

**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 6:30 p.m. on Tuesday, May 27, 2014, at Williamsburg Elementary School, 1812 Williamsburg Avenue, Geneva, Illinois.

**1. CALL TO ORDER**

The meeting was called to order at 6:30 p.m. by Committee Chair Stith.  
Committee members present: Leslie Juby, Mike McCormick, Mary Stith.

Administrators present: Dr. Kent Mutchler, Superintendent.

Others present: David & Gwen Gelfuso, Karen Mansk

**2. PUBLIC COMMENT**

None

**3. APPROVAL OF MINUTES**

3.1 April 28, 2014

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

**4. DISCUSSION / POSSIBLE FUTURE CONSIDERATION**

4.1 2014-2015 Policy Committee Meeting Calendar

It was suggested that we add the notation "starting time could vary based on agenda content" to the calendar.

Motion by Juby, second by McComick, and with unanimous consent, that this calendar with the addition of the notation was approved.

**5. OUTSTANDING POLICY CLEANUP & REVIEW**

5.1 Series 1000 Administration

<http://www.neola.com/genevacusd-il/search/policies/po1000.htm>

Chairperson Stith recommended that committee members put into writing suggestions that they have when they do these reviews and that these be distributed to Policy Committee members prior to the meeting for consideration during discussion during the meeting.

Brought forward in the 1000 Series by committee member Juby were the following:

+Policy 1121 and 1521: Suggestion was that perhaps we don't need both. They seem a little bit different, but perhaps these are duplicates that could be combined or one eliminated.

Committee directed the Superintendent or designee to possibly combine these or if we need to keep them separate for the future.

+Policy 1430.03 and 1730.01: The same discussion was held in this regard that these policies are possible duplications, with the notation that these be reviewed to see if they could be combined or one eliminated.

+Policy 1230.01: Question over when the Board might have to do this by law? The example was given over the weapons exclusion where the Board deals directly with Policy and the administrative guideline according to what is laid in the language of the law.

+Policy 1240: Do we seek input from all groups? (Yes, in a variety of ways throughout the year.) It was suggested that under Item D where it references President there be added to that "or designee".

+Policy 1430.01: It was noted that there is a typographical error where it says "en" above

Item A and the “or” has a line through it that should perhaps be struck. This is in the paragraph towards the bottom (19 lines up from the bottom) and should probably just be taken out.

+Policy 1520: It was requested that there be a discussion on this policy with the notation that this policy is regarding administrative staff hiring.

+Policy 1643: It was suggested that regarding requests to attend workshops and Board payment for those workshops that they be reviewed.

Stith pointed out Policy 1520 as well, and emphasized that it focuses on employment of administrators that are relatives. It was noted that Assistant Superintendent Collins is reviewing similar policies in other districts in this regard.

+Policy 1719: Stith suggested that under group health plans there be a reference to the specific legislation to affordable health care within the policy. Stith then again emphasized that comments be written prior to Policy Committee meetings so that members of the committee can review those policies prior to the meeting for a more thorough discussion.

5.2 Consideration of Discipline Policies

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

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There was an indication by the committee requesting that discussions on this be brought to closure. The following actions were suggested:

1. The Board should look at handbook changes. They don't need to approve them, but should take a look at the language in them.
2. There is the emphasis on progressive discipline in our policies, and this should even be more strongly advocated. (Chairperson Stith wants to meet with the Superintendent to also work on greater clarity in the wording on these policies.) Comment that other districts were studied by a committee member and ours seems very clear and straight forward. Suggestion expressed that a code of conduct and handbook could be presented in a more consistent fashion. (Mrs. Stith suggested that this be an item she looks at with the Superintendent in a meeting.)
3. It was suggested that cross references be listed in the online policies so that there is a button to immediately take people to the policy referenced. (We will check with NEOLA to see if this possible, as they are in control of what is listed on the website for policies.)
4. Chairperson Stith requested that we do a comparison study between the services and costs for the work of NEOLA versus IASB Press and that the administration let the committee know when this type of study would best fit during the school year.

6. **ADJOURNMENT**

At 6:54 p.m., on a motion by Juby, a second by McCormick, and with unanimous consent, the meeting was adjourned.

APPROVED \_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Mary Stith) COMMITTEE  
CHAIRPERSON

RECORDING  
SECRETARY \_\_\_\_\_  
(Dr. Kent Mutchler)