

**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, September 26, 2011, at 7:00 p.m. at Coultrap, 1113 Peyton, Geneva, Illinois. Prior to the start of the meeting (from 6:00 to 7:00 p.m.), new teachers were introduced to the Board members. Each new instructor shared experiences and highlights of their first weeks of teaching in Geneva.

1. CALL TO ORDER

- 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 Moran.

Board members present: President Tim Moran, Matt Henry, Michael McCormick, Kelly Nowak, Mary Stith, Bill Wilson. Late: None. Absent: Vice President Mark Grosso.

The President led everyone in the Pledge and reminded them to sign the attendance record.

District administrators present: John Robinson, Director Facility Operations; Craig Collins, Assistant Superintendent Personnel Services; Dawn George, Assistant Superintendent Student Services; Donna Oberg, Assistant Superintendent Business Services; Patty O'Neil, Assistant Superintendent Curriculum & Instruction; and Dr. Kent Mutchler, Superintendent.

Others present: Charles Williams, REMS Grant Director; Amy Campbell, REMS Grant Coordinator; Judy Wehrmeister (GEA); Lorraine Stahl; Jill McQuade (University of St. Francis); R. L. Cabeen.

2. APPROVAL OF MINUTES

- 2.1 Regular Session September 12, 2011
- 2.2 Executive Session 12, 2011

Motion by Nowak, second by Wilson, to approve the above-listed minutes, as presented. On roll call, Ayes, six (6), Henry, McCormick, Nowak, Stith, Wilson, Moran. Nays, none (0). Motion carried unanimously.

3. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS

- 3.1 REMS Grant Update

The REMS Grant Coordinator and Director provided an update on the process which was begun in December 2010. They reported on the training, activities, and community events that have occurred since December which included training for National Incident Management Systems (155 trained to date), CPR/AED (66 trained this year - 232 staff are certified), triage and Jumpstart for nurses (19 trained in the spring), and trauma and loss; an administrator academy on Multi-Hazard Planning and Training offered through the Regional Office of Education (26 district staff participated); Threats Training (20 participants - 9 from CUSD 304); a summer training academy on intervention for grieving and traumatized children and adolescents; Illinois State Board of Education training on school and campus security (Geneva Police Department personnel also attended); and Geneva hosted a community forum on the Four Phases of Emergency Management (50 attended). The REMS Grant has also funded the purchase of emergency "To GO" kits, Mega Movers (used to help evacuate the disabled), additional radios, radio boosters for each school building, training materials for psychological first aid, and funding for two years of an emergency notification system. Moving forward, they will be looking at security cameras, identifying parent re-unification sites and organizing

their layout, developing maps to identify key areas, and continuing training for new and existing staff members. This is an ongoing process in which working and training together as a community is important to keep our children safe. A full-scale drill is being planned this October at one of the elementary schools and they will also provide a report to the federal government in October.

The Director reported that the REMS Grant Coordinator has done a wonderful job of working with our community partners and stressed that this is an ongoing process, requiring community involvement. He added that in year two and for the full-scale drill and at unification centers, they will be asking community members to volunteer to help.

Board discussion, comments, questions: does the interim report impact funding based on hitting specific goals (it's a status report, and if funds are available, we may be able to extend the process to three years vs. two).

4. SUPERINTENDENT'S REPORT

The Superintendent reported on the following: the annual P.R.I.D.E. volunteer recruitment is underway and P.R.I.D.E. volunteers are invited to participate in an historic bus tour of Geneva on October 28th; last week's VALEES meeting where student programs were reviewed; last week's Regional Office of Education's superintendents' meeting which focused on Senate Bill 7 and new, legislation which includes more unfunded state mandates; the September 22nd IASB Kishwaukee Division meeting facilitated by Board member Kelly Nowak - Nowak and Stith were elected to offices in the Kishwaukee Division and Nowak, Stith, Moran and Wilson were recognized by the IASB for their Master Board Member status and for their participation in continuing Board member professional development programs; new legislation requires that new Board members participate in Board member professional development programs; the spring 2012 IASB Kishwaukee Division meeting will be held in Batavia; Geneva is hosting a community forum titled "Understanding School Finance" on Saturday, October 1st, 9:00 a.m., at Geneva High School's auditorium. The superintendent thanked the Board members for their participation in the programs, workshops and committees of the Illinois Association of School Boards.

5. PUBLIC COMMENTS

The President read the following statement regarding public comments.

The meeting agenda includes an opportunity for comments from the audience. It is the prerogative of the Presiding Officer to recognize members of the audience who wish to address the Board during the time reserved for public comment. No discussion of individual students or personnel matters is permitted, as those items are appropriate for closed session pursuant to Section 2 (c) of the Open Meetings Act. If you have a concern regarding an individual student or a personnel issue, you are asked to bring it to the attention of the administration. In the interest of providing all visitors an equal opportunity to address the Board, comments will be limited to five (5) minutes. Those individuals needing more time should submit their thoughts in writing to the Board's recording secretary. Visitors addressing the Board need to come to the podium, use the microphone, and state their full name and address because the proceedings are video recorded for later broadcasting to the community. The Board reserves the right to edit the video recordings for the purpose of excluding any public comment regarding an individual student or a personnel issue. Per Board of Education Bylaw 0167.3, "No interviews should be conducted in the meeting room while the Board is in session." If members of the press/audience want to conduct an interview, they should wait until the conclusion of the meeting, or go out in the hallway or to another room.

There were no comments from the public.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATIONS

6.1 Interim Student Athlete Concussion Policy

The Superintendent noted that as the result of recently passed legislation, the Illinois State Board of Education requires that all school districts have a "concussion" policy in place this year. The administration requested that the Board adopt Geneva High School's concussion procedures until the administration and the Board Policy Committee are able to draft and finalize a district policy on this topic. He added that other school districts are also approving similar procedures until a final policy can be developed.

Board discussion, comments, questions: is the Illinois State Board of Education tracking or requiring districts to track concussions (our high school tracks concussions but unaware if the ISBE is tracking them).

The Superintendent reported that this is being presented for a first reading at this time and no action was required. It will be brought back for a second reading at the next meeting.

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS

None.

8. INFORMATION

- 8.1 FOIA Requests / Responses
 - 8.2 IASB 2011 Report to the Membership
 - 8.3 Suspension Report
 - 8.4 Administrator Salary Compensation Report
- No discussion.

9. CONSENT AGENDA

- 9.1 Monthly Financial Reports & Interfund Transfers
- 9.2 Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires

New Hires Certified

Mistak, Paige, GMSS, Librarian, 1.0 FTE, Start Date 9/26/2011
Rick, Rebecca, HES/HSS, Instrumental Music, .40 FTE, Start Date 9/27/2011

Resignations Certified

Hanlon, John, HES/HSS, Instrumental Music, .40 FTE, Effective 9/27/2011
Robinson, John, CO, Director of Facilities, 1.0 FTE, Effective 10/7/2011

New Hires Support

Rinne, Kristin, MCS, Technology Assistant, 28.75 hrs/wk, Long-term Sub, Start Date 9/21/2011
Jacques, Julie, HES, Classroom Assistant, 28.75 hrs/wk, 9 month, Start Date 9/26/2011
Miller, Jason, GHS, Technology Assistant, 35 hrs/wk, 9 month, Start Date 9/27/2011
Powelson, Maureen, Site TBD, Reading Tutor, 15 hrs/wk, 9 month, Start Date 9/27/2011
Ihrig, Yvette, GHS, District Technician, 40 hrs/wk/ 12 month, Start Date 9/30/2011

- 9.3 Amend 2011-2012 Board Meeting Schedule
- 9.4 Illinois State Board of Education 2011-2012 Application for Recognition
- 9.5 Technology Purchase, Core Switches, GHS, \$43,579.40, IL State Contract Pricing, Pentegra Systems
- 9.6 Special Needs Vehicle Purchase: 2 Twenty-four Passenger Buses, \$96,454

Motion by Wilson, second by Henry, to approve Consent Agenda Items 9.1 through 9.6, as presented. On roll call, Ayes, six (6), McCormick, Nowak, Stith, Wilson, Henry, Moran. Nays, none (0). Motion carried unanimously.

10. COMMENTS FROM THE PUBLIC ON BOARD OF EDUCATION ACTION

None.

11. BOARD MEMBER COMMENTS AND LIAISON/COMMITTEE/TASK FORCE REPORTS

Policy Committee, Financial Task Force, Facilities Task Force, Joint PTO, Geneva Music Boosters, Geneva All-Sports Boosters, Geneva Academic Foundation, GEARS, K-12 Discipline Committee, Geneva Coalition for Youth, PRIDE, REMS Grant

All Sports Boosters discussed changing the day/date of their meeting but decided to keep it as is and they are planning their fall fund-raiser.

Financial Task Force has been planning for the October 1st community forum on school finance. IASB Kishwaukee/Legislative representative has information available to share from the Kishwaukee Division Board meeting for interested Board members. IASB 2011 Report to the Membership contains proposals/propositions for consideration at the November Delegate Assembly Meeting; as

the Board's representative at this meeting, please let Nowak know how you feel about these issues. Coalition for Youth is gearing up for Red Ribbon week and has planned for a speaker during this week.

P.R.I.D.E. is recruiting volunteers to help in our schools and has planned a bus tour of historic Geneva for the volunteers.

Facility Task Force has been touring district facilities and will provide a status report to the Board. Music Boosters wreath sale is next month.

12. NOTICES / ANNOUNCEMENTS

None.

13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO STUDENT DISCIPLINARY CASES [5 ILCS 120/2(C)(9)], THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY [5 ILCS 120/2(c)(1)], COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES [5 ILCS 120/2(c)(2)], AND PENDING LITIGATION [5 ILCS 120/2(c)(11)]

At 7:34 p.m., motion by Henry, 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; collective negotiating matters between the public body and its employees or their representatives; and pending litigation. On roll call, Ayes, six (6), Nowak, Stith, Wilson, Henry, McCormick, Moran. Nays, none (0). Motion carried unanimously.

At 7:42 p.m., following a short break for the room to clear, the Board moved into executive session.

At 9:24 p.m., the Assistant Superintendents for Personnel Services, Students Services, Business Services, and Curriculum and Instruction were excused from the executive session and the meeting.

At 9:24 p.m., the Recording secretary was excused from the executive session and the meeting.

At 9:28 p.m., motion by Henry, second by Wilson, and with unanimous consent, the Board return to open session.

14. ACTION POSSIBLE FOLLOWING EXECUTIVE SESSION

Motion by Wilson, second by Stith, that, based upon the evidence presented to the Board of Education, the Board accept the administrative recommendations relative to "Student A" from Geneva High School; i.e., the student be expelled through the beginning of the 2012-2013 academic year, effective immediately. Additionally, the Board recommended the placement of the student in the alternative school program established under Article 13 A of the Illinois School Code during the period of expulsion, so long as said student follows all rules and regulations and meets all requirements of said alternative school program, and the student works on a continuing basis with the District's Prevention / Intervention Coordinator. On roll call, Ayes six (6), Stith, Wilson, Henry, McCormick, Nowak, Moran. Nays, none (0). Motion carried unanimously.

Motion by Wilson, second by Nowak, that, based upon the evidence presented to the Board of Education, the Board accept the administrative recommendations relative to "Student B" from Geneva High School; i.e., the student be expelled through the beginning of the 2012-2013 academic year, effective immediately. Additionally, the Board recommended the placement of the student in the alternative school program established under Article 13 A of the Illinois School Code during the period of expulsion, so long as said student follows all rules and regulations and meets all requirements of said alternative school program, and the student works on a continuing basis with the District's Prevention / Intervention Coordinator. On roll call, Ayes five (5), Wilson, Henry, McCormick, Nowak, Stith. Nays, none (0). Abstained, one (1), Moran. Motion carried unanimously.

Motion by Stith, second by Nowak, to approve the renewal of the Superintendent's multi-year contract beginning in the 2011-2012 academic year, as presented. On roll call, Ayes, six (6), Henry, McCormick, Nowak, Stith, Wilson, Moran. Nays, none (0). Motion carried unanimously.

15. ADJOURNMENT

At 9:32 p.m., motion by Wilson, second by Henry, and with unanimous consent, the meeting was adjourned.

APPROVED _____ PRESIDENT

SECRETARY _____ RECORDING SECRETARY

_____ RECORDING SECRETARY
Kent Mutchler