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Educate and prepare students with the **KNOWLEDGE, SKILLS,** and **PERSONAL QUALITIES** to be productive citizens.



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, August 11, 2025, at Coultrap Educational Services Center, 227 North Fourth Street, Geneva, Illinois.

1. CALL TO ORDER

The meeting was called to order at 6:18 p.m. by Committee Chair Bellino.

Committee members present: Molly Ansari, Stephanie Bellino, Willard C. Hooks Jr.

District staff present: Dr. Andy Barrett, Superintendent.

2. PUBLIC COMMENT (Policy 2:230)

3. APPROVAL OF MINUTES (Policy 2:220)

1. June 16, 2025

Motion by Ansari, second by Hooks, to approve the minutes as presented. Ayes, three (3), Ansari, Bellino, Hooks. Nays, none (0). Absent, none (0). Abstained, none (0). Motion carried unanimously.

4. DISCUSSION / POSSIBLE FUTURE CONSIDERATION

1. Policy 1:10, School District Legal Status – Review & Monitoring

2. Policy 1:20, District Organization, Operations, and Cooperative Agreements – Review & Monitoring

3. Policy 1:30, School District Philosophy – Review & Monitoring

This policy had a few changes, because we had to update it to align with our current mission statement and strategic planning. There were two options added to BoardBook. One was the original policy, and the other was the updated policy. We recommend that you move forward with the updated policy. The committee will approve moving the updated policy forward to the full board.

4. Policy 2:10, School District Governance – Review & Monitoring

5. Policy 2:80, District Administrative Protocol – Review & Monitoring

This policy has a question that needs to be answered. The portion with the question is what we would do if a board member were found violating the oath of conduct. We need to decide if we want to keep the wording the way it is or build in some protection that would outline what we should do or how we would manage it. This is a yes or no question. If we answer yes, then the following language would be added: "A board member who fails to abide by the oath of office or the *Code* may be subject to action by the Board, including, but not limited to, formal censure and/or referral to the Regional Superintendent for removal from office under Board policy 2:60, *Board Member Removal from Office*." Is there or has there been any self-evaluation? (I do not know if we have had to manage a board member violation or conduct issues in the past.) Board self-evaluation is something that can be done during a retreat. This is where most boards would start if there were challenges with the dynamic. This language has not been added to other district's policies, but based on some recent events in other districts, attorneys from the Illinois State Board of Education decided that maybe this language should be added if there are concerns. This seems to be more proactive rather than punitive.

To continue being transparent the committee has decided that this new language should be added.

6. Exhibit 2:120-E1, Guidelines for Serving as a Mentor to a New Board of Education Member – Rewritten

This policy lists the guidelines for when we have new board members. Is this something that will be practiced moving forward because I did not have a mentor? (This is not a policy, but instead guidelines that the board can adopt. It would be a new practice.) We have had guidelines in the past that were not consistent, so it might be best if we outlined those guidelines.

7. Exhibit 2:120-E2, Website Listing of Development and Training Completed by Board Members – Updated

This policy has a couple of word changes and lists the training that is being completed by board members.

8. Policy 2:130, Board-Superintendent Relationship – Updated

This policy shows how the board directs the superintendent through policy to operate the district and that we evaluate the superintendent. There was a minor language change.

9. Exhibit 2:220-E4, Open Meetings Act – Updated

This exhibit outlines the expectations for board meeting minutes. There were a couple of language changes.

10. Exhibit 2:220-E7, Access to Closed Meeting Minutes and Verbatim Recordings – Updated

This exhibit states that a board must allow its duly elected officials for vacant positions to have access to closed session minutes. There were a couple of language changes.

11. Exhibit 2:220-E9, Requirements for No Physical Presence of Quorum and Participation by Audio or Video During Disaster Declaration – Rewritten

This exhibit outlines that when we cannot meet in person due to a disaster there is a form that must be completed to meet via video conferencing or by phone.

12. Policy 2:240, Board Policy Development – Review & Monitoring

13. Exhibit 2:240-E1, PRESS Issue Updates – Rewritten

This exhibit is just a tutorial about PRESS, which is where we get our policies from.

14. Exhibit 2:240-E2, Developing Local Policy – Rewritten

This exhibit is also a tutorial, but in a slightly different format.

15. Policy 3:30, District Administrative Protocol – Review & Monitoring

16. Policy 4:50, Payment Procedures – Review & Monitoring

17. Policy 4:90, Student Activity and Fiduciary Funds – Review & Monitoring

18. Policy 4:180, Pandemic Preparedness; Management; and Recovery – Review & Monitoring

19. Exhibit 5:20-E, Resolution to Prohibit Sexual Harassment – Review & Monitoring

20. Policy 5:270, Employment At-Will, Compensation, and Assignment – Review & Monitoring

21. Policy 7:40, Nonpublic School Students, Including Parochial and Home-Schooled Students – Review & Monitoring

This policy explains how the district accepts non-public schools and home-schooled students who live within the district for part-time attendance in the district's regular education program on a space available basis, as well as the rules for being included in extracurricular or athletic activities. As our team was reviewing this they said our practice has probably been more flexible than the policy outlines. We will have more conversations about this, specifically the part-time attendance piece. The policy is very explicit that parents can only request this for the following year by May 1 of the previous year. Could you also update us on how many students would fit into this category? (Yes.) It is my understanding that when enrolled as a part-time student parents are looking for their kids to get more of the specials. Is this correct? (Generally, when this happens in our district it is families who have chosen home school and who feel there may be content areas that they are not strong in. At the elementary level it is typically for the specials classes.) Would this impact special services to a parochial school like St. Pete's? (We do have a certain level of responsibility for some basic special education services.)

22. Policy 7:90, Release During School Hours – Review & Monitoring

23. Policy 7:130, Student Rights and Responsibilities – Review & Monitoring

24. Policy 7:140, Search and Seizure - Updated

This policy gives the district the right to search for and seize student belongings during the school day. There were language and legal updates.

25. Policy 7:300, Extracurricular Athletics – Updated

This policy updates the list of contingencies we have in place for students to participate in extracurriculars. There was a legal update to this policy.

26. Policy 7:325, Student Fundraising Activities – Review & Monitoring

27. Policy 8:80, Gifts, Grants, and Bequests – Updated

This policy updated the legal references, but as we reviewed it, we noticed that the language in our policy does not match the language that is in PRESS. Before we moved to PRESS, we used another company called NEOLA. When we made the switch some of the policies converted easily and others did not. We thought it would be best if we adopted the PRESS language. The committee agreed to move the updated PRESS policy forward to the full board without any additional changes. There was a legal update.

28. Policy 8:110, Public Suggestions and Concerns – Review & Monitoring

Policies 1:10, 1:20, 2:10, 2:240, 3:30, 4:50, 4:90, 4:180, 5:270, 7:40, 7:90, 7:130, 7:325, and 8:110 were reviewed by the committee and no changes or updates were made. Exhibit 5:20-E was reviewed by the committee and no changes were made.

Motion by Ansari, second by Hooks, to approve moving the above items, 4.1-4.28, forward to the full board as presented. Ayes, three (3), Ansari, Bellino, Hooks. Nays, none (0). Absent, none (0). Abstained, none (0). Motion carried unanimously.

5. INFORMATION

6. OUTSTANDING POLICY CLEANUP & REVIEW *

7. ADJOURNMENT

At 6:48 p.m., on a motion by Ansari, a second by Hooks, and with unanimous consent, the meeting was adjourned.

APPROVED _____
Date

_____ CHAIRPERSON
Stephanie Bellino

SECRETARY _____
Bonnie J. Johnson