

**GENEVA COMMUNITY UNIT SCHOOL DISTRICT NUMBER 304
227 NORTH FOURTH STREET, GENEVA, KANE COUNTY, ILLINOIS
POLICY COMMITTEE MINUTES**

The Board of Education Policy Committee met at 6:15 p.m. on Monday, February 23, 2015, at Williamsburg Elementary School, 1812 Williamsburg Avenue, Geneva, Illinois.

1. CALL TO ORDER

The meeting was called to order at 6:15 p.m. by Committee Chair Stith.

Committee members present: Leslie Juby, Mike McCormick, Mary Stith.

District staff present: Craig Collins, Assistant Superintendent of Personnel; Dr. Kent Mutchler, Superintendent.

Others present: Kelly Nowak, Rob Showalter, Ryan Estabrook, Eric Hatzcel, Lauren Livingston, Madeline Lalonde, Diane Chapman, Larry & Michelle Frank.

2. PUBLIC COMMENT

None.

3. APPROVAL OF MINUTES

3.1 January 26, 2015

Motion by Juby, second by Stith, and with unanimous consent, the minutes were approved as presented. Abstained: Stith.

4. DISCUSSION / POSSIBLE FUTURE CONSIDERATION

4.1 Policy 1662, Anti-Harassment, **Revised**

4.2 Policy 3362, Employee Anti-Harassment, **Revised**

4.3 Policy 4362, Employee Anti-Harassment, **Revised**

4.4 Policy 5517, Student Anti-Harassment, **Revised**

Mr. Collins presented the following policies to the Policy Committee stating that there were several changes due to court cases and the re-writing of legal wording. We need to review all of the possible revisions and highlight the major changes recommended by NEOLA. As noted in the policies sent to you, Mr. Collins drew attention first to page 25, Policy 3362. On page 1, he drew notice to the language in this area and specified the terms "traits of sex" and "protected characteristics". Mr. Collins noted that we should expect to see further changes to this wording in the near future, or at least specification of what this wording means. On page 26, on the next page, under "sexual harassment" there are language changes reflected in this section based on the law. Why isn't inappropriate relations between staff and a student leading automatically to termination? (Due process.) On page 5, Policy 3362, boundary invasions, this is a new section that is part of training for staff explaining what not to do. Have our staff been, or will they be informed of this? (Yes.) What about giving consoling hugs "to kids" who really need it? (There seems to be an inverse relationship of the number of hugs, and the age of the student.) Should we reference and incorporate language about sensitivity training? (We can certainly take a look at that.) What about striking item K, "going to students home for non-educational purposes"? (We can take a look at that.) On page 9, Policy 3362, the recommendation is that we have the anti-harassment compliance offices be specified in this and we do have a female and male. On page 11, the Board would need to specify which choices communicating this policy and these people. All of these seem to be important. Will the compliance offices be listed for the District or for the building level? (These would be district level.) The recommendation on page 11, third paragraph down, is that the School Board Attorney should be the selection between Board President and School Board Attorney. On page 12, the investigation is actually specified in this policy rather than in an administrative procedure so that this can be more clearly communicated to the public. This is new. On page 16, Policy 3362, there is a confidentiality section added in the last two paragraphs on this page to protect the victim and witnesses. On page 17, the section on

“retaliation and reprisal” is a new section. It was in the administrative procedures before and this too has been moved to the actual policy. On page 18 of 19, this page is also new in the policy as it was in the procedures before. The recommendation is to have the school board attorney be the choice in all three of these paragraphs and the committee agreed with education and training. This seems to lay a lot of responsibility on the District administration in dealing with professionalism of employees. Should there be added adverbs, for example, using “vigorously” on page 1 of this policy and “promptly” for the investigation. On page 2, similarly use “immediate” as replaced by “prompt”? “Prompt” should be consistent throughout the policy or “appropriate” could be used in places as well. Other policies are similar and certainly related to this policy. On page 16, Policy 5517, what does this mean under “additional school” action? There shouldn’t really be any mandatory reporting to the superintendent as this goes to DCFS, and then under “confidentiality” this shouldn’t really read “not as much as possible” but maybe something else like “reasonable” so maybe strike as much as possible and put in “reasonable” or some other wording? We need to revise the sentence on “sexual relations with a student” to read “immediate termination”. (We’ll certainly take a look at those.) Should there be more cross citations, for example with the OCR or legal citations? (Citations are there, but we will look at adding additional ones.) Thank you for your comments on these as they are complex policies. These will be brought back for review at an upcoming policy committee meeting.

5. OUTSTANDING POLICY CLEANUP & REVIEW

5.1 Series 2000 Programs

<http://www.neola.com/genevacusd-il/search/policies/po2000.htm>

We are out of time so we will review these the next time. Please get comments to the superintendent on any policies in the 2000 series prior to the meeting if possible.

6. ADJOURNMENT

At 6:58 p.m., on a motion by McCormick , a second by Juby, and with unanimous consent, the meeting was adjourned.

APPROVED _____
(Date)

(Mary Stith) CHAIRPERSON

RECORDING
SECRETARY _____
(Dr. Kent Mutchler)