

**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 12, 2011, at 7:00 p.m. at Coultrap, 1113 Peyton, Geneva, Illinois.

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 6:59 p.m. by President Moran.

Board members present: President Tim Moran, Vice President Mark Grosso, Matt Henry, Michael McCormick, Kelly Nowak, Mary Stith. Late: Bill Wilson (7:04 p.m.). Absent: None.

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: Nancy Rasmussen.

2. APPROVAL OF MINUTES

- 2.1 Regular Session August 22, 2011
- 2.2 Executive Session August 22, 2011

The President noted that a Board member had requested a correction to the regular session minutes of August 22, 2011. Motion by Henry, second by McCormick, to approve the above-listed minutes, as corrected. On roll call, Ayes, seven (7), Henry, McCormick, Nowak, Stith, Wilson, Grosso, Moran. Nays, none (0). Motion carried unanimously.

3. RECOGNITION, AWARDS, PRESENTATIONS, PUBLIC HEARINGS

None.

4. SUPERINTENDENT'S REPORT

The Superintendent reported that the administration is monitoring legislative issues, particularly Senate Bill 7 and the impact this bill may have on the District's staff evaluation process. He reported that Back-to-School Nights have been occurring throughout the District and he thanked the staff and students at Geneva High School for the meaningful program held last week in observance of the ten-year anniversary of September 11th.

5. PUBLIC COMMENTS

None.

6. BOARD DIALOGUE TOPICS & PENDING ACTION CONSIDERATIONS

- 6.1 Board Policies for Second Reading:
 - 6.1.1 5510, Student Use of Personal Wireless Communication Devices, **Revised**
 - 6.1.2 6320, Purchasing, **Revised**
 - 6.1.3 8431, Preparedness for Toxic Hazard & Asbestos, **Revised**
 - 6.1.4 8432, Chemical Safety Acts, **New**
 - 6.1.5 8433, Integrated Pest Management, **New**
 - 6.1.6 9160, Public Attendance at School Events, **Revised**

The Policy Committee Chair reported that these policies have been reviewed by the administration and the Policy Committee and are presented at this time for second reading and adoption. No changes have been made since the first reading of these policies.

Board discussion, comments, questions: don't agree with changes to policy 6320 (the revisions were made so our policy would be in conformity with new legislation).

Motion by Henry, second by McCormick, to approve Items 6.1.1 and 6.1.3 through 6.1.6, as presented. On roll call, Ayes, seven (7), Henry, McCormick, Nowak, Stith, Wilson, Grosso, Moran. Motion carried unanimously.

Motion by Wilson, second by Nowak, to approve Item 6.1.2, as presented. On roll call, Ayes, six (6), McCormick, Nowak, Stith, Wilson, Henry, Moran. Nays, one (1), Grosso. Motion carried.

6.2 Resolution Providing for the Issue of Not to Exceed \$15,500,000 General Obligation Refunding School Bonds & for the Levy of a Direct Annual Tax Sufficient to Pay the Principal & Interest on Said Bonds

6.3 Resolution Authorizing & Directing the Execution of an Escrow Agreement in Connection with the Issue of General Obligation Refunding School Bonds

The Superintendent and Assistant Superintendent Business Services reported that last fall, the administration recommended and the Board approved resolutions to refund and reduce the amount of the District's 2004 bonds, if and when interest rates and conditions were most beneficial for the District to pay off a portion of the bonds to reduce the District's debt burden. The resolutions were only effective for six months and the rates fell below the percentage required to provide the desired savings for the District. Rates and conditions are now at a percentage to allow for the desired savings - approximately \$400,000. The administration recommended renewing the resolutions at this time.

The Superintendent read the resolution for Item 6.2.

Resolution providing for the issue of not to exceed \$15,500,000 General Obligation Refunding School Bonds of Community Unit School District Number 340, Kane County, Illinois, and for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds.

Motion by Nowak, second by Wilson, to adopt the resolution, as presented. On roll call, Ayes, seven (7), Nowak, Stith, Wilson, Grosso, Henry, McCormick, Moran. Nays, none (0). Motion carried unanimously.

The Superintendent read the resolution for Item 6.3.

Resolution authorizing and directing the execution of an Escrow Agreement in connection with the issue of General Obligation Refunding School Bonds of Community Unit School District Number 304, Kane County, Illinois.

Motion by Nowak, second by Wilson, to adopt the resolution, as presented. On roll call, Ayes, seven (7), Stith, Wilson, Grosso, Henry, McCormick, Nowak, Moran. Nays, none (0). Motion carried unanimously.

6.4 Authorization to Employ Elementary Classroom Assistants at Heartland & Mill Creek

The Assistant Superintendent Personnel Services reported that currently, both sections of first grade at Mill Creek Elementary School have an enrollment of 26 students and two sections at Heartland Elementary School have an enrollment of 28 students. Following discussions with the building principals, the administration recommended that the Board authorize hiring a classroom assistant at Mill Creek and Heartland for the remainder of the 2011/2012 school year. The classroom assist positions would be for 5.75 hours per day and they would work with individual students and small groups of students in the major content areas of reading, mathematics, science, and social studies. The cost would be approximately \$10,700 for each assistant and would be charged to the Staff Contingency line item in the 2011-2012 Education Fund.

Board discussion, comments, questions: have any funds been expended from the Staff Contingency fund yet (no); is this required in the teachers' contract (the current agreement with the Geneva Education Association requires the building principal to meet with a teacher when enrollment in a K-2 classroom reaches 26 and when enrollment reaches 28 in Grade 3-5 to determine if additional support is needed for that classroom; based on those discussions, the principals at Heartland and Mill Creek recommended adding a classroom assistant at each school to provide instructional support to those classrooms with large class sizes).

Motion by Henry, second by Nowak, to approve the employment of a classroom assistant at Heartland and Mill Creek for the 2011-2012 school year, as recommended. On roll call, Ayes, seven (7), Wilson, Grosso, Henry, McCormick, Nowak, Stith, Moran. Nays, none (0). Motion carried unanimously.

7. WORK-STUDY TOPICS & FUTURE ACTION CONSIDERATIONS

7.1 2011-2012 Board PTO Presentation Schedule

Board Members reviewed the building PTO schedules to determine which members would attend which building's meetings.

Grosso	Fabyan
Henry	Harrison & Geneva Middle School South
McCormick	Geneva Middle School North & Geneva High School
Moran	Geneva Middle School North & Geneva High School
Nowak	Williamsburg & Geneva High School
Stith	Heartland, Mill Creek & Western
Wilson	Geneva Middle School North & Mill Creek

The Board President requested that Board members notify the Superintendent's secretary with the date of the PTO meeting(s) they plan to attend.

7.2 Determine Special Meeting/Public Hearing Date for GHS ISBE P.E. Waiver

The requirements of the Illinois State Board of Education require that a hearing to waive or modify the daily physical education requirement must be held on a day other than the day on which a regular board meeting is held and that the District is required to provide notice of the public hearing at least seven (7) days in advance of the hearing. Following discussion, it was the consensus of the Board to hold a special meeting/public hearing on Monday, October 3, 2011, at 6:00 p.m. at the Coultrap facility, 1113 Peyton, Geneva, Illinois. Notice of the meeting will be provided in compliance with the statute by the superintendent's secretary.

8. INFORMATION

8.1 FOIA Requests / Responses

No discussion.

8.2 IASB Kishwaukee Meeting

Board members were encouraged to attend the Kishwaukee Division meeting on Thursday, September 22, 2011 at Marengo High School. The program is on Senate Bill 7: Education Reform in Illinois. Board members will learn how the bill impacts them and what type of mandatory professional development is now required.

9. CONSENT AGENDA

9.1 Personnel Report: Resignations, Retirements, Leave Requests, Changes in Assignment/FTE, New Hires

Long-term Substitutes Certified

Stanfa, Karen, MCS, Grade 1, 1.0 FTE, 9/26/11 to 11/18/11

New Hires Support

Gadzinski, Jennifer, FS, Sp Ed Assistant 3.25 hrs/day, Tue-Fri, 9 Month, Start Date 8/30/11

Morgan, Janice, HES, Sp Ed Assistant (Kindergarten Booster), 12 hrs/wk, 9 Month, Start Date 9/6/11

Ernzen, Emily, FES, Sp Ed Assistant, 15 hrs/wk, 9 Month, Start Date 9/12/11

Resignations Support

Manikas, Kim, WES, Reading Tutor, 3 hrs/day, 9 Month, Effective 6/7/11

Read, Tracy, HES, Kindergarten Booster, 12 hrs/wk, 9 Month, Effective 6/7/11

Reappointments/Reclassifications Support

Gutierrez, Eddie, Transportation, Bus Driver, 9 Month

Honey, Kathy, Transportation, Bus Driver, 9 Month

9.2 2011-2012 Kane County Sheriff's Office Reciprocal Reporting Agreement

Motion by Wilson, second by McCormick, to approve Consent Agenda Items 9.1 and 9.2, as presented. On roll call, Ayes, seven (7), Grosso, Henry, McCormick, Nowak, Stith, Wilson, Moran. Nays, none (0). Motion carried unanimously.

10. COMMENTS FROM THE PUBLIC ON BOARD OF EDUCATION ACTION

None.

11. BOARD MEMBER COMMENTS AND REPORTS

Comments included the following: attendance at the September 11th program at the high school is a testament to our community who chose to honor these heroes and to our staff and students who provided the program; the Geneva Academic Foundation is planning their fall fund-raiser and is hoping to increase their membership; the District's Illinois Association of School Boards' Field Service representative is unable to attend the Board's scheduled September 24th retreat meeting - the retreat will need to be changed to November - a poll of the number of Board members who could meet on November 5th or November 12th was split - request for Board members to consider having the retreat meeting on November 5th - let the Superintendent know if November 5th is okay.

12. NOTICES / ANNOUNCEMENTS

No discussion.

13. EXECUTIVE SESSION TO CONSIDER MATTERS PERTAINING TO THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY [5 ILCS 120/2(c)(1)]

At 7:23 p.m., motion by Wilson, second by Henry, to go into executive session to consider matters pertaining to the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body. On roll call, Ayes, seven (7), Henry, McCormick, Nowak, Stith, Wilson, Grosso, Moran. Nays, none (0). Motion carried unanimously.

At 7:24 p.m., Assistant Superintendents Collins, George, Oberg and O'Neil were excused from the meeting.

At 7:29 p.m., the Recording Secretary was excused from the meeting.

At 7:30 p.m., following a short break, the Board moved into executive session.

At 7:56 p.m., motion by Henry, second by Wilson, and with unanimous consent, the Board returned to open session.

14. ACTION POSSIBLE FOLLOWING EXECUTIVE SESSION

No action was taken.

15. ADJOURNMENT

At 7:57 p.m., motion by McCormick, second by Henry, and with unanimous consent, the meeting was adjourned.

APPROVED _____

PRESIDENT

SECRETARY _____

RECORDING
SECRETARY

Kent Mutchler

RECORDING
SECRETARY