



**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 Tuesday, October 15, 2019, at 7:00 p.m. at the Coultrap Educational Services Center, 227 North Fourth Street, Geneva, Illinois.

1. CALL TO ORDER (Policy 2:220)

- 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: President Mark Grosso, Vice President Taylor Egan, Larry Cabeen, Policy Committee Chair Leslie Juby, Alicia Saxton. Late: Finance Committee Chair Dave Lamb (arrived at 7:10 p.m.). 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: Anne Giarrante, Director for Student Services; Dr. Dean Romano, Assistant Superintendent for Business Services; Dr. Andy Barrett, Assistant Superintendent for Learning & Teaching; Dr. Adam Law, Assistant Superintendent for Personnel Services; Dr. Kent Mutchler, Superintendent.

Others: Sydney Schertzer, Tina Schertzer, Lisa Meister, Paula Merrington, Gary Spratt, Teresa Keenan, Jeanne Humke, Don & Susanna Watson, Jill Nippert, Laurie Burns, Jason & Heather LaCost, Audrey LaCost, Sara Holing, Haley Moroni, Mary Benjamin, Melissa Groot, Jessie Young, Sarah Kemnite, Kelly Torrence, Val Demich, Andrea Banderas, Brenda Schory, Ashley Andreuccetti, Janet Bellantoni, Colton Benjamin, Jack Brandt, Emily Hancock, Julia Kaniuk, Ryan Klemm, August Larson, Antara Mageshwaran, Brady Owen, Valdis Slokenbergs, Lauren Teubner, Ian Watson, Collin Weber.

2. APPROVAL OF MINUTES (Policy 2:220)

- 2.1 Regular Session, September 23, 2019
- 2.2 Executive Session, September 23, 2019

Motion by Juby, second by Egan, to approve the above-listed minutes, items 2.1-2.2. On roll call, Ayes, four (4), Cabeen, Egan, Juby, Saxton. Nays, none (0). Absent, two (2), Lamb, McCormick. Abstained, one (1), Grosso.

3. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS

- 3.1 Tradition of Excellence Award: Geneva Students (Policy 6:330)
 National Merit Scholarship Commended

National Merit Commended

Aaron Beck

Emily Hancock

Anthony Maiorella

Janet Bellantoni,
Colton Benjamin
Lauren Berry
Jack Brandt
Samuel Caballero
Matthew Granquist

Julia Kaniuk
Ryan Klemm
Audrey LaCost
August Larson
Antara Mageshwaran
Jonathan Maher

Brady Owen
Valdis Slokenbergs
Lauren Teubner
Ian Watson
Collin Weber

3.2 Red Ribbon Week Activities:

GHS Students Against Destructive Decisions (SADD Club), Sydney Schertzer
GHS Sponsors Lisa Meister & Ashley Andreuccetti

Geneva High School student, Sydney Schertzer, shared that every year, the entire nation celebrates Red Ribbon Week to send a message to the community about taking responsibility for their health and making mature decisions regarding substance abuse. The Red Ribbon Committee aims to help children and teens to stay on the right track and away from substances. There is a lot of pressure on teens to fit in, and a lot of that pressure is placed on their own perception of what normal behavior is and looks like. Most teens spend time with family and friends in a safe way and act as positive role models for younger children in the community. In trying to make an impactful campaign with our students, we try to highlight the six principals to living a drug free lifestyle: (1) finding a natural high that is your passion, (2) surrounding yourself with purely positive influences, (3) finding positive mentors to encourage you, (4) having a firm belief in your talents and abilities, (5) setting goals for your future, and (6) building resilience to help you get through the challenges of life. We want teens to make decisions based on knowledge, not impulse. SADD is asking students to give back with their annual food drive next week. Please take a moment to talk about healthy decision making with your family and friends.

3.3 Student Services Update – Anne Giarrante

Director for Student Services Anne Giarrante presented to the Board an update on what has been happening in the area of special education. Our number of students identified with disabilities under IDEA (Individuals with Disabilities Education Act) has dropped by 1.5 % in the last three years. We currently have 650 students receiving specialized instruction. Sixty-seven percent receive specialized instruction through what we call resource level support. Fourteen percent are eligible for specialized services through our Structured Learning Classrooms, Functional Academic Skills Program, Mid-Valley programs, and therapeutic day schools. There are seventy-three students in district self-contained programs and seventy receiving services outside of the district. These numbers only tell part of the story, and our students tell the rest. Three students from the FAST Program shared what they have been learning to help them become more independent. One thing they do is run a small coffee business called the FAST Coffee Lodge that allows them to learn job skills for when they are older. They take orders, prepare orders, and count money. Here are just a couple of quotes from other students in the program: “I am grateful.”, “I’ve started appreciating school”, and “I can’t imagine where I would be if I didn’t go to this classroom”. In her next update in the spring, Ms. Giarrante will give an update on mental health.

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.”

Leslie Juby shared that the Department of Education is still moving on things. They have been talking about the confusing ESSA report card, so they plan to review it and make some revisions. In Illinois, a group of legislators have approached the Attorney General to investigate the College Board who have been accused of selling data.

5. SUPERINTENDENT’S REPORT (Policy 3:40)

The Superintendent shared that he is in the process of principal evaluations. He has been attending data meetings, MTSS meetings and building leadership meetings. Coming up next week is National Bus Safety Week. We ask that everyone be cautious and mindful to keep things safe. There are about 4,200 students who ride our buses daily. Both the Boys’ and Girls’ Golf Teams have qualified for State. This is the first time in the District’s history that both have qualified in the same year. Administrators attended the recent Blended Learning Summit, which Dr. Barrett will elaborate on.

Assistant Superintendent for Learning & Teaching Dr. Andy Barrett shared that blended learning is an approach to instruction where teachers are trying to build a little more autonomy for students. You may have heard it referred to as focusing on the three P's (Place, Path and Pace). Blended learning has grown organically at the high school over the last couple of years. Last year, we decided to pull together some of those teachers who started this and try to be a bit more intentional about it. These teachers got together last year and presented to their colleagues at the High School. One thing that came out of that work was that instead of going to a workshop they would rather discuss this with other teachers outside of the district who are also doing blended learning. We worked with the ROE to set up a blended learning round table. Teachers from several districts attended and have committed to getting together again this year to keep the collaboration going. Blended learning is focused on our goal and our teachers wanted to do this.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATION

6.1 Resolution for Red Ribbon Week

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

6.2 Tax Year 2019 Tentative Tax Levy (Policy 4:10)

Assistant Superintendent for Business Services Dr. Romano shared with the Committee that he would be presenting a tentative tax levy tonight that would make the district more transparent. The levy process began back in September when preliminary numbers were pulled together based on CPI, EAV growth, new construction and program needs. A significant portion of the District's revenue arrives in June, which is used to fund the following year's programming. The levy represents 85% of the revenue that is received in the course of a school year. We would propose to levy a specific dollar amount, but what we would like to do is add a safeguard. This allows for the district to get an estimate from the City that may not be accurate, and because we can only receive dollars equal to, at a maximum, of what we asked for. If we were to receive funds from new construction that were not anticipated, this would allow the district to put the funds in a specific account and not lose them. We estimate what we think will happen so we know what the tax cap will look like. With the safeguard included the capped funds would be 4.95% and any additional funds could be added to specific accounts. We are expected to receive about 2.78% (\$2,015,038) in new revenue and taxes to be extended are estimated at \$89,258,565, which represents an estimated increase of 2.05%. The next step would be the approval of the levy in November.

Board comments, questions, concerns: Is safeguarding the same as a balloon levy? (Yes.) The optic of 4.95% is not what we have historically levied. We typically levy closer to CPI, which makes the proposed number look like a big safeguard cushion. What are we looking at for CPI? (Around 2.0%.) We want to make sure that we retain the trust of our taxpayers and do not want any appearance of ballooning anything. Therefore, this needs to go to the Finance Committee and then to the Board. If we need to wait until December to approve, then we will. This district has been fiscally responsible and has not had any financial troubles like some of our neighboring districts. Is it because of PTEL that our dollars are capped? (Yes.) So, we know that the dollars are fixed, and that's what we can allocate to all properties in our district. (It's a known number.) What is the new property income? (We used \$13 million, but what we received from the county was lower than that.) The 4.95% and 3.94% are both too high. I'm concerned about what the community would say if we get too far over CPI. Is there a desire for us to continue to bring forth a tentative tax levy in November? (We have never voted on a tentative tax levy before.) We did last year for the first time. (We only need to vote on it once, and that will be in December. November gives us time for discussion.) When do we have to file the levy? (Third or fourth Tuesday of December.) The Board agreed to table the tentative levy.

6.3 Out-of-Country Trip Request to Europe Summer 2021

Motion by Egan, second by Cabeen, to approve the above-listed trip request, item 6.3. On roll call, Ayes, six (6), Cabeen, Egan, Juby, Lamb, Saxton, Grosso. Nays, none (0). Absent, one (1), McCormick. Abstained, none (0).

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATION

7.1 Policy Updates: First Reading – Updated and Reviewed (Policy 2:240)

- 7.1.1 Policy 4:30, Revenue and Investments – **Updated**
- 7.1.2 Policy 5:10, Equal Employment Opportunity and Minority Recruitment – **Updated**
- 7.1.3 Policy 5:20, Workplace Harassment Prohibited – **Updated**
- 7.1.4 Policy 5:30, Hiring Process and Criteria – **Updated**
- 7.1.5 Policy 5:35, Compliance with the Fair Labor Standards Act – **Reviewed**
- 7.1.6 Policy 5:40, Communicable and Chronic Infectious Disease – **Updated**
- 7.1.7 Policy 5:50, Drug- and Alcohol-Free Workplace; Tobacco Prohibition – **Reviewed**
- 7.1.8 Policy 5:60, Reimbursement Expenses – **Updated**
- 7.1.9 Policy 5:70, Religious Holidays – **Updated**
- 7.1.10 Policy 5:80, Court Duty – **Updated**
- 7.1.11 Policy 5:90, Abused and Neglected Child Reporting – **Updated**
- 7.1.12 Policy 5:100, Staff Development Program – **Updated**
- 7.1.13 Policy 5:110, Recognition for Service – **Updated**
- 7.1.14 Policy 5:120, Employee Ethics; Conduct; and Conflict of Interest – **Reviewed**
- 7.1.15 Policy 5:125, Personal Technology and Social Media; Usage and Conduct – **Updated**
- 7.1.16 Policy 5:130, Responsibilities Concerning Internal Information – **Reviewed**
- 7.1.17 Policy 5:140, Solicitations By or From Staff – **Reviewed**
- 7.1.18 Policy 5:150, Personnel Records – **Updated**
- 7.1.19 Policy 5:170, Copyright – **Reviewed**
- 7.1.20 Policy 5:172, Resignation Acceptance – **Reviewed**
- 7.1.21 Policy 5:180, Temporary Illness or Temporary Incapacity – **Reviewed**
- 7.1.22 Policy 5:185, Family and Medical Leave – **Updated**
- 7.1.23 Policy 5:190, Teacher Qualifications – **Updated**
- 7.1.24 Policy 5:200, Terms and Conditions of Employment and Dismissal – **Updated**
- 7.1.25 Policy 5:210, Resignations – **Reviewed**
- 7.1.26 Policy 5:220, Substitute Teachers – **Updated**
- 7.1.27 Policy 5:230, Maintaining Student Discipline – **Updated**
- 7.1.28 Policy 5:240, Suspension – **Updated**
- 7.1.29 Policy 5:250, Leaves of Absence – **Updated**
- 7.1.30 Policy 5:260, Student Teachers – **Updated**
- 7.1.31 Policy 5:270, Employment At-Will, Compensation, and Assignment – **Updated**
- 7.1.32 Policy 5:280, Duties and Qualifications – **Reviewed**
- 7.1.33 Policy 5:285, Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers – **Reviewed**
- 7.1.34 Policy 5:290, Employment Termination and Suspensions – **Updated**
- 7.1.35 Policy 5:300, Schedules and Employment Year – **Updated**
- 7.1.36 Policy 5:320, Evaluation – **Updated**
- 7.1.37 Policy 5:330, Sick Days, Vacation, Holidays, and Leaves – **Reviewed**
- 7.1.38 Policy 7:50, School Admissions and Student Transfers To and From Non-District Schools – **Updated**
- 7.1.39 Policy 8:30, Visitors to and Conduct on School Property – **Updated**

8. INFORMATION

- 8.1 Board Meeting/Presentation Schedule
- 8.2 FOIA Requests (Policy 2:250)
- 8.3 Out-of-State Trip Request
- 8.4 Refunding Results

9. CONSENT AGENDA

- 9.1 Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires (Policies 3:50, 5:200, 5:280)
Long-Term Substitutes Certified Staff
 Educate, Rosemary, WES, Learning Behavior Specialist, 1.0 FTE, effective 2/30/20-3/27/20
Resignations Certified Staff
 Brill, Lindsey, GMSS, Psychologist, 1.0 FTE, effective 11/13/19
Family and Medical Leave Certified Staff

Rolf, Shelly, GMSS, Guidance Counselor, 1.0 FTE, effective 10/2/19-10/18/19
Stach, Kelly, GMSS/GMSN, Music, 1.0 FTE, effective 10/8/19-10/21/19
Alling, Katherine, WES, Learning Behavior Specialist, 1.0 FTE, effective 1/27/20-3/27/20

New Hires Support Staff

Bowker, Jacques, ALL Buildings, On-call Custodian, effective 9/30/19
Catalanotto, Mike, TRANS, Bus Mechanic, effective 10/9/19
Carlson, Patrick, ALL Buildings, On-call Custodian, effective 9/30/19
Fink, Todd, TRANS, Bus Driver, effective 10/1/19
Grendze, Rita, GHS, Assessment Center Assistant, effective 10/1/19
Hutko, Anne, GMSN, Special Ed Assistant, effective 9/30/19
Molloy, Patricia, MCS, Special Ed Assistant, effective 10/23/19
Pfursich, John, GHS, Security, effective 10/7/19
Rodriguez, Stephanie, HSS, Custodian, effective 10/7/19

Resignations Support Staff

Buckley, Koren, TRANS, Bus Driver, effective 10/8/19
Dean, Richard, TRANS, Bus Driver, effective 10/8/19
Patterson, Thalia, GELP, Special Ed Assistant, effective 10/15/19

Reappointments/Reclassifications Support Staff

Mundry, Stephanie, HSS, Reading Tutor to Special Ed Assistant

Family and Medical Leave Support Staff

Sharp, Gary, GHS, Custodian, effective 10/8/19-10/25/19

Family and Medical Leave Administrators

Allison, Reed, GHS, Dean, effective 11/6/19-11/25/19

9.2 Accounts Payable (Policy 4:50)

9.3 Bid Summary: \$7,088.35, Weiss Snow Removal, Inc., 2019-2020 Snow Removal

9.4 Gifts, Grants, Bequests: \$18,225, Heartland PTO, for supplies, assemblies, field trips, books, and outdoor education

Motion by Juby, second by Lamb, to approve the above-listed, items 9.1-9.4. On roll call, Ayes, six (6), Cabeen, Egan, Juby, Lamb, Saxton, Grosso. Nays, none (0). Absent, one (1), McCormick. Abstained, none (0).

10. PUBLIC COMMENTS

Per Board Policy 2:230, 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.

A parent of two kindergartners shared with the Board her concern for the upcoming IASB resolutions that will be voted on November 23, 2019. There are two resolutions being proposed that she wants to speak on. The first one is resolution 1. If this resolution is passed, IASB would work to support and advocate for allowing local school boards to revise their safety plans that would allow administrators, faculty and teachers trained and licensed to carry a firearm in school when students are present. There was a study done in April of last year that asked students how they felt about school safety. The students felt that addressing mental illness, banning assault weapons and adding metal detectors in their schools were the best ideas. A comprehensive analysis shows that there have been more than eighty reported incidents of mishandled guns in schools in the last five years. For this and many other reasons it is important that the delegate for Geneva vote no, do not adopt. Resolution 3 involves funding for school resource officers. While we support the idea of SRO's in schools, this resolution does not detail the training required, the relationship to the security personnel nor the relationship with local law enforcement authorities. This resolution requires much more information before considering approval. We hope that if you send a delegate that it will be a no, do not adopt on resolution 3 as well. We would like to know if the district plans to send a delegate, because if they don't then it is automatically a "yes" vote.

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 support staff meeting where each building brought concerns to the

table. Board members also attended the recent mental health partnership which brings a lot of districts together, as well as, our mental health providers. One common theme they noticed from all districts was “time”. They talked about how each district does their own professional development opportunities and the partnerships that were available with the local agencies. There was a lot of conversation on how to build capacity in students and programs. They provide meetings for different age levels on suicide prevention. There is a Communications meeting coming up this month to explore ways to improve communication. Board members attended the Theatre Boosters meeting last week. This year, they had a freshman play for the first time that went very well. They are gearing up for their next play in November. The parents do so much for the students and the program. Many Board members attended a recent Law Seminar. Some of the breakout sessions were about personnel and DCFS reporting, threat assessment and the new protocol for interviewing students. There is an upcoming seminar on the legalization of marijuana. It will be December 5 and is important for parents to attend.

12. NOTICES / ANNOUNCEMENTS

13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO LITIGATION, WHEN AN ACTION AGAINST, AFFECTING, OR ON BEHALF OF THE PARTICULAR PUBLIC BODY FINDS THAT SUCH AN ACTION IS PROBABLE OR IMMINENT, IN WHICH CASE THE BASIS FOR THE FINDING SHALL BE RECORDED AND ENTERED INTO THE MINUTES OF THE CLOSED MEETING [5 ILCS 120/2(c)(11)]; STUDENT DISCIPLINARY CASES [5 ILCS 120/2(c)(9)]; 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)]; COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES [5 ILCS 120/(c)(2)]. [5 ILCS 120/2(c)(11)] (Policy 2:220)

At 8:21 p.m., motion by Juby, second by Egan, to go into executive session to consider matters pertaining to litigation, when an action against, affecting, or on behalf of the particular public body finds that such an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting; student disciplinary cases; 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), Cabeen, Egan, Juby, Saxton, Grosso. Nays, none (0). Absent, one (1), McCormick. Abstained, none (0).

At 9:38 p.m., the Board returned to open session.

14. POSSIBLE ACTION FOLLOWING EXECUTIVE SESSION

14.1 Disciplinary Action – Student A

There was no action.

At 9:36 p.m., Mike McCormick joined the meeting by phone.

14.2 Superintendent’s Contract

Motion by Lamb, second by Egan, to approve the Superintendent’s contract, item 14.2. On roll call, Ayes, seven (7), Cabeen, Egan, Juby, Lamb, McCormick, Saxton, Grosso. Nays, none (0). Absent, none (0). Abstained, none (0).

15. ADJOURNMENT

At 9:40 p.m., motion by Lamb, second by Cabeen and with unanimous consent, the meeting was adjourned.

APPROVED _____
(Date)

_____ PRESIDENT

SECRETARY _____

_____ RECORDING

SECRETARY