



**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, February 22, 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 President Grosso.

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

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

District staff present: Stephanie Martin, Coordinator Early Childhood; Kristy Poteete-Kriegermeier, Communications Coordinator; Scott Ney, Director Facility Operations; Jamie Benavides, Assistant Director Student Services; Anne Giarrante, Director Student Services; Mike Wilkes, Director of Technology; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Andy Barrett, Assistant Superintendent Learning & Teaching; Donna Oberg, Assistant Superintendent Business Services; Dr. Kent Mutchler, Superintendent.

Others present: Lori Dowd.

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, February 8, 2016
- 3.2 Executive Session, February 8, 2016

Motion by McCormick, second by Nowak, to approve the above-listed minutes, items 3.1 & 3.2 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

4. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARING

- 4.1 Student Services Update – Anne Giarrante

Director of Student Services Anne Giarrante presented to the Board updates on special education. In 2004, there was the re-authorization of IDEA. There were many changes that came with this re-

authorization, such as the child be educated in the school they would attend if not disabled, the child be provided with supplementary aids and services to participate in extracurricular services, be prepared for further education, employment and independent living, provide students with assistive technology devices and services, and provide them with outside evaluations if needed. Over the past 10 years, the number of students qualifying for post-secondary services has increased. There has also been greater identification of students with disabilities from birth to 5 years old, service costs for high-need disabilities has increased, and many unfunded mandates have increased the need for additional staff. Currently, in Geneva 304 we are over the state average of identified students with disabilities at 14.7% or 833 students. There have been changes in students' needs which have increased the need for services in social work, occupational therapy, physical therapy and speech. There has also been an increased need for social-emotional support for students. We have gone from 108 students to about 268 students receiving counseling services. There are currently 296 students that receive social work on a weekly basis. We have 13 students that receive post-secondary services. In 2008-2009, we had 61 students enrolled in early childhood, and now we have 92 students in this program. In 2004, 60% of our special education students were spending 80% or more of their day within a regular education classroom, and today we are close to 75%. When we cannot meet a student's needs within the district, we look to Mid-Valley or private placements. Our private placement number has gone down, but when these students return to the district, we have to make sure that they have the supports they need to transition back successfully. Private placement can cost anywhere from \$24,000-\$60,000 per student each year. We do get reimbursed for a portion of these placements from the state, but that funding is constantly in jeopardy. Other services that are provided by Student Services are 504 Plans, student hospitalization, incidents of hospitalization, homebound tutoring, and social-emotional support. When you look at this from a District level, we have about 436 students that receive social-emotional support. There are other supports that we offer to our students as well. We do work with our outside partners to help provide services to our students.

Board comments, questions, discussion: What does it cost on average for private placement? (One typical provider is about \$56,000 per year per student. We get a portion of that refunded. It costs us about \$24,000 per student.) Could you talk about the number of students who are outplaced that we would like to bring back but we can't due to the shortage of staff? (It's hard to give you a number. Some of these placements are because we have exhausted all of our options. What can be said is that our numbers have been drastically reduced since we started adding those psychologists and social workers back in 2012-2013. Our data tells the story in that as we grow in our social-emotional support hopefully we are able to prevent students from having to leave the district.) How many staff would we need to make sure we had full-time support in every building all the time? (We would need 1.5 FTE.) Is the reason we have full-time support in some schools based on population or need? (We looked at the number of students with IEP's and the number of students with IEP's that required social-emotional support. Population does make a difference.) What can we do better as a district up front to avoid the end treatment? (One thing we need to do is share our data to meet our student's needs.)

5. SUPERINTENDENT'S REPORT (Policy 1210)

The Superintendent reported that administrators just completed 4 hours of an 8 hour long training for Mental Health First Aid that is the key in recognizing early on issues that students are demonstrating. Thanks to Anne Giarrante for bringing this training to our district and our administrators for participating. A wonderful thing about Geneva is that we do take a holistic approach in working with our students because we care so much. We are wrapping up end of the year evaluations for teachers and principals. We are getting new information almost daily on the PARCC testing. We would have thought that was better defined in more detail after the first year, but here we are on the cusp of giving the exams, and we are still getting updated information.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

6.1 Policy Updates-2nd Reading

6.1.1 Policy 5112, Entrance Age, Revised

6.1.2 Policy 5463, Credits From Non-District Schools, Revised

6.1.3 Policy 5830, Student Fund-Raising, **Revised**

Motion by Juby, second by McCormick, to approve the above-listed policies as revised, items 6.1.1-6.1.3 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

6.2 GAF "Honor Bricks" Fundraiser

The Superintendent reported that this is a request and recommendation for the Board to commit the school district to supporting this project by finding a location to lay the bricks and working with the GAF in a great partnership.

Motion by Wilson, second by Nowak, to approve the above-listed GAF fundraiser, item 6.2 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

6.3 Coultrap 100th Year Celebration

The Superintendent asked the Board if their preference was to have this celebration during the spring. We have talked about collaborating with the GAF for this event. If your preference is to have it in the spring, then we would ask you to recommend that you empower the administration to work with you to plan a date. We thought it might be good to have that planning go to the Communications Task Force so that we can get the word out on this as soon as possible.

Motion by Lamb, second by Nowak, to approve the above-listed item 6.3 to move forward to plan a spring date. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

6.4 Request to Let Bid for the Possible Installation of a Modular Classroom Unit at GHS

The Superintendent reported that the district is seeking the Board's approval to let bid the utilities and installation issues to allow the possibility of putting in a modular classroom unit at GHS. This is another step to this becoming a possibility. The Board would have another opportunity to discuss this when we request approval for the actual purchase and installation of a modular classroom unit. We want to get bids out to get some firm numbers to get this in place and also to give us more specific information.

Board comments, questions, discussion: Are these pictures of the actual unit we would purchase? (Yes.) We need to let it be known that it will be landscaped differently than how it is landscaped in the picture. (We would do different landscaping than is pictured. We are trying to get a placement of the unit so that it is back away from the street so it's not as visible and is more aesthetic. They will also paint it the color we request. We can add enhancements and landscaping. They will also replace the flooring and any damage that occurs during transport.) We won't have this asphalt and gravel, but instead grass and trees? (Correct.) Can you be very specific with our intent of placement of the unit so that there is no misunderstanding with the community? (We want it close to the high school but it cannot be connected. It would be just south of the high school on the asphalt pad that is there. We will have Mr. Ney do an aerial shot of where we plan to place the unit.)

Motion by Nowak, second by Wilson, to approve the above-listed item 6.4 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

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

7.1 2016-2017 Technology Plan

The Director of Technology presented to the Board an update of the 2016-2017 Technology Plan, and presented this plan two weeks ago this plan to the Finance Committee. The Technology Plan is funded by our Education Fund and our O&M Fund. Over the last three years, the district has spent approximately \$633,333 per year on staff and student devices. The major initiatives for next year are student devices for our 1:1 program, classroom projector replacements, and teacher/staff devices. We can purchase the student devices for \$1.1 million or we can lease for \$650,000. The projectors are estimated at \$120,000, and the staff devices are estimated at \$25,000. First grade would receive new iPads and 4th, 6th, 9th and 10th grades would receive windows laptops. If we did a three year

lease/purchase combo, our cost would be about \$600,000 in 2017, \$770,000 in 2018 and approximately \$950,000 each year after that. We are also looking at our potential offsets such as a technology service fee, Fabyan Foundation, and E-Rate Categories 1 and 2. The budget projection would be \$1.2 million for purchasing and \$795,000 for purchase/lease combo. Along with the purchase/lease of devices, we would also need to enhance our internet service, upgrade our firewall/filter, network improvements/equipment replacements, and phone system upgrades. The cost for these projects is estimated at \$194,000. This plan takes into account our current financial state. It is being recommended that the district do the 3-year lease/purchase combo, initiate the technology service fee, and continue ongoing planning for 2017-2018 and 2018-2019. This plan will come forward at the next Board meeting for recommended approval.

Board comments, questions, discussion: It looks like in the future we are going to be able to move away from textbook purchases and do online resources to keep current. Is there a place we would be able to see some offsets that way or are online resources going to skyrocket? (It's a very unstable time in that world. The publishers are figuring out different purchasing structures. We are still in the early stages of online resources. The publishers are starting to shift to an annual subscription for their resources. This is in one way, good because we know it's up-to-date and that if something new comes along we can get it quickly. The problem is that we could theoretically spend more for the online services than we currently do for textbooks. With an actual textbook, we might actually get more use out of them.) Maybe we need to redefine what we are looking for in our resources available to our staff and students. We need to start looking at more online resources. (The problem is not that there are not resources out there, but that there are far too many. There are many resources out there that start out free until you love it and then charge a lot.) Thank you to Mike for de-mystifying all of this.

7.2 Employee Assistance Program

Dr. Adam Law presented to the Board information on an Employee Assistance Program (EAP). This program seems to be a need that we have in our district wellness resources. It is being recommended by the Health Insurance Committee to add an EAP to the wellness options available to District 304 employees and their families. This program is designed for early intervention with employees or their family members who need help addressing personal or work-related issues. It focuses on short-term assistance through in-person counseling at no cost to the employee. Giving employees access to an EAP can increase employees' productivity and decrease employees' absenteeism, turnover, and stress. This addition would be cost-neutral to Geneva 304 because it would be funded through interest allocation from the district's insurance cooperative, NIHIP. The committee is recommending that this be implemented beginning in the 2016-2017 school year.

Board comments, questions, discussion: Was this an accrued amount over the past several years? (Because we are a new member of NIHIP, they hold the funds for the first five years in case we were to pull out early. Every year we will get an additional amount added to it.) Have we used it for anything else? (No.) It's restricted on what you can spend it on? (Yes it is.)

8. INFORMATION

- 8.1 Suspension Report (Policy 5610)
- 8.2 Out-of-State Field Trip Request
- 8.3 District Goals Booklet Draft

9. CONSENT AGENDA (Bylaw 0166.1)

- 9.1 Monthly Financial Reports & 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

Quinn, Sarah (Molly Lindsey), GMSS, Language Arts, 1.0 FTE, effective 3/16/16-5/26/16
Burke, Malcom (Chrissa Flaks), GMSS, Music, 1.0 FTE, effective 3/24/16-5/26/16
Case, Lisa (Kim Hardt), GMSS, Math, 1.0 FTE, effective 4/4/16-5/26/16
Kuehl, Sandra (Caty Francis), MCS, Grade 1, 1.0 FTE, effective 4/18/16-5/26/16

Leave of Absence Certified Staff

Engelhart, Heather, HSS, Grade 5, 1.0 FTE, 2016-2017 – 2nd year
Gratz, Lisa, GMSS, Certified Nurse 1.0 FTE, 2016-2017 – 2nd year
Powell, Jenna, WES, Speech Language Pathologist, 1.0 FTE, 2016-2017 – 2nd year
Seidita, Laura, GMSS, Language Arts, 1.0 FTE, 2016-2017 – 1st year
St. Gean, Dan, GHS, English, 1.0 FTE, 2016-2017 – 1st year
White, Therese, GHS, Social Worker, 1.0 FTE, 2016-2017 – 1st year

Leave of Absence – Returning Certified Staff

Howlett, Katie, WES, Grade 3, 1.0 FTE

Leave of Absence – Not Returning Certified Staff

Kovach, Cindy, GHS, Guidance Counselor, 1.0 FTE, effective 5/26/16

Retirement Certified Staff

Jankovic, Kathy, GHS, Family & Consumer Science, 1.0 FTE, effective 5/26/16

Kovach, Cindy, GHS, Guidance Counselor, 1.0 FTE, effective 5/26/16

New Hires Support Staff

Corrigan, Ed, GMSS, 2nd Shift Custodian, 12 month, effective 2/23/16

Family and Medical Leave Support Staff

Schutz, Janice, GMSS, Special Education Assistant, 9 month, effective 2/16/16-2/29/16

Retirement Support Staff

Dickerson, Richard, CO, Maintenance, 12 month, effective 3/8/16

Motion by McCormick, second by Nowak, to approve the above-listed items 9.1-9.2 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

9.3 PTAB Appeal

Motion by Wilson, second by Lamb, to approve the above-listed item 9.3 as presented. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, 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

One Board member mentioned that the District Goals Booklet draft looks fabulous. It's always been important to all of us that it really reflects what the Board is doing. Thanks to Kristy for her work on this.

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)]. (Bylaw 0167.2)

At 8:23 p.m., motion by McCormick second by Kelly, to go into executive session to consider matters pertaining to collective negotiating matters between the public body and its employees or their representatives. On roll call, Ayes, seven (7), Juby, Lamb, McCormick, Nowak, Stith, Wilson, Grosso. Nays, none (0). Absent, none (0). Motion carried unanimously.

At 8:48 p.m., the Board returned to open session.

14. ADJOURNMENT

At 8:49 p.m., motion by Wilson, second by McCormick, and with unanimous consent, the meeting was adjourned.

APPROVED _____
(Date)

_____ PRESIDENT

SECRETARY _____

_____ RECORDING
SECRETARY

Future Upcoming Meetings - 7:00 p.m., Coultrap Educational Services Center, 227 North Fourth Street, Geneva, IL - March 14, April 11, April 25, May 9, May 23, 2016

Anyone needing handicap accessibility should contact Bonnie Johnson at (630)463-3010 to make arrangements in advance.