



**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 28, 2022, at 7:00 p.m. at Geneva Middle School South, 1415 Viking Drive, Geneva, Illinois.

**1. CALL TO ORDER (Policy 2:220)**

1. Roll Call
2. Welcome
3. Pledge
4. Reminder to sign attendance sheet

The meeting was called to order at 7:00 p.m. by President McCormick.

Board members present: Larry Cabeen, Dan Choi, Jackie Forbes, Tammie Meek, President/Finance Committee Chair Mike McCormick. Late: None. Absent: None.

The President welcomed everyone and led them in the Pledge of Allegiance.

District staff present: Terry Bleau, Principal GMSS; Tim Baker, Security Supervisor; Todd Latham, Assistant Superintendent for Business Services; Dr. Andy Barrett, Assistant Superintendent Learning & Teaching; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Kent Mutchler, Superintendent.

Others present: Emily Mundry, Vineet Gosain, Emma Fuller, Chris Japlon, Ken Japlon, Stephanie Mundry, K. Silverman, Robert Silverman, Maddie Hughes, Joe Cook, Delaney Cook, Mary Kelly, Chris Kelly, Darren Marsh, Ally Chaffee, Patricia & Buddy Viniard, Stephanie Bellino, Larkin Cohrs, Annie Japlon, Rebecca Sharratt, Bryan & Amy Fuller, Sophia Lobdell, Sandy Longworth, Andrea Heeg, Christine Kelly, Charlie Marsh, Jay Kott, Amanda Weaver, David & Claudia, CJ Silverman, Brenna Heth, Meena Gosain, Shelley Cohrs, Lilly Japlon, Pam Fowler, Mia Kerl, Shannon Doll, Jeff Doll, Ron & Andrea Preston, Brad Flanigan, Jylana Marsh, Gabriella Ost, Kate Bochte, Jean Smith, Brian Kerl, Keira Heth, Tiffany Hughes, Steve Hughes, Stacy Anson, Eric Anson, Brennan Anson, Tatem Doll, Nicole Cook, Jennifer Marsh, Jennifer Chattu, Kevin Chattu, Ryan Deniz, Pat Hirschtick, Tori Preston, Jessica Palmisano, Brooke Bauer,

**2. APPROVAL OF MINUTES (Policy 2:220)**

1. Regular Session, February 14, 2022
2. Executive Session, February 14, 2022

Motion by Cabeen second by Choi, to approve the above-listed minutes, items 2.1-2.2. On roll call, Ayes, five (5), Cabeen, Choi, Forbes, McCormick, Meek. Nays, none (0). Absent, none (0). Abstained, none (0).

**3. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS**

1. Tradition of Excellence: GHS Students (Policy 6:330)  
 ILMEA All-State Music Festival Participants, Varsity Dance Team, Scholastic Art Gold Key Recipients

ILMEA All-State Music Festival Participants

Brendan Collier  
John Henderson  
Charlie Hood

Christine Kelly  
Steven Meyer  
Helen Olechowski

Gabby Ost  
Hannah Thill

Dance Team State Qualifiers

Brennan Anson  
Brooke Baurer  
Allison Chaffee  
Larkin Cohrs  
Avery Cook  
Tatem Doll  
Emma Fuller

Meena Gosain  
Brenna Heth  
Madeline Hughes  
AnnMarie Japlon  
Lilly Japlon  
Mia Kerl  
Lillian Kott

Emily Mundry  
Regan Pairitz  
Victoria Preston  
Rebecca Sharratt  
Carlyn Silverman

Scholastic Art Gold Key Recipients

Noah Balicki  
Scout Fortun  
Jolie Geier

Vivian Johnsen  
Sophia Lobdell  
Juliana Marsh

Emese Ori  
Alexander Ruedel

**2. Alternative Learning Opportunities Plan – Anne Scalia**

Anne Scalia and Terry Bleau presented an update on the Alternative Learning Opportunities Plan (ALOP). The purpose of the presentation was to review multi-tiered systems of support, present current academic, functional, and social-emotional needs of our students, and present future alternative learning opportunities for middle school students. The plan consists of a tiered system. Tier 1 is the team setup, Tier 2 is small group targeted interventions, and Tier 3 is considering needs and analyzing progress. There are 390 students who qualify for services under Section 504 or IDEA, 50 students who have been in in-patient and/or out-patient programs, and 500 students receiving consistent services. Data and teacher reports indicate that students are struggling in the area of executive functioning. The district has been following the work of Peg Dawson and Richard Guare. The way to teach and reinforce skills is by response inhibition, sustained attention, emotional control, organization, planning/prioritization, flexibility, task initiation, time management, stress tolerance, working memory and metacognition. ALOP provides students in grades 6-12, who are at risk of academic failure, the interventions needed to meet the Common Core Standards and complete their education. To be eligible for this program, the student must demonstrate a need for educational support or services beyond those that the regular program and Tier 2 supports provide. ALOP at the middle school level is designed as a coaching method. Upon entry to the program, a Student Success Plan is written, students will have a study hall each day, students will utilize a specific planner and research-based curriculum/activities, and the teacher and student will communicate with parents weekly. The program is state funded and is great for kids.

Board comments, questions, concerns: Is it 100% state funded? (It is based on students in the program and reimbursed by student.) Are you seeing a bigger need coming out of the pandemic? (It is hard to quantify that. The evaluations we have done this year have been higher. Anxiety was trending upward before the pandemic started.) How do you quantify success a year from now? (We submit an application in which we must identify our key indicators for success and then report back.)

**4. 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 reported that there has been a lot of activity with the General Assembly, but nothing to report at this time.

**5. SUPERINTENDENT'S REPORT (Policy 3:40)**

The Superintendent shared that this will be a busy week. On Thursday, there will be a half day of school to allow for parent/teacher conferences. He thanked the parents and community for providing Friday as a day for staff to participate in professional development, where there are programs in a variety of topics through the Kane County ROE at the Q Center. We also have some of our staff

presenting programs and workshops at the VALEES Career Technical Program at Waubensee Community College.

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

### **1. 2022-2023 Board Meeting Calendar Draft**

Motion by Cabeen second by Forbes, to approve the above-listed calendar, item 6.1. On roll call, Ayes, five (5), Cabeen, Choi, Forbes, McCormick, Meek. Nays, none (0). Absent, none (0). Abstained, none (0).

### **2. Policy Updates: Second Reading (Policy 2:240)**

1. Policy 5:250, Leaves of Absence – **Updated**
2. Policy 5:330, Sick Days, Vacation, Holidays, and Leaves – **Updated**
3. Policy 6:15, School Accountability – **Updated**
4. Policy 6:20, School Year Calendar and Day – **Updated**
5. Policy 6:50, School Wellness – **Updated**
6. Policy 6:60, Curriculum Content – **Updated**
7. Policy 6:120, Education of Children with Disabilities – **Updated**
8. Policy 6:135, Accelerated Placement Program – **Updated**
9. Policy 6:180, Extended Instructional Programs – **Updated**
10. Policy 6:220, Student Use of Personal Electronic Devices – **Updated**
11. Policy 6:300, Graduation Requirements– **Updated**
12. Policy 6:340, Student Testing and Assessment Program – **Updated**
13. Policy 7:10, Equal Educational Opportunities – **Updated**
14. Policy 7:20, Harassment of Students Prohibited – **Updated**
15. Policy 7:30, Student Assignment and Intra-District Transfer – **Updated**
16. Policy 7:60, Residence – **Updated**
17. Policy 7:70, Attendance and Truancy – **Updated**
18. Policy 7:80, Release Time for Religious Instruction/Observation – **Updated**
19. Policy 7:150, Agency and Police Interviews – **Updated**
20. Policy 7:160, Student Appearance – **Updated**
21. Policy 7:180, Prevention of and Response to Bullying, Intimidation, and Harassment – **Updated**
22. Policy 7:190, Student Behavior – **Updated**
23. Policy 7:200, Suspension Procedures – **Updated**
24. Policy 7:210, Expulsion Procedures – **Updated**
25. Policy 7:240, Conduct Code for Participation in Extracurricular Activities – **Updated**
26. Policy 7:250, Student Support Services – **Updated**
27. Policy 7:260, Exemption from Physical Education – **Updated**
28. Policy 7:290, Suicide and Depression Awareness and Prevention – **Updated**
29. Policy 7:310, Restrictions on Publications; K-8 Schools – **Updated**
30. Policy 7:340, Student Records – **Updated**
31. Policy 7:345, Use of Educational Technologies; Student Data Privacy and Security – **Updated**
32. Policy 8:100, Relations with Other Organizations and Agencies – **5-Year Review**

Motion by Cabeen second by Choi, to approve the above-listed policies, items 6.2.1-6.2.32. On roll call, Ayes, five (5), Cabeen, Choi, Forbes, McCormick, Meek. Nays, none (0). Absent, none (0). Abstained, none (0).

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

### **1. Policy Updates: First Reading (Policy 2:240)**

1. Policy 7:315, Restrictions on Publications; High Schools – **Updated**

Dr. Andy Barrett shared that at the last policy meeting, where we discussed all these policies, questions were brought up about the proposed changes from PRESS regarding policy 7:315. This policy talks about restrictions on student publications. The question posed for the Policy Committee was, "Would the Board like to provide student journalists with more flexibility or less flexibility?" We connected with the principal and staff at GHS, and their feeling, based on their work with students, was that we should give them more flexibility. This revolves around student

journalists to include multiple opinions and perspectives.

Board comments, questions, concerns: With questions 2 & 3, so we suspect that the guidance and input you have on question 1 would naturally flow toward particular answers for 2 and 3? (Yes, that is true. Question 2 would be no, which allows for flexibility and question 3 does not need to be included, but can be if you choose.) Is there any sense of dialogue of that back and forth? (Yes, Mr. Rogers said it is part of the class.)

## **8. INFORMATION**

1. Board Meeting/Presentation Schedule (Policy 2:220)
2. FOIA Requests (Policy 2:250)
3. Suspension Report (Policy 7:200)

## **9. CONSENT AGENDA**

1. Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires (Policies 3:50, 5:200, 5:280)

### Long-Term Substitutes Certified Staff

Zahner, Mary, GMSS, Learning Behavior Specialist, 1.0 FTE, effective 3/3/22-5/31/22

### Resignations Certified Staff

Hesselbaum, Kelly, GHS, Social Worker/Prevention Coordinator, 1.0 FTE, effective 5/31/22

Stach, Kelly, GMSN, Music, 1.0 FTE, effective 5/31/22

### Full Leave of Absence Certified Staff

Baron, Kathryn, GHS, Social Worker, 1.0 FTE, effective 2022-2023

Falkos, Ashley, GMSN, Reading Intervention, 1.0 FTE, effective 2022-2023

Lederman, Elizabeth, MCS, Grade 3, 1.0 FTE, effective 2022-2023

### Leave of Absence – First Semester Certified Staff

Mondul, Mary Beth, GHS, Social Studies, 1.0 FTE, effective 2022-2023 First Semester

### Retirement Certified Staff

Biener, Jackie, FES, Grade 4, 1.0 FTE, effective 5/31/22

Fechner, Cathy, WES, Kindergarten, 1.0 FTE, effective 5/31/22

Gannon, Kevin, GHS, Science, 1.0 FTE, effective 5/31/22

Potaczek, Donna, CO, Learning & Teaching Facilitator, 1.0 FTE, effective 5/31/22

Rizzo, Nancy, GHS, English, 1.0 FTE, effective 5/31/22

Thurmond, Monica, GHS, English, 1.0 FTE, effective 5/31/22

### New Hires Support Staff

Caskey, Jan, GMSS, Special Education Assistant, effective 3/1/22

Forss, Robert, All Buildings, Custodian On-call, effective 2/28/22

Heck, Jay, All Buildings, Maintenance On-call, effective 1/24/22

Jacobo Rivera, Naylla, GMSS, Custodian, effective 3/1/22

Kintz, Melinda, CO, Coordinator of Grant Management, effective 3/1/22

Ribeiro, Tracy, TRAN, Bus Driver, effective 3/7/22

Short, Jacob, GHS, Custodian, effective 3/1/22

Smith, Scott, All Buildings, Maintenance, effective 3/7/22

### FMLA Support Staff

Zahner, Mary, GMSS, Special Education Assistant, effective 1/20/22-2/8/22

### Resignations Support Staff

Brock, Michael, All Buildings, Grounds, effective 2/15/22

Scull, Reiney, GMSN, Special Education Assistant, effective 2/16/22

### FMLA Administrators

Zeman, Ron, WAS, Principal, effective 11/15/21-11/30/21

2. Approval of Separation Agreement between the Board of Education and Brenna Westerhoff

3. Monthly Financials – January (Policy 4:40, 4:55)

4. Gifts, Grants, Bequests: \$1,500, Allegiant Fire Protection, for Geneva High School Athletics

5. Bid Summary: \$2,959,000, Malcor Roofing, GHS Roof Renovation

Motion by Cabeen, second by Choi, to approve the above-listed, items 9.1-9.5. On roll call, Ayes, five (5), Cabeen, Choi, Forbes, McCormick, Meek. Nays, none (0). Absent, none (0). Abstained, none (0).

**10. 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.*

A member of the community shared their thoughts about the Geneva School District and the American flag.

**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*

Board members attended the Facilities Task Force meeting, where there was discussion regarding the water heater at GHS. Our dedicated staff worked hard to get the water heater replaced today. DECA students presented their prep work, and it was judged by a panel that included board members. Their state championship is this week. The Support Staff Committee met two weeks ago and discussed the working agreement. The girls' regional finals basketball game and sectionals were held, and the girls did great. Congratulations to all the students who received the Tradition of Excellence award tonight. The potential for inflation can affect all of us, and our administrators are trying to keep a handle on this, but sometimes the cost goes up before the contract is signed.

**12. NOTICES / ANNOUNCEMENTS**

**13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES, OR DELIBERATIONS CONCERNING THE SALARY SCHEDULES FOR ONE OR MORE CLASSES OF EMPLOYEES [5 ILCS 120/(c)(2)]; THE SELECTION OF A PERSON TO FILL A PUBLIC OFFICE, AS DEFINED IN THE OMA, INCLUDING A VACANCY IN A PUBLIC OFFICE, WHEN THE PUBLIC BODY IS GIVEN THE POWER TO APPOINT UNDER LAW OR ORDINANCE, OR THE DISCIPLINE, PERFORMANCE OR REMOVAL OF THE OCCUPANT OF A PUBLIC BODY IS GIVEN POWER TO REMOVE THE OCCUPANT UNDER LAW OR ORDINANCE [5 ILCS 120/2(c)(3)]. [5 ILCS 120/2(c)(11)] (Policy 2:220)**

At 8:09 p.m., motion by Cabeen, second by Forbes, to go into executive session to consider matters pertaining to collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning the salary schedules for one or more classes of employees; the selection of a person to fill a public office, as defined in the OMA, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

At 9:03 p.m., the Board returned to open session.

**14. PRESENTATIONS**

**1. Search for New Superintendent for 2023-24 School Year Proposal – Illinois Association of School Boards**

Dr. Patricia Sullivan-Viniard presented to the Board IASB's search process for a new superintendent. IASB is the market leader in Illinois superintendent searchers with over 50 years of experience. The goal is to attract and recruit diverse, top-quality candidates. IASB uses state and national advertising such as IASA and NASS. The standard fee is \$9,900 without any of the optional services. This fee includes search coordinator, establishing a timeline, interviewing board members, staff, parents and community, focus groups (+\$1,500), assist in articulating "Ideal Candidate" profile, develop an announcement of vacancy brochure and disseminate, guidance on compensation package, collect applications and verify candidates, analyze and screen applications, verify references and background checks, conduct screening interviews, finalize slate of candidates, schedule interviews and establish protocols and format, stakeholder group interviews with finalists (+\$1,500), and provide

post-search Board/Superintendent workshop. With the recommended additional services, the total cost would be \$12,900.

Board comments, questions, concerns: What do you think is the single thing that makes you better? (We really know Illinois and only place superintendents in Illinois. Our consultants live in northern Illinois all the way to the southern tip, and because of that it is our results. Our experience, expertise, and network.) When we first approached IASB we were told it took two years to do a search. What changed that you can do the search in a year and a half? (It is good to look ahead, because it can be stressful when you are starting a new search now for a July 1 start. Not sure who told you two years, but we do not start that soon.) We are not late then in the process? (No, you are on time.) What would you anticipate for in-district stakeholders for interviews? (We would probably be looking at two days, but that would be during the day and evening.) Have you worked with unit school districts before? (Yes.)

**15. ADJOURNMENT**

At 9:38 p.m., motion by Forbes, second by Meek and with unanimous consent, the meeting was adjourned.

APPROVED _____	_____
(Date)	PRESIDENT
SECRETARY _____	_____
	SECRETARY
	RECORDING