

**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 Monday, February 24, 2013, 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, Mary Stith. Absent: Mike McCormick.

Administrators present: Elizabeth Janowiak, Director Technology, Craig Collins, Assistant Superintendent Personnel Services; Patty O'Neil, Assistant Superintendent Learning & Teaching; Dr. Kent Mutchler, Superintendent.

Others present: Robin Butler.

2. PUBLIC COMMENT

None.

3. APPROVAL OF MINUTES

3.1 February 3, 2014

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

4. DISCUSSION / POSSIBLE FUTURE CONSIDERATION

4.1 Policy Updates – C. Collins

4.1.1 1240, *Evaluation of the Superintendent*, **Revised**

It was suggested that the Board adhere better to the timeline specified in this policy. It was also suggested that "flexibility of timeline" be added to the policy language. The timeline specified in policy has not been followed in past years. Relative to item "F" policy language be changed that the report to the superintendent be made by the full board vs. the board president, which reflects current practice. Regarding item "G", policy language will be changed from "January" to in conjunction with spring the board/administrative retreat. It was requested that item "H" be added to indicate that timelines could be changed or waived by mutual consent of the board and superintendent.

Motion by Juby, second by Stith, and with unanimous consent, that this policy be forwarded to the full board with suggested changes for first reading.

4.1.2 1530, *Administrative Evaluation Program*, **Revised**

Discussion: Do the dates in the policy reflect the law? (Yes.) Should the language be just the superintendent? (No, could add "or designee.")

Motion by Juby, second by Stith, and with unanimous consent, that this policy be forwarded to the full board as revised for first reading.

4.1.3 1623, 3123, 4123, *Section 504/ADA Prohibition Against Disability Discrimination in Employment*, **New**

This policy provided direction and expectations to help guard against discrimination in employment. District compliance officers was left blank but most likely would be the Assistant Superintendent for HR.

Discussion: Who designates the identity of the compliance officer? (The superintendent.)

Motion by Juby, second by Stith, and with unanimous consent, that this policy be forwarded to the full board, with the blanks completed, for a first reading.

4.1.4 2260, *Nondiscrimination and Access to Equal Employment Opportunity*, **Revised**

This was revised for consistency with other identified, protected categories previously approved and to comply with current legislation.

Discussion: Does this mean we cannot deny Boy Scouts use of our buildings? (Yes.) It seems inconsistent to follow a law that is discriminatory while our policies protect equity for all protected classes. It seems like a hypocritical law.

Motion, reluctantly, by Juby, second by Stith, and with unanimous consent, that this policy be forwarded to the full board as revised to comply with legislation for first reading.

4.1.5 2260.01, *Section 504/ADA Prohibition Against Discrimination Based on Disability*, **New**

This policy should be added in order to comply with statute.

Discussion: Is 2011 the most current date from NEOLA? (Yes.)

Motion by Juby, second by Stith, and with unanimous consent, that this policy be forwarded to the full board for first reading.

4.2 Policy Review – P. O'Neil

4.2.1 5112, *Entrance Age*, **Revised**

The revisions reflect a change in the law.

Motion by Juby, second by Stith, and with unanimous consent, that this policy be forwarded to the full board for first reading.

4.2.2 5600, *Student Discipline*, **Review** of Bullying Policy

The bullying policy must be reviewed per statute. No changes required.

Discussion: Do we need to have parents and students sign off on this? (That is current practice.) Does the fact that parents and students need to sign off on this need to be included in the policy? Should we have flexibility for this and specify it in policy and administrative guidelines? The concern is that parents need to be aware of this responsibility and want it referenced so it is easier to find and follow; i.e., in handbook and online and point parents to this through policy.

Motion by Juby, second by Stith, and with unanimous consent, that this policy be moved forward to the full board for first reading.

4.3 Policy Review – E. Janowiak

4.3.1 0167.6, *Use of Personal Communication Devices*, **New**

This new policy is meant to clarify practice.

Motion by Stith, second by Juby, and with unanimous consent, that this policy be moved to the full board for first reading.

4.3.2 7530.01, *Staff Use of Wireless Communication Devices*, **Revised**

The revision clarifies the policy.

Motion by Stith, second by Juby, and with unanimous consent, that this policy be moved to the full board for first reading.

4.3.3 5540.02, *Social Networking Website Access*, **New**

Discussion: Does this conflict with new law? (No.) Main concern is that parents are aware of this policy. Have a problem with "reasonable cause" and no mention of having a parent notified when a password is requested. Also have a problem with determining "reasonable cause." (Reasonable cause is a generally accepted legal term.) I also have a problem with not contacting a parent before a password is asked for.

Motion by Stith, second by Juby, and with unanimous consent, that this policy be moved to the full board for first reading.

5. OUTSTANDING POLICY CLEANUP & REVIEW

5.1 5500, Student Conduct

<http://www.neola.com/genevacusd-il/search/policies/po5500.htm>

5600, Student Discipline

<http://www.neola.com/genevacusd-il/search/policies/po5600.htm>

5610, Suspension and Expulsion of Nondisabled Students

<http://www.neola.com/genevacusd-il/search/policies/po5610.htm>

The Committee has mutually decided to review these three policies but we need to look for others that may be linked. Think there is an understanding by some people about the difference between policy and administrative guidelines. Would like the Discipline Committee to review handbooks and would like to see administrative guidelines on discipline. (These are stated in our handbooks.) Would like the discipline reviewed annually along with the bullying policies.

5.2 Series 9000 Community Relations

<http://www.neola.com/genevacusd-il/search/policies/po9000.htm>

The Committee members should review this series put policies they have questions about on paper and send them to the superintendent in preparation for the next meeting.

6. ADJOURNMENT

At 6:55 p.m., on a motion by Juby, a second by Stith, and with unanimous consent, the meeting was adjourned.

APPROVED

(Date)

COMMITTEE
CHAIRPERSON

(Mary Stith)

RECORDING
SECRETARY

(Dr. Kent Mutchler)