



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, May 22, 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: Taylor Egan, Leslie Juby, Mary Stith.

District staff present: Anne Giarrante, Director of Student Services; Dr. Kent Mutchler, Superintendent.

2. **PUBLIC COMMENT**

None.

3. **APPROVAL OF MINUTES**

3.1 April 24, 2017

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

4. **DISCUSSION / POSSIBLE FUTURE CONSIDERATION**

4.1 Committee Reorganization

Mary Stith nominated Leslie Juby as the Committee Chair.

Motion by Stith, second by Egan, and with unanimous consent, Juby was voted in as Committee Chair.

4.2 Policy 1217, Weapons, **Revised**

4.3 Policy 3217, Weapons, **Revised**

4.4 Policy 4217, Weapons, **Revised**

4.5 Policy 5772, Weapons, **Revised**

For items 4.2 through 4.5, the word "chemical" has been added.

Comments, questions, concerns: Under "exceptions to the policy", under A, the way it is worded should maybe read, is "required to store", instead of "permitted to store". On the other hand, maybe the wording should be reversed. We will change "permitted" to "required" in policies 4.2-4.4.

Motion by Egan, second by Stith, and with unanimous consent, items 4.2-4.5, will be moved forward to the full Board with proposed changes.

4.6 Policy 5330, Administration of Medication, **Revised**

Anne Giarrante presented this policy to the committee sharing that she reviewed this policy with the district nurses. There are currently only three schools in Illinois with a Narcon policy, Kaneland being one of them. We did review Kaneland's policy and did ask NEOLA for their language. Our police liaison at the high school and all of our nurses have been trained on Narcon. This medication is free to school districts through the health department and has a shelf life of 12-18 months. The only concern is that symptoms may actually be something else masked by supposed narcotics or other issue missed. Right now, it will be our nurses that would be trained and who would go to the scene to assess and make the determination.

Comments, questions, concerns: Does “first responders” mean anyone who arrives at the scene first? (No. This means our police liaison officer.) There was concern about training. (According to the health department, our nurses would have to be trained every three years. We would just make this part of their CPR/AED training they do every two years.) The training should be outlined in the policy. Could we put this in the guidelines? (That is fine as long as you reference in the policy that there is training per administrative guidelines.) In paragraph seven, let’s add, “trained” in front of “school nurse or first responder”, and then reference the guidelines. (That works.) What is the added cost for the Narcon? (There is no cost currently.) What is the cost if we lose funding? (We do not know.) How long has Kaneland had this in their policy? (Less than a year.) The last sentence in the seventh paragraph is confusing. (It means if we use the Narcon, we have to notify the health department because they are the provider.) Would this be provided at the bus garage as well? (No, because we do not have a nurse there.)

Motion by Egan, second by Stith, and with unanimous consent, item 4.6, will be moved forward to the full Board with proposed changes.

4.7 Policy 7440, Facility Security, **Revised**

Juby discussed the proposed changes from the last meeting, but did not see where “suspicious activity” was added. It should be added in the fifth paragraph, last sentence.

Comments, questions, concerns: Should the word “detection” be added in the fifth paragraph, third sentence, right before “video surveillance”? (The detection is what we are using the video surveillance for.) In the last paragraph on the first page, the second sentence is very wordy and confusing. On the second page, the paragraph under “C”, second sentence, “refused” should be “refuses”. Do we need to reference the “Order of Protection” policy? (Yes, we should.) Where should that be noted? (At the end of the policy.)

Motion by Stith, second by Egan, and with unanimous consent, item 4.7, will be moved forward to the full Board with proposed changes.

4.8 2017-2018 Policy Meeting Calendar Draft

There were no changes to this calendar. It can go forward to the Board for approval.

4.9 Policy Committee Operating Guidelines

Juby asked that committee members review and determine if any changes are necessary, or if these guidelines are still effective. There were no changes suggested. We will add a revised date to the bottom.

4.10 PRESS/NEOLA Discussion

Dr. Mutchler shared that he spoke with IASB Press in more detail and what they said is for the process that you pay \$9,000 for they will come in over a 5-8 month period and review the policies. It is more costly but for startup, it might make the most sense. Once we complete the setup then there is a menu of services that they can offer, ranging in price from \$900 a year to \$3,000 a year. If the Board will support the \$9,000 to get started, then from there we can determine what makes the most sense.

Comments, questions, concerns: The \$9,000 is a small amount of money for the time this will take.

Motion by Egan, second by Stith, and with unanimous consent, item 4.10, will be moved forward to the full Board.

5. INFORMATION

6. OUTSTANDING POLICY CLEANUP & REVIEW

6.1 Series 8000 Operations – Policies 8120 through 8450

<http://www.neola.com/genevacusd-il/search/policies/po8000.htm>

At the last meeting, we put off the policy review because of possibly moving from NEOLA to Press, however, this would get us through all of our policies and we would be in good shape to move to Press. (Most of these policies were reviewed back in January when we added “or

designee", but a full review was just done a year ago.) Do we raise and lower our flags at each of the schools every day? (No, not at all schools.) We will need to revise policy 8800 then, because the fifth paragraph states we do. (We will confirm with each school before we make any changes.) Do we still offer free lunches? (Yes.)

7. ADJOURNMENT

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

APPROVED June 26, 2017
(Date)

(Leslie Juby) CHAIRPERSON

RECORDING
SECRETARY _____
(Dr. Kent Mutchler)