

**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, November 25, 2013, at Williamsburg Elementary School, 1812 Williamsburg Avenue, Geneva, Illinois.

1. CALL TO ORDER

The meeting was called to order at 6:03 p.m. by Committee Chair Stith.

Committee members present: Leslie Juby, Mike McCormick, Mary Stith. Absent: None.

Administrators present: Craig Collins, Assistant Superintendent Personnel Services; Elizabeth Janowiak, Director of Technology; Dr. Kent Mutchler, Superintendent.

Others present: None.

2. PUBLIC COMMENT

None.

3. APPROVAL OF MINUTES

3.1 August 26, 2013

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

4. DISCUSSION / POSSIBLE FUTURE CONSIDERATION

4.1 Elizabeth Janowiak

4.1.1. Bylaw 0167.6, New

Use of Personal Communication Devices

This policy was introduced to the Committee.

Discussion reflected concerns regarding personal phones of Board members being open to FOIA. Following discussion it was recommended that this policy be considered further by technology staff to determine whether it should be rewritten before being brought back to the Policy Committee.

4.1.2. Policy 7530.01, Revised

Staff Use of Wireless Communication Devices

The phrase "just cause" was discussed and it was recommended that this policy also be returned to technology staff for further consideration before being brought back to the Policy Committee.

4.2 Craig Collins

4.2.1 Policy 1430.07 Revised, 3430.07 Revised, 4430.07 New

Temporary Illness or Temporary Incapacity

NEOLA updated language required revisions to these policies. The new policy is added to cover all employee groups.

Motion by McCormick, second by Juby, and with unanimous consent, these policies were recommended to be moved to the full Board for a first reading.

4.2.2 Policy 1615 Revised, 3215 Revised, 4215 Revised, 5512 Revised, 7434 Revised

Use of Tobacco

All revisions were due to a change in the law effective January 1, 2014.

Motion by Juby, second by McCormick, and with unanimous consent, these policies were recommended to be moved to the full Board for a first reading.

4.2.3 Policy 1430.04 Delete, 3430.04 Delete, 4430.04 Delete
Military Leave

These policies were recommended for deletion due to redundancy.

Motion by McCormick, second by Juby, and with unanimous consent, these policies were recommended to be moved to the full Board for a first reading.

4.2.4 Policy 1521 Revised, 3121 Revised, 4121 Revised
Criminal History Record Check

These policies are being revised due to recent changes in the law.

Motion by Juby, second by McCormick, and with unanimous consent, these policies were recommended to be moved to the full Board for a first reading.

4.2.5 Policy 1560 Revised, 3160 Revised, 4160 Revised
Physical Examination

These policies are revised to reflect current state law regarding confidentiality.

Discussion, comments, questions: Do we pay for these? (No.) What if the physicals are not up to date? (Yes, the Board can require up to date.)

Motion by Juby, second by McCormick, and with unanimous consent, these policies were recommended to be moved to the full Board for a first reading.

4.2.6 Policy 1613 Revised,
Student Supervision and Welfare

This policy was revised to conform to policies covering other employee groups.

Motion by McCormick, second by Juby, and with unanimous consent, this policy was recommended to be moved to the full Board for a first reading.

4.2.7 Policy 8462 Revised
Child Abuse and Neglect

Revisions reflect changes in the law. Concern was expressed that Board members weren't really responsible for determining abuse. (This is the job of DCFS.) Shouldn't Board members notify administrators for DCFS? (That would typically be the case.)

It was recommended that this policy return to administration for further review prior to coming back to the Policy Committee.

4.3 Committee Chair - Future Consideration
PE Waivers / Flex Credits

Policy 2370, Educational Options & Policy 2413.01 PE Exemptions

This policy was previously discussed by the Committee and dealt with situations in the past. Concern was expressed regarding state guidelines and making decisions on a case-by-case basis, which may be less consistent than a policy. (We have dealt with this before. We can review the materials and bring something back to the committee in the future.) The Committee agreed to review related policies from other districts.

5. OUTSTANDING POLICY CLEANUP & REVIEW

5.1 Series 5000, Students

Policy manual review will start with the 5000 series and the Committee will work to review

one series at each meeting. Additionally, the entire Committee will go through the 5000 series for discussion over the next few meetings. Specific policies mentioned included:
5120, *Assignment within District*, how any kind of "safe harbor" might impact those

5215, *Missing & Absent Children*, questions regarding impact of McKinney Vento Act excluding the need for birth certificates and the requirement for 18 months of transportation for homeless students (yes, transportation must be provided for up to 18 months)

5410, *Promotion, Placement and Retention*, questions whether this mean overall progress vs. individual student progress

5421, *Grading*, There was a questions as to whether this should be a policy or an administrative guideline. There was Board support of the weighted grading system.

Committee members will continue to review series 5000 and bring comments to the next Policy Committee meeting.

Additionally, it was suggested that it might be a good idea to include the Coaches Handbook in policy rather than as an administrative guideline/handbook. This topic could be brought back to the Committee in the spring for discussion with the high school principal and athletic director.

6. ADJOURNMENT

At 6:50 p.m., on a motion by McCormick, a second by Juby, and with unanimous consent, the meeting was adjourned.

APPROVED

February 3, 2014

(Date)

(Mary Stith)

COMMITTEE
CHAIRPERSON

RECORDING
SECRETARY

(Dr. Kent Mutchler)