



**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, June 25, 2018, 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: Taylor Egan, Policy Committee Chair Leslie Juby, Finance Committee Chair Dave Lamb, Vice President Kelly Nowak, Mary Stith, President Mark Grosso. Late: None. Absent: Mike McCormick.

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

District staff present: Laura Sprague, Communications Coordinator; Todd Latham, Coordinator Business Services; Dr. Andy Barrett, Assistant Superintendent of Learning & Teaching; Dr. Adam Law, Assistant Superintendent Personnel Services; Dr. Kent Mutchler, Superintendent.

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

- 2.1 Regular Session, June 11, 2018
- 2.2 Executive Session, June 11, 2018

Motion by Lamb, second by Nowak, to approve the above-listed minutes, items 2.1-2.2. On roll call, Ayes, five (5), Egan, Juby, Lamb, Nowak, Grosso. Nays, none (0). Absent, one (1), McCormick. Abstained, one (1), Stith.

- 2.3 Board Retreat, June 18, 2018

Motion by Nowak, second by Egan, to approve the above-listed minutes, item 2.3. On roll call, Ayes, five (5), Egan, Juby, Lamb, Nowak, Stith, Grosso. Nays, none (0). Absent, one (1), McCormick. Abstained, none (0).

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

**4. 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.

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

The Superintendent shared that we had sixteen new teachers attend the first New Teacher

Orientation. We are getting some excellent, quality teachers and to hear their stories and backgrounds is fascinating. We also hosted an Administrator Academy on Student Growth as part of the evaluation process.

Dr. Law shared that principals are doing a great job of reviewing applications and bringing in quality candidates. It is always fun to receive their top picks and to get to know those applicants. We are about 85% done with hiring for the 2018-2019 school year. Administrators started early, and started with the more difficult to fill positions. We just recently had a fourth grade teacher decide to resign, which does happen, so we will work to fill that position. We are in a good place and are confident that all positions will be filled by the first day of school.

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

### **6.1 Appointment of District Treasurer, Effective July 1, 2018 & Authorization to Execute Treasurer's Bond**

The Superintendent shared that he would like the Board to approve Dr. Dean Romano as the Executive Treasurer to execute bonds.

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

### **6.2 Delegate Appointments: Collective Liability Insurance Cooperative (CLIC) & Northern Illinois Health Insurance Plan (NIHIP)**

The Superintendent shared that he would like the Board to approve Dr. Dean Romano and Dr. Adam Law as delegates for CLIC and NIHIP with each serving as an alternate also.

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

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

### **7.1 Board Meeting/Presentation Schedule**

This will be presented at each meeting as an update to the public.

### **7.2 2018-2019 Preliminary Education Fund Budget Presentation**

Todd Latham presented to the Board the Preliminary Education Fund. Revenue assumptions include property taxes, EAV, new construction, State and Federal funds, fees and Personal Property Replacement Tax. Expenditure assumptions include salary costs, health benefits, purchased services, supplies/materials, capital outlay and pension costs. Projected revenues are \$64,890,592 and projected expenses are \$65,196,822, with a projected ending fund balance of \$16,743,539.

Board comments, questions, concerns: Under budget expenditures, you have an increase of 2.3% for health benefits, so can you explain why later in the presentation benefits has a 6.6% increase? (Yes, because the larger increase includes all benefits, which includes pension costs, social security, Medicare and health benefits.) Are we looking at any areas to reduce the \$300,000 shortfall? (We are actually pulling away more programs from the Co-op. We are looking at contracting with Northeast Illinois for hearing services instead of using the Co-op.) Before the tentative budget is presented, could we get a snapshot of some of the areas we are looking to make cuts in? (Yes. We have recently had some bids come in over bid, so we are postponing those bids to later in the fiscal year. The Facilities Task Force is working to delay and space out some of the projects. For the educational program, where we garner savings is either placing the program out, bringing a program in or taking a look at changes in staffing.)

## **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)

New Hires Certified Staff

McDonough, Jessica, GMSN, Language Arts, 1.0 FTE, effective 8/20/18

Weber, Lauren, GMSN, Math, 1.0 FTE, effective 8/20/18

Resignations Certified Staff

Cann, Sarah, GMSN, Language Arts, 1.0 FTE, effective 6/1/18

Daly, Amanda, GHS, French, 1.0 FTE, effective 6/1/18

Voss, Heather, MCS, Grade 4, 1.0 FTE, effective 6/1/18

Long-Term Substitutes Certified Staff

Schraft, Jessica, GHS, Guidance Counselor, 1.0 FTE, effective 8/20/18-11/14/18

Resignations Support Staff

Davis, Amanda, GHS, Study Hall Supervisor, 9 month, effective 6/1/18

Reappointments/Reclassifications Support Staff

Walter, Nancy, GMSS, from Library Assistant to Special Education Assistant, 9 month, effective 6/1/18

Family and Medical Leave Administrators

DelRe, Shannon, GHS, Student Services Coordinator, 10 month, effective 10/24/18-2/5/19

Motion by Lamb, second by Stith, to approve the above-listed, items 9.1-9.2. On roll call, Ayes, six (6), Egan, Juby, Lamb, Nowak, Stith, 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, 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 attended the IASB Board of Directors meeting in Springfield. It was very informative, and they talked about their business agenda. Most interesting was how they break up the Governance Review on a quarterly basis. We have received the Governance Award materials, which we only submit every other year. This is a lengthy process that sometimes takes several weeks. We will begin the process, so that when it is time to submit next year, some of the work is already completed. The Facilities Task Force received an email from Scott Nye that the bid to replace and upgrade the lighting in the GHS auditorium came in over bid. This bid will go out again in the fall.

**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)]; 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)]. (Bylaw 0167.2)**

At 7:31 p.m., motion by Juby second by Egan, to go into executive session to consider matters pertaining to collective negotiating matters between the public body and its employees or their representatives; the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body. On roll call, Ayes, six (6), Egan, Juby, Lamb, Nowak, Stith, and Grosso. Nays, none (0). Absent, one (1), McCormick. Abstained, none (0).

At 8:08 p.m., the Board returned to open session.

**14. ADJOURNMENT**

At 8:09 p.m., motion by Stith, second by Nowak, and with unanimous consent, the meeting was

adjourned.

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

\_\_\_\_\_ PRESIDENT

SECRETARY \_\_\_\_\_

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