr. Mutchler presented Board members with a certificate to honor them on National Board Members Day for all that they do for District 304.

- 4.3 Math Instructional Supports Presentation

Donna Potaczek and Jenna Poppen presented to the Board information on a new math class called Instructional Math at the middle schools. The different levels of math support at the middle schools starts with the regular math class, then students that need check-in during the week go to math lab, students who need just a little more help go to math boosters, and now kids who are really struggling, have severe math gaps and just don't get it go to instructional math. A student qualifies for this program based on the math goal in their IEP, falling into the 1<sup>st</sup> to 15<sup>th</sup> percentile on MAP, showing minimal progress in other interventions, requiring significant modifications to math curriculum and goals related to executive functioning. The main focus in this class is based on a growth mind set, sending the message to students that they can learn math when it is taught in a way that makes sense to them. When we teach math to these students, it has to start at a concrete level which is hands on. Each student's work is monitored and tracked for progress. The successes of this class include increased student confidence, the ability to pace instruction to match abilities, increased participation that helps develop number sense, students are excited to be in class and no child gets left behind in math. However, there are challenges which include a wide span of abilities, constant reflecting and adjusting, self-directed behaviors underdeveloped and multi-age maturity differences. Board members participated in "Estimation 180" which is an online program that helps students to estimate and figure out how they came up with the estimation. This was just one example of how the class uses technology to increase student number sense. There are several other online programs

that students have access to that they can use. Assessments can be stressful for these students, so they are assessed at the end of each unit using summative assessments and open-ended assessments that measure accuracy and understanding. There is minimal homework because these students tend to have a history of struggling with math homework, contributing to their math anxiety. Instead, they are given time during class in which to work on it.

Board comments, questions, concerns: Are these students in summer support programs? (They could qualify for a program but we currently do not have one in place.) Do teachers get professional development to learn these ways of reaching students? (Yes, and we have shared these strategies with other teachers.)

#### 4.4 Forecast 5 Projection Model

Michael Francis from Forecast 5 presented to the Board a first look at the district's eleven-year forecast using the Forecast 5 projection model. This forecast is based on assumptions that we discussed. There are five years of historically audited information, current general ledger, tax levy, EAV, enrollment and assumptions included in this forecast. Property taxes make up over 84% of revenue with the remainder coming from General State Aid, and Federal, State and local resources. Salaries and benefits make up over 72% of expenses with the remainder coming from purchased services, supplies and materials, capital outlay, non-capitalized equipment and other objects. Over the course of the next several years you can see that the beginning and ending fund balances continue to decrease, leaving us with a fund balance of \$38,016,514 in FY 2017 and dropping to \$19,676,645 by FY 2022. Again, these are projections.

Board comments, questions, concerns: If these are valid assumptions, then we would have no choice but to use the fund balance? (Correct.) We need to start addressing these issues now. In 2022, when it shows negative, does that assume we have loaned out all \$14 million in working cash? (Yes.) It looks like in 2019 is when we start to dip into our reserves. Is good guidance on reserves 30%? (Yes. That's policy.) There are minimal maintenance projects in this forecast. The Capital Plan is only \$500,000 which is really low. Another concern would be a tax freeze. With unfunded mandates comes more policy changes. When buildings are built, they are built under the codes in place at that time. There is a lot of power in planning in the long term but also seeing how it plays out in the short term.

### 5. SUPERINTENDENT'S REPORT (Policy 1210)

The Superintendent reported that this week is American Education Week and it's a great time to celebrate public education. The public is invited to attend an open house for the 100<sup>th</sup> anniversary of the Fourth Street School on Tuesday (11/15). We had a great Innovative & Technology Forum with every grade and subject represented, and about 400 attendees. Thanksgiving break is coming up with the last day with students being Friday, November 18. We have parent/teacher conferences on Monday (11/21) and Tuesday (11/22).

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

#### 6.1 2017-2018 School Calendar Draft (Policy 8210)

This draft calendar was presented at the last Board meeting for discussion and is being recommended for approval this evening. Any future changes made would be minor. The Calendar Committee will be meeting again next week.

Motion by Juby, second by Stith to approve the above-listed calendar, item 6.1 as presented. On roll call, Ayes, six (6), Juby, Lamb, McCormick, Nowak, Stith, Wilson. Nays, none (0). Absent, one (1), Grosso. Abstained, none (0).

#### 6.2 Resolution Recognizing American Education Week

Motion by Wilson, second by Juby to approve the above-listed resolution, item 6.2 as presented. On roll call, Ayes, six (6), Juby, Lamb, McCormick, Nowak, Stith, Wilson. Nays, none (0). Absent, one (1), Grosso. Abstained, none (0).

#### 6.3 Resolution for Levy Adoption

Ms. Oberg presented information on the 2016 tax levy. The tax levy components consist of the

Equalized Assesses Valuation (EAV), new property, and Consumer Price Index (CPI). The assumptions for this levy include CPI-U of 0.7%, estimated EAV gross of 6.91%, estimated new property of \$12,989,859. The proposed rate is 6.0946, which is a decrease over the prior year (6.4700). Final rates will be determined when the county issues final assessments in March. The levy will be brought forward at the December meeting for approval.

Board comments, questions, concerns: If we see different EAV's it just changes the rate? (Yes.)

Motion by Lamb, second by Wilson to approve the above-listed resolution, item 6.3 as presented. On roll call, Ayes, six (6), Juby, Lamb, McCormick, Nowak, Stith, Wilson. Nays, none (0). Absent, one (1), Grosso. Abstained, none (0).

#### 6.4 GHS Course Catalog

The high school course catalog was presented at the last Board meeting for discussion. No changes were made. Approval is requested.

Motion by McCormick, second by Wilson to approve the above-listed course catalog, item 6.4 as presented. On roll call, Ayes, six (6), Juby, Lamb, McCormick, Nowak, Stith, Wilson. Nays, none (0). Absent, one (1), Grosso. Abstained, none (0).

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

#### 7.1 Board Meeting/Presentation Schedule

The Vice President shared that this is a working document to help keep everyone informed of what is planned to be discussed at each upcoming Board meeting.

#### 7.2 Policy Updates: First Reading

##### 7.2.1 Policy 3437.01, Family Military Leave, **Renumbered**

##### 7.2.2 Policy 5722, Student Publications and Productions, **Revised**

These policies were brought forward to the Board for discussion and will come back to the next meeting for approval.

### 8. INFORMATION

#### 8.1 Suspension Report (Policy 5610)

#### 8.2 FOIA Request

### 9. CONSENT AGENDA (Bylaw 0166.1)

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

##### Long-Term Substitutes Certified Staff

Neswold, Sharon (Deb Jongebloed), MCS, Acceleration/Enrichment, 1.0 FTE, effective 11/8/16-12/9/16

Bosco, Christine (Ryan Kastel), MCS, Music, 1.0 FTE, effective 11/30/16-1/20/17

Gibney, Marion (Joanna Parrin), GHS, Spanish, 1.0 FTE, effective 1/3/17-6/5/17

##### Family and Medical Leave Certified Staff

Jongebloed, Deb, MCS, Acceleration/Enrichment, 1.0 FTE, effective 11/8/16-12/10/16

Bieniak, Laura, GMSS, Language Arts, 1.0 FTE, effective 12/7/16-1/23/17

##### New Hires Support Staff

Loisel, Beth, GMSS, Special Education Assistant, 9 month, effective 11/14/16

Sullivan-Brief, Jennifer, GMSS, Special Education Assistant, 9 month, effective 11/14/16

##### Resignations Support Staff

Kasarda, Carole, FES, Special Education Assistant, 9 month, effective 11/11/16

Miller, Janet, WES, Special Education Assistant, 9 month, effective 11/18/16

Ihrig, Yvette, GHS, District Technician, 12 month, effective 12/9/16

##### Terminations Support Staff

Wysocki, Ed, CO, Custodian Support Technology Assistant, 12 month, effective 11/14/16

#### 9.2 Gifts, Grants, Bequests: \$300, MB Financial, donations to fund the Leadership Breakfast on November 16<sup>th</sup>

#### 9.3 Pay Request #5: \$11,357.54, FGM Architects, for 2016 Capital Improvements

9.4 Pay Request #3: \$70,855.75, Innovative Modular Solutions, for GHS Modular Classroom Motion by Lamb, second by McCormick to approve the above-listed items 9.1-9.4 as presented. On roll call, Ayes, six (6), Juby, Lamb, McCormick, Nowak, Stith, Wilson. Nays, none (0). Absent, one (1), Grosso. 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 annual IASB Triple I Conference is this weekend in Chicago. Board members will be attending different workshops on Friday at the conference. The district will be presenting on communication at the conference. During the conference a Board member will be monitoring a panel on School Safety. IASB's spring meeting will be held on February 20-21 in Springfield. Board members attended the GHS PTO meeting which included the Geneva Academic Foundation (GAF). The GAF will be celebrating 30 years next year and would like to bring back their gala event on September 16, 2017. The GAF hockey night was a huge success.

**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)]; LITIGATION, WHEN AN ACTION AGAINST, AFFECTING, OR ON BEHALF OF THE PARTICULAR PUBLIC BODY HAS BEEN FILED AND IS PENDING IN A COURT OR ADMINISTRATIVE TRIBUNAL, OR WHEN THE PUBLIC BODY FINDS THAT SUCH AN ACTION IS PROBABLE OR IMMINENT [5 ILCS 120/2(c)(11)]. (Bylaw 0167.2)**

At 9:00 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; litigation, when an action against, affecting, or on behalf of the particular public body has been filed and is pending in a court or administrative tribunal, or when the public body finds that such an action is probable or imminent. On roll call, Ayes, six (6), Juby, Lamb, McCormick, Stith, Wilson, Nowak. Nays, none (0). Absent, one (1), Grosso. Motion carried unanimously.

At 10:03 p.m., the Board returned to open session.

**14. ADJOURNMENT**

At 10:04 p.m., motion by Wilson, second by McCormick, and with unanimous consent, the meeting was adjourned.

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

\_\_\_\_\_ PRESIDENT

SECRETARY \_\_\_\_\_

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