

**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 6:00 p.m. on Tuesday, May 26, 2015, at Williamsburg Elementary School, 1812 Williamsburg Avenue, Geneva, Illinois.

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Committee Chair Stith.

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

District staff present: Patty O'Neil, Assistant Superintendent Learning & Teaching; Donna Oberg, Assistant Superintendent of Business Services; Craig Collins, Assistant Superintendent of Personnel; Dr. Kent Mutchler, Superintendent.

Others present: Julie Lawrence, Lisa Freeman, Mary Bowman, Ann Cardile, Kelly Nowak.

2. PUBLIC COMMENT

None.

3. APPROVAL OF MINUTES

3.1 April 27, 2015

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

4. DISCUSSION / POSSIBLE FUTURE CONSIDERATION

4.1 Set 2015-2016 Meeting Dates

Motion by Juby, second by McCormick, and with unanimous consent, the meeting dates for 2015-2016 were approved as presented.

4.2 Reorganization of Committee

Stith nominated Juby as Chair of the Policy Committee.

Motion by Stith, second by McCormick, and with unanimous consent, Juby was approved as the committee chair.

The committee reviewed the Policy Committee's operational guidelines and it was suggested to strike guideline 5B, possibly adjust guideline 7B, change the word "reported" to "forwarded", and then to eliminate item 7C.

Motion by McCormick, second by Stith, and with unanimous consent, the changes to the operational guidelines were approved to move forward to the Board as presented.

4.3 Policy 1460, Physical Examination, **Revised**

4.4 Policy 3160, Physical Examination, **Revised**

4.5 Policy 4160, Physical Examination, **Revised**

Craig Collins presented policies 1460, 3160 and 4160 to the Board as revised. These revisions were made to comply with updates and laws.

Motion by Stith, second by McCormick, and with unanimous consent, items 4.3 – 4.5 were approved to move forward to the Board for a first reading as presented.

4.6 Policy 1430.01, Family & Medical Leaves of Absence (FMLA), **Revised**

4.7 Policy 3430.01, Family & Medical Leaves of Absence (FMLA), **Revised**

4.8 Policy 4430.05, Family & Medical Leaves of Absence (FMLA), **Revised**

Craig Collins presented policies 1430.01, 3430.01 and 4430.05 to the Board as revised. These revisions were made based on the law.

Comments, questions, concerns: Is the leave concurrent for military personnel if the military

person is a caretaker? (Not sure, but we will check on this.) Statement was made three times about the reasons. (It should be that way.)

Motion by McCormick, second by Stith, and with unanimous consent, items 4.6 – 4.8 were approved to move forward to the Board for a first reading as presented.

4.9 Policy 3217, Weapons, **Revised**

4.10 Policy 4217, Weapons, **Revised**

4.11 Policy 5772, Weapons, **Revised**

4.12 Policy 7217, Weapons, **Revised**

Craig Collins presented policies 3217, 4217, 5772 and 7217 to the Board as revised. These revisions were made to comply with the change in the "Conceal and Carry Law" allowing for some exceptions on school property.

Comments, questions, concerns: Do these apply to administration also? (Craig will check.) Why is "police" in the student section? (Craig sighted that on policy 5772, exemption A, which is different. He will check on that.) Under knives, would a multi-functioning gardening or work tool fall under this category as a weapon? Do we need to add this in? (These are covered in this policy.)

Motion by Stith, second by McCormick, and with unanimous consent, items 4.9 – 4.12 were approved to move forward to the Board for a first reading as presented.

4.13 Policy 8325, Receipt of Legal Documentation by District Employees, **New**

Craig Collins presented policy 8325 to the Board as new. He explained that this provides direction to staff reflective of what used to be administrative guidelines placing those AG's into the policy.

Motion by Stith, second by McCormick, and with unanimous consent, item 4.13 was approved to move forward to the Board for a first reading as presented.

Superintendent Mutchler noted that this is another example of how policy changes are being made to incorporate what used to be administrative guidelines directly into the policies, and that this is getting to be more of the norm in policy updates to make everything more transparent.

4.14 Policy 2270, Religion in the Curriculum, **Revised**

Patty O'Neil presented policy 2270 to the Board as revised. She clarified further the separation of church and school with more specific language.

Comments, questions, concerns: Will policy 9130 be presented as a live link reference in this policy? (Yes.)

Motion by Stith, second by McCormick, and with unanimous consent, item 4.14 was approved to move forward to the Board for a first reading as presented.

4.15 Policy 2370, Educational Options, **Revised**

Patty O'Neil presented policy 2370 to the Board as revised. She explained that this brings our policy more into the 21st century regarding technology and the possibility for online courses.

Comments, questions, concerns: Should this be a part of policy 2371 or separate? (Separate.) Where does Vtel conferencing fit with this? (That is covered in policy 2371.)

Motion by Stith, second by McCormick, and with unanimous consent, item 4.15 was approved to move forward to the Board for a first reading as presented.

4.16 Policy 2371, Remote Educational Program, **New**

Patty O'Neil presented policy 2371 to the Board as new. This is a revision that paves the way for programmatic changes.

Motion by McCormick, second by Stith, and with unanimous consent, item 4.16 was approved to move forward to the Board for a first reading as presented.

4.17 Policy 8330, Student Records, **Revised**

Patty O'Neil presented policy 8330 to the Board as revised. She explained that this strikes

any social security numbers from any student records. It also helps in cleaning up our student information system and brings us into compliance with the law protecting student information regarding student records.

Comments, questions, concerns: By law does the national armed forces still get a list of students? (Yes.)

Motion by McCormick, second by Stith, and with unanimous consent, item 4.17 was approved to move forward to the Board for a first reading as presented.

5. OUTSTANDING POLICY CLEANUP & REVIEW

5.1 Series 2000 Programs

Policies 2250, Innovative Programs; 2261.02, Parent Participation in Title I Programs; 2416, Student Privacy and Parental Access to Information; 2510, Adoption of Textbooks; 2700, School Report Card

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

These policies were reviewed noting a typo in policy 2510. In the last sentence it should be "designee" and an "e" is left off so that correction will be made.

Comments, questions, concerns: Should policy 2416 be tied with policy 8330? (We will work to get this done if it is appropriate.)

6. ADJOURNMENT

At 6:40 p.m., on a motion by Stith, a second by McCormick, and with unanimous consent, the meeting was adjourned.

APPROVED _____
(Date)

_____ CHAIRPERSON
(Mary Stith)

RECORDING
SECRETARY _____
(Dr. Kent Mutchler)