



## 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 22, 2016, at Coultrap Educational Services Center, 227 North Fourth Street, Geneva, Illinois.

### 1. CALL TO ORDER

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

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

District staff present: Mike Wilkes, Director of Technology, Donna Oberg, Assistant Superintendent Business Services; Dr. Kent Mutchler, Superintendent.

Others present: Dave Lamb, Robin Butler.

### 2. PUBLIC COMMENT

None.

### 3. APPROVAL OF MINUTES

3.1 January 25, 2016

Motion by McCormick, second by Stith, the minutes were approved as presented.

### 4. DISCUSSION / POSSIBLE FUTURE CONSIDERATION

4.1 Policy 8500, Food Services, **Revised**

Donna explained that 2006 was the last update of this policy which is a pretty basic policy. The update to this policy is pretty comprehensive around the allergy issues with a proposed addition on substitution for needs for food allergies and also with an update in regards to free and reduced meals. This also added community members to purchase lunch, explains that the district provides equipment, and incorporates civil rights language in the last paragraph. There was a suggestion to change "community residents" to "visitors" as that sounded more appropriate and prevented people from just coming in off the street to eat meals at the school. Also need to change it to "visitors" again later in the policy to keep it consistent.

Questions, comments, concerns: Do we break even financially with our food service program? (Yes, the program is supposed to break even. If there is any residual left then it is refunded to the district.)

Motion by Stith, second by McCormick, and with unanimous consent, Policy 8500 will be moved to the full Board for approval with the changes and suggested change of adding "visitors" to replace "community members".

4.2 Policy 8540, Vending Machines, **New**

Donna explained that the crossed out language is not needed and the main changes are bringing this into compliance when the rules for healthy/smart snacks.

Questions, comments, concerns: Do the revenues for vending machine go into a restricted fund? (Proceeds go to the general fund.) Is Illinois exempt from being required for smart snacks? (Not sure, but we try to follow those guidelines.)

Motion by McCormick, second by Stith, and with unanimous consent, Policy 8540 will be moved to the full Board for consideration.

4.3 Policy 8550, Competitive Food Sales, **Revised**

These revisions are fairly extensive but this puts this policy in line with the healthy snacks guidelines and defines that clubs and organizations can only sell those foods not fitting the guidelines outside of the lunch period times.

Questions, comments, concerns: We need to add “minutes” after the last “30” so that it’s consistent.

Motion by McCormick, second by Stith, and with unanimous consent, Policy 8550 will be moved to the full Board for consideration.

**5. INFORMATION**

5.1 NEOLA Update

NEOLA’s representative did come out recently to meet with the administrative team regarding policies, and there just was not substance to the meeting, as everyone is waiting for the Illinois legislature to do anything definitive in regard to most policies as well as define a budget for the state.

**6. OUTSTANDING POLICY CLEANUP & REVIEW**

6.1 Series 3000 Professional Staff – Policies 3430 through 3430.08

<http://www.neola.com/genevacusd-il/search/policies/po3000.htm>

Policy 3121, in regard to criminal checks is self-reporting working? (Yes, it seems to be.) In Policy 3430, this should be modified so that an employee doesn’t come to the Board directly but instead works through the protocol through administration with the Board being the last step in due process. (Change noted.) Policy 3430.02, need to add “designee” to the last sentence. Policy 3430.03, can we legally discharge someone for health reasons? (Yes.) Policy 3430.06, can we add a reference to contract or work agreements? (Yes.) Policy 3430.08, add “designee” to the last paragraph.

Questions, comments, concerns: How many staff have taken a sabbatical? Is it up to 3%? (No.) If there were greater than 3%, then how would that be decided? (By order of requests.) We need to start the 4000 series review next month.

**7. ADJOURNMENT**

6:32 p.m., on a motion by McCormick, a second by Stith, and with unanimous consent, the meeting was adjourned.

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

\_\_\_\_\_ CHAIRPERSON  
(Leslie Juby)

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