

**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 26, 2015, at 7:00 p.m. at Williamsburg Elementary School, 1812 Williamsburg Avenue, 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 7:01 p.m. by President Grosso.

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

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

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

Others present: Lisa Meister, Kate Creamer, Lori Dowd, Madison Hagen, Becky Furnish, Laura Behlow, Martha Behlow, Laura Stark.

**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.*

None.

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

- 3.1 Regular Session, October 13, 2015
- 3.2 Executive Session, October 13, 2015

Motion by Juby, second by Lamb, to approve the above-listed minutes, items 3.1 - 3.2 as amended by Kelly Nowak. On roll call, Ayes, five (5), Juby, Lamb, Nowak, Stith, Wilson. Nays, none (0). Absent, one (1), McCormick. Abstained, one (1), Grosso.

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

- 4.1 Red Ribbon Week Activities:
  - GHS Students Against Destructive Decisions (SADD), Kate Creamer & Maddie Hagen
  - GHS Sponsor Lisa Meister

Dr. Mutchler thanked the Board for adopting the resolution for Red Ribbon Week at the last Board meeting, and thanked the sponsors Lisa Meister and Becky Furnish for being here tonight to talk about the SADD Club and Red Ribbon Week. Lisa Meister and Becky Furnish work with the SADD (Students Against Destructive Decisions) Club. The club is working to increase membership. Some of the activities they do include the annual food drive with First Baptist Church, competitions at the high school level, and this year they are adding an A-Teen Program for friends and families of

addicts. She introduced Madison Hagen and Kate Creamer as co-presidents of our Geneva SADD Club. They spoke briefly on what's been happening with the club. This week is Spirit Week to get students to participate. The theme for Red Ribbon Week is "Respect Yourself: Be Drug Free", but the SADD Club decided to change it to "Respect Yourself, Respect Your Future: Be Drug Free". This change was to let students know that they need to think about their future and make good choices. It's easier to stay on track when you have a goal in mind. The SADD Club is also involved with Lazarus House, a homeless shelter in St. Charles. Working with Lazarus House gives the students an opportunity to see how others live, and what they have to do to get back on track.

#### 4.2 Tradition of Excellence: Staff Recognition

Paul T. Griffith Teacher of the Year from the Illinois Council on the Teaching of Foreign Language for 2015

Principal Tom Rogers introduced Martha Behlow, who on October 16<sup>th</sup> received the Paul T. Griffith Teacher of the Year Award from the Illinois Council on the Teaching of French Language. This award was presented to her for her outstanding work as a French teacher. She was also a GHS Teacher of the Year nominee last year and won a prestigious award from the ROE at the Teacher of the Year Banquet last year. She will be attending the Central State Conference of Teaching Foreign Languages from March 10-12, 2016. She will be representing Illinois in a regional Teacher of the Year Competition, where she will submit a 30 page portfolio and be interviewed by the CSCTFL Awards Committee.

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

Dr. Mutchler reported that there have been a lot of Board activities taking place recently. The IASB Annual Kishwaukee Region Dinner was on October 22<sup>nd</sup>, and our Board won Outstanding Boardmanship as a group. The Board's Retreat was on October 24<sup>th</sup> and included a workshop on Public Engagement presented by IASB. The Board is hosting the Tech Fair and public forum tomorrow night from 5-7 p.m. at Geneva Middle School South. This is a testimonial for the amount of volunteer time our Board puts forth in support of our District, students, staff and community. He thanked Board members for all that they do in their volunteer service.

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

#### 6.1 Policy Updates: Second Reading

- 6.1.1 Policy 1411, Whistleblower Protection, **New**
- 6.1.2 Policy 3211, Whistleblower Protection, **New**
- 6.1.3 Policy 4211, Whistleblower Protection, **New**
- 6.1.4 Policy 3111, Creating a Position, **Revised**
- 6.1.5 Policy 3362.01, Threatening Behavior Toward Staff Members, **Revised**
- 6.1.6 Policy 6108, Authorization to Make Electronic Fund Transfers, **New**
- 6.1.7 Policy 6111, Administration of Grant Programs, **New**
- 6.1.8 Policy 6146, Post Issuance Tax Exempt Bond Compliance, **New**
- 6.1.9 Policy 6423, Use of Purchasing Cards, **Revised**
- 6.1.10 Policy 7230, Gifts, Grants, Bequests, **Revised**
- 6.1.11 Policy 9190, Charges for Career and Technical Education Projects, **New**

Motion by Nowak, second by Stith, to approve the above-listed policies, items 6.1.1 - 6.1.11 with the recommended changes from the Policy Committee. On roll call, Ayes, six (6), Juby, Lamb, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), McCormick. Abstained, none (0).

#### 6.2 Tax Levy 2015

Donna Oberg, Assistant Superintendent of Business Services, presented to the Board information on the 2015 levy. The components of the tax levy are the Equalized Assesses Valuation (EAV), new property (construction), Property Tax Extension Limitation Law (PTELL), Consumer Price Index (CPI), and tax rates. The projected increase for the EAV is 3.51%, and the current CPI-U is 0.8% for 2015. The levy request will consist of CPI-U at 0.8%, Operating Rate of 5.30, Debt Service Rate of 1.70 (a total tax rate of 7.00) and the 2014-2015 abatement of .39, which will give us a net tax rate of 6.61. This is an increase over the prior year (6.58), which equals .03 per \$100 EAV. The approximate increase on a \$315,000 would be \$36. With an increased EAV on \$326,025 it would be \$279. The total levy increase from 2014 to 2015 would be \$2,801,726.46. More information on this presentation can be found on the district website. The resolution sets the limit on any increase.

6.3 Resolution Regarding Estimated Amounts Necessary to be Levied for Tax Year 2015

Dr. Mutchler read aloud the resolution.

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

## **7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS**

## **8. INFORMATION**

8.1 Suspension Report

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

9.1 Monthly Financial Reports and Interfund Transfers

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

### Long-Term Substitutes Certified Staff

Wilburs, Erin (Anne Seitelman), GHS, Physical Education, 10.0 FTE, effective 9/30/15 – 12/18/15

Beal, Nancy (Candace Phelan), GHS, Psychologist, 1.0 FTE, effective 11/9/15-12/18/15 & 3/7/16-4/8/16

Zimmerman, Kristin (Dana Manarchy), GHS, Special Education, 1.0 FTE, effective 10/23/15 – 12/7/15

### New Hires Support Staff

Costello, Meg, WAS, Reading Tutor, 9 month, effective 10/15/15

Bartolone, Giovanni, All Buildings, Floater Custodian, 12 month, effective 10/19/15

### Retirement Support Staff

Evans-Sarantopoulos, Carol, HES, Principal Administrative Assistant, 12 month, effective 1/28/16

9.3 GHS Program of Study

9.4 Gifts, Grants, Bequests: \$500, Jim Newbill, donation to be utilized to build a baseball press box at GHS

Motion by Wilson, second by Nowak, to approve Consent Agenda Items 9.1 – 9.4. On roll call, Ayes, six (6), Juby, Lamb, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), McCormick. 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, 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, REMS Grant Advisory Board*

While attending a PTO meeting at Williamsburg Elementary, the PTO members shared information on their upcoming Fun Fair to be held on October 24<sup>th</sup>. There was great feedback at this meeting regarding our communications. Bill Wilson was recognized with an IASB LeaderShop Fellow Award at the Kishwaukee District meeting. There are only 79 Board members in Illinois that have received this honor. The Technology Task Force met and reviewed the one-to-one program for Geneva students. It was a productive meeting where they looked at the future, and charted a course for how technology would be presented to staff and students. We are excited about the professional development that our staff will receive. The Facilities Task Force met and discussed the Health Life Safety Inspection for both middle schools. More information will be brought forward on this for approval at a future Board meeting. They also discussed the options for the boilers at the high school and will be bringing more information back at a future Board meeting. The Task Force encourages Board members who are interested in meeting with Scott Nye to look at the boilers to do so. There will be a space and scheduling study done with FGM at our high school in November. We would like to compliment Tom Rogers and Scott Nye for the work they have done in looking for more efficient space at GHS, as an increase in programs is taking more space for classes.

**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 120/2(c)(2)]; THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY OR LEGAL COUNSEL FOR THE PUBLIC BODY [5 ILCS 120/2(c)(1)]; 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, IN WHICH CASE THE BASES FOR THE FINDING SHALL BE RECORDED AND ENTERED INTO THE MINUTES OF THE CLOSED MEETING [5 ILCS 120/2(c)(11)]. (Bylaw 0167.2)**

At 7:41 p.m., motion by Nowak second by Stith, to go into executive session to consider matters pertaining to student disciplinary cases; the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body; collective negotiating matters between the public body and its employees or their representatives. On roll call, Ayes, six (6), Juby, Lamb, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, one (1), McCormick. Abstained, none (0). Motion carried unanimously.

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

**14. ADJOURNMENT**

At 8:42 p.m., motion by Wilson, second by Juby, and with unanimous consent, the meeting was adjourned.

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

\_\_\_\_\_ PRESIDENT

SECRETARY \_\_\_\_\_

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