



**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 27, 2017, 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: Shonette Sims, Director Learning & Teaching Anne Giarrante, Director of Student Services; Dr. Andy Barrett, Assistant Superintendent Learning & Teaching; Donna Oberg, Assistant Superintendent Business Services; Dr. Kent Mutchler, Superintendent.

Others present: Dave Lamb, Taylor Egan.

2. PUBLIC COMMENT

None.

3. APPROVAL OF MINUTES

3.1 January 23, 2017

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

4. DISCUSSION / POSSIBLE FUTURE CONSIDERATION

4.1 Policy 1430.07, Temporary Illness or Temporary Incapacity, **Revised**

4.2 Policy 3430.07, Temporary Illness or Temporary Incapacity, **Revised**

4.3 Policy 4430.07, Temporary Illness or Temporary Incapacity, **Revised**

Dr. Law presented these policies to the committee indicating they are being changed to differentiate by employee groups.

Comments, questions, concerns: Please correct the formatting differences between the policies so they look different similar.

Motion by Stith, second by McCormick, and with unanimous consent, items 4.1 – 4.3, will be moved forward to the full Board as presented.

4.4 Policy 1719.01, Privacy Protections of Self-Funded Group Health Plans, **Revised**

4.5 Policy 3419.01, Privacy Protections of Self-Funded Group Health Plans, **Revised**

4.6 Policy 4419.01, Privacy Protections of Self-Funded Group Health Plans, **Revised**

Dr. Law presented these policies to the committee making these policies compliant with HIPAA by changing the Security Official to “Director of Technology” instead of “Assistant Superintendent of Human Resources”. This change is consistent with similar policies of other area schools.

Comments, questions, concerns: Is HR still involved? (Yes, as Privacy Official.)

Motion by McCormick, second by Stith, and with unanimous consent, items 4.4 – 4.6, will be moved forward to the full Board as presented.

4.7 Policy 5111.02, Homeless Students, **Revised**

Dr. Barrett presented this policy to the committee with changes required to make our policy

compliant with the ROE in regards to enrollment of homeless students.

Comments, questions, concerns: Does this change reflect current practice? (Yes.)

Motion by McCormick, second by Stith, and with unanimous consent, item 4.7, will be moved forward to the full Board as presented.

4.8 Policy 8330, Student Records, Revised

Dr. Barrett presented this policy to the committee with changes required to make our policy compliant with the ROE in regards to students transferring in without records from previous school. Why is social security number in this? (Not sure.) This policy will go back to the Policy Committee for further review.

5. INFORMATION

6. OUTSTANDING POLICY CLEANUP & REVIEW

6.1 Series 7000 Property – Policies 7100 through 7543
<http://www.neola.com/genevacusd-il/search/policies/po7000.htm>

Policy 7100. The Board may utilize a Superintendent Task Force as part of the policy? (Will review changes in the future); Policy 7217, add “or designee” after “superintendent”, can we add “chemicals”? (Yes, bring back to a future meeting.); Policies 7230 and 7240, all okay; Policy 7250, correct spelling error of “insider” and “outsider”, drop the “r”; Policies 7300, 7310, 7420.01, 7430, 7430.01 and 7434, all okay; Policy 7440, “Plant Security” being changed to “Facility Security”; Policies 7450, 7455 and 7510, all okay; Policy 7530.01, staff uses wireless devices in fourth paragraph, remove an upper case in third paragraph (don’t capitalize “responsible”), add “or designee” in second paragraph; Policy 7540, all okay; Policy 7540.01, add “or designee” in last paragraph; Policy 7540.02, all okay; Policy 7540.03, add “or designee” after “superintendent” and in last paragraph don’t capitalize “network”; Policy 7540.04 and 7543, all okay.

7. ADJOURNMENT

At 6:39 p.m., on a motion by Stith, a second by McCormick, and with unanimous consent, the meeting was adjourned.

APPROVED April 24, 2017
(Date)

(Leslie Juby) CHAIRPERSON

RECORDING
SECRETARY _____
(Dr. Kent Mutchler)