

**Committee of the Whole Meeting – 6:30 pm**  
**Tuesday, January 8, 2019**  
Genoa-Kingston Community Unit School District #424  
Genoa-Kingston High School Community Room  
980 Park Avenue Genoa, IL 60135

1. Call to Order
2. Correspondence/ Presentation  
    2.01 GKMS - Craig Butcher
3. New Law 2019 - Oath of Office
4. GKHS Computer Lab Remodel
5. 2019-2020 Public School Calendar Review
6. Archery Club for High School and Middle School Discussion
7. Discussion of Staffing/Classroom Sizes
8. Discussion of Board Policies
9. Discussion of Structure of Meetings
10. District Strategic Plan Review
11. Superintendent Evaluation
12. Superintendent/Board Communication
13. Future Agenda Items
14. Closed session for discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District in compliance with 5 ILCS 120 /2/(c)(1) and collective bargaining matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees in compliance with 5 ILCS 120/2(c)(2).
15. Reconvene to Open Session
16. Adjournment

**Committee of the Whole Meeting Minutes – 6:30 pm**

**Tuesday, January 8, 2019**

Genoa-Kingston Community Unit School District #424

Genoa-Kingston High School Community Room

980 Park Avenue Genoa, IL 60135

**Call to Order**

Vice President, Barb Gustafson called the Genoa-Kingston CUSD #424 Committee of the Whole meeting to order at 6:32 pm.

Present: John Shipley, David Cleveland, Kristin Brynteson, Jake Wesner, Barb Gustafson.

Board Member, Kristen Andrews attended the meeting via conference call in accordance with 5 ILCS 120/(c)(7).

Absent: Paul Kruse

**Correspondence/ Presentation**

GKMS - Craig Butcher

Mr. Butcher shared a detailed presentation regarding Genoa-Kingston Middle School with the board.

Mr. Butcher shared the Genoa-Kingston Middle School (GKMS) goals. He commented on this year's new building leadership, PLC's, SMART Goals, and the GKMS commendable school designation. He also shared PARCC and MAP data. Mr. Butcher commented on standards for student success with no zeros allowed, and the reteach, retake philosophy. He also shared information regarding WIN I and WIN II (What I Need). Mr. Butcher commented on the continued growth of Project Lead the Way and the integration of technology into the classroom. He also commented on the importance of community and parent involvement to the success of the GKMS students.

Mr. Uili commented on PBIS (Positive Behavior Intervention Support) and school-wide incentive programs.

**New Law 2019 - Oath of Office**

Mr. O'Daniell stated a new law HB 4768/PA 100-1055): amends the oath of office. He also stated the amended oath of office is included in the current PRESS Policy #99 updates recommended for approval on Tuesday, January 22, 2019. Mr. O'Daniell stated Mr. Kruse recommended the board review the amended oath and consider administering the new oath to all new and existing board members in April when new board members take their seat and every two years thereafter. Mr. O'Daniell stated he could include the recommendation to *Policy 2:80, Board Member Oath and Conduct of Office*, for consistency prior to final approval at the January board of education meeting.

Ms. Gustafson was in favor of the board taking the new oath of office in April and thereafter every two years for new board members only.

Mr. Wesner stated, as an existing board member, he was not in favor of taking the new oath of office and recommended only newly elected board members should be required to take the oath of office.

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Mrs. Brynteson was in favor of all board members taking the new oath of office in April due to the updated language.

Further discussions and a recommendation to approve PRESS Policy Updates #99 will take place at the Tuesday, January 22, 2019 board of education meeting.

### **GKHS Computer Lab Remodel**

Mr. O'Daniell shared a request from Mr. Lekkas to remodel the three high school computer labs to better utilize the space for students and teachers.

Mr. Shipley requested cost estimates be broke down per classroom.

Mr. O'Daniell commented on sharing cost estimates per room, however; recommended completing the two science labs at the same time.

### **2019-2020 Public School Calendar Review**

Mr. O'Daniell shared a review of Draft 1 and Draft 2 of the 2019-2020 Public School Calendar discussed at a prior meeting. He also shared two new scenario's Draft 3 and Draft 4 to include one E-Learning Days within the school year. Mr. O'Daniell shared information from Leyden School District, Michigan City and Gurnee School District all currently using E-Learning Days.

The Board reviewed the four calendar options. The Board held a lengthy discussion, and shared concerns over E-Learning Days, Wi-Fi access, splitting up finals, beginning and end dates, length of winter break, as well as the new state law regarding the school calendar.

Ms. Gustafson was in favor of E-Learning Days and asked about teacher attendance.

Mr. O'Daniell stated all teachers attend E-Learning Days.

Administrators were in favor of the concept of an E-Learning Day.

Mr. Cleveland stated he was neither in favor nor against the concept. Mr. Cleveland asked for input from teachers and administrators. He also recommended a presentation to substantiate the benefits as well as address the Wi-Fi and Chromebook concerns. He also recommended community feedback for support of the concept.

Mr. Shipley was not in favor of the concept of E-Learning Days.

Mr. Wesner asked about the length of winter break.

Ms. Gustafson and Mrs. Brynteson commented on winter break being in alignment with the county and neighboring districts and colleges.

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Mrs. Simmons commented on the importance of E-Learning Days for social and emotional learning as equally important for the technical world we now live in.

Mr. Shipley asked if there would be one E-Learning Day each year or if this was just a pilot year to incorporate an E-Learning Day in the event of an emergency day used.

Mrs. Brynteson was in favor one E-Learning Day each year in the fall semester.

Recommendation for formal approval of the 2019-20 public school calendar will take place at the Tuesday, January 22, 2019 Board of Education Meeting.

### **Archery Club for Middle School Discussion**

Mr. O'Daniell stated the extra-curricular committee was making the recommendation for an Archery Club at the Middle School.

Mr. O'Daniell stated the Co-Curricular Committee has met multiple times to review the application for Archery Club to become a contract-recognized club. Mr. O'Daniell shared documents that show the club has been operating for at least two years with volunteer sponsors, no activity fund, and with over 30 students involved. The Archery Club has gone through the appropriate procedures; the Principal(s) are in support as is the GKEA. Thus, the Co-Curricular Committee recommends approval of the Archery Club as a recognized Genoa-Kingston Club. We would add The Archery Club to the Extra-Curricular Compensation Schedule in Category A, establish an activity account for the club to fund raise and run funds through.

Mr. Butcher commented on The Archery Club and the positive impact for the students at the middle school.

Mr. Shipley asked for a review of clubs in the district in which volunteers are not paid.

Ms. Gustafson commented on staffing and class sizes more of a priority for the district.

Mr. Wesner, Mrs. Brynteson and Mrs. Andrews were in favor of the Archery Club for middle school.

Recommendation for formal approval on the Archery Club for middle school will take place at the Tuesday, January 22, 2019 Board of Education Meeting.

### **Discussion of Staffing/Classroom Sizes**

Mr. O'Daniell commented on the district being in a position to add staff and discuss classroom sizes. He also commented on the new Evidence Based Funding Model (EBF) and the district's current operating expenses as a good time to reinvest. Mr. O'Daniell recommended the board consider adding five new positions to the district. He also commented on prior discussions with administration to the meet the current needs in each building.

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Administrators commented on the importance of additional instructional coaches as well as art teachers.

Mr. Wesner asked about additional staff to reduce classroom sizes.

Mr. Shipley shared concerns over current classroom sizes.

Mrs. Hill stated the current student base has allowed for comfortable classroom sizes. She also commented on the need for literacy and art at Kingston Elementary School (KES).

Mrs. Brynteson stated being mindful of classroom sizes while looking at a variety of ways in which students are best educated through various support resources. She also commented on rigorous curriculum, the addition of art teachers, instructional intervention and team teaching important factors to consider.

Mr. Shipley shared concerns over allocating a specific dollar amount for additional teachers. He commented on the budget, the new Evidence Based Funding Model and increased revenue.

Mr. Cleveland stated it important to remain focused on the current needs of the students. He also recommended a list prioritizing the needs for each building.

Each administrator shared the needs of their buildings.

Mr. O'Daniell asked the board for approval to begin the interview process to add five new positions; two additional teachers for art education in KES, GES and GKMS, two more instructional coaches, and a Multi-Tiered Systems of Support Coordinator at the high school.

The board was in favor of moving forward with the interview process to add five new positions to the district.

### **Discussion of Board Policies**

Mr. Cleveland commented on prior board discussions regarding board policies. He also commented on board policies specific to state law, and school code. He asked the board to consider forming a policy committee to review only policies specific to the district.

The board held a lengthy discussion regarding the review of board policies and forming a separate policy committee.

The board agreed to add Board Policies to future committee of the whole meetings to review each section relating to district level policies.

Mr. O'Daniell commented on a recent conversation with the Illinois Association of School Boards regarding state and local level policies. He also stated not one of the policies are original to the Genoa-Kingston Board of Education.

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Mr. Cleveland recommended the board review; Board Policies Section 1, School District Organization, prior to the committee of the whole meeting for discussion.

Board Policies Section 1, School District Organization will be added to the agenda for the Tuesday, February 12, 2019 Committee of the Whole Meeting for further review and discussion.

### **Discussion of Structure of Meetings**

Mr. Wesner commented on finance committee information shared with the board at a previous meeting. Mr. Wesner asked if the board had any interest in forming a finance advisory committee, although he did not want to be a part of the committee.

Mr. Shipley asked for the definition, benefits and purpose of a finance advisory committee.

Mr. Wesner stated the intent was to gain information prior to formal board approval.

Mr. O'Daniell commented on recent conversations with Dr. Shortridge to create a monthly financial calendar. The calendar would provide the board with a better understanding of the financial timelines of the district.

Mrs. Andrews was in favor of full board participation rather than forming additional committees. She was also in favor of a financial calendar for future committee of the whole discussions.

Ms. Gustafson was in favor of a financial calendar.

Mr. Shipley stated committee of the whole meetings were to minimize additional committees and meetings. Mr. Shipley was in favor of a financial calendar to gain a better understanding of the process and timelines. He also recommended budget and policies be placed on committee of the whole meeting agendas on a regular basis for discussion.

Mr. O'Daniell commented on the structure of the meetings to include budget and policies. He also stated he would be happy to address any questions in advance of meetings via email or phone to help eliminate frustration or concerns.

Mrs. Andrews asked if it was possible to post board of education or committee of the whole meetings earlier than the Friday to allow additional time to review and ask questions prior to meetings.

Mr. O'Daniell stated it is possible to post the committee of the whole meetings earlier but more difficult for regular board meetings.

Mr. O'Daniell stated Dr. Shortridge would have a monthly break down of school finance by Friday, January 11, 2019 for the board to review.

### **District Strategic Plan Review**

Mr. O'Daniell reviewed the District Strategic Plan with the board. He also shared input regarding what goals should remain, and which ones should be retired.

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The board commented on the District Strategic Plan and recommended updates to remain focused on the goals of the district.

Mr. O'Daniell will work on updates to the District Strategic Plan to present for final approval at a future Board of Education Meeting.

**Superintendent Evaluation**

Mr. O'Daniell commented on a response to the District Strategic Plan in preparation for a mid-term self-evaluation prior to the formal Superintendent Evaluation Process.

**Superintendent/Board Communication**

Mr. O'Daniell commented on the Kishwaukee Division Dinner Meeting in March. He also asked the Board to arrive at 5:00 pm if possible.

**Kishwaukee Division Dinner Meeting**

Wednesday, March 6, 2019  
Genoa-Kingston High School  
980 Park Ave. Genoa, IL. 60135  
Pre-meeting *Briefing for Candidates*: 5:00 p.m.  
Registration: 6:00 p.m.

**Genoa Area Chamber of Commerce Business Expo**

Mr. O'Daniell publicly thanked the Genoa Area Chamber of Commerce for their flexibility in changing the date of the Chamber Expo from March 2 to March 9 due to the high school hosting a regional athletic contest on March 2.

He also publicly thanked Mr. Rucker for moving his mattress sale to the library that day.

**Genoa Area Chamber of Commerce Business Expo**

Saturday, March 9, 2019 10 am - 3 pm  
Genoa-Kingston High School  
980 Park Ave. Genoa, IL. 60135

**Ag Grant**

Mr. O'Daniell commented on the application of a \$10K Ag Grant to allow for updates to the current high school greenhouse.

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### **Future Agenda Items**

#### **Negotiations**

Tuesday, January 15 and Thursday, January 17 @ 6:00 pm.

#### **Board of Education Meeting Tuesday, January 22, 2019 @ 7:00 pm**

Correspondence/Presentations:

##### **Excellence in Education Nominees**

##### **Genoa Elementary - John Francis**

Clubs for discussion

Approval of Archery Club for Middle School

Approval of PRESS Policies Update #99

Approval of 2019-2020 Public School Calendar

Superintendent Evaluation

Tentative Budget Designation

Statement of Economic Interest

#### **Committee of the Whole Tuesday, February 12, 2019 @ 6:30 pm**

Review of District Strategic Plan – Goal #2

Presentation of E-Learning

Superintendent Evaluation

Review of Registration and Student Fees

Administrative Review of Closed Session Meeting Minutes

Administrative Review of Closed Session Audio Minutes

Discussion of Board Policies Section #1

Discussion of Finance/Business Office Calendar

Discussion of Staffing/Classroom Sizes

**Closed session for discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District in compliance with 5 ILCS 120 /2/(c)(1) and collective bargaining matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees in compliance with 5 ILCS 120/2(c)(2).**

A closed session was not held.

#### **Reconvene to Open Session**

No reconvene



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**Adjournment**

A motion was made by Mr. Cleveland, seconded by Mrs. Brynteson, to adjourn the Committee of the Whole meeting at 9:31 pm.

Voice vote: All

Ayes: 6

Nays: 0

Motion Carried.

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Paul Kruse, School Board President

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Kristen Andrews, School Board Secretary